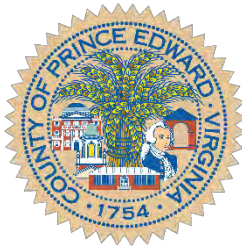




MISSION STATEMENT

"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**

January 9, 2024

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.

~~~~~  
**AGENDA**

|                                                                                                                                                                                                       | <u>STAFF CONTACT</u>                 | <u>PAGE #</u> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|---------------|
| <u>5:00 P.M.</u> <u>Work Session:</u><br>FOIA/COIA Training for New Board Members                                                                                                                     | Teri Atkins Wilson<br>Karin Everhart | 5             |
| <br><u>7:00 P.M.</u> 1. The Chair will call to order the <u>January</u> meeting of the Board of Supervisors.                                                                                          |                                      | 9             |
| 2. Invocation                                                                                                                                                                                         |                                      | 9             |
| 3. Pledge of Allegiance                                                                                                                                                                               |                                      | 9             |
| 4. Conflict of Interest Disclosures                                                                                                                                                                   |                                      | 11            |
| 5. Election of Chair                                                                                                                                                                                  |                                      | 13            |
| 6. Adoption of Board By-Laws                                                                                                                                                                          |                                      | 13            |
| 7. Election of Vice Chair                                                                                                                                                                             |                                      | 13            |
| 8. Set Day, Time and Place of Regular Meetings                                                                                                                                                        |                                      | 13            |
| 9. Selection of Operating System: Committees or Committee-of-the-Whole                                                                                                                                |                                      | 13            |
| 10. Committee Appointments                                                                                                                                                                            |                                      | 13            |
| 11. Adoption of Board Rules of Procedure for Public Hearings                                                                                                                                          |                                      | 23            |
| 12. Adoption of Board Protocol for Public Participation                                                                                                                                               |                                      | 27            |
| 13. Adoption of Protocol for Board of Supervisors Comments                                                                                                                                            |                                      | 29            |
| 14. Recognitions                                                                                                                                                                                      | Cheryl Stimpson                      | 31            |
| 15. <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>             |                                      | 33            |
| 16. Board of Supervisors Comments                                                                                                                                                                     |                                      | 35            |
| 17. <u>Consent Agenda:</u>                                                                                                                                                                            |                                      |               |
| a. Treasurer’s Report                                                                                                                                                                                 |                                      | 37            |
| b. Approval of Minutes                                                                                                                                                                                |                                      | 41            |
| c. Review of Accounts & Claims/Board Mileage Reports/County Attorney Invoices                                                                                                                         |                                      | 69            |
| d. 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. |                                      | 105           |

|                  |                                                                                                                                                                                                                                                                                                                                                 |                     |            |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|------------|
| <b>7:30 P.M.</b> | <b>18. <u>PUBLIC HEARING:</u></b> The Board will receive public input on the following:                                                                                                                                                                                                                                                         | Cheryl Stimpson     | <b>107</b> |
|                  | a. Pursuant to Section 15.2-2507 of the Code of Virginia, the Board will consider amendments to the FY 24 County Budget and FY 24 County School Budget and accept distribution of \$6,237,616.37 of Federal Coronavirus Relief Funds to be appropriated by the Board of Supervisors and distributed to the Prince Edward County Public Schools. |                     |            |
|                  | <b>19. <u>Constitutional Officer Report:</u></b>                                                                                                                                                                                                                                                                                                |                     | <b>109</b> |
|                  | a. Crystal Hensley, Commissioner of Revenue                                                                                                                                                                                                                                                                                                     |                     |            |
|                  | <b>20. Economic Development Update</b>                                                                                                                                                                                                                                                                                                          | Chelsey White       | <b>111</b> |
|                  | <b>21. 2023 Planning Commission Annual Report</b>                                                                                                                                                                                                                                                                                               | Doug Stanley        | <b>113</b> |
|                  | <b>22. Highway Matters</b>                                                                                                                                                                                                                                                                                                                      | Sarah Puckett       | <b>119</b> |
|                  | <b>23. Event Permit: Virginia State Coonhound Championship</b>                                                                                                                                                                                                                                                                                  | Sarah Puckett       | <b>121</b> |
|                  | <b>24. <u>Appointments:</u></b>                                                                                                                                                                                                                                                                                                                 | Sarah Puckett       |            |
|                  | a. Board of Supervisors and Outside Agencies                                                                                                                                                                                                                                                                                                    |                     | <b>125</b> |
|                  | b. Community Policy Management Team                                                                                                                                                                                                                                                                                                             |                     | <b>127</b> |
|                  | <b>25. <u>Finance &amp; Human Resources Report</u></b>                                                                                                                                                                                                                                                                                          | Cheryl Stimpson     |            |
|                  | a. Appropriation: VTC Microbusiness Grant                                                                                                                                                                                                                                                                                                       |                     | <b>129</b> |
|                  | b. Appropriation: National Opioid Settlement Funds                                                                                                                                                                                                                                                                                              |                     | <b>131</b> |
|                  | c. Appropriation: School Grant Funds                                                                                                                                                                                                                                                                                                            |                     | <b>133</b> |
|                  | d. Opioid Abatement Authority Grant                                                                                                                                                                                                                                                                                                             |                     | <b>137</b> |
|                  | e. Approval of New Information Technology Equipment                                                                                                                                                                                                                                                                                             |                     | <b>155</b> |
|                  | <b>26. Lease Renewal – Piedmont Court Services</b>                                                                                                                                                                                                                                                                                              | Doug Stanley        | <b>163</b> |
|                  | <b>27. County Attorney’s Report</b>                                                                                                                                                                                                                                                                                                             | Terri Atkins Wilson | <b>171</b> |
|                  | <b>28. County Administrator’s Report</b>                                                                                                                                                                                                                                                                                                        | Doug Stanley        | <b>173</b> |
|                  | <b>29. <u>Upcoming</u></b>                                                                                                                                                                                                                                                                                                                      | Doug Stanley        | <b>175</b> |
|                  | a. VACo Supervisor Certification Leadership Training                                                                                                                                                                                                                                                                                            |                     | <b>176</b> |
|                  | b. VACo Local Government Day                                                                                                                                                                                                                                                                                                                    |                     | <b>178</b> |
|                  | c. VACo Chairperson’s Institute                                                                                                                                                                                                                                                                                                                 |                     | <b>182</b> |
|                  | <b>30. <u>Correspondence/Informational:</u></b>                                                                                                                                                                                                                                                                                                 | Doug Stanley        | <b>189</b> |
|                  | a. SVCC Proud Panther Newsletter                                                                                                                                                                                                                                                                                                                |                     | <b>190</b> |
|                  | <b>31. <u>Monthly Reports:</u></b>                                                                                                                                                                                                                                                                                                              | Doug Stanley        | <b>197</b> |
|                  | a. Animal Control                                                                                                                                                                                                                                                                                                                               |                     | <b>198</b> |
|                  | b. Building Official                                                                                                                                                                                                                                                                                                                            |                     | <b>199</b> |
|                  | c. Cannery                                                                                                                                                                                                                                                                                                                                      |                     | <b>200</b> |
|                  | d. Commonwealth Regional Council                                                                                                                                                                                                                                                                                                                |                     | <b>201</b> |
|                  | e. Tourism                                                                                                                                                                                                                                                                                                                                      |                     | <b>202</b> |

*(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on January 9, 2024.)*





**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** Work Session – 5:00 p.m. – County Administrator’s Office  
**Department:** County Attorney  
**Staff Contact:** Terri Atkins Wilson/Karin Everhart  
**Agenda Item:** FOIA and COIA Training

---

**SUMMARY:** As required by the *Code of Virginia*, the County Attorney will facilitate training for newly re-elected Board members on the *Virginia Freedom of Information Act* and the *Virginia State and Local Conflict of Interest Act*. The two training sessions take about two hours. All Board members are welcome. Please let Karin Everhart know if you plan to attend.

Please note this training will be held in the County Administrator’s Office. We have also extended an invitation to the Constitutional Officers to join in the training.

**ATTACHMENTS:** Section 2.2-3132, *Code of Virginia*  
Section 2.2-3704.3, *Code of Virginia*

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

Code of Virginia  
Title 2.2. Administration of Government  
Subtitle I. Organization of State Government  
Part E. State Officers and Employees  
Chapter 31. State and Local Government Conflict of Interests Act  
Article 9. Training for Local Filers

## § 2.2-3132. Training on prohibited conduct and conflicts of interest

A. The Council shall provide training sessions for local elected officials, the members of appointed school boards, and the executive directors and members of industrial development authorities and economic development authorities, as created by the Industrial Development and Revenue Bond Act (§ 15.2-4900 et seq.), on the provisions of the State and Local Government Conflict of Interests Act (§ 2.2-3100 et seq.). The Council may provide such training sessions by online means.

B. Each local elected official and member of an appointed school board, and the executive director and members of each industrial development authority and economic development authority, as created by the Industrial Development and Revenue Bond Act, shall complete the training session described in subsection A within two months after assuming the local office and thereafter at least once during each consecutive period of two calendar years while he holds such office, commencing with the date on which he last completed a training session. No penalty shall be imposed on a local elected official, a member of an appointed school board, or an executive director or member of an industrial development authority or an economic development authority for failing to complete a training session.

C. The clerk of the respective governing body or school board shall maintain records indicating local elected officials, members of appointed school boards, and executive directors and members of industrial development authorities and economic development authorities subject to the training requirement and the dates of their completion of a training session pursuant to subsection B. Such records shall be maintained as public records for five years in the office of the clerk of the respective governing body or school board.

2019, c. 530;2020, cc. 76, 80;2023, cc. 351, 352.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

## § 2.2-3704.3. Training for local officials

A. The Virginia Freedom of Information Advisory Council (the Council) or the local government attorney shall provide in-person or online training sessions for local elected officials; the executive directors and members of industrial development authorities and economic development authorities, as created by the Industrial Development and Revenue Bond Act (§ 15.2-4900 et seq.); and members of any boards governing any authority established pursuant to the Park Authorities Act (§ 15.2-5700 et seq.) on the provisions of this chapter.

B. Each local elected official, the executive director and members of each industrial development authority and economic development authority, as created by the Industrial Development and Revenue Bond Act, and members of any boards governing any authority established pursuant to the Park Authorities Act (§ 15.2-5700 et seq.) shall complete a training session described in subsection A within two months after assuming the local elected office and thereafter at least once during each consecutive period of two calendar years commencing with the date on which he last completed a training session, for as long as he holds such office. No penalty shall be imposed on a local elected official or an executive director or member of an industrial development authority or an economic development authority for failing to complete a training session.

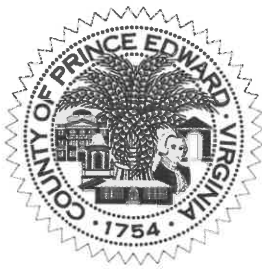
C. The clerk of each governing body or school board shall maintain records indicating the names of elected officials, executive directors and members of industrial development authorities and economic development authorities, and members of any boards governing any authority established pursuant to the Park Authorities Act (§ 15.2-5700 et seq.) subject to the training requirements in subsection B and the dates on which each such official completed training sessions satisfying such requirements. Such records shall be maintained for five years in the office of the clerk of the respective governing body or school board.

D. For purposes of this section, "local elected officials" shall include constitutional officers.

2019, c. 531;2020, cc. 76, 80, 904;2023, c. 461.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**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 January meeting of the Prince Edward Board of Supervisors.
2. **Invocation**
3. **Pledge of Allegiance**

**COST:**

**ATTACHMENTS:**

**RECOMMENDATION:**

**SAMPLE MOTION:**

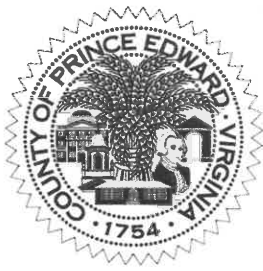
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**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: \_\_\_\_\_

\_\_\_\_\_







**COUNTY OF PRINCE EDWARD, VIRGINIA**  
**2024 BYLAWS OF THE BOARD OF SUPERVISORS**

I. ATTENDANCE AND ADJOURNMENT

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

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

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

II. CHAIR AND VICE-CHAIR

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

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

Board members, the Board member from the lower numbered district shall succeed as Vice Chair/Chair first.

Commencing with the organizational meeting held in January of 2016, a rotation for Chair and Vice Chair based upon the members in office shall be established at the annual organizational meeting of the Board. **The rotation commencing January 1, 2024 is as follows:**

| <u>Year</u> | <u>District Number</u><br><u>Chair</u> | <u>District Number</u><br><u>Vice Chair</u> |
|-------------|----------------------------------------|---------------------------------------------|
| 2024        | 801                                    | 101                                         |
| 2025        | 101                                    | 201                                         |
| 2026        | 201                                    | 701                                         |
| 2027        | 701                                    | 301                                         |
| 2028        | 301                                    | 601                                         |
| 2029        | 601                                    | 401                                         |
| 2030        | 401                                    | 501                                         |
| <b>2031</b> | <b>501</b>                             | <b>801</b>                                  |

The Board Chair and Vice Chair for prior years are as follows:

| <u>Year</u> | <u>District Number</u><br><u>Chair</u> | <u>District Number</u><br><u>Vice Chair</u> |
|-------------|----------------------------------------|---------------------------------------------|
| 2016        | 101                                    | 201                                         |
| 2017        | 201                                    | 801                                         |
| 2018        | 801                                    | 701                                         |
| 2019        | 701                                    | 301                                         |
| 2020        | 301                                    | 601                                         |
| 2021        | 601                                    | 401                                         |
| 2022        | 401                                    | 501                                         |
| <b>2023</b> | <b>501</b>                             | <b>801</b>                                  |

The day, time, and place of regular board meetings shall be determined at the January meeting. If a Board of Supervisors meeting is cancelled due to inclement weather, the meeting will be held on the following Thursday, unless a holiday, in which case the meeting would be held on the following Tuesday. Pursuant to Virginia Code 15.2-1416, all hearings and other matters previously advertised shall be conducted at the continued meeting and no further advertisement is required.

### III. CLERK

The County Administrator shall serve as Clerk to the Board. The minutes of the meetings of the Board shall be duly drawn by the Clerk and shall be submitted for approval at the next regular monthly meeting following their draft. The Clerk shall appoint a deputy as recording secretary if required or needed by the Board.

Board members, the Board member from the lower numbered district shall succeed as Vice Chair/Chair first.

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| <u>Year</u> | <u>District Number</u><br><u>Chair</u> | <u>District Number</u><br><u>Vice Chair</u> |
|-------------|----------------------------------------|---------------------------------------------|
| 2024        | 801                                    | <del>401</del> 201                          |
| 2025        | <del>401</del> 201                     | <del>201</del> 101                          |
| 2026        | <del>201</del> 101                     | 701                                         |
| 2027        | 701                                    | 301                                         |
| 2028        | 301                                    | 601                                         |
| 2029        | 601                                    | 401                                         |
| 2030        | 401                                    | 501                                         |
| <b>2031</b> | <b>501</b>                             | <b>801</b>                                  |

The Board Chair and Vice Chair for prior years are as follows:

| <u>Year</u> | <u>District Number</u><br><u>Chair</u> | <u>District Number</u><br><u>Vice Chair</u> |
|-------------|----------------------------------------|---------------------------------------------|
| 2016        | 101                                    | 201                                         |
| 2017        | 201                                    | 801                                         |
| 2018        | 801                                    | 701                                         |
| 2019        | 701                                    | 301                                         |
| 2020        | 301                                    | 601                                         |
| 2021        | 601                                    | 401                                         |
| 2022        | 401                                    | 501                                         |
| <b>2023</b> | <b>501</b>                             | <b>801</b>                                  |

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The County Administrator shall serve as Clerk to the Board. The minutes of the meetings of the Board shall be duly drawn by the Clerk and shall be submitted for approval at the next regular monthly meeting following their draft. The Clerk shall appoint a deputy as recording secretary if required or needed by the Board.

#### IV. ORDER OF BUSINESS

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

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

#### V. PREPARATION OF AGENDA

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

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

#### VI. CONSENT AGENDA

The Chair and County Administrator shall style routine, non-controversial matters requiring Board action on a Consent Agenda. Items may be removed from the Consent Agenda and placed on the Regular Agenda on recorded vote by a majority of the Board members present. Only one motion is necessary to adopt all recommendations and action items on the Consent Agenda.

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

## VII. CONDUCT OF BUSINESS

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

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

## VIII. TAKING THE VOTE

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

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

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

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

## IX. RECONSIDERATION

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

## X. WITHDRAWAL OF EXHIBITS

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

## XI. MANUAL AND RULES

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

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

## XII. APPOINTMENTS

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

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

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

## XIII. PUBLIC HEARINGS

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

#### XIV. CLOSED SESSIONS

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

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

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

---

### ROBERT'S RULES OF ORDER, NEWLY REVISED

#### PROCEDURE IN SMALL BOARDS

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

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

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

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

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

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



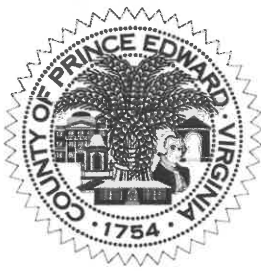
--The Chair can speak in discussion without rising or leaving the chair; and, subject to rule or custom within the particular board (which should be uniformly followed regardless of how many members are present), he usually can make motions and usually votes on all questions.

#### EFFECT OF PERIODIC PARTIAL CHANGE IN BOARD MEMBERSHIP

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

As amended and approved: 1/8/08, 1/14/14, 1/12/16, 1/9.18, 1/8/19, 1/14/20, 1/12/21, 1/11/22. 1/10/23.

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 11  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Adoption of Board Rules of Procedure for Public Hearings

---

**SUMMARY:**

Attached for your consideration are the proposed revisions to the Board's *Rules of Procedure for Public Hearings*, which adhere more closely While these have historically been adopted annually, the Board typically does not strictly to the protocol followed by the Board.

Also, attached for reference, is a copy of the existing Public Hearing Procedure.

**Attachments:** Board of Supervisors *Rules of Procedure for Public Hearings*, Proposed Revisions and Existing.

**Recommendation:** Approval.

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

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

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

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



**DRAFT**

## **BOARD OF SUPERVISORS PUBLIC HEARINGS RULES OF PROCEDURE - 2024**

### PUBLIC HEARING SPEAKING ORDER

1. The order of presentation shall be as follows, unless varied by the Board Chair.
  - a. Staff report.
  - b. Applicant's presentation.
  - c. Questions of the applicant by members of the Board of Supervisors.
  - d. Comments from members of the public. Speakers shall be heard in the order in which they registered on the public sign-in sheet.
  - e. Rebuttal by applicant/applicant's representative (time determined by Chair).
  - f. Questions by the Board members of speakers.
2. Following discussion of all matters to be considered and once the public hearing has been closed, the Board will consider one of the following three actions regarding each matter:
  - a. Approval (with conditions, as applicable);
  - b. Denial; or
  - c. Table for further review.

### PUBLIC HEARING GUIDELINES

- Individuals wishing to speak should register using the sign-in sheet posted outside the Board of Supervisors room on the night of the meeting. Individuals wishing to participate remotely may register in advance with the Deputy Clerk or call into the meeting and remain on the line until acknowledged by the Board Chair.
- Speakers will be asked to stand at the lectern and address the Board, if able, unless participating remotely, and to provide their name and district.
- Speakers arriving after the commencement of the hearing or who are participating remotely, and who are not on the sign-up sheet, will be recognized after the registered speakers have finished and at the discretion of the Chair.
- The Chair may establish a time limit for each speaker and to limit or decrease time for any portion of the public hearing due to the number of potential speakers, or repetition, or any other concern.
- All comments shall be directed to the members of the Board of Supervisors. Debate is prohibited. This includes debate among speakers or speakers/Board members/staff. Citizen comments may be supplemented by written comments and/or handouts and should bring ten copies for distribution to the Board of Supervisors.
- Speakers are asked to keep comments brief and to avoid repetitive testimony. Each speaker may speak once at a hearing. Remarks shall be confined to the matter under discussion and shall be relevant.
- The Chair has the authority to vary these guidelines as may be necessary and to end a presentation or comments that violate the rules or for other cause. The Board will not tolerate personal attacks by anyone on any participant in the proceedings.
- Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.

###



BOARD OF SUPERVISORS PUBLIC HEARINGS  
RULES OF PROCEDURE

1. Public Hearings – the order of presentation shall be as follows, unless varied by the Chairman.

- a. Staff report.
- b. Applicant's presentation.
- c. Comments, statements or presentations from members of the public.

The order of speakers will be:

- 1) Those in support of the matter,
- 2) Those with questions or concerns,
- 3) Those opposed,
- 4) Rebuttals (limited by the Chair as to number and time-see below),
- 5) Questions by the Board members of speakers.

d. Additional rules:

- The Chair can permit speaking out of the order in #c above as deemed necessary to enable the public to fully participate.
- Speakers must stand at the podium and address the Board.
- All comments shall be directed to the members of the Board of Supervisors. Debate is prohibited. This includes debate among speakers or speakers/Board members/staff.
- Presentation by the applicant and other speakers shall be limited to a time set by the Chairman.
- Additional time, for any portion, may be granted at the discretion of the Chairman.
- The Chair will set the number of minutes permitted for rebuttal and has the discretion to change the number.
- The Chair has the authority to limit or decrease time for any portion of the public hearing due to the number of potential speakers, or repetition, or any other concern.
- Remarks shall be confined to the matter under discussion and shall be relevant.

2. Speakers arriving after the commencement of the hearing and/or who are not on the sign-up sheet will be recognized at the discretion of the Chairman.

3. Repetitive testimony is discouraged.

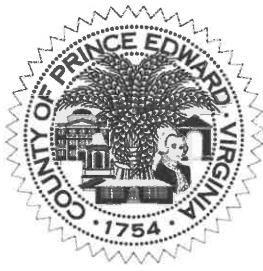
4. The Chairman shall have the authority to end a presentation that violates these rules or for other cause.

5. Following discussion of all matters considered in the public hearing, the Board members will consider one of three actions regarding each matter:

- Approval (with conditions, as applicable);
- Denial; or
- Table for further review.

6. Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 12  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Adoption of Protocol for Public Participation

---

**SUMMARY:**

The Board will wish to consider the adoption of the Protocol for Public Participation.

**Attachments:** Board of Supervisors Protocol for Public Participation.

**Recommendation:** Approval.

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

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

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

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



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

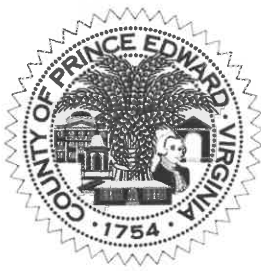
*"The mission of the Board of Supervisors of the County of Prince Edward is to represent all citizens, provide leadership, create vision and set policy to accomplish positive change and planned growth and to provide essential services, enhancing the quality of life and maintaining fiscal responsibility."*

## **PROTOCOL FOR 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.

As amended:10-11-22





**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 13  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Adoption of Protocol for Board of Supervisors Comments

---

**SUMMARY:**

The Board will wish to consider the adoption of the Protocol for Board of Supervisors Comments.

**Attachments:** Board of Supervisors Protocol for Board of Supervisors Comments.

**Recommendation:** Approval.

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 members shall be absent, unallocated time shall not be allocated to Board members in attendance.
- Following each Board member's comment period, the remaining two (2) minutes shall be set aside for appropriate response, and shall be divided equally between those members of the Board wishing to respond, and as directed by the Chairman.

*Adopted May 12, 2009*



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 14  
**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 our January 2024 employees of the month, the Prince Edward Social Services SMILE Committee, a director's advisory group, which has been active in building morale within the agency, while looking to address diversity, equity, and inclusion amongst the employees. The group comprised of workers, within each of the agency's units, has planned multiple events in a coordinated effort to hear each and every employee's voice, recognize their differences, celebrate successes, and learn and grow through the difficult times. The members of the committee wholeheartedly have bought into the parallel process of engaging with their peers in a positive manner that ultimately translates to positive engagement with the clients and community. This special group is committed to making a difference whether it be within the walls of our building or within the Prince Edward community!

Congratulations to Sherri Davenport, Chelsie Townsend, Patricia Carter, Darius Baskerville, Shirley Taylor, Shelby Atkins, Lisa Merritt, and Jennifer Miles

**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:** January 9, 2024  
**Item #:** 15  
**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 _____   |

# 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          |                |             |               |        |



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 16  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Board of Supervisors Comments

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**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 \_\_\_\_\_

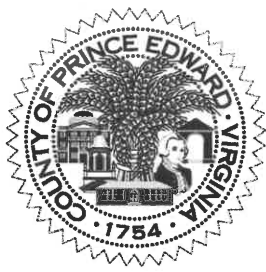
Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 17-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 \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Pride \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Jenkins \_\_\_\_\_ Townsend \_\_\_\_\_  
Jones \_\_\_\_\_ Watson \_\_\_\_\_

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

| <b>Bank Account Balances</b>  |              |                  |  |                  |                     |                         |
|-------------------------------|--------------|------------------|--|------------------|---------------------|-------------------------|
| <b>Name of Bank</b>           | <b>Ref #</b> | <b>Int. Rate</b> |  | <b>Int. Paid</b> | <b>Bank Balance</b> |                         |
| Benchmark Pooled Fund Account | 7654         | 4                |  | \$35,850.70      | \$ 15,839,842.06    |                         |
| Benchmark Social Services     | 9746         |                  |  |                  | \$ 160,730.97       |                         |
| Benchmark School Fund         | 3352         |                  |  |                  | \$ 1,566,138.54     |                         |
| Benchmark Food Service        | 3742         |                  |  |                  | \$ 453,509.17       |                         |
| <b>TOTAL</b>                  |              |                  |  |                  |                     | <b>\$ 18,020,220.74</b> |

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

| <b>Certificates of Deposit</b>     |              |                  |             |                 |                     |                          |
|------------------------------------|--------------|------------------|-------------|-----------------|---------------------|--------------------------|
|                                    | <b>Ref #</b> | <b>Int. Rate</b> | <b>Term</b> | <b>Maturity</b> | <b>Bank Balance</b> | <b>Available Balance</b> |
| <b>Benchmark</b>                   |              |                  |             |                 |                     |                          |
|                                    | 0994         | 1.00             | 24          | 01/15/26        | \$ 123,503.22       |                          |
|                                    | 0995         | 1.00             | 24          | 01/15/26        | \$ 123,503.22       |                          |
| Recreation Fund                    | 0998         | 0.50             | 36          | 02/14/24        | \$ 17,595.36        |                          |
| Benchmark 5 Yr CD-letter of credit | 0632         | 1.00             | 60          | 01/04/26        | \$ 668,086.43       | \$ 932,688.23            |
|                                    |              |                  |             |                 |                     |                          |
| Benchmark Investment Acct          | L796         | 3.09             | 36          | 05/13/25        | \$ 2,495,000.06     | \$ 2,514,141.92          |
|                                    |              |                  |             |                 |                     |                          |
| <b>Farmers Bank</b>                |              |                  |             |                 |                     |                          |
|                                    | 2465         | 0.50             | 36          | 06/17/24        | \$ 110,316.67       |                          |
|                                    | 2466         | 0.50             | 36          | 06/17/24        | \$ 110,316.67       |                          |
| <b>Underground Storage</b>         | 2478         | 0.60             | 36          | 10/27/24        | \$ 23,076.91        |                          |
|                                    | 3494         | 4.66             | 6           | 11/16/23        | \$ 2,598,706.46     |                          |
|                                    | 3454         | 4.65             | 12          | 04/05/24        | \$ 2,557,643.07     |                          |
|                                    | 3475         | 4.64             | 6           | 10/05/23        | \$ 5,117,679.17     |                          |
|                                    |              |                  |             |                 |                     | \$ 10,517,738.95         |
| <b>TOTAL</b>                       |              |                  |             |                 |                     | <b>\$ 13,964,569.10</b>  |

|                    |  |  |  |  |  |                         |
|--------------------|--|--|--|--|--|-------------------------|
| <b>GRAND TOTAL</b> |  |  |  |  |  | <b>\$ 31,984,789.84</b> |
|--------------------|--|--|--|--|--|-------------------------|

**Prince Edward Board of Supervisors Treasurer's Report  
NOVEMBER 2022**

| <b>Bank Account Balances</b>  |              |                  |                     |  |                          |
|-------------------------------|--------------|------------------|---------------------|--|--------------------------|
| <b>Name of Bank</b>           | <b>Ref #</b> | <b>Int. Rate</b> | <b>Bank Balance</b> |  | <b>Available Balance</b> |
| Benchmark Pooled Fund Account | 7654         |                  | \$ 10,031,273.69    |  | \$ 10,031,273.69         |
| Benchmark Social Services     | 9746         |                  | \$ 169,347.26       |  | \$ 169,347.26            |
| Benchmark School Fund         | 3352         |                  | \$ 1,351,963.14     |  | \$ 1,351,963.14          |
| Benchmark Food Service        | 3742         |                  | \$ 477,120.14       |  | \$ 477,120.14            |
| <b>TOTAL</b>                  |              |                  |                     |  | <b>\$ 12,029,704.23</b>  |

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

| <b>Certificates of Deposit</b>        |      |      |                 |  |                         |
|---------------------------------------|------|------|-----------------|--|-------------------------|
| <b>Benchmark</b>                      |      |      |                 |  |                         |
|                                       | 0994 | 1.00 | \$ 122,275.88   |  |                         |
|                                       | 0995 | 1.00 | \$ 122,275.88   |  |                         |
| Recreation Fund                       | 0998 | 0.50 | \$ 17,507.66    |  |                         |
| Benchmark 5 Yr CD-letter of credit    | 0632 | 1.00 | \$ 661,447.11   |  | \$ 923,506.53           |
| <b>Benchmark Investment Acct L796</b> |      |      |                 |  |                         |
|                                       | OLD  | 1.85 | \$ 371,229.54   |  |                         |
|                                       | NEW  | 3.35 | \$ 2,048,558.24 |  | \$ 2,419,787.78         |
| <b>Farmers Bank</b>                   |      |      |                 |  |                         |
|                                       | 2465 | 0.50 | \$ 109,770.30   |  |                         |
|                                       | 2466 | 0.50 | \$ 109,770.30   |  |                         |
| Underground Storage                   | 2478 | 0.60 | \$ 22,938.96    |  |                         |
|                                       | 2501 | 2.09 | \$ 2,236,971.94 |  |                         |
|                                       | 3418 | 3.75 | \$ 2,500,000.00 |  |                         |
|                                       | 3419 | 3.35 | \$ 2,500,000.00 |  | \$ 7,479,451.50         |
| <b>TOTAL</b>                          |      |      |                 |  | <b>\$ 10,822,745.81</b> |

|                    |  |  |  |  |                         |
|--------------------|--|--|--|--|-------------------------|
| <b>GRAND TOTAL</b> |  |  |  |  | <b>\$ 22,852,450.04</b> |
|--------------------|--|--|--|--|-------------------------|

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 17-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 \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Pride \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Jenkins \_\_\_\_\_ Townsend \_\_\_\_\_  
Jones \_\_\_\_\_ Watson \_\_\_\_\_

December 12, 2023

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 12<sup>th</sup> day of December, at 7:00 p.m., there were present:

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

Absent: Odessa H. Pride

Also present: Douglas P. Stanley, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Cheryl Stimpson, Director of Finance; Trey Pyle, Deputy Emergency Management Coordinator; Terri Atkins Wilson, County Attorney; Sarah Maddox, Piedmont Area Veterans Council; Adam Mumma, Chief Animal Control Officer; Phillip Moore, Building Inspector; Chelsey White, Director of Economic Development and Tourism; Trey Pyle, Deputy Emergency Management Coordinator; Randy Cook, General Services Director; Shawn Howard, IT Director; Robert Love, Director of Planning & Community Development; Kimberley Allen, Director of Social Services; and Jeff Jones, Solid Waste General Manager.

Chairman Gilliam called the December meeting to order.

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

In Re: Conflict of Interest Act Disclosures

Cannon Watson stated:

*As a member of the Prince Edward County Board of Supervisors, I, Cannon Watson, am disclosing that I have a personal interest in the transaction under Agenda Item #13-e, the consideration of the contract with Davenport & Co. for Financial Advisory Services. I am an equity partner in Davenport & Co., with an ownership interest of less than one-half of one percent, but in excess of \$5,000 per year.*

*Section 2.2-3110(4) of the Code of Virginia enables the County to lawfully enter into a contract with Davenport & Co., as I have no legal authority to participate in the procurement or letting of said contract on behalf of Davenport & Co., and I have no authority to participate in the procurement or letting of said contract on behalf of the County.*

*In accordance with Sections 2.2-3112(A) and 2.2-3115(F) of the Code of Virginia, I am disclosing my personal interest as an equity partner in Davenport & Co., located at 901 East Cary Street, Suite 1100, Richmond, VA 23219. I am unable to participate in all discussions and votes on the County's consideration of entering into a contract with Davenport & Co. for Financial Advisory Services.*

*I have filed a declaration of disclosure with the Clerk of the Board of Supervisors, a copy of which is available for public review.*

### 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.

- A. The Board congratulated the members and coaches of the 2023 Fuqua Volleyball Team who won the Virginia Colonial Conference Varsity Volleyball Championship and the Virginia Independent School Athletic Association Division IV Volleyball State Championship. Fuqua School Head of School, Chance Reynolds and Head Coach Jamie Morris also attended the meeting to help introduce the students and staff.
- B. The Board also congratulated Barrett Motter, a senior at Prince Edward County High School, who recently earned the rank of Eagle Scout. The rank of Eagle Scout is the highest and most prestigious achievement a Scout can achieve. Highly respected, the title of Eagle Scout carries with it special significance not only in Scouting but also in school, business and the community. To attain the Eagle rank, a Scout must earn at least 21 merit badges, fulfill leadership roles and display outdoor skills, demonstrate by example the Scout Oath and Law, and complete a comprehensive service project in the community. Barrett completed his service project last summer at the Sandy River Reservoir by installing a bench and landscaping out on the point, overlooking the water.
- C. The Board also recognized the County's December Employee of the Month, Deputy Mark Stephens. Deputy Stephens is an almost nine-year employee of the Prince Edward County Sheriff's Office and is retired from the United States Coast Guard. Currently, Deputy Stephens works often at the courthouse security desk. His nomination for employee of the month describes his positive attitude and his sincere and thoughtful manner with greeting and managing the public. He is always respectful and polite and is a positive figure representing Prince Edward County. Thank you and congratulations.

### 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.*

James Redford, Assistant Chief, Prospect Volunteer Fire Department, thanked the Board and Administration for the support given to the fire departments and Fire Association. He said 2023 was a very productive year and they look forward to the same in 2024. He thanked the Board for the support of the Public Safety Radio System; he said a large group of users of that system are fire and EMS agencies in the County. He said they trust the Board, the process and they stand behind the research and data of CTA, the [consulting] company hired for this project. This

system that they have selected will serve all responders in the County. He also thanked all of the people that gave their time working on this project. He asked, on behalf of the Firefighters Association, that the Board support the proposed radio system.

Sheriff Tony Epps said on behalf of every fire, rescue, police officer and citizen of this County, he requested the Board support the purchase of the proposed radio system. He said he listens to his deputies every night and sometimes it is difficult to hear the deputies on the radio. He said he appreciates the support given to him and asks that the Board support this purchase.

In Re: Board of Supervisors Comments

The Board members thanked those in attendance and said citizen input is important for the Board to address the issues.

Supervisor Jones also wished everyone a happy holiday season, and expressed condolences to the Pride family. He then thanked Deputy Stephens and all the first responders for their service. The Board members agreed with Supervisor Jones' statement.

In Re: Consent Agenda

Mr. Stanley stated the County Attorney June 2023 invoice was inadvertently included in the Accounts & Claims, and had been approved in August.

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

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

Absent: Odessa H. Pride

the Board accepted the October 2023 Treasurer's Report; the minutes of the meeting held November 9, 2023; Accounts and Claims, Board Mileage Sheets; and Salaries.



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

| Name of Bank                  | Ref # | Int. Rate | Int. Paid   | Bank Balance           |
|-------------------------------|-------|-----------|-------------|------------------------|
| Benchmark Pooled Fund Account | 7654  | 4.25      | \$29,936.47 | \$8,105,418.09         |
| Benchmark Social Services     | 9746  |           |             | \$182,896.11           |
| Benchmark School Fund         | 3352  |           |             | \$2,721,790.16         |
| Benchmark Food Service        | 3742  |           |             | \$461,265.35           |
| <b>TOTAL</b>                  |       |           |             | <b>\$11,472,469.71</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 | Bank Balance   | Available Balance             |
|------------------------------------|-------|-----------|----------------|-------------------------------|
| Benchmark                          | 0994  | 1.00      | \$123,503.22   |                               |
|                                    | 0995  | 1.00      | \$123,503.22   |                               |
| Recreation Fund                    | 0998  | 0.50      | \$17,573.21    |                               |
| Benchmark 5 Yr CD-letter of credit | 0632  | 1.00      | \$668,086.43   | \$932,666.08                  |
| Benchmark Investment Acct          | L796  | 3.35      | \$2,495,000.06 | \$2,495,000.06                |
| Farmers Bank                       | 2465  | 0.50      | \$110,316.67   |                               |
|                                    | 2466  | 0.50      | \$110,316.67   |                               |
| Underground Storage                | 2478  | 0.60      | \$23,076.91    |                               |
|                                    | 3465  | 4.15      | \$2,546,004.17 |                               |
|                                    | 3454  | 4.65      | \$2,557,643.07 |                               |
|                                    | 3457  | 4.75      | \$5,117,679.17 | \$10,465,036.66               |
| <b>TOTAL</b>                       |       |           |                | <b>\$13,892,702.80</b>        |
| <b>GRAND TOTAL</b>                 |       |           |                | <b><u>\$25,365,172.51</u></b> |

In Re: Community Partner Updates

Sarah Maddox, Piedmont Area Veterans Council, presented a report on the organization. She said the programs and services have grown, and include counseling services, respite and direct care services, mental health counseling, employment, benefits assistance. She said a grant was received for homeless veterans and a new program is available for Vietnam veterans. She then stated they will close on their new office space on December 13. She said having a permanent home will make their organization the only Veteran's resource in the state of Virginia.

Sgt. Major Doug Randolph stated the Piedmont Area Veterans Council is more indebted to Prince Edward County Board of Supervisors and administration for the building that they are in currently; they have outgrown it. People contact them from all over the United States for services. He said the family of the veterans are also assisted. He thanked Prince Edward County for all the support.

In Re: Highway Matters

Scott Frederick, P.E., VDOT, reviewed VDOT activity:

- Intersection of Rt. 735 and Rt. 460 – widened the radii and resurfaced the intersection; striping needs to be completed.
- Ditching work done on Rt. 701, Washout Road.
- Cutting brush behind guard rails and on slopes on Rt. 360 and Rt. 460; work will continue through the winter.
- Hired a contractor to pick up litter; Rt. 460 is complete; work continues on Rt. 360. Over 1,000 bags of litter have been picked up just on Rt. 460.
- Routine maintenance and work orders.
- First snow event, five trucks were out to treat bridges. No reports of accidents.
- Rural Rustic is shut down for the cold weather, but work is being done on Briery Way Road, Old Oak Road, and Falkland Road. The stone and drainage work done and brush is cut back. Surfacing will be done when warm weather returns.

Mr. Stanley asked if the Abilene [Road] safety project will come after the Rural Rustics are complete. Mr. Frederick said they were working on preliminary engineering about a month ago, but as of right now, it is to be funded and will be advertised in the fall. He said they requested a “shelf-ready project,” he submitted that project to them, and it was chosen. That will be done with contract forces and not VDOT staff.

Supervisor Emert said that on Route 649, between 1131 Oliver Road and 470 Oliver Road, there is a pipe that may be breaking as the road is caving in there.

Supervisor Townsend asked about the bridge replacement in Worsham. Mr. Frederick said he will find out when that will start and let Mr. Stanley know.

Chairman Gilliam said there was a crew working at the entrance to The Manor. Mr. Frederick said they are working on it, but it is a long process, and is the beginning of the intersection upgrade.

Supervisor Emert said Singleton Road still needs drainage work done.

Supervisor Gilliam said Singleton Road still has water coming back. Mr. Frederick said he will have crews go out.

In Re: Public Hearing – Rezoning A2 to C1, Paladin Medical Transport, Inc.

Chairman Gilliam announced that this was the date and time scheduled for a public hearing to receive citizen input prior to considering an application request by Paladin Medical Transport, Inc., to rezone Tax Map Parcel 039-A-17C, located at the end of Bush River Drive (State Route 630) from A2, Agricultural Residential to C1, General Commercial to allow for offices that provide case management and day support services. Notice of this hearing was

advertised according to law in the Wednesday, November 29, 2023 and Wednesday, December 6, 2023 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

The County has received an application request by Paladin Medical Transport, Inc. to rezone Tax Map Parcel 039-A-17C, located at the end of Bush River Drive (State Route 630), from A2, Agricultural Residential to C1, General Commercial to allow for offices that provide case management and day support services.

The Planning Commission held a public hearing on November 21, 2023; no one spoke in opposition of the application and the County had received no correspondence opposing the request. The Planning Commission unanimously recommended approval of the rezoning, forwarding the request to the Board of Supervisors for Public Hearing. Melba R. Moore, DBA, MS, Executive Director of Crossroads Community Services Board has submitted comments in support of the rezoning as they intend to expand their operation to this property.

This parcel is contiguous with the existing C1, General Commercial District and would **not** be considered spot zoning. County staff is of the opinion the use is generally compatible with the zoning district and that the rezoning of this parcel would be in harmony and will have minimal impacts on surrounding properties as far as traffic and noise.

Chairman Gilliam opened the public hearing.

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

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, to approve the request by Paladin Medical Transport, Inc., to amend the Prince Edward County Zoning Map and rezone approximately 5.00 +/- acres from A2, Agricultural Residential to C1, General Commercial; the motion carried:

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

Absent: Odessa H. Pride

**In Re: Department Reports – Animal Control**

Adam Mumma, Chief Animal Control Officer, reported an intake during 2023 of 348 animals, dogs and cats, that have found placement, and that he and Ms. Witmer have driven 31,000 miles throughout the County. There have been 1,634 calls for service. He said there were 342 after-hours calls. He thanked the Board for approving the additional kennel assistant/Officer in Training, which will help them greatly in being proactive in serving the

community. He said this will allow two officers on duty, seven days a week. In addition, they expanded the number of rescues and shelters worked with, and have also transferred some out of state to find them homes; they also participated in several adoption events. Next year, they plan to start a campaign to inform and educate the citizens on the year-round confinement law, and will re-open the Pet Food Pantry, which will accept donations and will be distributed throughout the County, wherever the need is greatest. He thanked the Board for their continued support.

In Re: Department Reports –Building Official

Phillip Moore, Building Official, reported that the past year has been very busy; he said he continues to do inspections for the County and Town, but the Town has recently hired a residential inspector. He said the County Building Office is in the process of implementing a new permitting system, which will improve the efficiency on scheduling inspections, and in getting the permits processed and approved. He said that over the last year, the permits slightly decreased (from 941 in 2022 to 926 in 2023); inspections increased (from 1,147 in 2022 to 1,437 in 2023). He said the new fee schedule has been implemented; budget has been met. He stated all of the procedures are under review to improve them; some improvements have been made already. There will be a learning curve with the new permitting system. He said that in 2024, Virginia will be adopting the next [Building] Code Cycle.

In Re: Department Reports – Emergency Management

Trey Pyle, Deputy Emergency Management Coordinator, reported that over 2023, there were eight incidents of missing people, with all successfully located. Five of those were adults and one of those was found within 20 minutes with the use of a drone. Three cases involved children; one was an active search and two were found quickly. The relationship with the Sheriff's Office and Emergency Management, as far as getting resources on scene quickly has been shown to be successful. There were eight hazmat incidents; six of those were motor vehicle related, two were spill related. He said he supported the Town of Farmville using drone support during Rock the Block. He said he fed the live feed right to their monitors. He said he was also on standby for the Heart of Virginia Festival in case they needed support. He participated in National Night Out with the Town of Farmville, and signed up citizens with the Everbridge system, and showed the capabilities of the drone. This year, the Search and Rescue Training kicked off, with 28 participants from Prince Edward County. He said he was successful in securing a Federal grant for the Firefighters Association for thermal imaging cameras, in the amount of \$162,000, which only requires a 5% match.

This will bring all fire departments on a standardized thermal imaging camera. These were ordered December 11. Mr. Pyle then said he continues to work on the Emergency Radio System project.

In Re: Department Reports – General Properties

Randy Cook, General Services Director, stated his department has been working hard to make the Courthouse look better every day. He noted Longwood Visual Arts Center has hung art on the first and third floors and made improvements to the JDR waiting room for a more pleasing atmosphere; replaced drives in the air handling units; cleaned to get ready for winter, changed the filters; the bathroom lighting is being improved; the floors are waxed and buffed. At the Rice Convenience station, they sealed the concrete and cleaned up, installed cameras for the new internet-accessible camera system; prepared renovation plans for the Agricultural Building; installed a new sign at the Agricultural Building and added better lighting for better visibility and security. He said they have tested and certified backflow devices in the County buildings. Crews have removed surplus furniture from the Lapp building that was approved previously. New sewer station controls have been installed at The Manor sewer station for monitoring. At the Sandy River Reservoir, the spillway banks were cut and trees were removed. The riser, the gates, the gate stems, the trash racks were all inspected and repaired. The fence around the outflow is repaired; they are working to get bids on the removal of timber for future expansion. New fencing was installed to contain the dumpsters, a new furnace has been installed at the shop and they have cleaned up around the shop. New heat and air has been installed at the Animal Shelter. Electronic trailers were moved at the Convenience sites, and those have been cleaned of leaves and debris. The Virso Community Center has been erected, hanging fans and installing gutters. He said they also continue to complete daily work orders.

In Re: Department Reports – Information Technology

Shawn Howard, IT Director, stated that in the six months that he's been here, he has been getting to know everyone and their departments requirements. He said he has evaluated the overall network and machines; he is planning the updates to the network and machines to make it more cohesive and work more logically at this time. He will start a replacement schedule for the machines, to be proactive rather than to wait for one to break.

In Re: Department Reports – Planning & Community Development

Robert Love, Director of Planning and Community Development, presented statistics on his department's activities. He said there was one rezoning request; ten special use permits so far, and the eleventh will be presented next week with only one withdrawn by the applicant. He said that project has come back to the County as a by-right, administrative modular home facility, and will be 65 homes, with 56 in the County. Part of that property wraps around the [Five County] Fairgrounds; the Town has given them a waiver so they may have well and septic. The Dollar General in Kingsville is open, and needs to complete the façade. He said the Wawa and the car wash have been given stormwater, E&S and zoning permit approval, as well as a by-right use on the corner lot by Dominion Drive, which is Harbor Freight. Within the next 30-45 days, all of those projects, as well as Sekou Abdus-Sabur's meat processing facility, will also be under construction.

Mr. Love said the County now has new flood maps and a new flood zone ordinance; the Zoning ordinance was updated and adopted in April. This has been a record-breaking year for Zoning permits, with 210 permits this year. Prior to COVID, there were approximately 80 permits, and this has tripled. This is a booming, thriving community and the construction is showing it.

Mr. Love then said the CIP projects, the renovation project on the Elementary School is ongoing, the work at the Rice Convenience Site is completed. The high school track is completed; the broadband project is underway, with 205 miles of fiber installed and 104 customers installed.

Mr. Love said he is looking forward to 2024, with the work on the Comprehensive Plan; there are a lot of pre-development meetings scheduled. He said there is a community meeting being held next week at the Meherrin Fire Department by Gabriel Solar for an 80-MW site off Falkland Road, and expects an application within 30-60 days from them. He said a community solar project will be in front of the Planning Commission next week.

Mr. Love stated he needs to be recertified as an Administrator and Stormwater Inspector in 2024; he said the Commonwealth of Virginia Erosion and Sediment Control and Stormwater is being combined. No one yet knows the new regulations other than they will be more intensive. In the Spring of the year, the E&S program will shut down and be refigured. As part of the Building permitting process, the Planning and Community Development Department will be launching online e-permitting for zoning permits.

In Re: Department Reports – Social Services

Kimberley Allen, Director of Social Services, reported that currently, her staff is about 70% complete with the Medicaid recertifications. Initially there were 6,700 renewals that needed to be completed; currently, over 4,700 have been completed. Of the 4,700 completed, over 4,100 have kept their health care coverage, while most of those not approved were unemployed when they applied but now are gainfully employed and no longer meet the requirements.

Mrs. Allen said staff just completed processing applications for the fuel assistance program, with 431 applications. An additional 360 households received pre-approval. She said the crisis program has started which provides for the replacement of heating equipment; this program runs through March. In January, the Crisis Bill Pay program will start.

Mrs. Allen stated the General Assembly established the PIP (Percentage of Income Payment) program, specifically for Dominion Energy and Appalachian Power customers. This opens on January 2, 2024, and is designed to reduce the energy burden of income-challenged customers by limiting their electric bill payment. Their bill will be based on a percentage of their income. DSS will get the applications for this program to determine eligibility. She said staff will also work with the Dominion Energy Share program; to date, 34 applications have been received, with 20 approved.

Mrs. Allen stated overall, the agency serves over 8,000 individuals in Prince Edward County with at least one type of assistance. She said that is nearly 40% of the population of the county. There has been more than \$73 million in annual client spending. She thanked the Board for their support.

In Re: Department Reports – Solid Waste

Jeff Jones, Solid Waste General Manager, reported that since July 2023, the landfill has taken in 5,474 loads of household trash, not including the brush, dirt, concrete or tires. As of today, it was at 17,675.84 tons [of trash], which averages 148.5 tons per day, including the half-days on Saturdays. He said in the last three years, this has grown tremendously but reflects County growth. He reported two inspections from DEQ over the past year; neither one found any deficiencies, and were clean inspections. He said the engineering firm that was hired sent a private inspector out and found no operational matter that needed addressing, with only a few maintenance requirements necessary, and commented that the landfill is very well maintained and safe. He said the operational life of Cell E

has been extended due to compaction being better than anticipated. Mr. Jones said the [convenience] site at Rice is fully open. At the Virso site, more catwalks will be put in. He thanked the Board for their support.

In Re: Department Reports – Finance

Cheryl Stimpson, Finance Director, stated the Finance Department has handled the Employee Recognition program; progress is being made with landfill billing; AP checks are usually cut within two weeks of the receipt, which is definitive progress. She said the Annual Audit has been delayed due to the pre-auditors having illnesses within their organization. She said CSA duties are in the process of being transferred to the Department of Social Services. She commended her staff and thanked the Board for their support.

In Re: Appropriations - School Board, CARES Act, Authorize Public Hearing

Cheryl Stimpson, Director of Finance, stated that on December 1, 2023, the County Administrator received a letter from the School Board requesting appropriation of \$5,166,614.41 to the school CARES ACT budget. The County Administrator also received a request to appropriate \$1,071,002.32 to the school's operating budget for FY24. For these transactions to take place, the Board will have to authorize a public hearing to amend the FY24 County and School Budgets by the amount of \$6,237,616.37 and then appropriate the same funds.

Per section 15.2-2507 of the Code of Virginia a locality may amend its budget during the fiscal year. However, if such an amendment exceeds the currently adopted expenditures by one percent or more, then the locality must advertise the amendment at least seven days prior to the public hearing. The County's currently approved FY24 budget is currently \$69,732,747, which means we exceed the one percent threshold.

There is no anticipated cost, except the cost of publishing the public hearing notice.

Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, to authorize a public hearing for its January 2024 meeting prior to acting on the appropriations for the school's CARES Act budget and school's operating budget; the motion carried:

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



In Re: National Opioid Settlement

Prince Edward County has received funds totaling \$10,826.29 from the Opioid Settlement Fund Trust. The County is required to use these funds for opioid remediation.

**FY24 BUDGET SUPPLEMENTS**

| Rev/Exp | Fund | Dept   | Object | Description                | Debit       | Credit      |
|---------|------|--------|--------|----------------------------|-------------|-------------|
| 3 (Rev) | 100  | 018990 | 0056   | National Opioid Settlement |             | \$10,826.29 |
| 4 (Exp) | 100  | 042400 | 5601   | Opioid Remediation         | \$10,826.29 |             |

Supervisor Townsend made a motion, seconded by Supervisor Emert, to approve the FY24 County Budget supplement 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  
Jerry R. Townsend  
Cannon Watson

Nay: None

Absent: Odessa H. Pride

In Re: Authorize Payment for Sheriff's Department Vehicle Equipment

At the September 12, 2023, Board of Supervisors meeting, the Board approved carryover funds from the FY23 to the FY24 budget in the amount of \$141,139.16. The Sheriff's department intended to use those funds to outfit new vehicles that were to be purchased in FY23, however, the purchase was not made prior to the closeout of the fiscal year. The Sheriff's department has received a quote from Sheehy Ford in the amount of \$94,574.04 for the equipment necessary to outfit those new vehicles. The Board is asked to approve the \$94,574.04 for the purchase of the equipment and allow the County Administrator to execute any documents necessary for the purchase of the equipment.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Emert, to approve the amount of \$94,574.04 for the equipment purchase and authorize the County Administrator to execute the documents for the purchase of the equipment; the motion carried:

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

Nay: None

Absent: Odessa H. Pride

In Re: Constitutional Officer Agreements – Commissioner of Revenue

Since 2006, the Board of Supervisors has executed an agreement with each Constitutional Officer (Sheriff, Treasurer, Commissioner of the Revenue, Clerk of Circuit Court, and Commonwealth's Attorney) regarding the applicability of the County's Personnel Policy on the employees of the Constitutional Officers. The Board will wish to authorize the Chairman to execute an agreement with the Commissioner of Revenue. A copy of the agreement was presented to the Board members for their review.

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, to authorize the Chairman to execute the Cooperative Agreement Between the Board of Supervisors and the Commissioner of Revenue of the County of Prince Edward, Virginia on behalf of the County; the motion carried:

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

Nay: None

Absent: Odessa H. Pride

**COOPERATIVE AGREEMENT BETWEEN THE BOARD OF SUPERVISORS  
AND THE COMMISSIONER OF REVENUE  
OF THE COUNTY OF PRINCE EDWARD, VIRGINIA**

THIS COOPERATIVE AGREEMENT, effective as of January 1, 2024, between the Commissioner of Revenue, and the Board of Supervisors of the County of Prince Edward, Virginia.

**ARTICLE I - SCOPE OF AGREEMENT**

This agreement extends the coverage of the County's personnel policies and procedures to all employees of the Commissioner of Revenue. This Agreement recognizes that employees of the Commissioner of Revenue, and other County employees all serve the residents of Prince Edward County.

Therefore, this Agreement seeks to establish a uniform personnel system so that the Commissioner of Revenue's employees will have the same rights and benefits and will be subject to the same policies, procedures, and regulations as other County employees, except as provided herein. The inclusion of such employees in the County Pay and Classification Plan shall not change the status of such employees as appointees of a constitutional officer who serve at the will and pleasure of the Commissioner of Revenue, and concurrent with the term of office of the Commissioner

of Revenue; nor shall it deprive the Commissioner of Revenue of control over the actions of her appointees but shall serve as the basis for supplementation of salaries as permitted by law.

Employees will be subject to the County's personnel policies and procedures, except the grievance procedure. All employees of the Commissioner of Revenue, whether funded by the Compensation Board or by the County, shall be placed on the County's pay plan, shall be eligible for the same benefits, and salary adjustments consistent with those received by other County Employees. This is an endeavor to maintain parity among County and Compensation Board funded positions as it pertains to general employee compensation.

The Commissioner of Revenue understands that future increases offered by the State through the Compensation Board will not be passed automatically to the staff since they would be covered under the county system. Regardless of what the county pay, and classification plan states it is understood that the salaries for the Commissioner of Revenue's staff will be no less than the salaries approved by the Compensation Board, as is required by state law. If the salary established by the Compensation Board for a given position is higher than that determined by the County's pay plan, the salary set by the Compensation Board shall be applicable to the position.

Nothing in the Agreement shall be interpreted to infringe upon the authority of the Commissioner of Revenue to retain control over the operations of her office, including, without limitation, the authority to:

- Direct the work of employees and deputies;
- Hire, promote, transfer, or appoint employees and deputies; and
- Discipline, suspend, demote, dismiss, or terminate the appointment of any employee or deputy.

Such authority shall be exercised by the Commissioner of Revenue; however, the procedures shall be in accordance with the County's personnel policies and procedures. In addition, the Commissioner of Revenue's authority pursuant to Virginia Code Section 15.2-1603 to terminate the appointment of a deputy is not intended to be infringed by this agreement.

The Commissioner of Revenue does not agree to include employees under the County Grievance Policy or Procedure, as the employees serve as an extension of the Commissioner of Revenue and derive all powers from the status of the Commissioner of Revenue as an elected Constitutional Officer.

The Commissioner of Revenue does agree to abide by all applicable State and Federal laws regarding FLSA, FMLA, EEO/ AA and other such applicable statutes as applied to appointees of elected officials.

## **ARTICLE II -TIME OF PERFORMANCE**

This Agreement shall commence as of January 1, 2024, and is effective until the below named Constitutional Officer leaves office.

## **ARTICLE III -LAWS, PERMITS AND RESTRICTIONS**

This Agreement shall be governed in all respects, whether as to validity, construction, capacity, or performance by the laws of the Commonwealth of Virginia.

## **ARTICLE IV -POLICIES**

The Commissioner of Revenue agrees to comply with the policies included in the County's Personnel Policy Manual, adopted by the Board of Supervisors on December 20, 2005, and which may be amended from time to time.

The Commissioner of Revenue and County agree that employees and deputies in the office of the Commissioner of Revenue shall be incorporated into the County Uniform Pay Plan, as approved by the Board of Supervisors on December 20, 2005, and which may be amended from time to time.

## ARTICLE V - AMENDMENT TO POLICIES

The County agrees to provide the Commissioner of Revenue with written notice of any change to all policies and procedures, and any new policies within thirty (30) days after adoption by the Board. The Commissioner of Revenue agrees to respond in writing to the County within thirty (30) days of receipt of such notice as to her agreement or disagreement with such amended/new policy. No amendments or new policies may be incorporated within this agreement without the written consent of the Commissioner of Revenue and the County.

This Agreement constitutes the sole Agreement existing between the parties with respect to this subject matter and there are no other written or oral understandings or agreements with respect thereto. No variation or modification of this Agreement and no waiver of its provisions shall be valid unless agreed to in writing and signed by the County, and the Constitutional Officer.

## ARTICLE VI-TERMINATION

- (1) This Agreement may be canceled by either party by giving thirty (30) days written notice to the other, or
- (2) This Agreement shall be suspended in the event the Board of Supervisors fails to appropriate or allocate funds for the purpose of continuation of this Agreement, or
- (3) In the event of breach by either party to this Agreement, the other party may give written notice to the party deemed to be in breach specifying the way the Agreement has been breached. If such notice of breach is given, the party sending the notice may suspend performance of any or all its corresponding obligations under this Agreement, and if the party receiving the notice has not substantially corrected the breach within thirty (30) days of receipt of the written notice, the party sending the notice shall have the right to terminate this Agreement.

## ARTICLE VII - PERSONNEL RECORDS AND REPORTS

The County Administrator or designee shall maintain the official time records of all employees of the Commissioner of Revenue. The Commissioner of Revenue agrees to keep and maintain current records of all her employees regarding accumulated sick leave, annual leave, etc. and to report each pay period any usage. The Commissioner of Revenue agrees to provide the County Administrator, or his designee all relevant information needed to administer the Personnel Plan, upon request. Records and forms will be maintained and submitted in accordance with established procedures. Additionally, the Commissioner of Revenue agrees to provide an accounting as of January 1, 2024, and each quarter thereafter, of all accrued leave balances.

### In Re: Financial Advisory Services Annual Term Contract with Davenport & Company, LLC

Mr. Stanley said the County of Chesterfield issued a request for proposals (RFP) due February 1, 2021, for financial advisory services. There is language in the RFP which allows other localities to use the resultant contract which is allowed under the cooperative procurement regulations in the Virginia Code. The County of Chesterfield entered into the attached agreement with Davenport & Company, LLC for the period of July 1, 2021, through June 30, 2022. The agreement allows for the option of automatic renewal for up to two (2) additional years.

The request is for the Board of Supervisors to approve and authorize the County Administrator to sign an agreement with Davenport & Company, LLC for the period of December 15, 2023, to December 14, 2024, for financial advisory services. Prince Edward County would have the option to renew the contract for four additional years.

The hourly rates for the financial advisory services provided by Davenport & Company, LLC will not change from the current rates.

Prince Edward County has utilized the financial advisory services of Davenport & Company, LLC for several years. In recent years, the County has engaged Davenport & Company, LLC to provide financial advisor services for projects such as the Courthouse Bond, the Social Services/Steps Building Renovation, and the School Remodeling projects.

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, to approve and authorize the County Administrator to sign an annual term contract with Davenport & Company, LLC, to provide financial advisory services for a one-year period from December 15, 2023 to December 14, 2024; 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>Jerry R. Townsend | Nay: None | Abstain: Cannon Watson |
| Absent: | Odessa H. Pride                                                                                                                  |           |                        |

In Re: Approval to Renew the Contracts of the County Administrator and County Attorney

Mrs. Stimpson stated that at the November 9, 2023, Board of Supervisors Meeting, members of the board met with the County Administrator and the County Attorney to discuss their annual performance review. The Board further discussed renewal of the contracts for the County Administrator and the County Attorney. The Board of Supervisors needs to now vote to approve both contracts, effective November 1, 2023.

Supervisor Emert requested a change to the County Attorney's contract to read "not to exceed \$500 per meeting."

Supervisor Townsend made a motion, seconded by Supervisor Emert, to approve the contracts for the County Administrator and County Attorney, with the stated amendment to the County Attorney's contract, effective November 1, 2023; 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>Jerry R. Townsend<br>Cannon Watson | Nay: None |
| Absent: | Odessa H. Pride                                                                                                                                   |           |

In Re: Public Safety Radio System

Trey Pyle, Deputy Emergency Management Coordinator, stated that in March 2022, the Board of Supervisors authorized the County Administrator to enter in to a contract with CTA Consultants, LLC, to review the current public safety radio systems in Prince Edward County. This study was completed and final report presented to staff in December, 2022 and to the Public Safety Committee in January 2023. CTA's report found there were currently seven independent radio systems in operation within Prince Edward County. These systems had several issues, to include: lack of redundancy, lack of coverage, lack of operability and interoperability, and equipment at end of life.

The recommendation is to combine all of these systems into one Countywide UHF Phase 2 Trunked Radio System. This approach will provide complete countywide coverage, be cost effective, provide operability and interoperability, and provide flexibility for future grow.

In April 2023, the Board of Supervisors authorized the County Administrator to start Phase Two of the radio system project. This phase developed the Procurement Document, Evaluation of the Proposal, and Contract Analysis. At the end of this phase a contractual price for the system with details on system specifications would be available.

In November 2023, CTA met with Motorola and County Staff to review and discuss the proposal and system price. It has been determined that the proposed Motorola Countywide P25 UHF Phase 2 Trunked Radio System has been designed for the current needs of public safety currently and for future growth within Prince Edward County. The proposal brings all public safety partners, Farmville Police Department, Prince Edward Sheriff's Department, Longwood Police Department, Hampden Sydney Police Department, and all Fire/Rescue, together seamlessly on one robust, dependable, unified radio system. County Public Works and Solid Waste will also be included in the system, with space available to incorporate the Public Schools in the future.

The Public Safety Committee reviewed the proposed contract on Friday, December 8, 2023. The Board is being asked to commit to the project prior to December 15, 2023 to lock into current pricing or face a price increase in 2024. There will be a "termination for convenience clause" in the contract, without penalty, if the County is unable to secure the approval of Farmville, Longwood, and Hampden-Sydney to commit to their portion of the project.

Similar projects have been financed for a period of 5-15 years through a lease-purchase program. Motorola can provide financing, though it is typically at a higher interest rate than the County can obtain through tax-exempt financing. The County Administrator has asked VML/VACO to provide financing alternatives at 12- and 15-year

terms. He has also asked them to push the date of the first payment past July 1, 2024 (FY25 budget) which would give the County additional time to build finance payments into the budget. In the current budget (FY24), the County has \$100,000 included in the budget. In addition to the annual cost of debt service, the County will be responsible for annual maintenance costs beginning with year #2 of the project.

The Board may recall, the County used VML/VACO for financing of the loader at the landfill in 2022. VML/VACO will ultimately solicit proposals from banks, including local, regional, and national financial institutions.

Supervisor Jones asked if this will step away from analog and will this bring other risks. Mr. Pyle stated these are connected by microwave with redundancy built into the system. Mr. Pyle added that in the event of a catastrophic event, such as a tornado taking out one tower, the other two will work.

Mr. Stanley stated the 2022-2024 CIP had a new radio system ranked fifth highest project, with an estimated cost of \$5.6 million. He said this is a different radio system with a cost of \$6.3 million, but after the partners are brought in, the cost will work out to \$5.57 million, with Prince Edward County carrying 77% of the cost. The Town of Farmville would carry 20%, Longwood University, 2%, and Hampden-Sydney College, 1%. Staff has found a \$1 million grant, and Mr. Pyle is seeking more grants to assist; this would bring the estimated cost to Prince Edward County to \$4.8 million. Further discussion followed.

Supervisor Townsend said the Public Safety Committee met and supports this project.

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, to approve the request to approve the purchase of a Countywide P25 UHF Phase 2 Trunked Radio System from Motorola as outlined above. Such approval is subject to the approval by the Town of Farmville, Longwood University, and Hampden-Sydney College for their portions of the project cost, and further move that the Board authorize the County Administrator to sign all necessary contracts with Motorola and direct the County Administrator to work with VML/VACO to secure financing for the project.; 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>Jerry R. Townsend<br>Cannon Watson | Nay: None |
| Absent: | Odessa H. Pride                                                                                                                                   |           |

In Re: Citizen Volunteer Appointments – Board of Zoning Appeals

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to recommend appointment of Kimberly S. Lettner to the Circuit Court Judge for appointment to the Board of Zoning Appeals, for a term of five years, beginning January 1, 2024 and ending December 31, 2028; the motion carried unanimously:

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

Nay: E. Harrison Jones

Absent: Odessa H. Pride

Kimberly S. Lettner will be recommended to the Circuit Court Judge for appointment to the Board of Zoning Appeals for a term of five years, beginning January 1, 2024 and ending December 31, 2028.

In Re: Citizen Volunteer Appointments – Planning Commission

Supervisor Townsend made a motion, seconded by Supervisor Watson, to recommend reappointment of Whitfield M. Paige to the Prince Edward County Planning Commission, with a term of four years beginning January 1, 2024 and ending December 31, 2027; the motion carried unanimously:

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

Nay: None

Absent: Odessa H. Pride

Whitfield M. Paige will be appointed to the Prince Edward County Planning Commission, with a term of four years beginning January 1, 2024 and ending December 31, 2027.

In Re: New Landfill Cell

Mrs. Puckett stated that based on a capacity study completed in January, 2023, and based on current intake and compaction rates, there are approximately 2.5 years of remaining life left in Cells A-E at the County's landfill.

The County's engineering firm, LaBella, is recommending that the construction of Cell F be bid in January 2024, and with construction anticipated to begin in the summer of 2024. Cell F is 3.4 acres and will provide an



additional 370,000 CY of waste disposal volume. At current compaction and intake rates, this will provide approximately 12 years of additional life for the Prince Edward County Landfill.

It is recommended the Board authorize the construction of the Cell F project, the preparation of Bid Documents and the subsequent issuance of an Invitation For Bids (IFB) for Cell F. Funding for this project comes from the Landfill Construction Fund, which has a current estimated fund balance of \$3,766,725, which will more than cover the anticipated cost.

Once bids are received, they will be brought to the Properties Committee and the Board for review and award.

Supervisor Emert made a motion, seconded by Supervisor Townsend, to authorize the construction of the Cell F project, the preparation of Bid Documents and the subsequent issuance of an Invitation for Bids (IFB) for Cell F; 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>Jerry R. Townsend<br>Cannon Watson | Nay: None |
| Absent: | Odessa H. Pride                                                                                                                                   |           |

In Re: Lease Agreement with USDA for County Ag Building

The County has received a proposal from the USDA to extend the existing lease for the County's Natural Resources building located at 100 Dominion Drive. The lease amendment would extend the existing lease through December 31, 2028 at a new rate of \$18.00 per square foot for 7,135 square feet at \$128,430 annually. The former rate was \$15.50 per square foot or \$110,592.50 annually.

The new lease adds additional prohibitions for certain telecommunications and video surveillance services or equipment. The County does not provide these to the USDA agencies, so these new conditions are not applicable to the County's lease.

Supervisor Townsend made a motion, seconded by Supervisor Jones, to approve the lease extension and authorize the Chairman or County Administrator to sign all documents necessary to execute the Lease Agreement; the motion carried:

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

Nay: None

Absent: Odessa H. Pride

In Re: Health Department – FY 2023-2024 Locality Agreement

Mr. Stanley reviewed the proposed FY 2023-2024 Locality Agreement. The proposed agreement reflects a budget of \$175,098.00 in local matching funds and an additional \$1,148.13 in local funds from FY 2022-2023.

The local Health Department Agreement must be approved each year.

Supervisor Emert made a motion, seconded by Supervisor Jones, to approve the FY 2023-2024 Locality Agreement between Prince Edward County Board of Supervisors and the Virginia Department of Health for funding and services of the Prince Edward County Health Department as proposed; the motion carried:

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

Nay: None

Absent: Odessa H. Pride

In Re: Engagement of Lobbyist for Sales Tax Bill – 2024 General Assembly Session

During the FY 2021-2022 budget discussions, the Board requested that staff look at alternative revenue options for the County including the potential for having Prince Edward County added to the qualified list of counties that are allowed to collect up to 1 % in additional sales tax revenue for the construction or renovation of schools within the locality. Currently the list of qualifying localities listed under §58.1-602 includes Charlotte County, Gloucester County, Halifax County, Henry County, Mecklenburg County, Northampton County, Patrick County, Pittsylvania County, or the City of Danville.

If the State Code is amended to include Prince Edward County then the Board of Supervisors would have to request that a referendum be held to ask the question if the County should be "authorized to levy an additional local general retail sales tax at a rate not to exceed one percent (1% ) provided the revenues from the sales tax shall

be used solely for capital projects for the construction or renovation of schools in the County, including bond and loan financing costs related to such construction or renovation." The tax would only be allowed to be levied for a period of 20 to 30 years until the debt is paid off for the school construction.

Davenport has previously estimated that a 1% increase in sales tax would generate approximately \$3,000,000+/- in annual revenue based on collections over the past five years. This is calculated on the County's share of 50% of local collections and our proportionate split of the remaining 50% with the Town of Farmville based on school age population. This would provide enough revenue to support significant improvements to the elementary school as well as the middle and high schools.

During the 2022 Session, Delegate Edmunds carried HB 63 during the 2021 General Assembly Session that would have included Prince Edward. Unfortunately, it was laid on the table by a House Finance Subcommittee.

Delegate Wright pre-filed the bill for the 2024 General Assembly Session. Given the changes to the House, we feel that the Bill may have a chance of getting out of committee and to a full vote on the floor. We are concerned about the potential for the bill to be merged with a state-wide bill which may not be able to survive a veto by the Governor.

To support this effort, staff is recommending that the Board consider re-engage Commonwealth Strategy Group (CSG). CSG has proven very capable in their efforts last year and they have provided a proposal for \$5,000 / month to represent Prince Edward through the session.

Legal Services are exempt from our Procurement Policy.

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, to approve the request to engage the Commonwealth Strategy Group to assist the County in advocating for support of the 1% sales tax option for Prince Edward County; the motion carried:

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

In Re: County Attorney Update

Mrs. Terri Atkins Wilson, County Attorney, reported work over the past month included:

— Closed on the car wash between the Lowe's and Wawa sites;

- Working on closing of the Harbor Freight site;
- Getting a survey done on the Amelia and Nottoway County lines and providing notice to those citizens affected;
- Reviewed the Conflict of Interest statements;
- Reviewed the skill games and researched what other counties are doing;
- Worked with Animal Control on an animal seizure.

In Re: County Administrator Update

Mr. Stanley presented his report:

**Prince Edward/Nottoway Boundary Line** – As previously approved by the Board of Supervisors, I have approved the purchase order for the boundary survey of the PE/Nottoway line. Since we do not have an answer from Amelia, we had to add \$5,000 to the contract to survey the line up to the Nottoway River. It is imperative that portion of the line is accurate. The contractor will credit us if we go back and survey the Amelia line at a later date. The plan is to get the PE/Nottoway line completed by spring of 2024 so the updated data can be incorporated into the 2025 Reassessment.

**Composite Index** – The State has released the Composite Index Values for the 2024-2026 Biennium. Prince Edward's rate is increasing slightly from .3644 to .3776. While this means that the County is more financially well off, it also means that the County's share of funding for public education will increase. I would also note that all of our neighbors except for Appomattox and Charlotte counties also increased.

**FY 2023 Audit** – Due to some illness and backlog in their workload, Mary Earhart, our pre-auditor, was delayed in getting audit work completed for RFC to complete the audit. Unfortunately, that will push us into January. We will be posting the notice of delay as required by the Code of Virginia. We need to get completed for DEQ as soon as possible after the first of the year for financial assurance testing document for post closure responsibilities.

**Sales Tax Bill** – I have received confirmation that both Delegate Wright (House) and Senator Ruff (Senate) have submitted our sales tax bill by Thursday's pre-file deadline. I have also learned that Senator McPike has filed a bill to allow it statewide which could hinder our efforts if there is a strong push to kill the statewide bill. I will have a proposal on the December 12<sup>th</sup> agenda to get lobbyist support again this year. I feel that the investment is well worth the potential gain.

**Opioid Abatement Authority** – The County received word this week that we were awarded a \$50,000 joint planning grant from the Opioid Abatement Authority. The planning grant will provide a roadmap on how we utilize our abatement funds moving forward. The grant will help us conduct a gap analysis of treatment, services, and infrastructure for persons affected by substance use disorder in the county and surrounding areas. This analysis will determine the best and highest use of the opioid abatement funds available to the locality. The goal is to identify needs and develop a comprehensive plan that identifies and prioritizes community needs and how best to meet immediate and future needs. This effort will culminate with coordinated applications to use the opioid abatement resources available.

Prince Edward, Cumberland, and Buckingham counties are applying for a specialty drug treatment docket to the Virginia Supreme Court. Other entities, such as the regional jail and the Community Services Board, seek funding to enhance their services for substance use disorder patients. An analysis of currently available services and gaps is needed to use the money in areas with the most significant impact.

Additionally, the operation of a drug treatment court requires addressing many logistical details outside the application process, such as securing partnership agreements and developing a funding plan that requires local government support, grant writing, community engagement, and coordination and development of all needed resources.

***Kinex Broadband Project*** – As of December 3<sup>rd</sup>, a total of 205 miles of middle-mile conduit and fiber have been installed in Prince Edward County (37 miles/VATI and 178/RDOF) and 2,680 passings have been completed with a total of 301 customer installs. Kinex indicated on their call today that customer installs should start ramping up to 100 per month starting after the first of the year.

***Comprehensive Plan*** – The next Comprehensive Plan workshop will be held on December 13<sup>th</sup> at 6:00 pm at the Moton Museum. Please attend if you have not had the chance to attend one of the other meetings.

***Prince Edward County Elementary School Project*** – The School Board approved the design contract with Moseley at its meeting on December 6<sup>th</sup>. I have asked Moseley for the latest project schedule.

***Wawa/Car Wash*** – The IDA closed on the sale of the lot next to the proposed Wawa (for Flag Stop car wash) on November 21<sup>st</sup>. Thanks to Terri for handling the closing. We anticipate site work for the Wawa and the car wash to begin in December.

***Upcoming BOS Engagement Opportunities*** – Upcoming opportunities within the community for BOS engagement include:

- Habitat Home Dedication – 2:00 pm – 12/9
- Comprehensive Plan Work Session – 5:30 pm – Moton Museum – 12/13
- Hanging with Santa @ Moton Museum 12:00 pm – 12/16

In Re: Upcoming

Mr. Stanley stated that as part of the tax bills this year, the County's second Annual Report was included; he said there has been a lot of positive feedback on the information provided to the citizens. He then stated a notice will be sent advising citizens of the surveying that is being done along the county boundary with Amelia County, to ensure citizens along the boundary line are aware.

In Re: Joint Request – Sheriff and Animal Control Offices

Mr. Stanley stated a request has been made, jointly by Sheriff Epps and Chief Animal Control Officer Adam Mumma for an incinerator, at a cost of \$14,885, and concrete pad and shelter. He said this would allow the County to dispose of illegal narcotics and also allow for the cremation of animals that pass away at or must be euthanized at the Shelter.

Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, to approve the purchase of an incinerator and concrete pad, at a combined estimated cost of \$20,000; the motion carried:

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

Nay: None

Absent: Odessa H. Pride

In Re: Space-Needs Assessment and Feasibility Concept Plan

Mr. Stanley stated the County has received a proposal from Architects, who are on the CRC's on-call engineering architect list, to do a space-needs assessment and a feasibility concept plan for the new animal shelter to be built on Commerce Road. He said the current facility is antiquated and does not meet current requirements. Mr. Stanley said there is money in the Capital Improvement line to cover this, and the next convenience site project will not begin until the next fiscal year.

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, to approve the hiring of Moseley Architects as on-call Engineer for the space-needs assessment and feasibility concept plan for the new animal shelter; the motion carried:

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

Nay: None

Absent: Odessa H. Pride

Mrs. Puckett advised the Board that there are several upcoming VACo events coming up, and then stated the four re-elected Board members will meet to take the FOIA/COIA training with the County Attorney, at 5:00 p.m. in the Board of Supervisors Room, prior to the January 9, 2024 Board of Supervisors meeting.

In Re: Animal Warden's Report

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

In Re: Cannery - Home

Rodney Scott, Cannery Manager, submitted a report for the month of November 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 November 2023, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Ms. Chelsey White, Director of Economic Development and Tourism, submitted a report for the month of November 2023, which was reviewed and ordered to be filed with the Board papers.

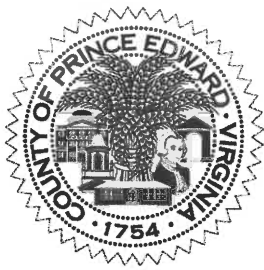
On motion of Supervisor Emert, seconded by Supervisor Townsend, and adopted by the following vote:

|      |                       |      |      |
|------|-----------------------|------|------|
| 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 recessed at 9:29 p.m. until Tuesday, January 9, 2024 at 5:00 p.m. in the Board of Supervisors Room, Prince Edward County Courthouse, 111 N. South Street, Farmville, Virginia, for FOIA/COIA training.

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 17-c  
**Department:** County Administration  
**Staff Contact:** Crystal Baker  
**Agenda Item:** Review of Accounts & Claims

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**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- 12/01/2023  
TO DATE- 12/31/2023

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

| FUND NO. | DESCRIPTION                  | \$\$\$ PAY \$\$\$ |
|----------|------------------------------|-------------------|
| 100      | GENERAL FUND                 | \$1,019,930.39    |
| 115      | CDA SPECIAL LEVY FUND        | \$74,762.00       |
| 205      | EMS DISTRICT FUND            | \$34,912.50       |
| 501      | WATER FUND                   | \$4,160.01        |
| 502      | SEWER FUND                   | \$49.14           |
| 520      |                              | \$23,454.61       |
| 741      | PIEDMONT COURT SERVICES FUND | \$4,113.91        |
|          | TOTAL                        | 1,161,382.56      |

| MAJOR# | ACCT# | VENDOR NUMBER | VENDOR NAME                                           | INV#            | DESCRIPTION          | AMOUNT       |
|--------|-------|---------------|-------------------------------------------------------|-----------------|----------------------|--------------|
| 3161   |       | 21756         | Strategic Planning<br>LETTERPRESS COMMUNICATIONS      | 2810            | CITY COMM HRS NOV 23 | 3,812.50     |
| 3500   |       | 10103         | Printing & Binding<br>AMERICAN SOLUTIONS FOR BUS      | INV07127141     | ANNUAL REPRT INSERT  | 3,812.50 *   |
| 3600   |       | 15240         | Advertising<br>FARMVILLE NEWSMEDIA                    | 129579          | BUSINESS DIR (2) ADS | 259.00       |
|        |       | 15240         | FARMVILLE NEWSMEDIA                                   | 129579          | BUSINESS DIR (2) ADS | 259.00       |
|        |       | 15240         | FARMVILLE NEWSMEDIA                                   | 129579          | BOS MTG DATE CHANGE  | 98.32        |
|        |       | 15240         | FARMVILLE NEWSMEDIA                                   | 129579          | BOS MTG DATE CHANGE  | 98.32        |
|        |       | 15240         | FARMVILLE NEWSMEDIA                                   | 129579          | (2) CITZN VOL OPPORT | 497.75       |
|        |       | 15240         | FARMVILLE NEWSMEDIA                                   | 129579          | COMP PLAN WORKSHOP   | 248.87       |
|        |       | 15240         | FARMVILLE NEWSMEDIA                                   | 129579          | KENNEL ATTENDANT AD  | 141.34       |
| 5510   |       |               | Travel-Mileage<br>PRIDE ODESSA H                      | MILEAGE OCT-NOV | MILEAGE REIMBURSMNT  | 1,602.60 *   |
|        |       | 29368         | TOWNSEND JERRY R                                      | MILEAGE 1123    | MILEAGE REIMBURSMNT  | 293.44       |
| 5530   |       |               | Travel-Subsistence & Lodg<br>BENCHMARK COMMUNITY BANK | 1555 ADMIN 1223 | MILEAGE TOTAL        | 500.42 *     |
|        |       | 11250         | BENCHMARK COMMUNITY BANK                              | 6828 ADMIN 1223 |                      | 441.00       |
|        |       | 11250         | BENCHMARK COMMUNITY BANK                              | 6828 ADMIN 1223 | HOMESTEAD HOTEL VACO | 866.06       |
|        |       | 11250         | BENCHMARK COMMUNITY BANK                              | 6828 ADMIN 1223 | OMNI HOMESTEAD VACO  | 481.85       |
|        |       | 11250         | BENCHMARK COMMUNITY BANK                              | 6828 ADMIN 1223 | OMNI HOMESTEAD VACO  | 467.47       |
|        |       | 11250         | BENCHMARK COMMUNITY BANK                              | 6828 ADMIN 1223 | OMNI HOMESTEAD VACO  | 448.38       |
| 6040   |       |               | ADP Equipment<br>VERIZON WIRELESS                     | 242374982 1223  | ACCOUNT TOTAL        | 2,704.76 *   |
| 012110 |       |               | COUNTY ADMINISTRATOR                                  |                 | CELL PHONE           | 560.14       |
| 2700   |       | 31421         | Worker's Compensation<br>VACORP                       | WRKCOMP3/4 1223 | ACCOUNT TOTAL        | 560.14 *     |
|        |       | 31421         | VACORP                                                | 108427 WK AUDIT | MAJOR TOTAL          | 12,920.42 ** |
| 3311   |       | 14300         | Repairs & Maint-Auto & Eq<br>EAST END MOTOR CO INC    | CR MEMO 1123    | ACCOUNT TOTAL        | 126.36 *     |
| 5210   |       | 11250         | Postal Services<br>BENCHMARK COMMUNITY BANK           | 6828 ADMIN 1223 | ACCOUNT TOTAL        | 139.51-      |
|        |       | 11250         | BENCHMARK COMMUNITY BANK                              | 6828 ADMIN 1223 | ACCOUNT TOTAL        | 139.51--*    |
| 5230   |       | 31339         | Telecommunications<br>VERIZON WIRELESS                | 242374982 1223  | ACCOUNT TOTAL        | 10.00        |
|        |       |               |                                                       |                 | USPS CHARGES         | 127.80       |
|        |       |               |                                                       |                 | PITNEY BOWES         | 137.80 *     |
|        |       |               |                                                       |                 | CELL PHONE           | 131.23       |
|        |       |               |                                                       |                 | ACCOUNT TOTAL        | 131.23 *     |

| MAJOR#<br>ACCT#<br>5510 | VENDOR<br>NUMBER | VENDOR<br>NAME                                        | INV#            | DESCRIPTION          | ACCOUNT TOTAL | AMOUNT       |
|-------------------------|------------------|-------------------------------------------------------|-----------------|----------------------|---------------|--------------|
| 5530                    | 14440            | PUCKETT SARAH E<br>Travel-Mileage                     | MILEAGE 1123    | TRAVEL MILEAGE       | 170.30 *      | 170.30 *     |
| 5530                    | 11250            | BENCHMARK COMMUNITY BANK<br>Travel-Subsistence & Lodg | 1555 ADMIN 1223 | MEAL X2              | 170.30 *      | 49.67        |
|                         | 11250            | BENCHMARK COMMUNITY BANK                              | 6828 ADMIN 1223 | FOOD CONV SITE MTG   |               | 102.66       |
|                         | 11250            | BENCHMARK COMMUNITY BANK                              | 6828 ADMIN 1223 | OMNI HOMESTEAD VACO  |               | 20.00        |
| 6001                    | 10259            | AMAZON CAPITAL SERVICES<br>Office Supplies            | 11JY-N4W9-DLJQ  | FILE POCKETS         |               | 172.33 *     |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | BIRTHDAY CARDS       |               | 44.99        |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | CYAN TONER CARTRIDGE |               | 16.99        |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | BINDER CLIPS         |               | 145.99       |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | PLASTIC FORKS        |               | 6.52         |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | EXTENSION CORD       |               | 17.81        |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | PAPER CLIPS          |               | 10.99        |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | BLACK INK CARTRIDGE  |               | 13.48        |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | THANK YOU NOTES      |               | 126.34       |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | PAPER PLATES         |               | 9.49         |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | BAND AIDS            |               | 28.30        |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | PLATE HANGERS        |               | 3.58         |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | STARLIGHT MINTS      |               | 5.33         |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | ALPHA/NUMBER STICKER |               | 14.38        |
|                         | 10259            | AMAZON CAPITAL SERVICES                               | 11JY-N4W9-DLJQ  | HAND SOAP            |               | 3.99         |
|                         | 12947            | CRYSTAL SPRINGS                                       | 23465833 112423 | (3) 5GL WATER 2ND FL |               | 5.53         |
|                         | 12947            | CRYSTAL SPRINGS                                       | 23465833 112423 | (3) 5GL WATER 2ND FL |               | 8.26         |
|                         | 20600            | KEY OFFICE SUPPLY                                     | 415 583905      | CARTDGS/FILE PKCTS   |               | 15.18        |
|                         | 20600            | KEY OFFICE SUPPLY                                     | 415 584132      | CALENDAR/CRTRDG/TAPE |               | 510.94       |
|                         | 20600            | KEY OFFICE SUPPLY                                     | 415 584133      | COPY PAPER           |               | 1,090.49     |
|                         | 28587            | SOUTHERN COPIER                                       | INV003385       | METER CHG CITY ADMIN |               | 489.90       |
| 6012                    | 11250            | BENCHMARK COMMUNITY BANK<br>Books and Subscriptions   | 1555 ADMIN 1223 | START MEETING        |               | 184.50       |
|                         | 11250            | BENCHMARK COMMUNITY BANK                              | 6828 ADMIN 1223 | ZOOM RENEWAL         |               | 2,752.98 *   |
|                         | 22211            | RELX INC. DBA LEXIS NEXIS                             | 39158136        | VA CDE RULS V11 SUPP |               | 15.83        |
| 012210                  | LEGAL SERVICES   |                                                       |                 |                      |               | 149.90       |
| 3160                    | 29126            | TERRI ATKINS WILSON PC<br>Professional Services       | AUG 2023 1058   | LEGAL SERVICES       |               | 26.69        |
|                         | 29126            | TERRI ATKINS WILSON PC                                | JULY 2023 1057  | LEGAL SERVICES       |               | 192.42 *     |
|                         | 29126            | TERRI ATKINS WILSON PC                                | JUNE 2023 1056  | LEGAL SERVICES       |               | 3,543.91 **  |
|                         | 29126            | TERRI ATKINS WILSON PC                                | OCT 23 1060     | LEGAL SERVICES       |               |              |
|                         | 29126            | TERRI ATKINS WILSON PC                                | SEPT 23 1059    | LEGAL SERVICES       |               |              |
|                         |                  |                                                       |                 | ACCOUNT TOTAL        |               | 2,752.98 *   |
|                         |                  |                                                       |                 | MAJOR TOTAL          |               | 15.83        |
|                         |                  |                                                       |                 | ACCOUNT TOTAL        |               | 149.90       |
|                         |                  |                                                       |                 | MAJOR TOTAL          |               | 26.69        |
|                         |                  |                                                       |                 | ACCOUNT TOTAL        |               | 192.42 *     |
|                         |                  |                                                       |                 | MAJOR TOTAL          |               | 3,543.91 **  |
|                         |                  |                                                       |                 | ACCOUNT TOTAL        |               | 2,300.00     |
|                         |                  |                                                       |                 | MAJOR TOTAL          |               | 2,300.00     |
|                         |                  |                                                       |                 | ACCOUNT TOTAL        |               | 3,150.00     |
|                         |                  |                                                       |                 | MAJOR TOTAL          |               | 1,900.00     |
|                         |                  |                                                       |                 | ACCOUNT TOTAL        |               | 2,050.00     |
|                         |                  |                                                       |                 | MAJOR TOTAL          |               | 11,700.00 *  |
|                         |                  |                                                       |                 | ACCOUNT TOTAL        |               | 11,700.00 ** |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>PERSONNEL                      | VENDOR<br>NAME                                                                                                                                | INV#                                                                             | DESCRIPTION                                                                             | AMOUNT                                                                       |
|-----------------|----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| 3199            | 15145                                              | Purchase of Services<br>FADS                                                                                                                  | PECA231130                                                                       | DRUG TESTS                                                                              | 155.00<br>155.00 *                                                           |
| 5530            | 10259<br>11250<br>15993                            | Employee Recognition<br>AMAZON CAPITAL SERVICES<br>BENCHMARK COMMUNITY BANK<br>FUQUA CATERING                                                 | 1JCX-3JJ7-DC1P<br>6828 ADMIN 1223<br>61618 2023                                  | TABLE CLOTHS<br>EMPLY RECOGN GOLDMAN<br>RECOGNITION LUNCHEON                            | 55.97<br>69.47<br>5,856.00<br>5,981.44 *<br>6,136.44 **                      |
| 012240          |                                                    | INDEPENDENT AUDITOR                                                                                                                           |                                                                                  |                                                                                         | ACCOUNT TOTAL<br>MAJOR TOTAL                                                 |
| 3120            | 27801<br>27801                                     | Accountings & Auditing Se<br>RODEFER MOSS & CO., PLLC<br>RODEFER MOSS & CO., PLLC                                                             | 109530<br>109852                                                                 | GOVERNMT ACCT SERV<br>GOVT ACCT SERVICES                                                | 21,573.75<br>1,190.00<br>22,763.75 *<br>22,763.75 **                         |
| 012310          |                                                    | COMMISSIONER OF REVENUE                                                                                                                       |                                                                                  |                                                                                         | ACCOUNT TOTAL<br>MAJOR TOTAL                                                 |
| 2700            | 31421<br>31421                                     | Worker's Compensation<br>VACORP<br>VACORP                                                                                                     | WRKCOMP3/4 1223<br>108427 WK AUDIT                                               | WRKS COMP INS FY24<br>WORKERS COMP AUDIT                                                | 38.92<br>26.27<br>65.19 *                                                    |
| 3600            | 15240                                              | Advertising<br>FARMVILLE NEWSMEDIA                                                                                                            | 130634/1123                                                                      | LAND USE ADVERTISING                                                                    | 184.35<br>184.35 *                                                           |
| 6001            | 20600<br>20600<br>20600<br>20600<br>20600<br>20600 | Office Supplies<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY | 416 582237<br>416 582896<br>416 582971<br>416 582972<br>416 583454<br>416 583456 | SAMSUNG TONER<br>KEY TAGS<br>3 HOLE PUNCH<br>FILE CABINET<br>COPY PAPER<br>FILE FOLDERS | 39.99<br>8.99<br>82.99<br>171.99<br>244.95<br>47.55<br>596.46 *<br>846.00 ** |
| 012320          |                                                    | ASSESSOR                                                                                                                                      |                                                                                  |                                                                                         | ACCOUNT TOTAL<br>MAJOR TOTAL                                                 |
| 3160            | 32122                                              | Professional Services<br>WAMPLER-EANES APPRAISAL                                                                                              | 001-25                                                                           | 2025 CITY REASSESSMNT                                                                   | 10,327.50<br>10,327.50 *<br>10,327.50 **                                     |
| 012410          |                                                    | TREASURER                                                                                                                                     |                                                                                  |                                                                                         | ACCOUNT TOTAL<br>MAJOR TOTAL                                                 |
| 2700            | 31421                                              | Worker's Compensation<br>VACORP                                                                                                               | WRKCOMP3/4 1223                                                                  | WRKS COMP INS FY24                                                                      | 42.99                                                                        |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME         | VENDOR<br>NAME             | DESCRIPTION          | INV#            | AMOUNT       |
|-----------------|----------------------------------|----------------------------|----------------------|-----------------|--------------|
| 3600            | 31421 VACORP                     | Advertising                | WORKERS COMP AUDIT   | 108427 WK AUDIT | 29.30        |
|                 | 15241 FARMVILLE HERALD           | FARMVILLE HERALD           | 2023 BILLS AD        | 130364/1123     | 72.29 *      |
| 5230            | 11250 BENCHMARK COMMUNITY BANK   | Telecommunications         | PAYFLOW/PAYPAL       | 2777 TREAS 1223 | 147.48       |
| 5410            | 26125 QUADIENT LEASING USA, INC. | Lease/Rent Equipment       | LEASE PMT PSTG MCH   | Q1081915        | 147.48 *     |
| 5540            | 11250 BENCHMARK COMMUNITY BANK   | Travel-Convention & Educa  | RE-CERT D NUNNALLY   | 2777 TREAS 1223 | 8.40         |
|                 | 11250 BENCHMARK COMMUNITY BANK   | BENCHMARK COMMUNITY BANK   | RE-CERT JENNA POWELL | 2777 TREAS 1223 | 8.40 *       |
| 6001            | 10103 AMERICAN SOLUTIONS FOR BUS | Office Supplies            | ACCOUNT TOTAL        |                 | 1,611.96     |
|                 | 10103 AMERICAN SOLUTIONS FOR BUS | AMERICAN SOLUTIONS FOR BUS | ACCOUNT TOTAL        |                 | 1,611.96 *   |
|                 | 20600 KEY OFFICE SUPPLY          | KEY OFFICE SUPPLY          | ACCOUNT TOTAL        |                 | 125.00       |
|                 | 20600 KEY OFFICE SUPPLY          | KEY OFFICE SUPPLY          | ACCOUNT TOTAL        |                 | 75.00        |
|                 | 20600 KEY OFFICE SUPPLY          | KEY OFFICE SUPPLY          | ACCOUNT TOTAL        |                 | 200.00 *     |
|                 | 20600 KEY OFFICE SUPPLY          | KEY OFFICE SUPPLY          | ACCOUNT TOTAL        |                 | 4,394.08     |
| 6014            | 15241 FARMVILLE HERALD           | Other Operating Supplies   | REAL ESTATE BILLS 23 | INV07096736     | 8,563.07     |
|                 |                                  |                            | PERSNL PROP BILLS 23 | INV07098046     | 319.80       |
|                 |                                  |                            | COPY PAPER           | 433 582733      | 10.84        |
|                 |                                  |                            | THERMAL ROLLS        | 433 582734      | 64.19        |
|                 |                                  |                            | SCISRS/RIBBN/TPE/COR | 433 582761      | 83.99        |
|                 |                                  |                            | CARTRIDGE            | 433 583004      | 325.70       |
|                 |                                  |                            | CARTRIDGES           | 433 583241      | 13,761.67 *  |
| 6020            | 13012 DMV                        | DMV Stops                  | 1YR RENWL FARM HERLD | 67653 TREAS     | 60.00        |
|                 |                                  |                            | ACCOUNT TOTAL        |                 | 60.00 *      |
| 012510          | INFORMATION TECHNOLOGY           | DMV Stop Fees              | DMV STOP FEES        | 202333400729    | 2,675.00     |
| 3160            | Professional Services            | TRAVEL & EXPENSE           | TRAVEL & EXPENSE     | 01-2485         | 2,675.00 *   |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | TRAVEL & EXPENSE     | 01-2489         | 18,536.80 ** |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | TRAVEL & EXPENSE     | 01-2490         | 125.00       |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | TRAVEL & EXPENSE     | 01-2493         | 125.00       |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | TRAVEL & EXPENSE     | 01-2495         | 125.00       |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | MONTHLY CONTRACT     | 01-2498         | 4,950.00     |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | TRAVEL & EXPENSE     | 01-2502         | 250.00       |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | TRAVEL & EXPENSE     | 01-2504         | 75.00        |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | TRAVEL & EXPENSE     | 01-2507         | 125.00       |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | TRAVEL & EXPENSE     | 01-2508         | 237.95       |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | TRAVEL & EXPENSE     | 01-2517         | 75.00        |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | TRAVEL & EXPENSE     | 01-2524         | 125.00       |
|                 | 11902 BUSINESS DATA OF VA, INC.  | BUSINESS DATA OF VA, INC.  | MONTHLY CONTRACT     | 01-2531         | 4,950.00     |
|                 |                                  |                            | ACCOUNT TOTAL        |                 | 11,412.95 *  |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                               | DESCRIPTION                              | INV#                               | AMOUNT                                  |
|-----------------|------------------|----------------------------------------------|------------------------------------------|------------------------------------|-----------------------------------------|
| 3161            | 11250            | Webpage Services<br>BENCHMARK COMMUNITY BANK | EPAYMENTS LICENSE                        | 3197 ADMIN 1223                    | 199.98<br>199.98 *<br>11,612.93 **      |
| 013100          |                  | ELECTORAL BOARD AND OFFICIALS                |                                          |                                    | ACCOUNT TOTAL<br>MAJOR TOTAL            |
| 5210            | 11250            | Postal Services<br>BENCHMARK COMMUNITY BANK  | USPS REGISTRAR                           | 6828 ADMIN 1223                    | 28.95<br>28.95 *<br>28.95 **            |
| 013200          |                  | REGISTRAR                                    |                                          |                                    | ACCOUNT TOTAL<br>MAJOR TOTAL            |
| 2700            | 31421            | Worker's Compensation<br>VACORP              | WRKS COMP INS FY24<br>WORKERS COMP AUDIT | WRKCOMP3/4 1223<br>108427 WK AUDIT | 18.51<br>9.00<br>27.51 *                |
| 5510            | 11733            | Travel-Mileage<br>BRYANT CAITLIN             | TRAVEL MILEAGE                           | MILEAGE 1123                       | 25.55                                   |
|                 | 32961            | WRIGHT LYNETTE                               | MILEAGE VOTE CAGES                       | MILEAGE 1123                       | 55.28                                   |
|                 | 32961            | WRIGHT LYNETTE                               | MILEAGE FOIA TRAIN                       | MILEAGE 1123 2                     | 30.13                                   |
| 6001            | 20600            | Office Supplies<br>KEY OFFICE SUPPLY         | PAPER ROLLS                              | 1275 583438                        | 110.96 *                                |
|                 | 32961            | WRIGHT LYNETTE                               | POLL REFRIDGE SUPPLY                     | REIMB 1123                         | 5.29<br>111.69<br>116.98 *<br>255.45 ** |
| 021100          |                  | CIRCUIT COURT                                |                                          |                                    | ACCOUNT TOTAL<br>MAJOR TOTAL            |
| 2700            | 31421            | Worker's Compensation<br>VACORP              | WRKS COMP INS FY24<br>WORKERS COMP AUDIT | WRKCOMP3/4 1223<br>108427 WK AUDIT | 5.95<br>4.47<br>10.42 *                 |
| 6001            | 20600            | Office Supplies<br>KEY OFFICE SUPPLY         | BOTTLED WATER                            | 8868 582876                        | 21.04                                   |
|                 | 20600            | KEY OFFICE SUPPLY                            | COPY PAPER                               | 8868 582877                        | 48.99                                   |
|                 | 20600            | KEY OFFICE SUPPLY                            | CARTRIDGE                                | 8868 583562                        | 139.99                                  |
|                 | 20600            | KEY OFFICE SUPPLY                            | WATER                                    | 8868 583563                        | 21.04                                   |
|                 | 20600            | KEY OFFICE SUPPLY                            | RIESEN CHOCOLATE                         | 8868 583564                        | 23.89                                   |
|                 | 20600            | KEY OFFICE SUPPLY                            | WERTHERS CARAMEL                         | 8868 583565                        | 10.53<br>265.48 *<br>275.90 **          |
| 021200          |                  | GENERAL DISTRICT COURT                       |                                          |                                    | ACCOUNT TOTAL<br>MAJOR TOTAL            |
| 3160            | 28866            | Professional Services<br>STEPS, INC          | SHREDDING                                | 18484                              | 42.80<br>42.80 *                        |







| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                   | INVOICE<br>NUMBER | DESCRIPTION      | AMOUNT      |
|-----------------|------------------------------------------------------------|-------------------|------------------|-------------|
| 021800          | LAW LIBRARY                                                | 849310073         | PROBATE HANDBOOK | 902.42 *    |
| 6012            | Books and Subscriptions<br>22211 RELX INC. DBA LEXIS NEXIS | 3094818313        | NOVEMBER PAYMENT | 927.45 *    |
| 022100          | COMMONWEALTH'S ATTORNEY                                    |                   |                  | 6,087.82 ** |
| 2700            | Worker's Compensation<br>31421 VACORP                      |                   |                  | 432.00 *    |
| 3320            | Maintenance Service Contr<br>28866 STEPS, INC              |                   |                  | 432.00 *    |
| 5510            | Travel-Mileage<br>12296 CLARK MEGAN                        |                   |                  | 432.00 **   |
| 5530            | Travel-Subsistence & Lodg<br>29792 TRENT, ELIZABETH        |                   |                  |             |
| 5899            | Miscellaneous<br>12336 CHANDLER AND HALASZ INC             |                   |                  |             |
| 6001            | Office Supplies<br>12947 CRYSTAL SPRINGS                   |                   |                  |             |
| 022200          | VICTIM WITNESS ASSISTANCE PROGRAM                          |                   |                  |             |
| 2700            | Workmen's Compensation<br>31421 VACORP                     |                   |                  |             |
| 022210          | VICTIM WITNESS ASSIST STATE FUNDS                          |                   |                  |             |
| 2700            | Workers Comp - State Fund<br>31421 VACORP                  |                   |                  |             |
|                 |                                                            |                   | ACCOUNT TOTAL    | 57.19       |
|                 |                                                            |                   | ACCOUNT TOTAL    | 47.66       |
|                 |                                                            |                   | ACCOUNT TOTAL    | 104.85 *    |
|                 |                                                            |                   | ACCOUNT TOTAL    | 74.90 *     |
|                 |                                                            |                   | ACCOUNT TOTAL    | 74.90 *     |
|                 |                                                            |                   | ACCOUNT TOTAL    | 129.69      |
|                 |                                                            |                   | ACCOUNT TOTAL    | 133.62      |
|                 |                                                            |                   | ACCOUNT TOTAL    | 263.31 *    |
|                 |                                                            |                   | ACCOUNT TOTAL    | 37.36       |
|                 |                                                            |                   | ACCOUNT TOTAL    | 318.46      |
|                 |                                                            |                   | ACCOUNT TOTAL    | 85.13       |
|                 |                                                            |                   | ACCOUNT TOTAL    | 440.95 *    |
|                 |                                                            |                   | ACCOUNT TOTAL    | 157.60      |
|                 |                                                            |                   | ACCOUNT TOTAL    | 157.60 *    |
|                 |                                                            |                   | ACCOUNT TOTAL    | 29.86       |
|                 |                                                            |                   | ACCOUNT TOTAL    | 228.78      |
|                 |                                                            |                   | ACCOUNT TOTAL    | 84.98       |
|                 |                                                            |                   | ACCOUNT TOTAL    | 10.83       |
|                 |                                                            |                   | ACCOUNT TOTAL    | 354.45 *    |
|                 |                                                            |                   | ACCOUNT TOTAL    | 1,396.06 ** |
|                 |                                                            |                   | ACCOUNT TOTAL    | 8.86        |
|                 |                                                            |                   | ACCOUNT TOTAL    | 8.86 *      |
|                 |                                                            |                   | ACCOUNT TOTAL    | 8.86 **     |
|                 |                                                            |                   | ACCOUNT TOTAL    | 6.65        |
|                 |                                                            |                   | ACCOUNT TOTAL    | 6.65 *      |

| MAJOR#<br>ACCT#<br>6001 | VENDOR<br>NUMBER | VENDOR<br>NAME                                          | DESCRIPTION           | INV#            | AMOUNT                       |
|-------------------------|------------------|---------------------------------------------------------|-----------------------|-----------------|------------------------------|
| 031200                  | 20600            | Office Supplies - State F<br>KEY OFFICE SUPPLY          | CHAIR MAT             | 582875          | ACCOUNT TOTAL<br>MAJOR TOTAL |
|                         |                  |                                                         |                       |                 | 139.99                       |
|                         |                  |                                                         |                       |                 | 139.99 *                     |
|                         |                  |                                                         |                       |                 | 146.64 **                    |
| 2700                    | 31421            | Worker's Compensation<br>VACORP                         | WRKCOMP3/4 1223       |                 | 9,909.28                     |
|                         | 31421            | VACORP                                                  | WORKERS COMP AUDIT    | 108427 WK AUDIT | 6,540.89                     |
|                         |                  |                                                         |                       |                 | ACCOUNT TOTAL                |
|                         |                  |                                                         |                       |                 | 16,450.17 *                  |
| 3110                    | 28596            | Animal Care/Services<br>SOUTHERN STATES                 | DOG FOOD              | 1237653         | 69.99                        |
|                         |                  |                                                         |                       |                 | ACCOUNT TOTAL                |
|                         |                  |                                                         |                       |                 | 69.99 *                      |
| 3310                    | 22495            | Repairs/Maintenance-Radio<br>MOBILE COMMUNICATIONS AMER | RADIO REPAIR          | 408001392-1     | 465.00                       |
|                         |                  |                                                         |                       |                 | ACCOUNT TOTAL                |
|                         |                  |                                                         |                       |                 | 465.00 *                     |
| 3311                    | 12365            | Repairs & Maint-Auto & Eq<br>CHARLOTTE COLLISION CENTER | REPAIR WRECKED VEH    | WRKFLE329FCDA7  | 2,155.37                     |
|                         | 14300            | EAST END MOTOR CO INC                                   | R&R UNDERCVR INSTALL  | 0233261         | 460.91                       |
|                         | 14300            | EAST END MOTOR CO INC                                   | INSTALL SHOCKS        | 0234122         | 548.90                       |
|                         | 14300            | EAST END MOTOR CO INC                                   | STATE INSPECTION      | 0234141         | 20.00                        |
|                         | 14300            | EAST END MOTOR CO INC                                   | PLUGS/ING COIL/GSKTS  | 0234521         | 973.87                       |
|                         | 14300            | EAST END MOTOR CO INC                                   | INSTALL ROTORS/PADS   | 0234627         | 349.96                       |
|                         | 14915            | EXPRESS CARE                                            | OIL CHNGE/WIPER BLDS  | 30647           | 160.96                       |
|                         | 14915            | EXPRESS CARE                                            | OIL CHNGE/WIPER BLDS  | 30749           | 174.95                       |
|                         | 14915            | EXPRESS CARE                                            | OIL CHANGE            | 30825           | 101.98                       |
|                         | 16674            | GRANT'S GLASS                                           | NEW WINDSHIELD        | 90056           | 596.11                       |
|                         | 27490            | RUNDSTROM AUTO LLC                                      | OIL CHNG/PADS/ROTORS  | 15611           | 228.01                       |
|                         | 27490            | RUNDSTROM AUTO LLC                                      | INSPECTION/WPR BLADE  | 15862           | 47.90                        |
|                         | 27490            | RUNDSTROM AUTO LLC                                      | THERMOST/LIGHT BULBS  | 15916           | 818.75                       |
|                         | 28486            | SMITH'S SPEEDOMETER CALIBR                              | VEH CALIBRATION       | 12152023 PECSO  | 70.00                        |
|                         |                  |                                                         |                       |                 | ACCOUNT TOTAL                |
|                         |                  |                                                         |                       |                 | 6,707.67 *                   |
| 3320                    | 10102            | Maintenance Service Contr<br>AT&T MOBILITY              | GPS SERVICE           | 4082451 1123    | 436.38                       |
|                         | 11894            | BUSINESS CARD                                           | MONTHLY TIME SUBSCRIP | 0555SHERIFF1123 | 202.50                       |
|                         | 11914            | BUSINESS INFORMATION                                    | BIS SUPRT/SOFTWARE    | 96008           | 925.00                       |
|                         | 28587            | SOUTHERN COPIER                                         | METER CHARGE COLOR    | INV003557       | 67.05                        |
|                         | 28587            | SOUTHERN COPIER                                         | METER CHARGE COLOR    | INV003563       | 211.68                       |
|                         | 28587            | SOUTHERN COPIER                                         | MAINT SVC ANNL BILL   | INV003566       | 360.00                       |
|                         |                  |                                                         |                       |                 | ACCOUNT TOTAL                |
|                         |                  |                                                         |                       |                 | 2,202.61 *                   |
| 5210                    | 11894            | Postal Services<br>BUSINESS CARD                        | POSTAGE               | 0555SHERIFF1123 | 141.49                       |
|                         | 15380            | FARMVILLE PRINTING                                      | POSTAGE PD ENVELOPES  | 20222815        | 1,085.93                     |
|                         |                  |                                                         |                       |                 | ACCOUNT TOTAL                |
|                         |                  |                                                         |                       |                 | 1,227.42 *                   |
| 5230                    | 10102            | Telecommunications<br>AT&T MOBILITY                     | CELLULAR SERVICE      | 677451 1123     | 1,375.11                     |
|                         | 20904            | KINEX NETWORKING SOLUTION                               | RMTE BU/FIBER CONN    | 2312-0026956    | 119.95                       |
|                         | 21319            | BRIGHTSPEED                                             | VCIN                  | 309468839 1223  | 10.36                        |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                                                                                                                                                                               | DESCRIPTION                                                                                                                                                                                               | INV#                                                                                                   | AMOUNT                                                                               |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 5530            | 21319 BRIGHTSPEED<br>21319 BRIGHTSPEED                                                                                                                                                                                 | PHONE<br>SALLY PORT LINE                                                                                                                                                                                  | 309558628 1223<br>489989564 1123                                                                       | 7.59<br>83.62                                                                        |
|                 |                                                                                                                                                                                                                        | ACCOUNT TOTAL                                                                                                                                                                                             |                                                                                                        | 1,596.63 *                                                                           |
| 6001            | 11894 BUSINESS CARD<br>23232 MCMILLIAN, MATT<br>25949 PUGH, ROBERT<br>27124 RANDOLPH KEVIN                                                                                                                             | Travel-Subsistence & Lodg<br>MEALS<br>MEAL REIMBURSEMENT<br>MEAL REIMBURSEMENT<br>MEAL REIMBURSEMENT                                                                                                      | 0555SHERIFF1123<br>REIMB 1223<br>REIMB 1123<br>REIMB 1129                                              | 65.02<br>11.64<br>16.89<br>14.99                                                     |
|                 |                                                                                                                                                                                                                        | ACCOUNT TOTAL                                                                                                                                                                                             |                                                                                                        | 108.54 *                                                                             |
| 6003            | 10259 AMAZON CAPITAL SERVICES<br>10259 AMAZON CAPITAL SERVICES<br>15380 FARMVILLE PRINTING<br>20600 KEY OFFICE SUPPLY<br>20600 KEY OFFICE SUPPLY<br>20600 KEY OFFICE SUPPLY<br>21153 CAPITAL ONE/ WALMART              | Office Supplies<br>BINDER PKCTS/PENS<br>NOTES/MRKR/HEATER<br>ACCIDENT FORMS<br>SANITIZER<br>(2) CARTRIDGES<br>COPY PAPER<br>CANDY & CARDS                                                                 | 1G4Y-NOL9-1NGT<br>1KRC-WQ46-N6C1<br>20222648<br>545 583255<br>545 583393<br>545 583543<br>636325 1123  | 58.43<br>103.07<br>90.00<br>83.84<br>195.76<br>244.95<br>163.16<br>939.21 *          |
|                 |                                                                                                                                                                                                                        | ACCOUNT TOTAL                                                                                                                                                                                             |                                                                                                        | 363.52                                                                               |
| 6004            | 21153 CAPITAL ONE/ WALMART                                                                                                                                                                                             | PUB EDUCATION CANDY                                                                                                                                                                                       | 636325 1123                                                                                            | 363.52 *                                                                             |
| 6009            | 28640 SOUTHSIDE ELECTRIC COOP<br><br>11894 BUSINESS CARD<br>14300 EAST END MOTOR CO INC<br>14300 EAST END MOTOR CO INC<br>15721 FISHER AUTO PARTS, INC.<br>15721 FISHER AUTO PARTS, INC.<br>21153 CAPITAL ONE/ WALMART | Virso Comm Center Crime P<br>SOUTHSIDE ELECTRIC COOP<br><br>Vehicle & Powered Equip S<br>STREB LGHT/MT/OIL<br>TIRE/WRECKER SVC<br>BATTERY/WIPERS<br>LIGHTER SOCKET CONN<br>CREDIT RES. CAP<br>CUP HOLDERS | 526776002 1123<br><br>0555SHERIFF1123<br>0233989<br>0234504<br>056-330699<br>056-330700<br>636325 1123 | 14.09<br>14.09 *<br>462.37<br>281.39<br>37.40<br>23.30<br>6.48-<br>21.94<br>819.92 * |
|                 |                                                                                                                                                                                                                        | ACCOUNT TOTAL                                                                                                                                                                                             |                                                                                                        | 14.09                                                                                |
| 6010            | 13012 DMV<br>13012 DMV<br>30276 U.S. GLOBAL RESOURCES INC.                                                                                                                                                             | POLICE SUPPLIES<br>SPECIAL ID<br>SPECIAL ID<br>INCINERATOR                                                                                                                                                | 202330400200<br>202333400135<br>INCN 50%DNWPMT                                                         | 10.00<br>10.00<br>7,442.50                                                           |
|                 |                                                                                                                                                                                                                        | ACCOUNT TOTAL                                                                                                                                                                                             |                                                                                                        | 7,462.50 *                                                                           |
| 6011            | 16102 GALLS LLC<br>16102 GALLS LLC<br>22166 CREATIVE MONOGRAMMING<br>27153 READ'S UNIFORMS LLC                                                                                                                         | BOOTS<br>HANDCUFF CASE<br>HATS<br>SHIRTS                                                                                                                                                                  | 026418717<br>026419666<br>17102<br>227125-99                                                           | 110.45<br>131.06<br>504.00<br>106.94                                                 |
|                 |                                                                                                                                                                                                                        | ACCOUNT TOTAL                                                                                                                                                                                             |                                                                                                        | 852.45 *                                                                             |
| 6026            | 28303 SHEEHY FORD<br>28303 SHEEHY FORD<br>28303 SHEEHY FORD<br>28303 SHEEHY FORD                                                                                                                                       | NEW VEHICLE #3<br>NEW VEHICLE #4<br>NEW VEHICLE #1<br>NEW VEHICLE #2                                                                                                                                      | 97813 23 FORD#3<br>97817 23 FORD#4<br>97852 23 FORD#1<br>98643 23 FORD#2                               | 43,638.60<br>43,638.60<br>43,638.60<br>43,638.60                                     |
|                 |                                                                                                                                                                                                                        | ACCOUNT TOTAL                                                                                                                                                                                             |                                                                                                        | 174,554.40 *                                                                         |

| MAJOR# | ACCT# | VENDOR NUMBER | VENDOR NAME                | INV#            | DESCRIPTION          | ACCOUNT TOTAL | MAJOR TOTAL | AMOUNT |
|--------|-------|---------------|----------------------------|-----------------|----------------------|---------------|-------------|--------|
| 031201 | 8205  | 28303         | SHEEHY FORD                | 34778 23 FORD   | NEW 23 FORD VEHICLE  | 43,817.40     |             |        |
|        |       | 28304         | SHEEHY FORD                | NOHB740514      | INSTALL EMERG EQUIP  | 22,026.70     |             |        |
|        |       |               |                            |                 |                      | 65,844.10 *   |             |        |
|        |       |               |                            |                 |                      | 279,678.22 ** |             |        |
| 2700   |       | 31421         | VACORP                     | WRKCOMP3/4 1223 | WRKS COMP INS FY24   | 2,691.15      |             |        |
|        |       | 31421         | VACORP                     | 108427 WK AUDIT | WORKERS COMP AUDIT   | 2,236.54      |             |        |
|        |       |               |                            |                 |                      | 4,927.69 *    |             |        |
|        |       |               |                            |                 |                      | 4,927.69 **   |             |        |
| 032200 |       |               | VOLUNTEER FIRE DEPARTMENT  |                 |                      |               |             |        |
| 7001   |       |               | Payment to Farmville VFD   |                 |                      |               |             |        |
|        |       | 10169         | AIR-CARE INC               | 22797 FVFD      | REBUILT ACD SOLENOID | 727.39        |             |        |
|        |       | 10169         | AIR-CARE INC               | 22872 FVFD      | COMPRESSOR REPAIR    | 967.89        |             |        |
|        |       | 11491         | ARC3 GASES                 | 10380678 FVFD   | MEDICAL OXYGEN       | 242.74        |             |        |
|        |       | 14700         | ELLINGTON ENERGY SERVICE   | 144852 FVFD     | PROPANE CYLINDER     | 43.99         |             |        |
|        |       | 15656         | FIRE & SAFETY EQUIP CO     | 125778 FVFD     | WORK SHIRTS          | 664.00        |             |        |
|        |       | 15656         | FIRE & SAFETY EQUIP CO     | 125779 FVFD     | TURNOUT GEAR CLEANER | 285.00        |             |        |
|        |       | 22166         | CREATIVE MONOGRAMMING      | 16587 FVFD      | JOB SHIRTS           | 2,335.00      |             |        |
|        |       | 22327         | MCNEIL & COMPANY INC       | 5594209 FVFD    | TRUCK INSURANCE      | 5,746.00      |             |        |
|        |       | 22397         | MUNICIPAL EMERGENCY SERV   | IN1965384 FVFD  | SOFT SHACKLE CAPTO   | 12.00         |             |        |
|        |       |               |                            |                 |                      | 11,024.01 *   |             |        |
| 7002   |       |               | Payment to Rice VFD        |                 |                      |               |             |        |
|        |       | 12845         | GFL/COUNTY WASTE           | KD0000367192    | TRASH COLLECTION RFD | 125.54        |             |        |
|        |       | 14801         | ESO SOLUTIONS, INC         | ESO-125603 RVFD | SOFTWARE UPGRADES    | 2,733.83      |             |        |
|        |       | 15560         | FARMVILLE WHSALE ELECTRIC  | 778630 RVFD     | WIRE/SW CVR/WTHRSafe | 550.49        |             |        |
|        |       | 15656         | FIRE & SAFETY EQUIP CO     | 126116 RVFD     | FIRE EXT INSPECTION  | 148.67        |             |        |
|        |       | 15721         | FISHER AUTO PARTS, INC.    | 056-330353 RVFD | ANITFRZ/WSHFLD/CLNR  | 64.62         |             |        |
|        |       | 16651         | GOODMAN SPECIALIZED        | 18228G RVFD     | CK ENGINE/AIR LEAK   | 3,110.09      |             |        |
|        |       | 16651         | GOODMAN SPECIALIZED        | 18269G RVFD     | CK FOAM SYSTEM       | 930.35        |             |        |
|        |       | 23466         | NEW LONDON TECHNOLOGY      | AJ-0699 RVFD    | SPEAKER MIC          | 221.00        |             |        |
|        |       | 27490         | RUNDSTROM AUTO LLC         | 15829 RVFD      | OIL CHANGE           | 90.55         |             |        |
|        |       | 28742         | STALLION AIR INCORPORATED  | 13134 RVFD      | COMPRESSOR SERVICE   | 750.20        |             |        |
|        |       | 31421         | VACORP                     | 108561 RVFD     | WORKERS COMP INS     | 1,857.00      |             |        |
|        |       | 31846         | DOMINION ENERGY VIRGINIA   | 450049500910232 | ELECTRIC RVFD 1023   | 333.54        |             |        |
|        |       | 32734         | WITMER PUBLIC SAFETY GRP   | INV360546 RVFD  | BADGE                | 83.50         |             |        |
|        |       | 999999        | APPOMATTOX WELL DRILLING C | 14547           | CONCRETE WELL CAP    | 75.00         |             |        |
|        |       |               |                            |                 |                      | 11,074.38 *   |             |        |
| 7003   |       |               | Payment to Prospect VFD    |                 |                      |               |             |        |
|        |       | 14700         | ELLINGTON ENERGY SERVICE   | FINANCE CHG     | FIN CHGE INV 5882142 | 2.94          |             |        |
|        |       | 14700         | ELLINGTON ENERGY SERVICE   | 39930 913G      | SERVICE GENERATOR    | 199.00        |             |        |
|        |       | 15560         | FARMVILLE WHSALE ELECTRIC  | 774936 PVFD     | PARTS FOR ELECT RPR  | 51.70         |             |        |
|        |       | 15597         | FERGUSON ENTERPRISES LLC   | 1167628 PVFD    | WIRE FLAG/PAINT      | 29.62         |             |        |
|        |       | 15656         | FIRE & SAFETY EQUIP CO     | 124107 PVFD     | SCBA FLOW TEST & RPR | 1,126.00      |             |        |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                                    | INV#            | DESCRIPTION          | AMOUNT       |
|-----------------|------------------|---------------------------------------------------|-----------------|----------------------|--------------|
| 7004            | 15908            | FOSTER FUELS INC                                  | 1538133 16795   | PROANE PROSPECT FD   | 629.46       |
|                 | 16651            | GOODMAN SPECIALIZED                               | 17785G PVFD     | AC SERVICE INTLL7500 | 1,465.28     |
|                 | 16651            | GOODMAN SPECIALIZED                               | 17853G PVFD     | INSP/CHASSIS SVC     | 969.31       |
|                 | 16651            | GOODMAN SPECIALIZED                               | 18232G PVFD     | INSP/CHASSIS SERVICE | 8,628.53     |
|                 | 16651            | GOODMAN SPECIALIZED                               | 18258G PVFD     | CIRCUIT BOARD INTL   | 1,002.62     |
|                 | 20600            | KEY OFFICE SUPPLY                                 | 581400 PVFD     | COPY PAPER/HOLE PNCH | 55.98        |
|                 | 20600            | KEY OFFICE SUPPLY                                 | 582098 PVFD     | PAPER CREDIT CRD MCH | 5.72         |
|                 | 27770            | ROD & STAFF LLC                                   | 79281 PVFD      | TIRES                | 281.00       |
|                 | 32926            | WRIGHT AUTO SUPPLY                                | FIN CHG PVFD    | FINANCE CHARGE       | 11.66        |
|                 | 32926            | WRIGHT AUTO SUPPLY                                | 1319-256479 PFD | OIL DRY              | 141.44       |
|                 |                  |                                                   |                 | ACCOUNT TOTAL        | 14,600.26 *  |
| 7004            | 12024            | C W WILLIAMS                                      | 657662 DHVFD    | ADAPTER/HANDLE       | 498.10       |
|                 | 13083            | DARLINGTON HGT FIRE DEPT                          | LARRY NEW LOOK  | FLOOR WAXING         | 950.00       |
|                 | 13083            | DARLINGTON HGT FIRE DEPT                          | VIASAT 0923     | VIASAT INTERNET SEPT | 66.31        |
|                 | 13083            | DARLINGTON HGT FIRE DEPT                          | VIASAT 1023     | VIASAT INTERNET OCT  | 66.31        |
|                 | 13083            | DARLINGTON HGT FIRE DEPT                          | VIASAT 1123     | VIASAT INTERNET NOV  | 66.31        |
|                 | 14300            | EAST END MOTOR CO INC                             | 0233994 DHVFD   | INSP/SIGNL LIGHTS    | 49.10        |
|                 | 14300            | EAST END MOTOR CO INC                             | 0234110 DHVFD   | INSP/ROL REAR LIGHT  | 158.11       |
|                 | 14700            | ELLINGTON ENERGY SERVICE                          | 325G 59700      | PROPANE              | 150.72       |
|                 | 14700            | ELLINGTON ENERGY SERVICE                          | 325G 59705      | PROPANE              | 244.68       |
|                 | 28640            | SOUTHSIDE ELECTRIC COOP                           | 38156001 1223   | DARLINGTON HEIGHTS   | 223.11       |
|                 |                  |                                                   |                 | ACCOUNT TOTAL        | 2,472.75 *   |
| 7005            | 10169            | AIR-CARE INC                                      | 22824 HSVFD     | SERV ON EQUIPMENT    | 595.00       |
|                 | 11772            | BUG BUSTERS PEST CONTROL                          | 912657 HSVFD    | PEST CONTROL         | 48.15        |
|                 | 15721            | FISHER AUTO PARTS, INC.                           | 056-329468      | BATTERY              | 835.74       |
|                 | 15908            | FOSTER FUELS INC                                  | 1502511 HSVFD   | PROPANE/LP GAS       | 545.76       |
|                 | 21153            | CAPITAL ONE/ WALMART                              | 604771 1023 2   | BAY DRINKS           | 93.69        |
|                 | 21153            | CAPITAL ONE/ WALMART                              | 604771 1023 2   | FINANCE CHARGE       | 5.69         |
|                 | 21319            | BRIGHTSPEED                                       | 310187773 1123  | HSVFD PHONE          | 78.46        |
|                 | 31846            | DOMINION ENERGY VIRGINIA                          | 835072000210232 | HSVFD ELECTRIC       | 270.69       |
|                 |                  |                                                   |                 | ACCOUNT TOTAL        | 2,473.18 *   |
| 7007            | 10291            | AMELIA OVERHEAD DOORS                             | 157974 MFD      | DUTY TROLLEY OPER.   | 3,250.00     |
|                 | 25246            | PARKER OIL CO INC                                 | 702852 63302A 1 | PROPANE              | 796.50       |
|                 | 31421            | VACORP                                            | 107607 MVFR     | WORKERS COMP INS     | 2,592.75     |
|                 |                  |                                                   |                 | ACCOUNT TOTAL        | 6,639.25 *   |
| 7010            | 17776            | First Responders<br>HAMPDEN-SYDNEY VOL FIRE       | 23-24 SUPRT 2/2 | 23-24 SUPPORT        | 2,500.00     |
|                 |                  |                                                   |                 | ACCOUNT TOTAL        | 2,500.00 *   |
| 7041            | 14700            | ELLINGTON ENERGY SERVICE                          | 13138H 502727   | DIESEL               | 1,022.50     |
|                 | 14700            | ELLINGTON ENERGY SERVICE                          | 13138H 502728   | GAS                  | 497.63       |
|                 | 17139            | HAMPDEN SYDNEY COLLEGE                            | DIESEL OCT 23   | HSVFD DIESEL CHARGE  | 463.82       |
|                 | 17139            | HAMPDEN SYDNEY COLLEGE                            | FUEL OCT 2023   | HSVFD FUEL CHARGE    | 72.08        |
|                 | 25246            | PARKER OIL CO INC                                 | 686435 63302A 3 | DIESEL               | 1,275.60     |
|                 |                  |                                                   |                 | ACCOUNT TOTAL        | 3,331.63 *   |
| 8010            | 25720            | PE Firefighters Assoc<br>PRINCE EDWARD AREA FIRE- | 23-24 SUPRT 2/2 | 23-24 SUPPORT        | 4,000.00     |
|                 |                  |                                                   |                 | ACCOUNT TOTAL        | 4,000.00 *   |
|                 |                  |                                                   |                 | MAJOR TOTAL          | 58,115.46 ** |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                    | INV#                               | DESCRIPTION                              | AMOUNT       |
|-----------------|-------------------------------------------------------------|------------------------------------|------------------------------------------|--------------|
| 032300          | AMBULANCE AND RESCUE SERVICES                               |                                    |                                          |              |
| 7005            | Prince Edward Rescue Squa<br>25880 PRINCE EDWARD VOL RESCUE | 23-24 SUPRT 3/4                    | 23-24 SUPPORT                            | 24,500.00 *  |
| 7008            | Meherrin Rescue<br>22349 MEHERRIN FIRE & RESCUE             | 23-24 SUPRT 3/4                    | 23-24 SUPPORT                            | 6,250.00 *   |
|                 |                                                             |                                    | ACCOUNT TOTAL                            | 24,500.00 *  |
|                 |                                                             |                                    | ACCOUNT TOTAL                            | 6,250.00 *   |
|                 |                                                             |                                    | MAJOR TOTAL                              | 30,750.00 ** |
| 032400          | FOREST FIRE PREVENTION                                      |                                    |                                          |              |
| 3840            | Forest Fire Service<br>28864 VIRGINIA DEPT OF FORESTRY      | 20183362                           | COUNTY FIRE SUPPRESN                     | 11,716.38    |
|                 |                                                             |                                    | ACCOUNT TOTAL                            | 11,716.38 *  |
|                 |                                                             |                                    | MAJOR TOTAL                              | 11,716.38 ** |
| 032500          | EMERGENCY SERVICES                                          |                                    |                                          |              |
| 2800            | Line of Duty Insurance<br>31421 VACORP                      | LODA 3/4 12/23                     | LINE OF DUTY INS                         | 5,068.25 *   |
| 3160            | Professional Service E-91<br>29280 TIMMONS GROUP            | 329898 34335102                    | ADDRESS DATA MAINT                       | 5,068.25 *   |
|                 |                                                             |                                    | ACCOUNT TOTAL                            | 225.00 *     |
| 8202            | Equipment - Search & Resc<br>25961 PYLE, HOWARD             | REIMB 1123                         | SAR EQUIPMENT CASE                       | 225.00 *     |
|                 |                                                             |                                    | ACCOUNT TOTAL                            | 42.11        |
|                 |                                                             |                                    | MAJOR TOTAL                              | 42.11 *      |
|                 |                                                             |                                    | ACCOUNT TOTAL                            | 5,335.36 **  |
| 033200          | REGIONAL JAIL & DETENTION                                   |                                    |                                          |              |
| 3196            | Purchase of Services - JD<br>25375 PIEDMONT RGNL JUVENILE   | 2176                               | JUVENILE DETENTION                       | 5,875.00 *   |
| 7001            | Piedmont Regional Jail<br>25380 PIEDMONT REGIONAL JAIL      | 4332                               | BAR SCREEN PRJCT #2                      | 5,875.00 *   |
| 9001            | Jail Rev Bond 2017<br>25380 PIEDMONT REGIONAL JAIL          | 4325                               | REVENUE BOND                             | 8,229.54 *   |
|                 |                                                             |                                    | ACCOUNT TOTAL                            | 8,229.54 *   |
|                 |                                                             |                                    | ACCOUNT TOTAL                            | 43,523.46    |
|                 |                                                             |                                    | MAJOR TOTAL                              | 43,523.46 *  |
|                 |                                                             |                                    | ACCOUNT TOTAL                            | 57,628.00 ** |
| 034100          | BUILDING OFFICIAL                                           |                                    |                                          |              |
| 2700            | Worker's Compensation<br>31421 VACORP<br>31421 VACORP       | WRKCOMP3/4 1223<br>108427 WK AUDIT | WRKS COMP INS FY24<br>WORKERS COMP AUDIT | 260.19       |
|                 |                                                             |                                    | ACCOUNT TOTAL                            | 168.68       |
|                 |                                                             |                                    | ACCOUNT TOTAL                            | 428.87 *     |





| MAJOR# | ACCT# | VENDOR NUMBER | VENDOR NAME              | INV#            | DESCRIPTION          | AMOUNT       |
|--------|-------|---------------|--------------------------|-----------------|----------------------|--------------|
| 6003   |       | 11250         | BENCHMARK COMMUNITY BANK | 6828 ADMIN 1223 | MEDS FOR SHELTER     | 225.00       |
|        |       | 21153         | CAPITAL ONE/ WALMART     | 630109 1123     | BLEACH/FLOOR CLEANER | 112.22       |
|        |       | 21811         | LOWE'S                   | 976230-MCHCNN   | TRSH CAN/PULLEY/HOOK | 158.09       |
|        |       |               |                          |                 | ACCOUNT TOTAL        | 950.65 *     |
| 6005   |       | 21153         | Shelter Food             | 630109 1123     | PET FOOD             | 133.80       |
|        |       | 28596         | SOUTHERN STATES          | 1239296         | DOG FOOD             | 131.54       |
|        |       |               |                          |                 | ACCOUNT TOTAL        | 265.34 *     |
| 6011   |       | 11250         | BENCHMARK COMMUNITY BANK | 6828 ADMIN 1223 | DISINFECTANT         | 121.47       |
|        |       | 21811         | LOWE'S                   | 981192-MCWBPR   | SFTY GLASSES/GLOVES  | 28.46        |
|        |       | 22166         | CREATIVE MONOGRAMMING    | 16248           | SHIRTS/HATS          | 420.00       |
|        |       |               |                          |                 | ACCOUNT TOTAL        | 448.46 *     |
|        |       |               |                          |                 | MAJOR TOTAL          | 5,945.00 **  |
| 035300 |       |               | MEDICAL EXAMINER         |                 |                      |              |
| 3110   |       | 29459         | Professional Health Serv |                 | CORONOR              | 20.00        |
|        |       |               | TREASURER OF VIRGINIA    |                 |                      | 20.00 *      |
|        |       |               |                          |                 | MAJOR TOTAL          | 20.00 **     |
| 042610 |       |               | SANDY RIVER RESERVOIR    |                 |                      |              |
| 3160   |       | 29280         | Professional Services    | 326023 46844    | SRR WITHDRAW PERMIT  | 2,075.00     |
|        |       | 29280         | TIMMONS GROUP            | 328319 46844    | SRR WITHDRAW PERMIT  | 3,900.00     |
|        |       |               |                          |                 | ACCOUNT TOTAL        | 5,975.00 *   |
| 3310   |       | 11145         | Repairs/Maintenance      | 233901          | 12" VALVE REPAIR     | 12,380.00    |
|        |       | 11145         | BANDER SMITH INC         | 233902          | 48" BULKHEAD         | 13,100.00    |
|        |       | 11145         | BANDER SMITH INC         | 233903          | 48" VALVE REPAIR     | 18,150.00    |
|        |       | 11145         | BANDER SMITH INC         | 233904          | 48" TRASH RACKS      | 11,810.00    |
|        |       | 25440         | PIEDMONT SOIL & WATER    | #12 MOWING 1123 | MOWING DAM #12       | 2,500.00     |
|        |       |               |                          |                 | ACCOUNT TOTAL        | 57,940.00 *  |
|        |       |               |                          |                 | MAJOR TOTAL          | 63,915.00 ** |
| 043200 |       |               | GENERAL PROPERTIES       |                 |                      |              |
| 2700   |       | 31421         | Worker's Compensation    | WRKCOMP3/4 1223 | WRKS COMP INS FY24   | 674.79       |
|        |       | 31421         | VACORP                   | 108427 WK AUDIT | WORKERS COMP AUDIT   | 691.49       |
|        |       |               |                          |                 | ACCOUNT TOTAL        | 1,366.28 *   |
| 3310   |       | 12408         | Repairs/Maintenance      | CIN010602337    | DECEMBER 23 SERVICE  | 133.75       |
|        |       | 12744         | CHEMTREAT INC            | 128333          | PM SVC AGRMNT 1ST QT | 617.25       |
|        |       | 13730         | COMFORT SYSTEMS USA      | 158003 1123     | PEST CONTROL CANNERY | 39.00        |
|        |       |               |                          |                 |                      |              |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                                   | INV#            | DESCRIPTION          | AMOUNT      |
|-----------------|------------------|--------------------------------------------------|-----------------|----------------------|-------------|
|                 | 13730            | DODSON BROS EXTERMINATING                        | 158005 1123     | PEST CNTRL FRMVLE RD | 39.00       |
|                 | 13730            | DODSON BROS EXTERMINATING                        | 158007 1123     | PEST CONTROL CRTHSE  | 85.00       |
|                 | 13730            | DODSON BROS EXTERMINATING                        | 158010 1123     | PEST CNTRL VISTR CTR | 39.00       |
|                 | 15655            | FIDELITY POWER SYSTEMS                           | FPS0094048      | SVC CALL COMM LOSS   | 851.50      |
|                 | 16915            | GULLY TAVERN LANDSCAPING                         | 6394            | LAWN FERTILIZATION   | 61.39       |
|                 | 16915            | GULLY TAVERN LANDSCAPING                         | 7154            | MONTHLY LAWN FERTILZ | 61.39       |
|                 | 16915            | GULLY TAVERN LANDSCAPING                         | 7155            | MONTHLY LANDSCAPE    | 650.00      |
|                 | 17877            | HUDSON-PAYNE ELECTRONICS                         | 16072654        | CCTV DEVICE SERVICE  | 411.00      |
|                 | 21296            | LANGHORNE RON                                    | 1039            | 1ST FL MAIN ENTRANCE | 2,421.00    |
|                 | 21296            | LANGHORNE RON                                    | 1040            | 2ND FL SPEEDBUFFING  | 2,145.50    |
|                 | 21296            | LANGHORNE RON                                    | 1042            | 1ST FL SPEEDBUFFING  | 1,210.50    |
|                 | 23037            | T&L EQUIPMENT & SERVICE LL                       | 0002            | SVC HEAT PUMP AGBLDG | 965.00      |
|                 | 27448            | RICHMOND IRRIGATION LLC                          | INV275671       | MAINT AGREEMENT      | 117.50      |
|                 | 27855            | ROHR MECHANICAL LLC                              | 5788            | INSTL GAS FURNACE    | 10,245.00   |
|                 | 31167            | VALLEY BOILER INC                                | 31945           | WATER PUMP BOILER    | 1,064.03    |
|                 | 31167            | VALLEY BOILER INC                                | 32003           | SVC 2 OIL BOILERS    | 4,400.00    |
| 3311            | 14300            | Repairs & Maint-Auto & Eq<br>EAST MOTOR CO INC   | 0234738         | STATE INSPECTION     | 25,556.81 * |
| 5110            | 28640            | Electrical Services<br>SOUTHSIDE ELECTRIC COOP   | 114379002 1123  | SANDY RIVER          | 20.00 *     |
|                 | 28640            | SOUTHSIDE ELECTRIC COOP                          | 114379002 1223  | SANDY RIVER          | 25.08       |
|                 | 31846            | DOMINION ENERGY VIRGINIA                         | 2786281903 1223 | COURTHOUSE           | 25.08       |
|                 | 31846            | DOMINION ENERGY VIRGINIA                         | 4883315659 1223 | STEPS                | 13,732.68   |
|                 | 31846            | DOMINION ENERGY VIRGINIA                         | 666915853 1123  | LIGHTS AT RICE       | 1,150.09    |
|                 | 31846            | DOMINION ENERGY VIRGINIA                         | 8105475944 1223 | AG BUILDING          | 148.42      |
| 5120            | 14700            | Heating Services<br>ELLINGTON ENERGY SERVICE     | 60133 900H-2    | HEATING OIL          | 2,468.46    |
|                 | 25247            | PARKER OIL COMPANY INC                           | 700046 63792K 7 | PROPANE DSS          | 17,549.81 * |
|                 | 25247            | PARKER OIL COMPANY INC                           | 714199 63792K 1 | PROPANE VISTR CENTER | 5,591.58    |
| 5130            | 29332            | Water & Sewer<br>TOWN OF FARMVILLE               | AG BLDG 1123    | WATER & SEWER        | 1,379.32    |
|                 | 29332            | TOWN OF FARMVILLE                                | CH LAWN 1123    | WATER                | 403.41      |
|                 | 29332            | TOWN OF FARMVILLE                                | STEPS 1123      | WATER & SEWER        | 7,374.31 *  |
|                 | 29332            | TOWN OF FARMVILLE                                | 56 SWI WAY 1123 | WATER & SEWER        | 62.41       |
| 5230            | 10251            | Telecommunications<br>ALLIED SECURITY SYSTEMS, I | 317953          | PEFYA AUTO FIRE TEST | 73.95       |
|                 | 21319            | BRIGHTSPEED                                      | 310441360 1123  | ELEVATOR             | 173.09      |
|                 | 21319            | BRIGHTSPEED                                      | 491005300 1123  | PEFYA BLDG FIRE ALRM | 59.81       |
|                 | 31339            | VERIZON WIRELESS                                 | 242374982 1223  | CELL PHONE           | 369.26 *    |
| 5440            | 28869            | Portable Toilet Rental<br>STIFF O O INC          | 10778           | MONTHLY SERVICE      | 32.00       |
| 6001            | 20600            | Office Supplies<br>KEY OFFICE SUPPLY             | 415 584191      | PLANNER/PINS/TAGS    | 123.68      |
|                 |                  |                                                  |                 | ACCOUNT TOTAL        | 50.95       |
|                 |                  |                                                  |                 | ACCOUNT TOTAL        | 40.41       |
|                 |                  |                                                  |                 | ACCOUNT TOTAL        | 247.04 *    |
|                 |                  |                                                  |                 | ACCOUNT TOTAL        | 595.00 *    |
|                 |                  |                                                  |                 | ACCOUNT TOTAL        | 595.00 *    |
|                 |                  |                                                  |                 | ACCOUNT TOTAL        | 46.92       |
|                 |                  |                                                  |                 | ACCOUNT TOTAL        | 46.92 *     |

| MAJOR#<br>ACCT#<br>6005 | VENDOR<br>NUMBER | VENDOR<br>NAME            | INV#                      | DESCRIPTION          | AMOUNT               |            |
|-------------------------|------------------|---------------------------|---------------------------|----------------------|----------------------|------------|
| 6007                    | 13367            | Janitorial Supplies       | 326739                    | JANITORIAL SUPPLIES  | 1,055.96             |            |
|                         | 13367            | DIAMOND PAPER COMPANY     | 326767                    | VINYL GLOVES         | 44.85                |            |
|                         | 30239            | UNIFIRST CORPORATION      | 1680103059                | JANITORIAL SUPPLIES  | 54.88                |            |
|                         | 30239            | UNIFIRST CORPORATION      | 1680105346                | JANITORIAL SUPPLIES  | 54.88                |            |
|                         | 30239            | UNIFIRST CORPORATION      | 1680107443                | JANITORIAL SUPPLIES  | 54.88                |            |
|                         |                  |                           |                           | ACCOUNT TOTAL        | 1,265.45 *           |            |
| 6009                    | 10172            | Repairs and Maintenance S | 14089                     | VAV SD CONTROLLER    | 498.00               |            |
|                         | 10259            | AIR CONDITIONING EQUIPMNT | 14VT-FQYQ-C1RF            | PA SPEAKER SYSTEM    | 380.80               |            |
|                         | 10259            | AMAZON CAPITAL SERVICES   | 14VT-FQYQ-C1RF            | SPEAKER STAND        | 38.40                |            |
|                         | 10259            | AMAZON CAPITAL SERVICES   | 14VT-FQYQ-C1RF            | WEATHER GAUGE        | 45.97                |            |
|                         | 10259            | AMAZON CAPITAL SERVICES   | 14VT-FQYQ-C1RF            | PAVEMENT STENCILS    | 129.98               |            |
|                         | 11250            | BENCHMARK COMMUNITY BANK  | 3197 ADMIN 1223           | MOD ADAPTER PLUG     | 25.18                |            |
|                         | 12947            | CRYSTAL SPRINGS           | 23465833 112423           | (3) 5GL WATER 2ND FL | 8.26                 |            |
|                         | 12947            | CRYSTAL SPRINGS           | 23465833 112423           | (3) 5GL WATER 2ND FL | 15.18                |            |
|                         | 12947            | CRYSTAL SPRINGS           | 23465833 112423           | (3) 5GL WATER 2ND FL | 8.26                 |            |
|                         | 12947            | CRYSTAL SPRINGS           | 23465833 112423           | (3) 5GL WATER 2ND FL | 22.77                |            |
|                         | 12947            | CRYSTAL SPRINGS           | 23482426 112423           | DELIVERY             | 13.99                |            |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC | 779364                    | LEDRT6/1500UD DNL FX | 314.60               |            |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC | 780040                    | 40W TROFFER          | 69.34                |            |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC | 780076                    | WIRE CONN            | 5.58                 |            |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC | 780403                    | WIRE/PULL LUBE/TAPE  | 109.74               |            |
|                         | 15721            | FISHER AUTO PARTS, INC.   | 056-330099                | VEHICLE BATTERY      | 186.36               |            |
|                         | 21005            | KORMAN SIGNS              | 383151                    | VARX6" STREET SIGNS  | 293.44               |            |
|                         | 21811            | LOWE'S                    | 975129-MCHCOE             | THERMOSTAT/SILICONE  | 35.12                |            |
|                         | 21811            | LOWE'S                    | 978242-MCMBDI             | MAINT. SUPPLIES      | 83.20                |            |
|                         | 21811            | LOWE'S                    | 981236-MCWBPW             | 60AMP MODULE 2 POLE  | 16.80                |            |
|                         | 21811            | LOWE'S                    | 992097-MBPDV              | 50CT STRING CLEAR    | 7.56                 |            |
|                         | 21830            | LUCK STONE CORPORATION    | IV-101904787              | VDOT #57             | 108.23               |            |
|                         | 22910            | MOUNTAIN CREEK SIGNS      | 1558                      | SHIRTS               | 600.00               |            |
|                         | 24073            | ODEN MACHINERY INC        | 11846                     | REV NS               | 177.75               |            |
|                         | 25680            | PRICE SUPPLY CO INC       | ON 2311-C73513            | HEAT PUMP/PWR CORD   | 1,161.66             |            |
|                         | 25680            | PRICE SUPPLY CO INC       | ON 2311-C73640            | PURON REFREGERANT    | 349.09               |            |
|                         | 25680            | PRICE SUPPLY CO INC       | ORD2312-C74276            | CEMENT               | 6.64                 |            |
|                         | 29083            | TAYLOR-FORBES EQUIP CO    | IN06651                   | RND COUNTER/33RSC    | 41.97                |            |
|                         | 29083            | TAYLOR-FORBES EQUIP CO    | W087874                   | STIHL BLOWER SVC     | 137.74               |            |
|                         | 32926            | WRIGHT AUTO SUPPLY        | 265899                    | CHGR/ANTIFRZ TESTER  | 45.49                |            |
|                         |                  |                           |                           |                      | ACCOUNT TOTAL        | 4,937.10 * |
|                         | 6011             | 15721                     | Vehicle & Powered Equip S | 056-329657           | TRML CLP/BTRY TERMNL | 41.29      |
| 29083                   |                  | FISHER AUTO PARTS, INC.   | IN06381                   | GREASE/GREASE GUN    | 69.68                |            |
| 32926                   |                  | TAYLOR-FORBES EQUIP CO    | 1319-264644               | BSIR CBL 400A        | 53.99                |            |
|                         |                  |                           |                           | ACCOUNT TOTAL        | 164.96 *             |            |
| 6011                    | 27922            | Uniforms & Wearing Appare | 4174720831                | UNIFORM RENTAL       | 108.17               |            |
|                         | 27922            | CINTAS CORPORATION #524   | 4175626360                | UNIFORM RENTAL       | 108.17               |            |
|                         | 27922            | CINTAS CORPORATION #524   | 4176341363                | UNIFORM RENTAL       | 108.17               |            |
|                         | 27922            | CINTAS CORPORATION #524   | 4177036612                | UNIFORM RENTAL       | 107.65               |            |
|                         |                  |                           |                           | ACCOUNT TOTAL        | 432.16 *             |            |

| MAJOR#<br>ACCT#<br>8206 | VENDOR<br>NUMBER | VENDOR<br>NAME                                                          | INV#            | DESCRIPTION          | ACCOUNT TOTAL<br>MAJOR TOTAL | AMOUNT                    |
|-------------------------|------------------|-------------------------------------------------------------------------|-----------------|----------------------|------------------------------|---------------------------|
| 043400                  | 29083            | TAYLOR-FORBES EQUIP CO                                                  | W087752         | JRCO TIRE/WHEEL      | 742.85<br>742.85 *           | 742.85<br>742.85 *        |
| 2700                    | 31421            | Worker's Compensation<br>VACORP                                         | WRKCOMP3/4 1223 | WRKS COMP INS FY24   | 188.39                       | 188.39                    |
| 3161                    | 31421            | VACORP                                                                  | 108427 WK AUDIT | WORKERS COMP AUDIT   | 47.54<br>235.93 *            | 47.54<br>235.93 *         |
| 3310                    | 31653            | Professional Services-Can<br>VIRGINIA FOOD WORKS                        | 828             | COMM CANNERY CONTRCT | 2,916.67                     | 2,916.67 *                |
| 5110                    | 21797            | Repairs & Maintenance<br>LLEWELLYN METAL WORKS INC                      | 10598           | REPLACE BEARING      | 112.90                       | 112.90 *                  |
| 5230                    | 28640            | Electrical Services<br>SOUTHSIDE ELECTRIC COOP                          | 44435001 1223   | CANNERY              | 452.24                       | 452.24 *                  |
| 051100                  | 21319            | Telecommunications<br>BRIGHTSPEED                                       | 310248529 1223  | CANNERY              | 125.07                       | 125.07 *                  |
| 5610                    | 25840            | Payment To Local Health D<br>PRINCE EDWARD HEALTH DPT                   | 23-24 SUPRT 3/4 | 23-24 SUPPORT        | 44,366.50<br>44,366.50 *     | 44,366.50<br>44,366.50 ** |
| 052500                  | 12928            | CHAPTER X BOARD<br>Payment to Crossroad Ser<br>CROSSROAD SERVICES BOARD | 23-24 SUPRT 3/4 | 23-24 SUPPORT        | 18,750.00<br>18,750.00 *     | 18,750.00<br>18,750.00 ** |
| 053500                  | 15965            | COMPREHENSIVE SERVICES ACT<br>CSA Programs                              |                 | PROFESSIONAL SERVICE | 367.31                       | 367.31                    |
| 3160                    | 12929            | CROSSROADS SERVICES BD                                                  |                 | PROFESSIONAL SERVICE | 367.31                       | 367.31                    |
|                         | 12929            | CROSSROADS SERVICES BD                                                  |                 | PROFESSIONAL SERVICE | 367.31                       | 367.31                    |
|                         | 12929            | CROSSROADS SERVICES BD                                                  |                 | PROFESSIONAL SERVICE | 367.31                       | 367.31                    |
|                         | 13756            | DOMINION BEHAVIORAL HEALTH                                              |                 | PROFESSIONAL SERVICE | 1,500.00                     | 1,500.00                  |
|                         | 15965            | FULCRUM COUNSELORS, LLC                                                 |                 | PROFESSIONAL SERVICE | 450.00                       | 450.00                    |
|                         | 15965            | FULCRUM COUNSELORS, LLC                                                 |                 | PROFESSIONAL SERVICE | 910.00                       | 910.00                    |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                | INV#            | DESCRIPTION          | AMOUNT       |
|-----------------|------------------|-------------------------------|-----------------|----------------------|--------------|
|                 | 15965            | FULCRUM COUNSELORS, LLC       |                 | PROFESSIONAL SERVICE | 1,200.00     |
|                 | 16672            | GRAFTON SCHOOL INC            |                 | PROFESSIONAL SERVICE | 10,228.45    |
|                 | 16672            | GRAFTON SCHOOL INC            |                 | PROFESSIONAL SERVICE | 8,726.15     |
|                 | 21784            | LIFE PUSH, LLC                |                 | PROFESSIONAL SERVICE | 97.50        |
|                 | 27578            | SH VARSITY ACQUISITION SUB    |                 | PROFESSIONAL SERVICE | 5,022.00     |
|                 | 27578            | SH VARSITY ACQUISITION SUB    |                 | PROFESSIONAL SERVICE | 5,022.00     |
|                 | 27578            | SH VARSITY ACQUISITION SUB    |                 | PROFESSIONAL SERVICE | 9,378.00     |
|                 | 27578            | SH VARSITY ACQUISITION SUB    |                 | PROFESSIONAL SERVICE | 3,736.80     |
|                 | 27578            | SH VARSITY ACQUISITION SUB    |                 | PROFESSIONAL SERVICE | 5,984.00     |
|                 | 27578            | SH VARSITY ACQUISITION SUB    |                 | PROFESSIONAL SERVICE | 5,022.00     |
|                 |                  |                               |                 | ACCOUNT TOTAL        | 58,746.14 *  |
|                 |                  |                               |                 | MAJOR TOTAL          | 58,746.14 ** |
| 053501          |                  | OTHER WELFARE/SOCIAL SERVICES |                 |                      |              |
| 5608            | 28097            | SCOPE/Meals on Wheels         | 23-24 SUPRT 2/2 | 23-24 SUPPORT        | 2,500.00     |
|                 |                  | SCOPE/MEALS ON WHEELS         |                 |                      | 2,500.00 *   |
| 5609            | 25400            | Piedmont Senior Resources     | 23-24 SUPRT 3/4 | 23-24 SUPPORT        | 6,613.50     |
|                 |                  | PIEDMONT SR RESOURCES         |                 |                      | 6,613.50 *   |
| 5610            | 28866            | STEPS Inc                     | 23-24 SUPRT 3/4 | 23-24 SUPPORT        | 5,000.00     |
|                 |                  | STEPS, INC                    |                 |                      | 5,000.00 *   |
| 5613            | 19750            | Jolly Glee Senior Citizen     | 23-24 SUPRT 2/2 | 23-24 SUPPORT        | 1,250.00     |
|                 |                  | JOLLY GLEE SENIOR CENTER      |                 |                      | 1,250.00 *   |
| 5615            | 28866            | STEPS-Community Action Pr     | 23-24 SUPRT 3/4 | 23-24 SUPRT COMM ACT | 6,742.75     |
|                 |                  | STEPS, INC                    |                 |                      | 6,742.75 *   |
| 5637            | 15140            | FACES                         | 23-24 SUPRT 2/2 | 23-24 SUPPORT        | 3,125.00     |
|                 |                  | FACES, INC                    |                 |                      | 3,125.00 *   |
| 5652            | 17481            | Heart of Virginia Free Cl     | 23-24 SUPRT 2/2 | 23-24 SUPPORT        | 3,000.00     |
|                 |                  | HEART OF VIRGINIA FREE        |                 |                      | 3,000.00 *   |
| 5654            | 17006            | Habitat for Humanity          | 23-24 SUPRT 2/2 | 23-24 SUPPORT        | 2,500.00     |
|                 |                  | HABITAT FOR HUMANITY          |                 |                      | 2,500.00 *   |
| 5670            | 25371            | Piedmont Area Veterans C      | 23-24 SUPRT 3/4 | 23-24 SUPPORT        | 2,500.00     |
|                 |                  | PIEDMONT AREA VETERANS COU    |                 |                      | 2,500.00 *   |
| 068100          |                  | CONTRIBUTIONS TO COLLEGES     |                 |                      |              |
| 5640            | 28960            | Payment To Community Coll     | 23-24 SUPRT 2/2 | 23-24 SUPPORT        | 4,205.00     |
|                 |                  | SOUTHSIDE VA COMM COLLEGE     |                 |                      | 4,205.00 *   |
|                 |                  |                               |                 | ACCOUNT TOTAL        | 33,231.25 ** |

| MAJOR#<br>ACCT#<br>5643 | VENDOR<br>NUMBER<br>21824 | VENDOR<br>NAME<br>Longwood Small Bus Dev Ce<br>LONGWOOD SMALL BUSINESS                                        | INV#<br>23-24 SUPRT 2/2                               | DESCRIPTION<br>23-24 SUPPORT                                         | ACCOUNT TOTAL<br>MAJOR TOTAL | AMOUNT                                            |
|-------------------------|---------------------------|---------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|----------------------------------------------------------------------|------------------------------|---------------------------------------------------|
| 071100                  |                           | SUPERVISION OF PARKS & RECREATION                                                                             |                                                       |                                                                      |                              |                                                   |
| 5642                    | 17480                     | Heart of Virginia Festiva<br>HEART OF VA FESTIVAL                                                             | 23-24 SUPRT 1/1                                       | 23-24 SUPPORT                                                        | ACCOUNT TOTAL<br>MAJOR TOTAL | 3,000.00<br>3,000.00 *<br>3,000.00 **             |
| 072200                  |                           | MUSEUMS                                                                                                       |                                                       |                                                                      |                              |                                                   |
| 5641                    | 27650                     | Robert R. Moton Museum<br>ROBERT RUSSA MOTON MUSEUM                                                           | 23-24 SUPRT 2/2                                       | 23-24 SUPPORT                                                        | ACCOUNT TOTAL<br>MAJOR TOTAL | 4,250.00<br>4,250.00 *<br>4,250.00 **             |
| 073500                  |                           | PUBLIC LIBRARY                                                                                                |                                                       |                                                                      |                              |                                                   |
| 5640                    | 15400                     | Contribution To Library<br>FARMVILLE-PE COMM LIBRARY                                                          | 23-24 SUPRT 3/4                                       | 23-24 SUPPORT                                                        | ACCOUNT TOTAL<br>MAJOR TOTAL | 73,668.00<br>73,668.00 *<br>73,668.00 **          |
| 081100                  |                           | PLANNING                                                                                                      |                                                       |                                                                      |                              |                                                   |
| 2700                    | 31421<br>31421            | Worker's Compensation<br>VACORP<br>VACORP                                                                     | WRKCOMP3/4 1223<br>108427 WK AUDIT                    | WRKS COMP INS FY24<br>WORKERS COMP AUDIT                             | ACCOUNT TOTAL                | 470.58<br>393.77<br>864.35 *                      |
| 3160                    | 11259                     | Professional Services<br>BERKLEY INVESTMENTS, LLC                                                             | INVOICE #4                                            | COMP PLAN REVIEW WO1                                                 | ACCOUNT TOTAL                | 8,879.16<br>8,879.16 *                            |
| 3320                    | 28587                     | Maintenance Service Contr<br>SOUTHERN COPIER                                                                  | INV003554                                             | METER CHG PLANNING                                                   | ACCOUNT TOTAL                | 35.37<br>35.37 *                                  |
| 5230                    | 31339                     | Telecommunications<br>VERIZON WIRELESS                                                                        | 242374982 1223                                        | CELL PHONE                                                           | ACCOUNT TOTAL                | 8,732.97<br>8,732.97 *                            |
| 5530                    | 11250<br>11250<br>11250   | Travel-Subsistence & Lodg<br>BENCHMARK COMMUNITY BANK<br>BENCHMARK COMMUNITY BANK<br>BENCHMARK COMMUNITY BANK | 1555 ADMIN 1223<br>1555 ADMIN 1223<br>1555 ADMIN 1223 | COMP PLAN MTG REFRSH<br>COMP PLAN REFRESHMNT<br>COMP PLAN MTG REFRES | ACCOUNT TOTAL<br>MAJOR TOTAL | 34.95<br>53.05<br>7.33<br>95.33 *<br>18,607.18 ** |
| 081200                  |                           | COMMUNITY DEVELOPMENT                                                                                         |                                                       |                                                                      |                              |                                                   |
| 5648                    | 29332                     | Farmville Airport<br>TOWN OF FARMVILLE                                                                        | 23-24 SUPRT 2/2                                       | 23-24 SUPPORT                                                        | ACCOUNT TOTAL                | 3,800.00<br>3,800.00 *                            |



| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                                          | INV#            | DESCRIPTION                     | ACCOUNT TOTAL | AMOUNT      |
|-----------------|------------------|---------------------------------------------------------|-----------------|---------------------------------|---------------|-------------|
| 3160            | 20600            | KEY OFFICE SUPPLY                                       | 1 579116        | COPIER SVC CONTRACT             | 652.23        | 652.23 *    |
| 3600            | 21756            | Advertising<br>LETTERPRESS COMMUNICATIONS               | 2810            | TRSM IMP HRS NOV 23             | 750.00        | 750.00 *    |
| 3700            | 21756            | Transient Occupancy Tax E<br>LETTERPRESS COMMUNICATIONS | 2810            | TRSM PR MLTWTR DEC23            | 150.00        | 150.00 *    |
| 5130            | 29332            | Water & Sewer<br>TOWN OF FARMVILLE                      | VISTR CTR 1123  | WATER & SEWER                   | 53.04         | 53.04 *     |
| 5210            | 11250            | Postal Services<br>BENCHMARK COMMUNITY BANK             | 6828 ADMIN 1223 | UPS CHARGE                      | 12.20         | 12.20       |
|                 | 11250            | BENCHMARK COMMUNITY BANK                                | 6828 ADMIN 1223 | UPS CHARGES                     | 33.31         | 33.31       |
| 5230            | 20904            | Telecommunications<br>KINEX NETWORKING SOLUTION         | 2312-0027568    | VISITOR CENTER                  | 45.51         | 45.51 *     |
| 5530            | 32495            | Travel-Subsistence & Lodg<br>WHITE CHELSEY              | REIMB 1123      | MEAL REIMBURSEMENT              | 111.85        | 111.85 *    |
|                 | 32495            | WHITE CHELSEY                                           | REIMB 1223      | PARKING REIMBURSMNT             | 15.16         | 15.16       |
| 5892            | 15958            | VTC ARPA Tourism Grant<br>FRAZIER & FRAZIER INC         | 04-8122         | PEC WAYFINDING                  | 48.00         | 48.00       |
| 5897            | 31903            | Virginia's Retreat<br>VIRGINIA'S RETREAT                | 23-24 SUPRT 2/2 | PEC WAYFINDING                  | 63.16         | 63.16 *     |
| 6001            | 20600            | Office Supplies<br>KEY OFFICE SUPPLY                    | 1 579068        | 23-24 SUPPORT                   | 1,110.96      | 1,110.96 *  |
|                 | 20600            | KEY OFFICE SUPPLY                                       | 1 579644        | ADDRESS STAMP                   | 1,110.96      | 1,110.96 *  |
|                 | 20600            | KEY OFFICE SUPPLY                                       | 1 580503        | PENS/BATTERIES/CLIPS            | 2,250.00      | 2,250.00 *  |
|                 | 20600            | KEY OFFICE SUPPLY                                       | 1 582970        | SALES ORDER BOOKS<br>COPY PAPER | 2,250.00      | 2,250.00 *  |
| 082300          |                  | FLOOD & EROSION CONTROL                                 |                 |                                 | ACCOUNT TOTAL | 5,376.01 ** |
| 5470            | 17925            | Stormwater Review Fees<br>HURT & PROFFITT, INC          | 81695 20220727  | PEC PLAN REVIEW                 | 24.99         | 24.99       |
| 082400          |                  | SOIL & WATER CONSERVATION DISTRICT                      |                 |                                 | 66.52         | 66.52       |
| 5641            | 25440            | Donation - PS&WCD<br>PIEDMONT SOIL & WATER              | 23-24 SUPRT 3/4 | 23-24 SUPPORT                   | 31.74         | 31.74       |
|                 |                  |                                                         |                 |                                 | 48.99         | 48.99       |
|                 |                  |                                                         |                 |                                 | 172.24        | 172.24 *    |
|                 |                  |                                                         |                 |                                 | MAJOR TOTAL   | 5,376.01 ** |
|                 |                  |                                                         |                 |                                 | ACCOUNT TOTAL | 2,015.00    |
|                 |                  |                                                         |                 |                                 | MAJOR TOTAL   | 2,015.00 *  |
|                 |                  |                                                         |                 |                                 | ACCOUNT TOTAL | 2,015.00 ** |
|                 |                  |                                                         |                 |                                 | ACCOUNT TOTAL | 2,960.00    |
|                 |                  |                                                         |                 |                                 | MAJOR TOTAL   | 2,960.00 *  |
|                 |                  |                                                         |                 |                                 | ACCOUNT TOTAL | 2,960.00 ** |



| MAJOR# | ACCT# | VENDOR NUMBER | VENDOR NAME                  | DESCRIPTION               | INV#         | FY24 1ST QTR | FY2024 1ST QTR PMT | AMOUNT       |
|--------|-------|---------------|------------------------------|---------------------------|--------------|--------------|--------------------|--------------|
| 083500 | 3199  | 29913         | COOPERATIVE EXTENSION OFFICE | Purchase of Service - Oth |              |              |                    |              |
|        |       |               |                              | TREASURER VA TECH         |              |              |                    | 12,777.10    |
|        |       |               |                              |                           |              |              |                    | 12,777.10 *  |
|        | 5230  | 21319         | Telecommunications           |                           |              |              |                    |              |
|        |       |               | BRIGHTSPEED                  |                           | 309520098    | 1123         | PE COOP EXT SVC    | 150.68       |
|        |       |               |                              |                           |              |              |                    | 150.68 *     |
|        |       |               |                              |                           |              |              |                    | 12,927.78 ** |
| 091000 |       |               | GENERAL EXPENSE              |                           |              |              |                    |              |
| 5230   |       |               | Internal Telecom Account     |                           |              |              |                    |              |
|        |       | 10162         | ADVERNOLOGY, INC             | DEC EMAIL HOSTING         | H0404        |              |                    | 30.00        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | COUNTY ADMIN              | 2312-0027569 |              |                    | 140.30       |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | PLANNING/BUILDING         | 2312-0027570 |              |                    | 17.45        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | TREASURER                 | 2312-0027571 |              |                    | 70.85        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | PIEDMONT HEALTH DIST      | 2312-0027572 |              |                    | 85.25        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | COMM OF REVENUE           | 2312-0027573 |              |                    | 71.80        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | JUV PROB/PAROLE           | 2312-0027574 |              |                    | 55.85        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | COMMONWEALTH ATTY         | 2312-0027575 |              |                    | 71.80        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | SHERIFF                   | 2312-0027576 |              |                    | 102.20       |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | HEALTH DEPT               | 2312-0027577 |              |                    | 88.75        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | CLERKS OFFICE             | 2312-0027578 |              |                    | 116.20       |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | JUV & DOMESTIC COURT      | 2312-0027579 |              |                    | 55.35        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | VICTIM WITNESS            | 2312-0027580 |              |                    | 15.45        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | REGISTRAR                 | 2312-0027581 |              |                    | 55.35        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | CIRCUIT COURT             | 2312-0027582 |              |                    | 55.35        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | MAGISTRATE                | 2312-0027583 |              |                    | 55.35        |
|        |       | 20904         | KINEX NETWORKING SOLUTION    | GENERAL DIST COURT        | 2312-0027584 |              |                    | 70.30        |
|        |       | 23933         | SEGRA                        | INTERNET                  | 165866886    | 1223         |                    | 1,318.29     |
|        |       |               |                              |                           |              |              |                    | 2,475.89 *   |
| 5803   |       |               | Internal Fuel Account        |                           |              |              |                    |              |
|        |       | 28598         | SOUTHERN STATES-AMELIA       | GAS                       | R228027      |              |                    | 1,458.12     |
|        |       | 28598         | SOUTHERN STATES-AMELIA       | GAS                       | R240397      |              |                    | 1,195.47     |
|        |       | 28598         | SOUTHERN STATES-AMELIA       | GAS                       | R252416      |              |                    | 1,178.69     |
|        |       | 28598         | SOUTHERN STATES-AMELIA       | GAS                       | R267752      |              |                    | 1,307.29     |
|        |       | 28598         | SOUTHERN STATES-AMELIA       | GAS                       | R315865      |              |                    | 1,551.73     |
|        |       | 28598         | SOUTHERN STATES-AMELIA       | GAS                       | R326340      |              |                    | 1,650.07     |
|        |       | 28598         | SOUTHERN STATES-AMELIA       | GAS                       | R349021      |              |                    | 1,216.99     |
|        |       | 28598         | SOUTHERN STATES-AMELIA       | GAS                       | R361592      |              |                    | 1,893.09     |
|        |       |               |                              |                           |              |              |                    | 11,451.45 *  |
| 5807   |       |               | Contingency                  |                           |              |              |                    |              |
|        |       | 27756         | ROCHETTE'S FLORIST           | ROGER LEE PRIDE JR        | 21564        |              |                    | 197.00       |
|        |       |               |                              |                           |              |              |                    | 197.00 *     |
| 5811   |       |               | Flores Admin Fee             |                           |              |              |                    |              |
|        |       | 15837         | FLORES & ASSOCIATES, LLC     | DECEMBER 2023             | 495538       |              |                    | 110.60       |
|        |       |               |                              |                           |              |              |                    | 110.60 *     |
|        |       |               |                              |                           |              |              |                    | 14,234.94 ** |

| MAJOR#<br>ACCT#<br>094000 | VENDOR<br>NUMBER<br>CAPITAL PROJECTS | VENDOR<br>NAME                                 | INV#           | DESCRIPTION       | AMOUNT       |
|---------------------------|--------------------------------------|------------------------------------------------|----------------|-------------------|--------------|
| 0002                      | 10259                                | Computer System<br>AMAZON CAPITAL SERVICES     | 1DVR-94NR-DY9R | 8 PORT SWITCH     | 119.99       |
| 0007                      | 29280                                | BUSINESS PARK ROAD DEVELO<br>TIMMONS GROUP     | 328320 56908   | PEBP ACC RD CONST | 119.99 *     |
| 0302                      | 12944                                | Countywide Comm System<br>CTA CONSULTANTS, LLC | 1014           | EMS COMM SYSTEM   | 450.00       |
|                           |                                      |                                                |                | ACCOUNT TOTAL     | 450.00 *     |
|                           |                                      |                                                |                | ACCOUNT TOTAL     | 10,000.00    |
|                           |                                      |                                                |                | ACCOUNT TOTAL     | 10,000.00 *  |
|                           |                                      |                                                |                | MAJOR TOTAL       | 10,569.99 ** |
|                           |                                      |                                                |                | FUND TOTAL        | 1,019,930.39 |

| MAJOR#<br>ACCT#<br>012110 | VENDOR<br>NUMBER<br>CDA SPECIAL LEVY | VENDOR<br>NAME                                     | INV#            | DESCRIPTION   | AMOUNT       |
|---------------------------|--------------------------------------|----------------------------------------------------|-----------------|---------------|--------------|
| 0001                      | 25545                                | Special Levy Payment to C<br>POPLAR HILL COMMUNITY | SPECIALLEVY1223 | SPECIAL LEVY  | 74,762.00    |
|                           |                                      |                                                    |                 | ACCOUNT TOTAL | 74,762.00 *  |
|                           |                                      |                                                    |                 | MAJOR TOTAL   | 74,762.00 ** |
|                           |                                      |                                                    |                 | FUND TOTAL    | 74,762.00    |

AP375H  
1/02/2024  
FUND # - 205 EMS DISTRICT FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 12/01/2023 -- 12/31/2023

AFTER CHECKS  
PAGE 26

| MAJOR#<br>ACCT#<br>032301 | VENDOR<br>NUMBER<br>EMS | VENDOR<br>NAME           | INV#           | DESCRIPTION          | AMOUNT       |
|---------------------------|-------------------------|--------------------------|----------------|----------------------|--------------|
| 7005                      | 25880                   | PRINCE EDWARD VOL RESCUE |                |                      |              |
|                           |                         | PEVRS                    |                |                      |              |
|                           |                         |                          | REIMB ROOF REP | 2ND REIMB ROOF REPLC | 34,912.50    |
|                           |                         |                          |                |                      | 34,912.50 *  |
|                           |                         |                          |                |                      | 34,912.50 ** |
|                           |                         |                          |                | ACCOUNT TOTAL        |              |
|                           |                         |                          |                | MAJOR TOTAL          |              |
|                           |                         |                          |                | FUND TOTAL           | 34,912.50    |

| MAJOR#<br>ACCT#<br>012110 | VENDOR<br>NUMBER<br>WATER FUND - EXPENDITURES | VENDOR<br>NAME                                 | INV#            | DESCRIPTION         | AMOUNT      |
|---------------------------|-----------------------------------------------|------------------------------------------------|-----------------|---------------------|-------------|
| 3170                      | 22279                                         | Professional Services-Leg<br>MCGUIRE WOODS LLP | 92786906        | VA LOBBYIST REGISTR | 100.00      |
|                           | 22279                                         | MCGUIRE WOODS LLP                              | 92786911        | LOBBY WTR TREAT FAC | 4,000.00    |
|                           |                                               |                                                |                 | ACCOUNT TOTAL       | 4,100.00 *  |
|                           |                                               |                                                |                 | MAJOR TOTAL         | 4,100.00 ** |
| 043200                    |                                               | GENERAL PROPERTIES                             |                 |                     |             |
| 5130                      | 29332                                         | Water Service<br>TOWN OF FARMVILLE             | WATER TANK 1123 | WATER & SEWER       | 60.01       |
|                           |                                               |                                                |                 | ACCOUNT TOTAL       | 60.01 *     |
|                           |                                               |                                                |                 | MAJOR TOTAL         | 60.01 **    |
|                           |                                               |                                                |                 | FUND TOTAL          | 4,160.01    |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>GENERAL | VENDOR<br>NAME<br>PROPERTIES                    | INV#       | DESCRIPTION   | AMOUNT   |
|-----------------|-----------------------------|-------------------------------------------------|------------|---------------|----------|
| 5110            | 31846                       | Electrical Services<br>DOMINION ENERGY VIRGINIA | 4148700281 | SEWER PUMP    | 49.14    |
|                 |                             |                                                 |            | ACCOUNT TOTAL | 49.14 *  |
|                 |                             |                                                 |            | MAJOR TOTAL   | 49.14 ** |
|                 |                             |                                                 |            | FUND TOTAL    | 49.14    |



| MAJOR#<br>ACCT#<br>3310 | VENDOR<br>NUMBER | VENDOR<br>NAME             | DESCRIPTION          | INV#            | AMOUNT      |
|-------------------------|------------------|----------------------------|----------------------|-----------------|-------------|
|                         | 11491            | ARC3 GASES                 | GLOVES XLARGE        | 0010387026      | 100.44      |
|                         | 12282            | CAVALIER HOSE & FITTINGS   | HOSE AND FITTINGS    | 56494           | 238.20      |
|                         | 13000            | CURTIS LANE HOLDINGS, LLC  | KIT STANDOFF SP      | P00827          | 136.29      |
|                         | 14300            | EAST END MOTOR CO INC      | (4) TIRES PAULS TRK  | 0234694         | 846.88      |
|                         | 16658            | GOODMAN TRUCK & TRACTOR    | ROAD TRACTOR MAINT   | 448233          | 2,408.56    |
|                         | 21153            | CAPITAL ONE/ WALMART       | SPRY PNT/DSTR/PUNCH  | 630109 1123     | 129.51      |
|                         | 32926            | WRIGHT AUTO SUPPLY         | CLAMPS/HOSE/BATTERY  | 1319-264581     | 124.39      |
|                         | 32926            | WRIGHT AUTO SUPPLY         | SPARK PLUG/ANITFRZ   | 265962          | 294.20      |
|                         | 32926            | WRIGHT AUTO SUPPLY         | BATTERY              | 265976          | 269.98      |
|                         |                  |                            | ACCOUNT TOTAL        |                 | 4,548.45 *  |
| 3311                    |                  | Equipment Repairs & Maint  |                      |                 |             |
|                         | 11491            | ARC3 GASES                 | CYLINDER RENTAL      | 0010411537      | 32.40       |
|                         | 12220            | CARTER MACHINERY CO INC    | O RING/TUBE          | 4884684         | 129.59      |
|                         | 12220            | CARTER MACHINERY CO INC    | FILTERS              | 4888030         | 80.70       |
|                         | 12947            | CRYSTAL SPRINGS            | (3) 5GL WATER 2ND FL | 23465833 112423 | 8.26        |
|                         | 12947            | CRYSTAL SPRINGS            | (3) 5GL WATER 2ND FL | 23465833 112423 | 7.59        |
|                         | 16658            | GOODMAN TRUCK & TRACTOR    | TUBE, FUELD          | 448588          | 42.46       |
|                         | 17004            | HALEY AUTO MALL            | JJ TRK LANDFILL SVC  | 66898778/1      | 347.43      |
|                         | 21811            | LOWE'S                     | CLOROX/AIRFRSH/BAGS  | 992286-MBPDSB   | 35.95       |
|                         | 23246            | NAPA AUTO PARTS (APPOMATTO | STP LK/FLUID/ANITFRZ | 254932          | 24.97       |
|                         | 23246            | NAPA AUTO PARTS (APPOMATTO | BRK FLUID/OIL        | 255309          | 69.94       |
|                         | 32926            | WRIGHT AUTO SUPPLY         | COUPLER/DE-ICER      | 1319-264765     | 34.54       |
|                         | 32926            | WRIGHT AUTO SUPPLY         | HEX NUT/CP SCRW      | 1319-265156     | 40.53       |
|                         | 32926            | WRIGHT AUTO SUPPLY         | (2) COUPLINGS        | 1319-265255     | 11.50       |
|                         | 32926            | WRIGHT AUTO SUPPLY         | BATTERY-FORD         | 1319-265302     | 404.97      |
|                         | 32926            | WRIGHT AUTO SUPPLY         | EXH PIPE FLARED ADAP | 4763-864767     | 15.29       |
|                         |                  |                            | ACCOUNT TOTAL        |                 | 1,286.12 *  |
| 5230                    |                  | Telecommunications         |                      |                 |             |
|                         | 21319            | BRIGHTSPEED                | LANDFILL             | 309326764 1123  | 122.42      |
|                         | 31339            | VERIZON WIRELESS           | CELL PHONE           | 242374982 1223  | 80.82       |
|                         |                  |                            | ACCOUNT TOTAL        |                 | 203.24 *    |
| 6008                    |                  | Fuel                       |                      |                 |             |
|                         | 14700            | ELLINGTON ENERGY SERVICE   | DIESEL LANDFILL      | 21022T 6522     | 275.00      |
|                         | 14700            | ELLINGTON ENERGY SERVICE   | DIESEL LANDFILL      | 21022T 9724     | 224.00      |
|                         | 14700            | ELLINGTON ENERGY SERVICE   | KEROSENE             | 2467            | 60.00       |
|                         | 14700            | ELLINGTON ENERGY SERVICE   | KEROSENE             | 2797            | 104.94      |
|                         |                  |                            | ACCOUNT TOTAL        |                 | 663.94 *    |
| 6009                    |                  | Vehicle & Powered Equip S  |                      |                 |             |
|                         | 14700            | ELLINGTON ENERGY SERVICE   | KEROSENE             | 6727            | 92.06       |
| 6011                    |                  | Uniforms & Wearing Appare  |                      |                 |             |
|                         | 22910            | MOUNTAIN CREEK SIGNS       | SHIRTS               | 1558            | 540.00      |
|                         | 27922            | CINTAS CORPORATION #524    | UNIFORM RENTAL       | 4174720831      | 74.33       |
|                         | 27922            | CINTAS CORPORATION #524    | UNIFORM RENTAL       | 4175626360      | 72.58       |
|                         | 27922            | CINTAS CORPORATION #524    | UNIFORM RENTAL       | 4176341363      | 72.58       |
|                         | 27922            | CINTAS CORPORATION #524    | UNIFORM RENTAL       | 4177036612      | 72.58       |
|                         |                  |                            | ACCOUNT TOTAL        |                 | 832.07 *    |
|                         |                  |                            | MAJOR TOTAL          |                 | 9,496.46 ** |



| MAJOR#<br>ACCT#<br>094000 | VENDOR<br>NUMBER | VENDOR<br>NAME                                       | INV#           | DESCRIPTION         | AMOUNT    |
|---------------------------|------------------|------------------------------------------------------|----------------|---------------------|-----------|
| 0010                      | 10259            | Compactor Site Improvemen<br>AMAZON CAPITAL SERVICES | 1DVR-94NR-DY9R | SEC CAMERA MT BRCKT | 20.59     |
|                           | 10259            | AMAZON CAPITAL SERVICES                              | 1DVR-94NR-DY9R | CAMERA BOX MT BRCKT | 38.99     |
|                           | 10259            | AMAZON CAPITAL SERVICES                              | 1DVR-94NR-DY9R | DOME CAMERA MOUNT   | 17.77     |
|                           |                  |                                                      |                | ACCOUNT TOTAL       | 77.35 *   |
|                           |                  |                                                      |                | MAJOR TOTAL         | 77.35 **  |
|                           |                  |                                                      |                | FUND TOTAL          | 23,454.61 |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                                                                                              | INVOICE#                                                      | DESCRIPTION                                                               | AMOUNT                                                       |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------|
| 021400          | PIEDMONT COURT SERVICES                                                                                                               |                                                               |                                                                           |                                                              |
| 2700            | Worker's Compensation<br>31421 VACORP<br>31421 VACORP                                                                                 | WRKCOMP3/4 1223<br>108427 WK AUDIT                            | WRKS COMP INS FY24<br>WORKERS COMP AUDIT                                  | 72.82<br>48.59<br>121.41 *<br>121.41 **                      |
| 097001          | PCS SUPERVISION FEES EXPENDITURES                                                                                                     |                                                               |                                                                           |                                                              |
| 3199            | PCS - Purchase of Service<br>28095 ALERE TOXICOLOGY SERV INC                                                                          | L369646                                                       | LAB CONFIRMATIONS                                                         | 123.96<br>123.96 *                                           |
| 3600            | PCS - Advertising<br>15241 FARMVILLE HERALD                                                                                           | 222650 1752259                                                | P O AD                                                                    | 325.00<br>325.00 *                                           |
| 5210            | PCS - Postal Services<br>16944 STIMPSON CONNIE                                                                                        | REIMB POSTAL SV                                               | POSTAL REIMBURSEMNT                                                       | 10.80<br>10.80 *                                             |
| 5230            | PCS - Telecommunications<br>20904 KINEX NETWORKING SOLUTION                                                                           | 2312-0027199                                                  | TELECOMMUNICATIONS                                                        | 70.46<br>70.46 *                                             |
| 5420            | PCS - Lease/Rent of Build<br>28724 SRP CORPORATION LLC                                                                                | RENT DEC 2023                                                 | DECEMBER 23 RENT                                                          | 2,750.00<br>2,750.00 *                                       |
| 5510            | PCS - Travel-Mileage<br>16944 STIMPSON CONNIE<br>21790 LIGHT, PAMELA<br>28833 STATON REBECCA<br>32682 WILLIAMSON DONALD               | MILEAGE 1123<br>MILEAGE 1123<br>MILEAGE 1123<br>MILEAGE 1123  | TRAVEL MILEAGE<br>TRAVEL MILEAGE<br>TRAVEL MILEAGE<br>TRAVEL MILEAGE      | 16.31<br>206.98<br>77.16<br>209.60<br>510.05 *               |
| 6001            | PCS - Office Supplies<br>10259 AMAZON CAPITAL SERVICES<br>16944 STIMPSON CONNIE<br>20600 KEY OFFICE SUPPLY<br>20600 KEY OFFICE SUPPLY | 1YCF-JYD7-Y1Q7<br>REIMB OFF SUPPL<br>401 583645<br>401 583985 | HANGING ORGANIZER<br>TRASH CAN/PEPPER SPR<br>DESK CALENDARS<br>NAME PLATE | 19.79<br>144.43<br>22.02<br>15.99<br>202.23 *<br>3,992.50 ** |
|                 |                                                                                                                                       |                                                               | FUND TOTAL                                                                | 4,113.91                                                     |
|                 |                                                                                                                                       |                                                               | TOTAL DUE                                                                 | 1,161,382.56                                                 |

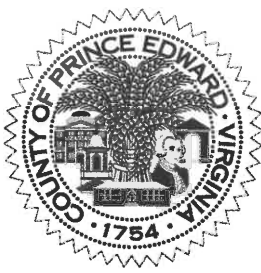
Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_.

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

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







**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 17-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:** January 9, 2024  
**Item #:** 18  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley/Cheryl Stimpson  
**Agenda Item:** PUBLIC HEARING: CARES Act Funding

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**Summary:** As the Board is aware, the Prince Edward County Public Schools has received a total of \$6,237,616.37 of additional CARES Act Funding for addressing unfinished learning, before and after school programs, and other programs.

Prior to the expenditure and in accordance with 15.2-2507 of the *Code of Virginia*, the Board will hold a public hearing to increase the FY 24 County and School Budgets, accepting the distribution of federal funds and appropriate the funding to the FY 24 County and School Budgets.

**Attachments:** Farmville Herald Public Hearing Notice

**Recommendation:** Following the public hearing, the Board will wish to increase the FY 24 County Budget and FY 24 School Budget by \$6,237,616.37 and appropriate the same funds to enable the expenditure of the federal CARES Act funding.

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

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

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

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



## NOTICE OF PUBLIC HEARINGS

The Prince Edward County Board of Supervisors will hold the following **PUBLIC HEARING** on **Tuesday, January 9, 2024**, commencing at 7:30 p.m. in the Board of Supervisors Room, Prince Edward County Courthouse, 111 N. South Street, 3rd Floor, Farmville, Virginia, to receive citizen input prior to considering the following:

1. Pursuant to Section 15.2-2507 of the Code of Virginia, the Board will consider amendments to the FY 24 County Budget and FY 24 County School Budget and accept the distribution of \$6,237,616.37 of Federal Coronavirus Relief Funds to be appropriated by the Board of Supervisors and distributed to the Prince Edward County Public Schools.

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 the proposed budget amendments is 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, 3rd Floor, Farmville, VA. It is the County's intent to comply with the Americans with Disabilities Act. Should you have questions or require special accommodations, please contact the County Administrator's Office at 434-392-8837.





**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 19  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley  
**Agenda Item:** Constitutional Officer Update

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**SUMMARY:** The County’s new Commissioner of Revenue, Crystal Hensley, will speak to the Board regarding her priorities for the office and the new year

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 20  
**Department:** Economic Development  
**Staff Contact:** Chelsey White  
**Agenda Item:** Economic Development & Tourism Department Update

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**Summary:** Chelsey White will be present to provide the Board an update on the County's Economic Development & Tourism programs.

**COST:**

**ATTACHMENT:**

**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:** January 9, 2023  
**Item #:** 21  
**Department:** Community Development  
**Staff Contact:** Robert Love  
**Agenda Item:** Planning Commission Annual Report

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**Summary:**

An annual report is submitted as required by Title 15.2, Chapter 22, Section 2221 of the Code of Virginia, which requires an annual report be submitted to the Governing Body concerning the operation of the Planning Commission and the status of planning within Prince Edward County.

The 2022 annual report provides a summary of the Planning Commission's public hearing activities concerning zoning cases & special use permit, code amendments, major activities, and accomplishments over the past year. Also included is Community Development permitting activities and progress made on items contained in the Capital Improvement Plan (CIP).

**Attachments:**

2023 End of the Year Report

**Recommendations:**

For information and advisement only.

**Recommended Motions:**

None required.

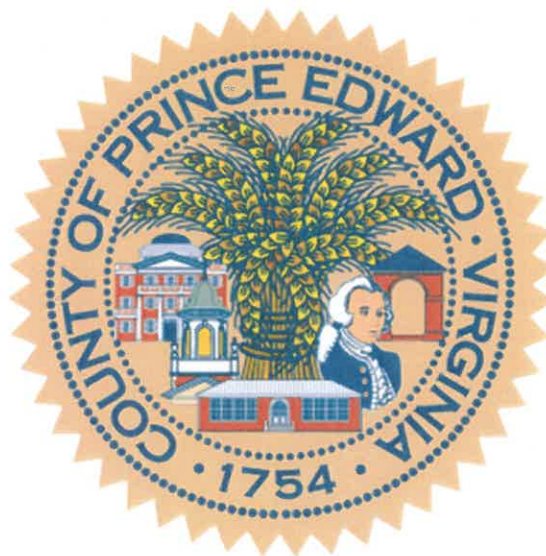
Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Pride \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Jenkins \_\_\_\_\_ Townsend \_\_\_\_\_  
Jones \_\_\_\_\_ Watson \_\_\_\_\_

PRINCE EDWARD COUNTY

# 2023 END OF THE YEAR REPORT

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ANNUAL REPORT OF THE  
PRINCE EDWARD COUNTY PLANNING  
COMMISSION



SUBMITTED BY:  
COMMUNITY DEVELOPMENT OFFICE  
P.O. BOX 382  
FARMVILLE, VA 23901

## 2023 END OF THE YEAR REPORT

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### ANNUAL REPORT OF THE PRINCE EDWARD COUNTY PLANNING COMMISSION

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#### BACKGROUND

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This report is submitted as required by Title 15.2, Chapter 22, Section 2221 of the Code of Virginia, which requires an annual report submitted to the Governing Body concerning the operation of the Planning Commission and the status of planning within Prince Edward County. This report will also include other items to aid in decision making for the year 2023.

#### PLANNING COMMISSION

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During the past year, the Prince Edward County Planning Commission held eight (9) regular meetings and one (1) Joint Worksession Meeting with the Prince Edward County Board of Supervisors. Items considered by the Commission during 2023 are as follows:

##### *Amendments Considered:*

1. An Ordinance Amendment and re-ordain Appendix B of the Prince Edward County Code (Zoning) with additional definitions of expanded uses and use types, description of development standards, and adjustment of setbacks for accessory structures.
2. An ordinance amendment to amend Appendix B of the PRINCE EDWARD County Code (Zoning) to Amend Section 3-104.1 to provide for a maximum area for flags of 120 square feet.

*Rezoning:* Paladin Medical Transport – A2 to C1

##### *Special Use Permits:*

1. Tread OZ Investments LLC \_ Manufactured Home Subdivision (*Withdrawn*)
2. Robert & Betsy Jenkins – Wedding & Events Venue (*Approved*)
3. Blackwood Capital LLC – Wawa Gas Station (*Approved*)
4. Elam Road Solar – Community Solar Facility (*Approved*)
5. Tim Boehmer - Storage Shed Manufacturing & Retail Facility (*Approved*)
6. Norvel- Signs – LED Signs for PE Schools (*Approved*)
7. James Robert Napier – Truck Yard (*Approved*)

*Special Use Permits cont.:*

8. James Robert Napier – Two (2) Lighted Signs (*Approved*)
9. Mark Smith – Restaurant and Mobile Food Truck (*Approved*)
10. C-Store Developer LLC – Flagstop Car Wash (*Approved*)
11. Milestone Towers – 199’ Communications Tower (*Temporarily Withdrawn*)
12. Old Ridge Rd Solar 1 LLC – Community Solar Facility (*Decision Pending*)

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**COMMUNITY DEVELOPMENT  
BUILDING & PLANNING / ZONING OFFICE**

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*Zoning Permits Issued:* 212

*Building Permits Issued:*

| <b>Type of Permit</b>                            | <b>Permits Issued</b> | <b>2023 Project Value</b> |
|--------------------------------------------------|-----------------------|---------------------------|
| One & Two-Family Homes                           | 46                    | \$10,855,936.00           |
| Manufactured Homes                               | 26                    | \$2,549,487.13            |
| Additions                                        | 103                   | \$2,992,951.03            |
| Remodeling                                       | 32                    | \$15,141,980.23           |
| Pool                                             | 4                     | \$74,900.00               |
| Commercial                                       | 4                     | \$4,318,058.00            |
| Cell Tower (Co-location)                         | 18                    | \$425,900.00              |
| Trades – (Electrical, Plumbing, Mechanical, Gas) | 492                   | \$9,170,399.13            |
| Tank Removal                                     | 1                     | \$5,000.00                |
| Demolition                                       | 5                     | \$395,000.00              |
| Sign                                             | 6                     | \$6,700.00                |
| Sprinkler                                        | 1                     | \$434,000.00              |
| In Lieu of Soil & Erosion                        | 129                   | n/a                       |
| Work Started W/Out Permit                        | 13                    | n/a                       |
| Occupancy                                        | 4                     | \$20,000.00               |
| Plan Review                                      | 5                     | n/a                       |
| <b>TOTALS:</b>                                   | <b>889</b>            | <b>\$46,390,311.52</b>    |

*Building Inspections Performed:* 1,437



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## FY 2022-24 CAPITAL IMPROVEMENTS PLAN (CIP)

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### *CIP Projects:*

1. PECPS - Elementary School – Renovation of school option selected.
2. PECPS - Track – Completed
3. Public Works – Skid Steer – Purchased 2021
4. Public Works – Compactor – Used Compactor purchased in 2022.
5. Public Works – Convenience Site Upgrades – Rice site upgrade completed
6. Buildings and Grounds – Courthouse Chiller – Completed
7. Buildings and Grounds – Cannery Boiler Replacement – Completed
8. Buildings and Grounds – Telephone System Replacement – Completed
9. Administration – Document Management System – Completed
10. Administration – VDOT Revenue Sharing – Funding for the Manor House turn lanes applied.
11. Administration – Courthouse Lawn – Completed
12. Registrar – Voting Machines – Completed
13. Emergency Management – Communications System Upgrade – Approved for purchase
14. Animal Control – New Animal Shelter – In planning stage

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 22  
**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 attend the January meeting. Staff will record 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:** January 9, 2024  
**Item #:** 23  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley/Sarah Elam Puckett  
**Agenda Item:** Event Permit

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**SUMMARY:** Attached for the Board’s consideration is an event permit application:

- a. *Virginia State Coonhound Championship* – The permit application is attached; event is scheduled for March 15 & 16, 2024 at the Five County Fairgrounds.

**COST:**

**ATTACHMENTS:** Event Permit Application.

**RECOMMENDATION:** Approval.

**SAMPLE MOTION:**

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

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

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

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

APPLICATION FOR EVENT / FESTIVAL PERMIT  
PRINCE EDWARD COUNTY

Organization / Agency Conducting Event: United Eastern VA Coonhunters Association

Person (s) Representing Organization: See Attached

EVENT

Type: Virginia State Coonhound Championship (Hunt & Bench Show)

Location: Five County Fairgrounds

Date(s): March 15 & 16, 2024 Time(s): \_\_\_\_\_

# of Tickets for Sale: None Estimated # of Persons to Attend: 90

Name(s) / Address(es) / Phone # of Promoters: See Attached

Financial backing of the event: United Eastern VA Coonhunters Association

Name of all persons or groups that will perform: Coonhunters

Name and Address of property owner which event is to be held: Five County Fair Association

285 Gully Tavern Rd, Rice, VA 23966

Mr. Auburn Estes

Nature and interest of applicant(s) in the property on which the event is to be held (if any):  
Host bench show, vendors, meeting place for hunters

Detailed plan for adequate sanitation facilities / garbage and trash disposal (must be approved by the county health inspector): Club will handle all trash disposal utilizing provided containers. Bathrooms on premises will be utilized and sanitized after use.

Plan for providing food, water, and lodging for persons at event (must be approved by the county health inspector): All will be taken care of by the club.

Plan for adequate medical facilities for persons at the event (must be approved by the county health inspector): Local rescue squad

Plan for adequate parking facilities and traffic control in and around event:  
15 acres available, all parking handled by the club.

Plan for adequate fire protection (must be approved by the county forestry warden):

Local fire department

Statement specifying whether any outdoor lights or lighting are to be utilized, (if so, a plan showing the location of such lights and shielding devices or other equipment to prevent unreasonable glow beyond the property on which the event is held: NO lighting will be utilized that

will interfere with any roadway.

Statement that no music shall be played, either by mechanical device or live performance, in such a manner that the sound emanating therefrom shall be unreasonably audible beyond the property on which the event is located:

NO music will be utilized.

Applications must be filed in duplicate with the Clerk of the Board, at least twenty-one (21) days prior to the event date.

Music shall not be rendered nor entertainment provided for more than eight (8) hours in any twenty-four (24) hour period, such twenty-four (24) hours to be measured from the beginning of the first performance at the event.

No person under the age of eighteen (18) years of age shall be admitted unless accompanied by a parent or guardian, the parent or guardian to remain with the person at all times.

Specific reference is hereby made to Section 6 - 66-71, et. Seq., of the Code of Prince Edward County, Virginia, which provisions are incorporated herein by reference.

Date

1/3/2024

Signature of Applicant(s)

Chris Sizemore

Date

Approval by

County Administrator  
Clerk of the Board

Fee \$ 50

Fee Paid By

Christopher Sizemore  
\$ 50.00

Date Received

1/3/2024

UNITED EASTERN VA COONHUNTERS ASSOC.

PROMOTERS / REPRESENTATIVES OF ORGANIZATION

+ CHRISTOPHER SIZEMORE 434-579-6040  
1179 AARON'S CREEK ROAD  
VIRGINIA, VA 24598

+ WILLIE F. CONNER 434-579-2640  
2161 BURTON ROAD  
SCOTTSBURG, VA 24589

+ DUSTIN FOX 336-504-3713  
1025 WOODSDALE ROAD  
ALTON, VA 24520

+ MATT BOLTON 434-454-0584  
4400 COUNTRY ROAD  
SAXE, VA 23967





**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 24-a  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Agenda Item:** Appointments – Board of Supervisors & Outside Agencies

**Summary:** The following positions require appointment/re-appointment:

**Granite Falls CDA**

Pattie Cooper-Jones  
Victor “Bill” Jenkins  
E. Harrison Jones  
Odessa H. Pride, Ed.D.

**Term Expires**

12/31/2027  
12/31/2027  
12/31/2027  
12/31/2027

**Va's Heartland W&S Authority**

Pattie Cooper-Jones  
Victor “Bill” Jenkins  
E. Harrison Jones  
Odessa H. Pride, Ed.D.

**Term Expires**

12/31/2027  
12/31/2027  
12/31/2027  
12/31/2027

**Workforce Development Consortium**

Board Chair/Designee  
(Odessa H. Pride, Ed.D. is current “designee.”)

**Current Term Expired**

12/31/23  
(1-Year Term)

**Moton Board**

Jerry R. Townsend (Eligible for re-appointment)

**Current Term Expired**

12/31/2023  
(1-Year Term)

**Recommendation:** Make appointments as noted above.

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

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

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 24-b  
**Department:** County Administration  
**Staff Contact:** Doug Stanley  
**Agenda Item:** Community Policy Management Team Appointments

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**Summary:**

The General Assembly created the Children’s Services Act (CSA) to create a collaborative system of services and funding that is child-centered, family focused, and community based to address the needs of troubled at-risk youths and their families. Chapter 52 of Title 2.2 of the Code of Virginia outlines the requirements of this program.

To receive CSA funds from the Commonwealth of Virginia Section 2.2-5204 of the Code, directs every County to establish a Community Policy and Management Team (CPMT). Membership of the CPMT is specified in Section 2.2-5205 of the Code and shall include:

- One elected official or an appointed official (presently the County Administrator)
- The local agency heads or their designees of the following – (1) Community Services Board, (2) Juvenile Court Services Unit, (3) Department of Health, (4) Department of Social Services, and (4) Local School division.
- Representative of a private organization or association of providers for children’s or family services if such organizations are located within the locality.
- A parent representative.

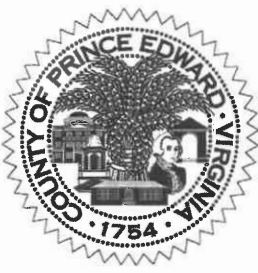
The CPMT is requesting the Board appoint Ms. Kandy Hayes to serve as the representative of a private organization. Ms. Hayes is employed by Strategic Therapy Associates, located at 217 W. Third Street, Suite 5. She has served on numerous Family Assessment Planning Teams (FAPT) and CPMT teams in the region. She is aware of the challenges faced by families and their youth who will require services administered through the CSA program. She is engaged in the community and has successfully found cost effective solutions for families facing mental health challenges. The appointment will be effective immediately and expires on June 30, 2026.

The CPMT is requesting the Board appoint Ms. Le’ Tina Giles of Farmville to serve as the parent representative. The appointment will be effective immediately and expires on June 30, 2026.

**RECOMMENDATION:** Appoint Ms. Hayes and Ms. Giles to the CPMT whose terms will be effective immediately, and will expire on June 30, 2026.

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 25-a  
**Department:** Finance  
**Staff Contact:** Crystal Baker  
**Agenda Item:** Appropriation – VTC Grant

**Summary:**

On October 13, 2023 Prince Edward County was awarded the VTC Microbusiness Grant for our “Forever Starts in Prince Edward County” campaign. This is a reimbursement grant through the Virginia Tourism Corporation in the amount of \$10,000.

The Board is asked to approve and appropriate as follows:

**FY24 BUDGET AMENDMENTS**

| Rev/Exp | Fund | Dept  | Object | Description         | Debit        | Credit       |
|---------|------|-------|--------|---------------------|--------------|--------------|
| 3 (Rev) | 100  | 24040 | 0105   | VTC 4Ever PEC Grant |              | \$ 10,000.00 |
| 4 (Exp) | 100  | 81600 | 5891   | VTC 4Ever PEC Grant | \$ 10,000.00 |              |

**Attachments:** N/A

**Recommendation:**

The Board Approve the FY24 Budget Supplement presented above and appropriate the same funds.

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

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

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

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

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

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**Board of Supervisors  
Agenda Summary**

Meeting Date: January 9, 2024  
 Item #: 25-b  
 Department: Finance/HR  
 Staff Contact: Cheryl Stimpson  
 Agenda Item: National Opioid Settlement

**Summary:**

Prince Edward County has received funds totaling \$2,339.42 from the Opioid Settlement Fund Trust. The County is required to use these funds for opioid remediation.

**FY24 BUDGET SUPPLEMENTS**

| Rev/Exp | Fund | Dept   | Object | Description                | Debit      | Credit     |
|---------|------|--------|--------|----------------------------|------------|------------|
| 3 (Rev) | 100  | 018990 | 0056   | National Opioid Settlement |            | \$2,339.42 |
| 4 (Exp) | 100  | 052400 | 5601   | Opioid Remediation         | \$2,339.42 |            |

**Recommendation:** Approve the FY24 Budget supplement and appropriate the same funds.

**SAMPLE MOTION: I MOVE THAT THE BOARD OF SUPERVISORS APPROVE THE BUDGET SUPPLEMENT REQUEST AND APPROPRIATE THE SAME FUNDS.**

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

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# PRINCE EDWARD COUNTY PUBLIC SCHOOLS

**Barbara A. Johnson, Ed. D**

***Superintendent***

December 6, 2023

Prince Edward County  
Mr. Doug Stanley, County Administrator  
P. O. Box 382  
Farmville, VA 23901


Dear Mr. Stanley:


The Prince Edward County School Board respectfully requests an appropriation of state funds in the amount of \$323,479.08 to the School Operating budget for the FY2023-2024 school year. There is a required local match in the amount of \$348.50 for the School Security Equipment Grant. This amount will be absorbed in the school division's local operating budget.

- \$322,085.08 – Additional Appropriation - FY2023-2024  
Stronger Connections Grant Allocation
  
- \$1,394.00 – Additional Appropriation - FY2023-2024  
School Security Equipment Grant

Thank you for your consideration of this request.

Respectfully submitted,

  
Dr. Barbara A. Johnson  
Superintendent

  
Mrs. Lucy Carson  
Chairperson, School Board

BAJ/vmj

pc: School Board Members

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**UNITED IN EXCELLENCE**

35 Eagle Drive Farmville, VA 23901 | Telephone: 434-315-2150 | Fax: 434-392-1911

**Action Item 10D: Local Funds**

**Subject:** Request of Local Operating Appropriation of Additional Funds

**Recommendation:** It is recommended that the School Board request from the Prince Edward County Board of Supervisors to appropriate additional funds to the School Operating Budget for the FY2023-2024 school year.

**Increase:** \$322,085.08 – Additional Appropriation FY2023-2024  
– Stronger Connections Grant Allocation

**Increase:** \$1,394.00 – Additional Appropriation FY2023-2024  
– School Security Equipment Grant

**Rational:** Prince Edward County Public Schools has received an additional \$323,479.08 for the School Operating Budget in excess of the original approved FY2023-2024 budget.

| <b>FY2023-2024 Updated Budget</b>                  |                 |
|----------------------------------------------------|-----------------|
| School Operating Budget (Original)                 | \$29,088,802.00 |
| Previous Additional Appropriations                 | 2,459,637.68    |
| New School Operating Budget                        | \$31,548,439.68 |
| Total Additional Appropriations – December 6, 2023 | 323,479.08      |
| Revised School Operating Budget                    | \$31,871,918.76 |

**Budget:** Revenues – School Operating  
Expenditure – Instruction

**Legal Reference:** Prince Edward County School Board Policies  
DA – Management of Funds  
DB – Annual Budget

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 25-d  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley  
**Agenda Item:** Acceptance of Opioid Abatement Authority Grant

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**SUMMARY:** The County received word in December that we were awarded a \$44,750 joint planning grant from the Opioid Abatement Authority. The grant will cover Prince Edward, Buckingham, and Cumberland counties and will provide a roadmap on how we utilize our abatement funds moving forward. The grant will help us conduct a gap analysis of treatment, services, and infrastructure for persons affected by substance use disorder in the county and surrounding areas. This analysis will determine the best and highest use of the opioid abatement funds available to the locality. The goal is to identify needs and develop a comprehensive plan that identifies and prioritizes community needs and how best to meet immediate and future needs. This effort will culminate with coordinated applications to use the opioid abatement resources available.

**COST:** Prince Edward’s share of \$5,250 grant match (\$1,750) – funds to be used from Opioid Distribution

**ATTACHMENTS:** Opioid Grant Application, Grant Award Letter

**RECOMMENDATIONS:** Board approve acceptance of Grant

**SAMPLE MOTION:** I move that the Board of Supervisors accept the planning grant from the Virginia Opioid Abatement Authority and authorize the County Administrator to sign the grant acceptance letter.

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 \_\_\_\_\_

# Virginia Opioid Abatement Authority Application for Planning Grants for Individual Cities and Counties

## 1. Contact Information

- a. Name of City or County: Prince Edward  city  county
- b. Physical address: 111 N. South St. Farmville VA 23901
- c. Mailing address: PO Box 382, Farmville VA 23901  
(if different than physical address)
- d. Contact Person for this application
- i. Name: Beth Reavis
- ii. Job Title: Consultant
- iii. Office Phone: \_\_\_\_\_ Cell Phone: 757 5023871
- iv. Email: reavisbeth@gmail.com

## 2. Cost and Funding

- a. What is the total cost of the planning effort? \$45,900.
- b. Does this city or county intend to provide a monetary match from its Direct Distribution from the settlement administrator(s)?
- Yes
- No
- If Yes, how much? 20% = \$3060. from each locality; Total match = \$9180.
- c. Does the city or county intend to provide a monetary match from its Individual Distribution from the OAA?
- Yes
- No
- If Yes, how much? \_\_\_\_\_

*Note that if the Individual Distribution is used as a monetary match, this will serve as application to the OAA for this portion of the city or county's Individual Distribution from the OAA.*

d. Does the city or county intend to provide a monetary match from its general fund?

Yes

No

If Yes, how much? \_\_\_\_\_

e. What is the total funding requested from the OAA for the planning grant? \$36,720

### 3. Information

a. Does the city or county intend to contract with a vendor or other organization to support this effort?

Yes

No

If Yes, attach a copy of the procurement documents (scope of work, request for proposal, etc). that defines the scope of services to be provided.

b. Narrative

i. Provide a narrative description of the goals of this effort.

Prince Edward seeks funding for a gap analysis of treatment, services, and infrastructure for persons affected by substance use disorder in the county and surrounding areas. This analysis will determine the best and highest use of the opioid abatement funds available to the locality. The goal is to identify needs and develop a comprehensive plan that identifies and prioritizes community needs and how best to meet immediate and future needs. This effort will culminate with coordinated applications to use the opioid abatement resources available.

Prince Edward, Cumberland, and Buckingham counties are applying for a specialty drug treatment docket to the Virginia Supreme Court. Other entities, such as the regional jail and the Community Services Board, seek funding to enhance their services for substance use disorder patients.

An analysis of currently available services and gaps is needed to use the money in areas with the most significant impact.

Additionally, the operation of a drug treatment court requires addressing many logistical details outside the application process, such as securing partnership agreements and developing a funding plan that requires local government support, grant writing, community engagement, and coordination and development of all needed resources.

A detailed RFP for an experienced community organizer needed to lead this effort has been attached.

c. Budget

i. Provide a line-item budget for this effort that includes projected expenditures as well as any funding resources identified or requested in section 2.

**4. Signature**

Signature section must be completed by the person designated with signatory authority by the city or county's governing body.

*"I swear or affirm that all information contained in and attached to this application is true to the best of my knowledge."*

Signature \_\_\_\_\_

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

Title \_\_\_\_\_

Date \_\_\_\_\_



## Budget Request and Narrative

### **Community Organizer**

\$70/hour x 45 hours/month for 12-months= \$37,800.

Duties as enumerated in RFP.

### **Lodging**

\$100/day, five days on-site per month for 12- months = \$6,000.

### **Stakeholders Meeting**

\$3/person x 50 persons 2 x per year = \$300.

Coffee and water for the initial stakeholders' meeting and mid-year progress update.

### **Community Leaders Luncheon**

\$12/person x 150 persons, once= \$1800.

Educate and introduce business leaders, the faith community, and non-profit organizations to the concept and benefits of drug treatment courts.

**Total cost of project = \$45,900**

**Locality 20% match = \$9,180**

**Planning grant request= \$36,720**



# VIRGINIA OPIOID ABATEMENT AUTHORITY LETTER OF AWARD FOR INDIVIDUAL CITY OR COUNTY PLANNING GRANT

701 East Franklin Street, Suite 803, Richmond, Virginia 23219 | 804-500-1810 | [info@voaa.us](mailto:info@voaa.us) | [www.voaa.us](http://www.voaa.us)

December 15, 2023

Beth Reavis  
Consultant  
Prince Edward County  
[reavisbeth@gmail.com](mailto:reavisbeth@gmail.com)

RE: Individual Planning Grant Award – Community-wide Opioid Abatement Needs Analysis, Survey of Resources, Report, and Plan

Dear Gary:

This letter confirms that on December 4, 2023, the Virginia Opioid Abatement Authority's (OAA) Grants Committee voted to award **\$44,750.00** to Prince Edward County as a planning grant to conduct a community-wide opioid abatement needs analysis, survey of resources, report, and plan. The performance period of the planning grant will be a **maximum of 12 months from the date of the distribution**. The award will be transmitted in a lump sum.

Attached to this letter are the Award Acceptance Form, as well as the terms and conditions of the planning grant. All reports and plans, including the financial report, will be due 45 days after the end of the performance period, regarding the use of the funds. The OAA will reach out to all fiscal year 2024 awardees next fall to review the reporting parameters.

Please sign and return a copy of this cover letter which includes the agreement below as well as the attached Award Acceptance Form to [info@voaa.us](mailto:info@voaa.us). The OAA will be in touch if any additional information is needed to transmit the award. This grant number is PGIC147401.

The OAA will gladly assist you in any way we can to assure your plans are successful.

Thanks and Regards,

A handwritten signature in black ink, appearing to be "CL", with a horizontal line extending to the right.

Cecil "Charlie" Lintecum  
Director of Operations  
804-500-1811  
[clintecum@voaa.us](mailto:clintecum@voaa.us)  
[www.voaa.us](http://www.voaa.us)



**Virginia Opioid Abatement Authority**  
701 East Franklin Street, Suite 803  
Richmond, Virginia 23219  
(804) 500-1810 main  
[www.voaa.us](http://www.voaa.us)

**Board of Directors**

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Chair

**Dr. Sarah Thomason,**  
PHARM.D  
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**Sharon Buckman**  
Piedmont Community  
Services

**Daryl Washington**  
Fairfax-Falls Church CSB

**Dr. James Thompson, MD**  
Master Center for Addiction  
Medicine

December 15, 2023

Beth Reavis  
Consultant  
Prince Edward County

Dear Ms. Reavis:

As Chairman of the Virginia Opioid Abatement Authority (OAA) I am pleased to inform you that Prince Edward County has been awarded a planning grant in the amount of \$44,750.00 to support its proposed engagement of a firm to complete a comprehensive strategic plan to guide the county's community-wide opioid abatement needs analysis, survey of resources, report, and plan.

The OAA Board of Directors has invested considerable time and effort to ensure that Virginia allocates its share of the national opioid settlements in a manner that saves lives, restores families, and safeguards communities. This is a major challenge and will require a strengthening of partnerships between community-based organizations, local governments, state agencies, and many other stakeholders. Efforts such as Prince Edward's development of a strategic opioid abatement plan have the potential to exemplify how we can work together to turn the tide of the opioid crisis in Virginia.

Details about the award being offered by the OAA are attached to this letter. We look forward to receiving your acceptance and to working together on this important mission.

Sincerely,

A handwritten signature in blue ink, appearing to read "Todd", is written over a light blue circular background.

Senator Todd Pillion, Chairman  
Virginia Opioid Abatement Authority Board of Directors



On behalf of the County of Prince Edward ("County") and as the recipient of this award, I am cognizant of and agree to the terms and conditions as fully set out in the document entitled *Grant Award Terms and Conditions: Opioid Abatement Authority Planning Grant Awards to Individual Cities and Counties*. More specifically, I acknowledge my obligations under said document with respect to the "Use of Funds" in Section 2, to refrain from "False Statements" as described in Section 10, not to misuse the award and thus incur a debt as described in Section 11, and agree to use the award only for the purposes described in my application as set out in Section 20. Should the Opioid Abatement Authority ("OAA") determine that I have incurred a debt pursuant to Section 11, the OAA in its discretion will require the debt: (1) to be paid promptly, (2) to be paid according to a mutually agreeable arrangement, or (3) to be collected by taking any action available by law.

Additionally, I understand this award is conditioned on the County's agreement to include cooperative procurement language in its request for proposal ("RFP") and eventual contract(s) consistent with Virginia Code § 2.2-4304 in order to allow other local governments to utilize these instruments. Lastly, I understand that any Cooperative Partnership applications to the OAA resulting from the strategic opioid abatement plan will include a significant use of Individual and/or Direct Distributions.

---

Douglas Stanley  
County Administrator  
County of Prince Edward

---

Date



# VIRGINIA OPIOID ABATEMENT AUTHORITY GRANT AWARD ACCEPTANCE FORM

701 East Franklin Street, Suite 803, Richmond, Virginia 23219 | 804-500-1810 | info@voaa.us | www.voaa.us

## Agency Information

|                                                                               |                                                                     |
|-------------------------------------------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> Individual Distribution                              | <input type="checkbox"/> Cooperative Partnership                    |
| <input type="checkbox"/> "Gold Standard" Incentive                            | <input type="checkbox"/> Planning Grant for Cooperative Partnership |
| <input checked="" type="checkbox"/> Planning Grant for Individual City/County |                                                                     |

## Recipient

|                                       |                                                                                       |
|---------------------------------------|---------------------------------------------------------------------------------------|
| Name:                                 | Prince Edward County                                                                  |
| Contact Person:                       | Beth Reavis                                                                           |
| Title:                                | Consultant                                                                            |
| Email:                                | reavisbeth@gmail.com                                                                  |
| Phone Number:                         | 757-502-3871                                                                          |
| Fiscal Agent for Cooperative Project? | <input type="checkbox"/> Yes <input type="checkbox"/> No                              |
| Name of Project:                      | Community-wide Opioid Abatement Needs Analysis, Survey of Resources, Report, and Plan |
| Grant Number:                         | <b>PGIC147401</b>                                                                     |

## Agency Information

|                                             |             |                               |                                                                                                       |
|---------------------------------------------|-------------|-------------------------------|-------------------------------------------------------------------------------------------------------|
| Total Award Amount:                         | \$44,750.00 | Contingent Match Total:       | \$5,250.00                                                                                            |
| Individual Distribution:                    |             | Individual Distribution(s):   |                                                                                                       |
| "Gold Standard" Incentive:                  |             | "Gold Standard" Incentive(s): |                                                                                                       |
| Cooperative Partnership:                    |             | Direct Distribution:          | Buckingham County - \$1,750.00<br>Cumberland County - \$1,750.00<br>Prince Edward County - \$1,750.00 |
| Planning Grant for Individual City/County:  | \$44,750.00 | General Funds:                |                                                                                                       |
| Planning Grant for Cooperative Partnership: |             | Other (Describe):             |                                                                                                       |

**Other Contingencies**

This award is conditioned on the County’s agreement to include cooperative procurement language in its request for proposal (“RFP”) and eventual contract(s) consistent with Virginia Code § 2.2-4304 in order to allow other local governments to utilize these instruments. Additionally, any Cooperative Partnership applications resulting from the strategic opioid abatement plan will include a significant use of Individual and/or Direct Distributions.

**Agreement & Acceptance of Award**

As the duly authorized representative of the recipient, I hereby accept this award and agree to the terms and conditions of this award, all items contained in and attached to the application resulting in this award, all other information contained herein, and all other provisions of local, state, and federal law that pertain to this award.

|               |                                            |
|---------------|--------------------------------------------|
| Signature:    |                                            |
| Printed Name: | Douglas Stanley                            |
| Title:        | County Administrator, Prince Edward County |
| Date:         |                                            |

# GRANT AWARD TERMS AND CONDITIONS

Virginia Opioid Abatement Authority  
701 East Franklin Street, Suite 803  
Richmond, Virginia 23219

## Opioid Abatement Authority Planning Grant Awards to Individual Cities and Counties

Acceptance of this grant award by the recipient constitutes its agreement that it assumes full responsibility for the management of all aspects of the grant and the activities funded by the grant, including assuring proper fiscal management of and accounting for grant funds; assuring that personnel paid with grant funds are hired, supervised, and evaluated in accordance with established employment and personnel policies; and assuring that all terms, conditions and assurances--those submitted with the grant application, and those issued with this award--are complied with.

By signing the Statement of Grant Award/Acceptance, the recipient agrees to:

- Use the grant funds to carry out the activities described in the grant application, as modified by the terms and conditions attached to this award or by subsequent amendments approved by the Opioid Abatement Authority (OAA);
- Adhere to the approved budget contained in this award and amendments made to it in accord with these terms and conditions; and,
- Comply with all terms, conditions and assurances either attached to this award or submitted with the grant application.

### 1. Definitions

- a. Definitions are contained in the [OAA's Glossary of Terms](#) available on the OAA website.

### 2. Use of Funds

- a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with *Code of Virginia* [§2.2-2370](#), any OAA regulations, and guidance issued by the OAA regarding the foregoing.
  - i. The recipient's primary mission, the primary mission of subrecipients, and/or the primary mission of other agencies funding a portion of the proposed program will not conflict with the OAA's mission as it is defined in *Code of Virginia* [§2.2-2366](#).
- b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.

- c. Direct Costs **\*\*Information regarding this item has been revised effective 2/1/2023.  
Please see the [revision document](#) for this grant.**
- i. A direct cost is any cost that can be specifically identified with the proposed project that can be directly attributed to the project and/or the project's measurable activities.
  - ii. Direct costs include but are not limited to salaries, travel, equipment and supplies directly connected to the project.
    - 1. An example of direct costs would be paying an employee to manage an Opioid Use Disorder Treatment Program.
  - iii. In accordance with Code of Virginia [§2.2-2370 \(A\) \(4\)](#), recipient may NOT use funds provided under this award to cover indirect costs
    - 1. An example of indirect costs would be allocating a percentage of a time of a procurement officer to issue a request for proposals (RFP) for this project.
    - 2. Loosely defined administrative costs are considered indirect costs and therefore not allowed.

### **3. Period of Performance**

The performance period for a Planning Grant for Individual Cities and/or Counties will be 12 months from the date of the distribution.

- a. Between July 1, 2023, and September 30, 2023, the OAA will accept Planning Grant applications from cities and counties that have not previously received a planning grant award.
- b. This period is the final offering of planning grants from the OAA at this time.
- c. All funds will be awarded up front.
- d. Any funds remaining at the end of the performance period must be repaid.
- e. Reporting will be at the end of the performance period.

### **4. Reporting**

Recipient agrees to comply with any reporting obligations established by the OAA as they relate to this award.

- a. Reporting will include financial expenditures as well as the plan developed from the expenditures and any other reports related to the effort.
- b. The method for reporting to the OAA may change during a grant cycle and include usage of an online software platform.

### **5. Maintenance of and Access to Records; Audits**

- a. The recipient hereby agrees to retain all books, records, and other documents relative to this award for five (5) years after final payment, or until final payment period is audited by the Commonwealth of Virginia, whichever is sooner.



- b. The recipient hereby agrees to also retain all books, records, and other documents relative to this award in accordance with the Virginia Public Records Act Code of Virginia §42.1-76 et seq.
- c. The OAA, its authorized agents, and/or State auditors shall have full access to and the right to examine any of said materials during said period.
- d. The recipient hereby agrees to comply with all reporting and auditing requirements related to these funds as set forth by the Auditor of Public Accounts.
- e. The recipient agrees to forward a copy to the OAA of the recipient's audited financial statements for the fiscal year that covers the grant award period

## **6. Cost Sharing**

Cost sharing or matching funds are not required to be provided by the recipient unless they are specified by the recipient as part of the application.

## **7. Conflicts of Interest**

Recipient understands and agrees it must maintain a conflict of interest policy consistent with *Code of Virginia* §2.2-3100 et seq. and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to the OAA, any potential conflict of interest affecting the awarded funds.

## **8. Compliance with Applicable Law and Regulations**

### **a. Anti-Discrimination**

By submitting their proposals, recipients certify to OAA that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans with Disabilities Act and § 2.2-4311 of the Virginia Public Procurement Act. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (Code of Virginia, §2.2-4343.1 (E)).

In every contract over \$10,000 the provisions in i. and ii. below apply:

- i. During the performance of this award, the recipient agrees as follows:
  - 1. The recipient will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, or disability or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the recipient., The recipient agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

2. The recipient, in all solicitations or advertisements for employees placed by or on behalf of the recipient, will state that such recipient is an equal opportunity employer.
  3. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.
  4. The requirements of these provisions i. and ii. are a material part of the award. If the recipient violates one of these provisions, the OAA may terminate the affected part of this award for breach, or at its option, the whole award.
  5. In accordance with Executive Order 61 (2017), a prohibition on discrimination by the recipient, in its employment practices, subcontracting practices, and delivery of goods or services, on the basis of race, sex, color, national origin, religion, sexual orientation, gender identity, age, political affiliation, disability, or veteran status, is hereby incorporated in this award.
- ii. The recipient will include the provisions of i. above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

**b. Contractor/Subcontractor Participation in E-Verify**

In compliance with Code of Virginia [§2.2-4308.2](#), registration and use of federal employment eligibility verification program is required as set forth below:

- i. For purposes of this section, "E-Verify program" means the electronic verification of work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (P.L. 104-208), Division C, Title IV, § 403(a), as amended, operated by the U.S. Department of Homeland Security, or a successor work authorization program designated by the U.S. Department of Homeland Security or other federal agency authorized to verify the work authorization status of newly hired employees under the Immigration Reform and Control Act of 1986 (P.L. 99-603).
- ii. Any employer with more than an average of 50 employees for the previous 12 months entering into a contract in excess of \$50,000 with any agency of the Commonwealth to perform work or provide services pursuant to such contract shall register and participate in the E-Verify program to verify information and work authorization of its newly hired employees performing work pursuant to such public contract.
- iii. Any such employer who fails to comply with the provisions of subsection B shall be debarred from contracting with any agency of the Commonwealth for a period up to one year. Such debarment shall cease upon the employer's registration and participation in the E-Verify program.

c. **Ethics in Public Contracting**

By submitting their proposals, recipients certify that their proposals are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other recipient, supplier, manufacturer or subcontractor in connection with their proposal, and that they have not conferred on any public employee having official responsibility for this proposal any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

d. **Immigration Reform and Control Act of 1986**

By submitting their proposals, recipients certify that they do not and will not during their performance of this award employ an unauthorized alien as defined in the Federal Immigration Reform and Control Act of 1986.

e. **Debarment Status**

By submitting their proposals, recipients certify that they will not contract with organizations currently debarred by the Commonwealth of Virginia from submitting proposals on contracts for the type of goods and/or services covered by this award, nor are they an agent of any person or entity that is currently so debarred

**9. Remedial Actions**

In the event of recipient's noncompliance with these terms and conditions, other applicable laws, regulations, and/or settlements, OAA may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies.

**10. False Statements**

Recipient understands that making false statements or claims in connection with this award is a violation of Code of Virginia §18.2-498.4 and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in state awards or contracts, and/ or any other remedy available by law.

**11. Debts Owed the Opioid Abatement Fund**

- a. Any funds paid to recipient (1) in excess of the amount to which recipient is finally determined to be authorized to retain under the terms of this award; or (2) that are determined by the OAA to have been misused; and have not been repaid by recipient shall constitute a debt to the Opioid Abatement Fund.
- b. Any debts determined to be owed the Opioid Abatement Fund must be paid promptly by the recipient. A debt is delinquent if it has not been paid by the date specified in OAA's initial written determination for payment, unless other satisfactory arrangements have been made. The OAA will take any actions available to it to collect such a debt.

## 12. Disclaimer

- a. The Commonwealth of Virginia expressly disclaims any and all responsibility or liability to recipient or third persons for the actions of recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by the recipient does not in any way establish an agency relationship between the Commonwealth and the recipient.

## 13. Protections for Whistleblowers

- a. Recipients shall comply with [Chapter 30.1](#) The Fraud and Abuse Whistleblower Protection Act (Code of Virginia [§2.2-3009](#) et seq.)
- b. No governmental agency may threaten or otherwise discriminate or retaliate against a citizen whistle blower because the whistle blower is requested or subpoenaed by an appropriate authority to participate in an investigation, hearing, or inquiry by an appropriate authority or in a court action
- c. No employer may discharge, threaten, or otherwise discriminate or retaliate against a whistle blower whether acting on his own or through a person acting on his behalf or under his direction.
- d. No employer may discharge, threaten, or otherwise discriminate or retaliate against a whistle blower, in whole or in part, because the whistle blower is requested or subpoenaed by an appropriate authority to participate in an investigation, hearing, or inquiry by an appropriate authority or in a court action
- e. An employer shall post notices and use other appropriate means to notify employees and keep them informed of the protection and obligations set forth in the provisions of Chapter 30.1.

## 14. Requirement to report potentially duplicative funding

If the recipient currently has other active awards, or if the recipient receives any other award of during the period of performance for this award, the recipient promptly must determine whether funds from any of those other awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify OAA in writing of the potential duplication, and, if so requested by OAA, must seek a budget-modification or change-of-project-scope to eliminate any inappropriate duplication of funding.

## 15. Additional monitoring requirements

The recipient understands that it may be subject to additional financial and programmatic on-site monitoring, which may be on short notice, and agrees that it will cooperate with any such monitoring in accordance with Code of Virginia [§2.2-2370 \(A\) \(5\)](#).



## **16. Travel policy**

Recipients may follow their own established travel rates if they have an established travel policy. The OAA reserves the right to determine the reasonableness of an organization's travel policy. If the recipient does not have an established policy, then they must adhere to state travel policy. Refer to the following IRS website for the most current mileage rate: <https://www.irs.gov/tax-professionals/standard-mileage-rates>.

Transportation costs for air and rail must be at coach rates.

## **17. Award Amendments**

Once a proposal has been approved by the OAA, amendments will be handled as follows:

- a. At all times regardless of any amendment the city or county must remain in compliance with the OAA's terms and conditions.
- b. A city or county may initiate line-item budget transfers within a project without seeking approval from the OAA.
- c. If a city or county needs to amend their Planning Grant Award, they are to request the amendment in writing to the OAA. The OAA will consider Planning Grant amendments on a case-by-case basis.

## **18. Delegation of responsibility**

Any delegation of responsibility for carrying out grant-funded activities to any entity must be pursuant to a written memorandum of understanding or contract by which the implementing organization agrees to comply with all applicable grant terms, conditions, and assurances. Any such delegation notwithstanding, the applicant acknowledges by its acceptance of the award its ultimate responsibility for compliance with all terms, conditions, and assurances of the grant award.

## **19. Performance and obligation periods**

Planning Grant awards to cities and counties shall have a performance period of 12 months. Grant funds, including any monetary match, may be expended and/or obligated during the grant award period of performance. Recipients may only charge to the award allowable costs incurred during this grant award period. Recipients shall have up to 30 days from the end of the performance period to liquidate any unpaid obligations.

## **20. Limitation on the use of funds**

The recipient agrees that grant funds will be used only for the purposes described in the recipient's application, unless OAA determines that any of these activities are out of scope or unallowable. The recipient must not undertake any work or activities that are not described in the recipient's application, award documents, or approved budget, and must not use staff, equipment, or other goods or services paid for with grant funds for such work or activities, without prior written approval, from OAA.

## **21. Procurement**

Recipients are responsible for ensuring that any procurement using OAA funds, or payments under procurement contracts using such funds are consistent with the procurement standards set forth in the Virginia Public Procurement Act Code of Virginia [§2.2-4300](#) et seq. as well as any procurement policies and procedures established by the applicant.

# REPORTING REQUIREMENTS AND PROJECTED DUE DATES

Virginia Opioid Abatement Authority  
701 East Franklin Street, Suite 803  
Richmond, Virginia 23219

## Opioid Abatement Authority Planning Grant Awards to Individual Cities and Counties

### Reporting Requirements

By accepting the accompanying grant award, the recipient is agreeing to submit the report and plan generated by the Planning Grant as well as all financial expenditures to close out the grant.

To submit report and reporting requests, email to [info@voaa.us](mailto:info@voaa.us)

- **FINANCIAL REPORTS**– Financial reports are due by 45 days after the end of the performance period. If the due date falls on a weekend or non-business day, the report is due on the next business day. For financial reporting questions, email [info@voaa.us](mailto:info@voaa.us).
- **REPORT AND PLAN** –Any reports and/or plans generated by this grant are due 45 days after the end of the performance period.
- **BUDGET AMENDMENTS** - If a city or county needs to request an amendment, those requests must be in writing and will be considered on a case-by-case basis.
- **GRANT CLOSEOUT**: The recipient has up to 30 days from the end of the performance period to liquidate any unpaid obligations and 45 days after the end of the performance submit the final report. The liquidation period exists to allow projects time to receive final invoices and make final payments -- no new obligations may be incurred during this period. Closeout questions should be directed to [info@voaa.us](mailto:info@voaa.us).

Reporting may be shifted to an online software platform during a funding cycle.



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 25-e  
**Department:** Finance/HR  
**Staff Contact:** Cheryl Stimpson  
**Agenda Item:** Authorize Payment for New Information Technology (IT) Equipment

---

**Summary:**

The Information Technology (IT) department has received a quote from IT Noble, Inc. in the amount of \$28,156.00 for new servers and other equipment to meet the needs of the County staff in the commission of their responsibilities to the citizens of Prince Edward County. The Board is asked to approve the \$28,156.00 for the purchase of the equipment and allow the County Administrator to execute any documents necessary for the purchase of the equipment.

**Attachment:** IT Equipment Quotation and Statement of Work from IT Noble, Inc.

**Recommendation:** Approve the amount of \$28,156.00 for the equipment purchase and allow the County Administrator to execute the documents for the purchase of the equipment.

**SAMPLE MOTION: I MOVE THAT THE BOARD OF SUPERVISORS APPROVE THE AMOUNT OF \$28,156.00 FOR EQUIPMENT FOR THE IT DEPARTMENT AND ALLOW THE COUNTY ADMINISTRATOR TO SIGN ANY NECESSARY DOCUMENTS.**

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

# IT Noble, Inc.

# Quotation

## Trusted IT Solutions

800 E. Rochambeau Drive, Suite F  
 Williamsburg, VA 23188  
 Phone (757) 903-2414 Fax (757) 903-2418

**DATE** 12/7/2023  
**Quotation #** 23249  
**Customer ID**

### Quotation For:

Quotation valid until: 1/2/2024

Prince Edward County

Prepared by: REB  
 Direct:

Shawn Howard  
 111 N. South Street  
 Farmville, VA 23901

### Comments or Special Instructions:

VHEPC Contract Code: C000000754509  
 VHEPC Primary Contract # UVA845196

| SALESPERSON | P.O. NUMBER | SHIP DATE | SHIP VIA | F.O.B. POINT | TERMS  |
|-------------|-------------|-----------|----------|--------------|--------|
| REB         |             |           |          |              | Net 30 |

| QUANTITY | DESCRIPTION                        | UNIT PRICE | TAXABLE? | AMOUNT       |
|----------|------------------------------------|------------|----------|--------------|
| 3        | Dell PowerEdge 450 Servers         | \$5,375.00 |          | \$ 16,125.00 |
| 1        | Dell ME412 Storage                 | \$9,235.00 |          | \$ 9,235.00  |
| 3        | Dell HBA A355e Adapters            | \$599.00   |          | \$ 1,797.00  |
| 1        | Dell SMTREK 24U Cabinet Blk w/pnls | \$999.00   |          | \$ 999.00    |

|                  |              |
|------------------|--------------|
| <b>SUBTOTAL</b>  | \$ 28,156.00 |
| <b>TAX RATE</b>  | 7.00%        |
| <b>SALES TAX</b> | -            |
| <b>SHIPPING</b>  |              |
| <b>TOTAL</b>     | \$ 28,156.00 |

Prices and information are current to the best of our knowledge when quoted. However, because of the dynamic nature of the computer industry, some products, prices, manufacturer promotions, product information, or offers may change before we are able to update and post the information. In the event of an unexpected cost increase or other change, we will contact you to determine whether you want to continue your order at the new price or cancel it. We reserve the right to decline acceptance of any orders.

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

If you have any questions concerning this quotation, contact us at 804-543-2097 or email [rbaxter@itnoble.com](mailto:rbaxter@itnoble.com). To accept the quotation, sign the form, enter your P.O. number and return via fax.

**THANK YOU FOR YOUR BUSINESS!**



**PowerEdge R450 Tailor Made Instant Saving - [pe\_r450\_tm]**  
**Estimated delivery if purchased today:**  
**Dec. 21, 2023**  
**Contract # C000000754509**  
**Customer Agreement # UVA845196**  
**PowerEdge R450 Server 210-AZDS - 3 -**  
**2.5 Chassis 379-BDTF - 3 -**  
**SAS/SATA Backplane 379-BDSS - 3 -**  
**Trusted Platform Module 2.0 V3 461-AAIG - 3 -**  
**8x2.5" (SAS/SATA) 1 CPU 321-BGQS - 3 -**  
**Intel Xeon Silver 4309Y 2.8G, 8C/16T, 10.4GT/s, 12M Cache, Turbo,**  
**HT (105W) DDR4-2666 338-CBWI - 3 -**  
**No Additional Processor 374-BBBX - 3 -**  
**Blank for 1CPU Configuration 412-AAVW - 3 -**  
**Heatsink for CPU less or equal 165W 412-ABBC - 3 -**  
**Performance Optimized 370-AAIP - 3 -**  
**3200MT/s RDIMMs 370-AEVR - 3 -**  
**RAID 5 780-BCDP - 3 -**  
**PERC H755 SAS Front 405-AAZB - 3 -**  
**Front PERC Mechanical Parts, front load 750-ACFR - 3 -**  
**Power Saving Dell Active Power Controller 750-AABF - 3 -**  
**UEFI BIOS Boot Mode with GPT Partition 800-BBDM - 3 -**  
**Standard Fan x5 384-BCTZ - 3 -**  
**Dual, Hot-Plug, Redundant Power Supply (1+1), 600W TM 450-AMDH - 3 -**  
**No PCIe Riser 330-BBVH - 3 -**  
**PowerEdge R450 Motherboard with Broadcom 5720 Dual Port 1Gb**  
**On-Board LOM 329-BGHZ - 3 -**  
**No OCP 3.0 mezzanine NIC card, Blank Filler Only 412-AAVS - 3 -**  
**No Bezel 350-BBBW - 3 -**  
**Dell EMC Luggage Tag (x8) 350-BCFL - 3 -**  
**Windows Server 2022 Standard,16CORE,FI,No Med,No CAL, Multi**  
**Language 634-BYJY - 3 -**  
**Windows Server 2022 Standard,16CORE,DF Recovery Image, Multi**  
**Lang, (Downgrade not included) 528-CSCP - 3 -**  
**Windows Server 2022 Standard,No Media,WS2016 Std Downgrade**  
**DF Media, Multi Language 528-C\_SCL - 3 -**  
**Windows Server 2022 Standard,No Media, WS2016 Std Downgrade**  
**w/DVD Media,Multi Lang 634-BYLP - 3 -**  
**Windows Server 2022 Standard,No Media,WS2019 Std Downgrade**  
**DF Media, Multi Language 528-CSCQ - 3 -**  
**Windows Server 2022 Standard,No Media, WS2019 Std Downgrade**  
**w/DVD Media,Multi Lang 634-BYLQ - 3 -**  
**iDRAC9, Enterprise 15G 385-BBQV - 3 -**  
**No Quick Sync 350-BCEM - 3 -**  
**iDRAC,Factory Generated Password 379-BCSF - 3 -**  
**iDRAC Service Module (ISM), NOT Installed 379-BCQX - 3 -**  
**iDRAC Group Manager, Disabled 379-BCQY - 3 -**  
**Hyper-V role enabled with pre-installed Standard or Datacenter Ed**  
**OS on incl Virtual HDD 618-BBEC - 3 -**  
**A11 drop-in/stab-in Combo Rails Without Cable Management Arm 770-BCJI - 3 -**  
**Cable Management Arm 770-BDZL - 3 -**  
**No Internal Optical Drive 429-AAIQ - 3 -**  
**No Systems Documentation, No OpenManage DVD Kit 631-AACK - 3 -**  
**PowerEdge R450 Shipping 340-CVKF - 3 -**  
**PowerEdge R450 x8 Short Drive Shipping Material 343-BBRQ - 3 -**

**PowerEdge 1U CCC Marking, No CE Marking 389-DYLZ - 3 -**  
**Dell/EMC label (BIS) for Chassis 389-DYMB - 3 -**  
**Dell Hardware Limited Warranty Plus Onsite Service 859-3804 - 3 -**  
**ProSupport Plus Mission Critical 4-Hour 7x24 Onsite Service with**  
**Emergency Dispatch 3 Years 859-3846 - 3 -**  
**ProSupport Plus Mission Critical 4-Hour 7x24 Onsite Service with**  
**Emergency Dispatch 1 Year Extended 859-3870 - 3 -**  
**ProSupport Plus Mission Critical 7x24 Technical Support and**  
**Assistance 4 Years 859-3871 - 3 -**  
**Dell Limited Hardware Warranty Plus Service, Extended Year(s) 975-3462 - 3 -**  
**On-Site Installation Declined 900-9997 - 3 -**  
**64GB RDIMM, 3200MT/s, Dual Rank, 16Gb 370-AEVP - 6 -**  
**600GB Hard Drive SAS ISE 12Gbps 10k 512n 2.5in Hot-Plug 400-BIFV - 9 -**  
**Power Cord - C13, 3M, 125V, 15A (North America, Guam, North**  
**Marianas, Philippines, Samoa, Vietnam) 450-AALV - 6 -**

**Dell EMC ME412 Storage Expansion Enclosure -**  
**[AMER\_ME412\_13103]**

**Estimated delivery if purchased today:**

**Dec. 22, 2023**

**Contract # C000000754509**

**Customer Agreement # UVA845196**

**Dell EMC ME412 Storage Expansion Enclosure 210-AQIG - 1 -**

**Rack Rails 2U 770-BECR - 1 -**

**ME Series 2U Bezel 325-BDDO - 1 -**

**Power Supply, 580W, Redundant, WW 450-ALXL - 1 -**

**Dell EMC ME412 Shipping 340-DCGC - 1 -**

**Dell PowerVault ME Series 2U-12, CE Marking 389-EERU - 1 -**

**Dell Hardware Limited Warranty 821-8756 - 1 -**

**ProSupport Plus Mission Critical: 4-Hour 7x24 On-Site Service with**  
**Emergency Dispatch, 1 Year Extended 821-8826 - 1 -**

**ProSupport Plus Mission Critical: 4-Hour 7x24 On-Site Service with**  
**Emergency Dispatch, 3 Years 821-8830 - 1 -**

**ProSupport Plus Mission Critical: 7x24 HW/SW Technical Support**  
**and Assistance, 4 Years 821-8837 - 1 -**

**Dell Limited Hardware Warranty Extended Year(s) 975-3461 - 1 -**

**On-Site Installation Declined 900-9997 - 1 -**

**Hard Drive Blank Filler 3.5 400-ABSK - 8 -**

**2.4TB 10K RPM SAS ISE 12Gbps 512e 2.5in Hot-plug Hard Drive,**  
**3.5in HYB CARR 400-AURJ - 4 -**

**12Gb HD-Mini to HD-Mini SAS Cable, 2M 470-ABNN - 3 -**

**12Gb HD-Mini to HD-Mini SAS Cable, 2M 470-ABNN - 3 -**

**Power Cord - C13, 3M, 125V, 15A (North America, Guam, North**

**Marianas, Philippines, Samoa, Vietnam) 450-AALV - 1 -**

**Dell HBA355e Adapter Low Profile/Full Height, ck**

**Estimated delivery if purchased today:**

**Dec. 13, 2023**

**Contract # C000000754509**

**Customer Agreement # UVA845196**

**Dell HBA355e Adapter Low Profile/Full Height 405-AAZY - 3 -**

**Smtrck 24u Encl Blk W/ Pnls Direct Ship**

**Estimated delivery if purchased today:**

**Dec. 14, 2023**

**Contract # C000000754509**  
**Customer Agreement # UVA845196**  
**Smtrck 24u Encl Blk W/ Pnls Direct Ship A8332133 - 1 -**



## Statement of Work

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### Prepared for:

**Prince Edward County Government**  
111 N. South Street  
Farmville, VA 23901

**Shawn Howard**  
IT Manger  
434-392-8837  
[showard@co.prince-edward.va.us](mailto:showard@co.prince-edward.va.us)

### Prepared on 12/7/23 by:

**IT Noble**  
800 E. Rochambeau Drive  
Suite F  
Williamsburg, VA 23185

**Mark Moore**  
Managing Partner  
(757) 897-3207  
[mmoore@itnoble.com](mailto:mmoore@itnoble.com)

## Deliverables

### **Project Summary: Dell PowerEdge Servers, ME Storage, Hyper-V Migration Project**

#### **PHASE I – Hyper-V Host Server Install & Configuration (Note: work can be performed during normal business hours)**

- Rack, stack and install cable management for new Servers & ME storage RAID array
- Install latest Hardware Firmware, BIOS, OS Patches & Security updates
- Configure iDrac, Server Network settings and join AD domain
- Install Hyper-V server role on each Host
- Setup and Configure Hyper-V Switch and SAS connections to ME Storage
- Install and configure Failover Cluster Manager role on all Hosts
- Setup Demo VM and test failover
- Setup remote connectivity to the new Server
- Server burn in, run health checks, test and verify results

#### **PHASE II – Physical and Virtual Machine Migration (Note: work to be performed during and outside of normal business hours)**

- Perform P2V/V2V migrations (Export VHD, VHDX images) up to 10-15 VM's
- Configure New VM's and settings for all exported images
- Test each VM and live migration capability
- Create base image VM (Server 2022) to be used as a template for adding new servers
- Decommission existing servers

## Assumptions

The following assumptions are made and agreed to by IT Noble and the customer. IT Noble can complete the project outside of the customer's normal business hours to minimize interruption.

- IT Noble consultant(s) will be given remote access to the customer's network, and/or facility after hours and weekends as needed.
- The Customer will purchase the necessary hardware, software, and licensing to ensure IT Noble has the necessary tools and equipment to perform all work that is specified in the statement of work.
- Customer understands that IT Noble will not be responsible for additional cost overruns associated with unforeseen circumstances and/or delays caused by the customer or another third party.
- Customer has adequate internet bandwidth necessary to download updates and image files required to complete the install and/or upgrade.
- IT Noble agrees to hold the Customers proprietary, confidential information and trade secrets in confidence and trust; IT Noble further agrees not to duplicate, use, or disclose such information to any third party without the express written permission of the Customer.

- Any changes, modifications or work performed beyond the scope of this project outlined in the "Scope of Work" must be agreed to in writing by the contractor IT Noble and the customer.
- IT Noble agrees to comply with equal opportunity standards while performing the services specified in this proposal.
- IT Noble will provide proof of industry certifications and liability insurance upon the customer's request.
- All pricing outlined in this proposal is valid for 30 days.

## Project Cost - \$6,480

- The work for this project will be performed by a **Senior Level Engineer at \$135/hr**. The estimated cost for the completion of the Deliverables highlighted above is **48 hours @ \$135/hr. = \$6,480.00**
- Any changes, modifications or work performed beyond the scope of this project outlined in the "Scope of Work" must be agreed to in writing by the contractor IT Noble and the customer.

## Acknowledgment

The undersigned parties hereby acknowledge that they have read this proposal for services, accept it, understand it, and agree to be legally bound by all of the said terms and conditions.

---

|                          |      |                |      |
|--------------------------|------|----------------|------|
| Prince Edward County Gov | Date | IT Noble, Inc. | Date |
|--------------------------|------|----------------|------|



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 26  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley  
**Agenda Item:** PCS Lease Agreement - Extension

**SUMMARY:** The current lease agreement between Piedmont Court Services (PCS) and SRP Corporation for the office space located at 1012 W 3<sup>rd</sup> Street expires this month. PCS has been at this location since it relocated off Main Street. The lease contains an option to review for an additional five years. The lease was originally approved in 2002 with Statewide Realty. The property was sold in 2003 to SRP Corporation and the lease has been extended a number of times (2008, 2013, 2018) since. As part of the lease, the landlord is responsible for paying for water and sewer and the tenant the cost of all other utilities. The proposed lease of 4,174 SF is for \$3,000 per month which reflects an increase of \$250 per month over the current lease.

**COST:** \$3,000/month paid by the DCJS Grant

**ATTACHMENTS:** Proposed Lease, Prior Lease, Prior Board Minutes

**RECOMMENDATIONS:** It is the recommendation of staff to review the lease for an additional 5 years

**SAMPLE MOTION:** I move that the Board of Supervisors renew the lease with SRP Corporation for the office space located at 1012 W 3<sup>rd</sup> Street and authorize the County Administrator to execute the proposed lease agreement.

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 \_\_\_\_\_

**THIS AGREEMENT OF LEASE, made and entered into this 17<sup>th</sup> day of January, 2024 by and between SRP, LLC, part of the first part, hereinafter referred to as “Landlord”, and PIEDMONT COURT SERVICES, parties of the second part, hereinafter referred to as “Tenants”.**

**WITNESSETH:**

**That for and in consideration of the provisions, stipulations and conditions hereinafter set forth, it is mutually agreed by and between the parties hereto, as follows:**

- 1. Landlord does hereby lease unto Tenants, and Tenants do hereby lease from Landlord that certain unit, of approximately 4,174 square feet, located at 1012-G West Third St., Farmville, VA 23901.**
- 2. The term of this lease shall commence on the 17<sup>th</sup> day of January, 2024 and shall extend for a five-year period, with an option for five additional years, with negotiated price agreed upon. Should the Dept. of Criminal Justice Services fail to fund Piedmont Court Services or Piedmont Court Services’ funding be substantially decreased, or if the program is canceled, terminated or ceases to exist for any reason, this lease may be voided at option of tenants. Tenants agree to give a 30-day notice should the lease need to be voided.**
- 3. Tenants agree to pay a cash rental, payable by the 20<sup>th</sup> day of each month following the month of occupancy, in the amount of \$3,000 for the term of this lease. If rent is more than ten (10 days) late, a penalty of 5% will be added.**
- 4. Landlord agrees to pay water and sewer. Tenants are to pay all other utilities.**
- 5. Landlord will be responsible for normal repairs to the heating, plumbing, electrical systems, and basic structure unless due to negligence or misuse on the part of the Tenants.**
- 6. Tenants are to replace all broken glass and light bulbs. Tenants are responsible for changing air filters for the HVAC system on routine basis.**
- 7. The property is not to be Sublette.**
- 8. Tenants accept the premises as they are with any representation as to its suitability or desirability for the purposes contemplated and Tenants shall maintain the premises in good repair and good order, normal wear and tear expected. Tenants shall not make any changes in structure of the said building without first obtaining the written consent of the Landlord and Tenants agree that they will not store on the premises any articles which will endanger the building or increase hazards of fire.**



9. Landlord is to carry insurance on the building. Tenants are to carry insurance on their possessions.

IN WITNESS WHEREOF, the parties have hereunto set their hands, this \_\_\_\_\_ day of January 2024.

SRP, LLC:

\_\_\_\_\_  
Steve Rainey, Landlord

PIEDMONT COURT SERVICES:



\_\_\_\_\_  
Donald Williamson, Director

\_\_\_\_\_  
Doug Stanley, Prince Edward County Administrator

**THIS AGREEMENT OF LEASE, made and entered into this 1<sup>st</sup> day of July, 2018 by and between SRP, LLC, part of the first part, hereinafter referred to as "Landlord", and PIEDMONT COURT SERVICES, parties of the second part, hereinafter referred to as "Tenants".**

**WITNESSETH:**

**That for and in consideration of the provisions, stipulations and conditions hereinafter set forth, it is mutually agreed by and between the parties hereto, as follows:**

- 1. Landlord doth hereby lease unto Tenants, and Tenants do hereby lease from Landlord that certain unit, of approximately 4,174 square feet, located at 1012-G West Third Street, Farmville, VA 23901.**
- 2. The term of this lease shall commence July 1, 2018 and shall extend for a five-year period, with an option for five additional years, with a negotiated price agreed upon. Should the Dept. of Criminal Justice Services fail to fund Piedmont Court Services or Piedmont Court Services' funding be substantially decreased, or if the program is canceled, terminated or ceases to exist for any reason, this lease may be voided at option of tenant. Tenants agree to give a 30-day notice should the lease need to be voided.**
- 3. Tenants agree to pay a cash rental, payable by the 20<sup>th</sup> day of each month following the month of occupancy, in the amount of \$2,750 for the term of this lease. If rent is more than ten (10) days late, a penalty of 5% will be added.**
- 4. Landlord agrees to pay water and sewer. Tenants are to pay all other utilities.**
- 5. Landlord will be responsible for normal repairs to the heating, plumbing, electrical systems, and basic structure unless due to negligence or misuse on the part of the Tenants.**
- 6. Tenants are to replace all broken glass and light bulbs. Tenants are responsible for changing air filters for the HVAC system on routine basis.**
- 7. The property is not to be Sublette.**
- 8. Tenants accept the premises as they are without any representation as to its suitability or desirability for the purposes contemplated and Tenants shall maintain the premises in good repair and good order, normal wear and tear expected. Tenants shall not make any change in the structure of the-said building without first obtaining the written consent of the Landlord and Tenants agree that they will not store on the premises any articles which will endanger the building or increase hazards of fire.**

**RECEIVED**

**SEP 21 2018**


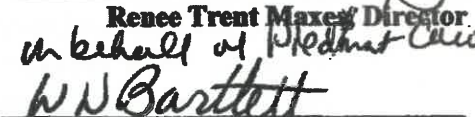
9. Landlord is to carry insurance on the building. Tenants are to carry insurance on their possessions.

IN WITNESS WHEREOF, the parties have hereunto set their hands this 17<sup>th</sup> day of July 2018

SRP, LLC

  
Steve Rainey, Landlord

Piedmont Court Services

  
Renee Trent Maxey, Director  
in behalf of Piedmont Court Services  
  
Prince Edward County Administrator

per Steve 2.4.21

leave lease signatures  
as they are -  
until end of lease -

CS

provides this technical support for the program will retire this year. The Council has notified the Commonwealth's Attorney that when this employee retires they will no longer be able to provide support for the existing case management system to include migration to a new case management system. To ensure continuity of service the implementation of a new case management must occur before the retirement of the employee providing technical support.

Mr. Ennis stated an RFP was advertised and only one response was submitted which met all necessary criteria; he entered negotiations with this company which would provide the hardware, software, installation, training and a second operating system, and licenses. He has negotiated a reduced purchase price for approximately 500 licenses across the state; discussion followed concerning possible funding from the Attorney General's office.

Supervisor Gantt made a motion to authorize the budget amendment but not an appropriation of \$40,500 for the negotiations for a Case Management System, as follows:

|                  |                      | <u>FY 2014 Budget Amendment</u> | <u>Debit</u> | <u>Credit</u> |
|------------------|----------------------|---------------------------------|--------------|---------------|
| 3-100-41050-0100 | General Fund Balance |                                 |              | \$40,500      |
| 4-100-22100-6040 | ADP Equip            |                                 | \$40,500     |               |

The motion carried:

|      |                                                                                                                                                                    |           |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Aye: | Howard M. Campbell<br>Pattie Cooper-Jones<br>William G. Fore, Jr.<br>Don C. Gantt, Jr.<br>Robert M. Jones<br>Charles W. McKay<br>Howard F. Simpson<br>Jim R. Wilck | Nay: None |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|

In Re: County Administrator's Report



Piedmont Court Services (PCS) Lease – Mr. Bartlett stated the lease agreement between PCS and SRP Corporation expired on June 30, 2013. The lease contains an option to renew for five additional years. Both parties wish to renew the lease with minor changes, including a 4.9% increase in the lease payment which is the first increase in ten years.

Supervisor McKay made a motion to authorize the County Administrator to execute the proposed Lease Agreement; the motion carried:

Aye: Howard M. Campbell  
Pattie Cooper-Jones  
William G. Fore, Jr.  
Don C. Gantt, Jr.  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson  
Jim R. Wilck

Nay: None

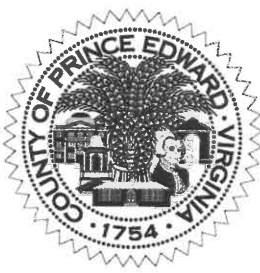
Legislative Committee – Mr. Bartlett stated that annually, the Chairman appoints a Legislative Committee that is tasked with updating the County’s Legislative Priorities for Board approval. These priorities will be communicated to legislators, VACo, and the CRC for consideration in regional and statewide legislative priorities. The 2012 Legislative Committee was comprised of Supervisors McKay, Gantt and Wilck. Additionally, the Board may wish to consider hosting a Legislative meeting as it did last fall.

Chairman Fore reappointed Supervisor McKay (chair), Supervisor Gantt and Supervisor Wilck.

Local Government Challenge Grant – Mr. Bartlett stated the Virginia Commission for the Arts notified Prince Edward County it was awarded a Local Government Challenge Grant in the amount of \$2,494 for FY14. Annually, the County applies for and receives the grant which is provided to the Longwood Center for the Visual Arts. As required by the grant agreement the County must provide a matching amount. Both the grant and the County’s match are contained in the approved budget.

Virginia Aqua-Farmers Network Contract – Mr. Bartlett stated Prince Edward County has obtained a walk-in freezer using grant funds to store food products at the Cannery. The freezer is being used by various commercial vendors with the Virginia Aqua-Farmers Network, LLC being the primary user. The Network is concerned with loss of inventory in the event the Cannery loses power and the product thaws. The Network has attempted to obtain insurance for the loss but cannot because it does not own the freezer. The County researched the possibility of obtaining insurance with the Network reimbursing the County for the cost of the insurance. The County cannot obtain insurance because if the product is lost the County does not suffer any actual loss. To break from this cycle VACORP recommended the County sign a contract with the Network, in which the County would be responsible for reimbursing the Network for any loss due to spoilage. The County would recoup the cost of the insurance policy (approximately \$75 for \$50,000 of coverage).

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 27  
**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:** January 9, 2024  
**Item #:** 28  
**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:**

**SAMPLE MOTION:**

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

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

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 29  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Upcoming

**SUMMARY:**

Please see attachments.

**COST:**

**ATTACHMENTS:**

- a. VACo Supervisor Certification Leadership Training
- b. Local Government Day
- c. VACo Chairperson’s Institute

**RECOMMENDATION:** Please let Karin Everhart know if you wish to attend.

**SAMPLE MOTION:**

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

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

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

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

# Supervisors' Certification

## MODULE 1 – BUDGETING

January 24 – March 27

COST – \$450

INSTRUCTOR: [Suzette Denslow](#)

### CLASS OUTLINE

The VACo Virginia Certified County Supervisors' Program is ready for launch, and we can't wait to share the experience with you. The 3-course program spans one year, so sign up now to be in The Class of 2024!

Open to all county supervisors and staff, this exciting course comprises an opening class session, virtual cohort meetings, and a closing class session. As one of the three courses within VACo's Virginia Certified County Supervisors' Program, this course tackles the tough topic of county budgeting led by Class Manager Suzette Denslow. Don't miss this opportunity to build relationships with your fellow supervisors, learn from some of Virginia's most experienced local officials, and engage through meaningful discussions and learning materials.

Contact Karie Walker at [kwalker@vaco.org](mailto:kwalker@vaco.org) with questions or for more information.

SUPERVISORS TRAINING FOR COUNTY ELECTED OFFICIALS

**VIRGINIA CERTIFIED  
COUNTY SUPERVISORS'  
PROGRAM 2024**

INSTRUCTOR: SUZETTE DENSLOW  
OPENING SESSION - JANUARY 24 | VACo HEADQUARTERS  
CLOSING SESSION - MARCH 20 | VACo HEADQUARTERS

INSTRUCTORS - VIRGINIA CHAPTER OF THE AMERICAN PLANNING ASSOCIATION  
OPENING SESSION - MAY 3 | VACo HEADQUARTERS  
CLOSING SESSION - JUNE 28 | VACo HEADQUARTERS

INSTRUCTOR - JANE DITTMAR  
OPENING SESSION - DATE TBA | VACo HEADQUARTERS  
CLOSING SESSION - DATE TBA | VACo HEADQUARTERS

**REGISTER TODAY!**

Please contact Karie Walker at [kwalker@vaco.org](mailto:kwalker@vaco.org) for more information.  
Or visit the VACo website.

VACo  
Virginia Association of Counties

CHECK OUT [THIS SHORT VIDEO](#) FROM THE 2023 BUDGETING MODULE!

[REGISTRATION FORM](#)

## **MODULE 2 – PLANNING AND LAND USE**

**May 3 – June 28**  
**COST – \$450**

### **INSTRUCTORS**

**[Earl Anderson, AICP](#)**

**[Will Cockrell, AICP](#)**

**[Andrew Hopewell, AICP, CZA](#)**

**[Nick Rogers, AICP, CZA](#)**

### **CLASS OUTLINE**

Understanding Planning and Land Use is a vital skill for all Supervisors. This course focuses on teaching the fundamentals of county planning and land use led by Class Instructors from the Virginia Chapter of the American Planning Association. You will also hear planning and land use experiences from your classmates and other Supervisors from all over the Commonwealth.

Contact Karie Walker at [kwalker@vaco.org](mailto:kwalker@vaco.org) with questions or for more information.

**[REGISTRATION FORM](#)**

## **MODULE 3 – LEADERSHIP**

**August 9 – September 20**  
**COST – \$450**

**INSTRUCTOR: [Jane Dittmar](#)**

Some of us are natural born leaders. Most of us have to learn leadership. As a County Supervisor – it is imperative that you develop leadership skills that will help you serve during the best and worst of times. Class Manager Jane Dittmar will help you understand and practice this important skill.

Contact Karie Walker at [kwalker@vaco.org](mailto:kwalker@vaco.org) with questions or for more information.

**REGISTRATION FORM**

[Jobs/publications-resources/job-opportunities/](#)[Calendar/education-and-events/calendar/](#) [Blog/publications-resources/blog/](#)[Contact/contact/](#)<https://www.vaco.org>

## Local Government Day

**Thursday, February 1, 2024**

**Richmond Marriott Hotel**

Virginia Association of Counties invites all County Supervisors to the VACo/VML/VAPDC Local Government Day. This is the day when all counties come together and advocate on behalf of our communities. Join us for Local Government Day!

**Date:** Thursday, February 1, 2024

**Location:** [Richmond Marriott Hotel](#)

(<https://book.passkey.com/event/50583276/owner/12987/home>)

**Who should attend:** ALL County Supervisors and staff are encouraged to register and attend.

### Registration Fee

- \$100 Day Briefing Only (Noon – 2pm)
- \$100 Reception Only (530pm)
- \$150 Day Briefing and Reception

### Agenda

- **9am** | VACo Board of Directors Meeting
- **11am** | Registration
- **1130am** | Lunch
- **Noon** | Local Government Day
- **Afternoon** | Visit the Capitol to speak with legislators
- **530pm** | Reception

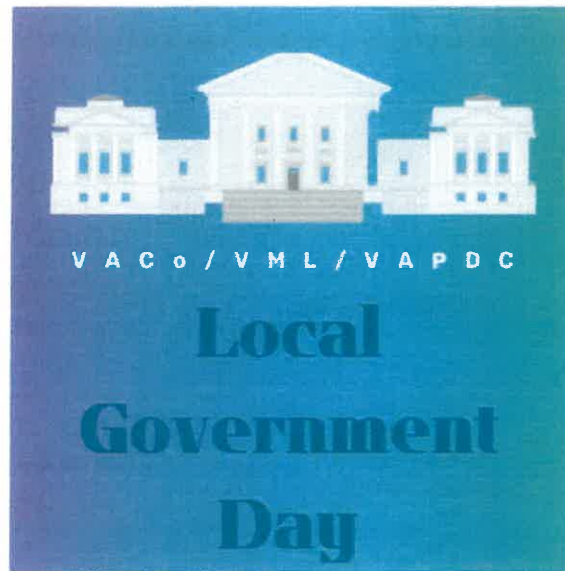
**Hotel Reservation Details:** Lodging costs are not covered in the registration fee. Local Government Day is held at the Richmond Marriott Hotel, 500 East Broad Street, Richmond, VA 23219. Room rates start at \$179 (single room occupancy). To reserve a hotel room, call 800.228.9290 by January 9, 2024, with this code: **VACo Local Government Day** or reserve a room at this [Richmond Marriott Hotel link](#) (<https://book.passkey.com/event/50583276/owner/12987/home>).

Registration Form

(<https://www.vaco.org/wp-content/uploads/2023/11/LocalGovernmentDayRegistrationForm24.pdf>)

Register Online

(<https://netforumpro.com/eweb/DynamicPage.aspx?WebCode=LoginRequired&Site=VACo>)



## Stay Informed

Sign up for periodic news updates and event invitations.

Email

**Subscribe**

(<https://www.vaco.org>)

Advocating, educating and empowering Virginia counties since 1934.

### QUICK LINKS

- › [County Connections](https://www.vaco.org/publications-resources/county-connections/)(<https://www.vaco.org/publications-resources/county-connections/>)
- › [Capitol Contact](https://www.vaco.org/publications-resources/capitol-contact/)(<https://www.vaco.org/publications-resources/capitol-contact/>)
- › [Job Opportunities](https://www.vaco.org/publications-resources/job-opportunities/)(<https://www.vaco.org/publications-resources/job-opportunities/>)
- › [Legislative Summaries](https://www.vaco.org/advocacy/)(<https://www.vaco.org/advocacy/>)
- › [Upcoming Events](https://www.vaco.org/education-and-events/calendar/)(<https://www.vaco.org/education-and-events/calendar/>)
- › [County Profiles](https://www.vaco.org/virginia-counties/)(<https://www.vaco.org/virginia-counties/>)

### ABOUT

- › [Team](https://www.vaco.org/about/team/)(<https://www.vaco.org/about/team/>)
- › [Regions](https://www.vaco.org/about/regions/)(<https://www.vaco.org/about/regions/>)
- › [Board of Directors](https://www.vaco.org/about/board-of-directors/)(<https://www.vaco.org/about/board-of-directors/>)

### CONTACT & CONNECT

1207 East

Main

Street,

Suite 300 (https://www.google.com/maps/place/Va+Association+of+Counties/@37.5363906,-77.4336274,15z/data=!4m5!3m4!1s0x0:0x9cf774335857)

Richmond,

Va 23219-

3627

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tel:201-804-788-6652

ps/ /w ww

tel:201-804-788-0083

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# LOCAL GOVERNMENT



# DAY

THURSDAY, FEBRUARY 1, 2024  
RICHMOND MARRIOTT HOTEL

First Name

Title

County/Organization

Email

Credit Card Number

Expiration Date

**NAME ON CARD**

[CLICK HERE TO REGISTER ONLINE](#)

Refund Policy: Requests for registration refunds are honored if received by January 12, 2024. Substitutions are allowed in the event a supervisor is unable to attend. For more information, call 804.343.2507.

## EVENT DETAILS

**LOCATION** | Richmond Marriott Hotel  
**TIME AND DATE** | Thursday, February 1

## COST - PLEASE CHECK ONE

- \$100 Day Briefing Only (Noon - 2pm)
- \$100 Reception Only (530pm)
- \$150 Day Briefing and Reception

## AGENDA

- 9am | VACo Board of Directors Meeting
- 11am | Registration
- 1130am | Lunch
- Noon | Local Government Day
- Afternoon | Visit the Capitol to speak with legislators
- 530pm | Reception

FAX COMPLETED REGISTRATION FORM WITH CREDIT CARD INFORMATION TO 804.788.0083.

OR PLEASE MAKE CHECK PAYABLE TO VACo. MAIL CHECK AND REGISTRATION FORM TO 1207 EAST MAIN STREET, RICHMOND, VA 23219.

**Hotel Reservation Details:** Lodging costs are not covered in the registration fee. Local Government Day is held at the Richmond Marriott Hotel, 500 East Broad Street, Richmond, VA 23219. Room rates start at \$179 (single room occupancy). To reserve a hotel room, call 800.228.9290 by January 9, 2024, with this code: **Local Government Day** or reserve a room at this [Richmond Marriott Hotel link](#).

THANK YOU FOR REGISTERING!

[Jobs\(/publications-resources/job-opportunities/\)](#)  
[Calendar\(/education-and-events/calendar/\)](#)  
[Blog\(/publications-resources/blog/\)](#) [Contact\(/contact/\)](#)



(<https://www.vaco.org>)

# Chairpersons' Institute

**Friday, February 2, 2024 and Saturday, February 3, 2024**

**Breakout Sessions at VACo Headquarters  
Meals and Accommodations at the Richmond Marriott Hotel  
(<https://book.passkey.com/event/50583276/owner/12987/home>)**

Virginia Association of Counties offers the County Board Chairpersons' Institute to Board Chairs to focus on the specific roles of that position, including meeting management, communications, work relationships, leadership, and goal setting. An overview of county government and the work of county supervisors are also covered.

**Dates:** Friday, February 2, 2024 and Saturday, February 3, 2024

**Location:** Breakout Sessions at VACo Headquarters | Meals and Accommodations at the Richmond Marriott Hotel

**Who should attend:** New and incumbent County Board Chairs and Vice Chairs will come away with information they need to guide their Board through their leadership cycle. But ALL County Supervisors are encouraged to register and attend.

**Registration Fee:** \$350

**Hotel Reservation Details:** Lodging costs are not covered in the registration fee. Lodging for the Chairpersons' Institute is at the Richmond Marriott Hotel, 500 East Broad Street, Richmond, VA 23219. Room rates start at \$179 (single room occupancy). To reserve a hotel room, call 800.228.9290 by January 9, 2024, with this code: **VACo Local Government Day** or reserve a room at this **Richmond Marriott Hotel link (<https://book.passkey.com/event/50583276/owner/12987/home>)**.



Registration Form  
(<https://www.vaco.org/wp-content/uploads/2023/11/VACoChairpersonsInstituteRegistrationForm24.pdf>)

Register Online  
(<https://netforumpro.com/eweb/DynamicPage.aspx?WebCode=LoginRequired&Site=VACo>)

Draft Agenda  
(<https://www.vaco.org/wp-content/uploads/2023/12/ChairsInstituteAgenda24.pdf>)

# CHAIRPERSONS' INSTITUTE



**FRIDAY, FEBRUARY 2, 2024 AND SATURDAY, FEBRUARY 3, 2024**

**\$350 attendee | Breakout Sessions at VACo HEADQUARTERS**

Meals and Accommodation at [Richmond Marriott Hotel](#)

Transportation is provided

**NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**COUNTY/ORGANIZATION:** \_\_\_\_\_

**CREDIT CARD NUMBER:** \_\_\_\_\_

**EXPIRATION DATE:** \_\_\_\_\_

**NAME ON THE CARD:** \_\_\_\_\_

**Hotel Reservation Details:** Lodging costs are not covered in the registration fee. Lodging for the Chairpersons' Institute is at the Richmond Marriott Hotel, 500 East Broad Street, Richmond, VA 23219. Room rates start at \$179 (single room occupancy). To reserve a hotel room, call 800.228.9290 by January 9, 2024, with this code: **VACo Local Government Day** or reserve a room at this [Richmond Marriott Hotel link](#).

**Fax completed registration form with credit card information to 804.788.0083.**

PLEASE CONTACT  
VALERIE RUSSELL AT  
[VRUSSELL@VACO.ORG](mailto:VRUSSELL@VACO.ORG)  
WITH ANY QUESTIONS.

**Or please make check payable to VACo. Mail check and completed registration form to 1207 East Main Street, Richmond, VA 23219.**

**Registration Fee: \$350 Attendee | \$175 Guest**

Or [click here](#) to register online.



**Refund Policy:** Requests for registration refunds are honored if received by January 12, 2024. Substitutions are allowed in the event a supervisor is unable to attend. For more information, call VACo at 804.343.2507.

# 2024 Virginia County Board Chairpersons' Institute



**Friday, February 2, 2024 | Saturday, February 3, 2024**  
Breakout Sessions at VACo Headquarters  
Meals and Accommodations at the [Richmond Marriott Hotel](#)

---

## **Friday, February 2, 2024**

**730 – 830AM**  
**Breakfast**

---

**9 – 910AM**

**Institute Overview, Welcome, and Introductions**  
**Ann Mallek** | VACo President and Albemarle County Supervisor  
**Dean Lynch** | VACo Executive Director

---

**910 – 1010AM**  
**Session 1 – Policy Priorities and the County Budget**



**1010 – 1015AM  
SPONSORS BREAK**

---

**1015AM – 1145AM  
Session 2 – Managing Meetings/Parliamentary Procedure**

---

**1145AM – 1245PM  
Lunch**

---

**1245 – 1PM  
SPONSORS BREAK**

---

**1 – 2PM  
Session 3 – Internal Work Relationships**

---

**2 – 315PM  
Session 4 – Virginia County Government Structure,  
Powers, & Duties**

---

**315 – 330PM  
SPEND TIME WITH SPONSORS  
330 – 430PM**

**Session 5 – Conflict Resolution**  
**Dean Lynch | VACo Executive Director**

---

**6PM**  
**Reception | Dinner**

---

**Saturday, February 3, 2024**

**7 – 8AM**  
**Breakfast**

---

**930 – 1030AM**  
**Session 6 – Media Relations**

---

**1030 – 1130AM**  
**Session 7 – Leadership and Goal Setting**

---

**1130 – 1145AM**  
**SPONSORS BREAK**

**1145AM – 1245PM**  
**Session 8 – The Role of the Chair**

---

**1245PM – 1PM**  
**Closing – Your Role in Your Association**  
**Dean Lynch | VACo Executive Director**

---

**1PM**  
**Adjournment | Box Lunch to Go**





**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 30  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Correspondence/Informational

---

**SUMMARY:**

Please see attachments.

**COST:**

**ATTACHMENTS:**

- a. SVCC Proud Panther Newsletter

**RECOMMENDATION:** None.

**SAMPLE MOTION:**

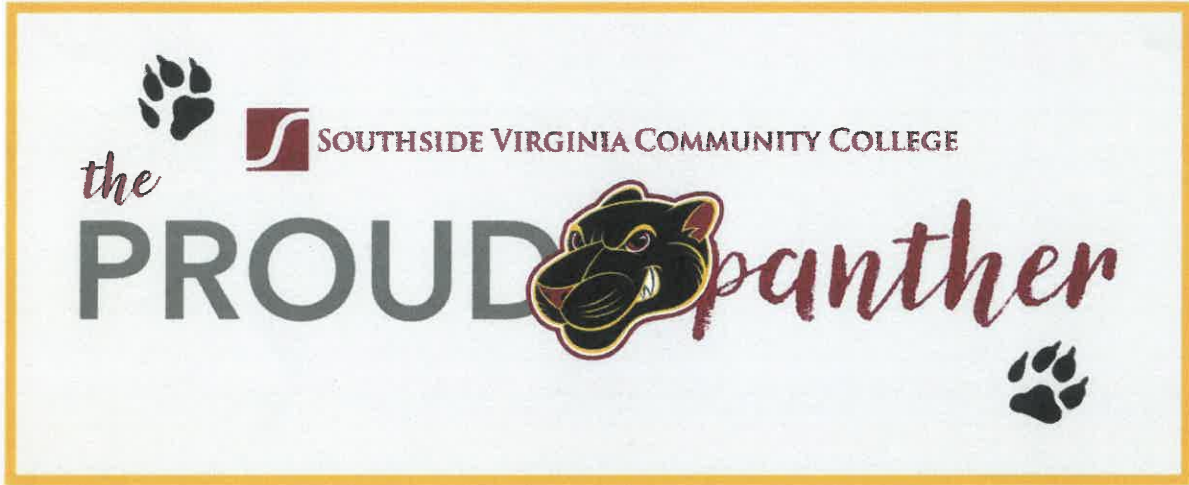
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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

**From:** Southside VA Community College <svcc.newsletter@southside.edu>  
**Sent:** Friday, December 22, 2023 8:06 AM  
**To:** [board@co.prince-edward.va.us](mailto:board@co.prince-edward.va.us)  
**Subject:** December 2023



December 2023



## Establishing a Family Tradition of Education



Pictured (left to right): Cameron, Benjamin, & Alivia Long

Dwayne and Angel Long are both first generation college graduates. Angel remembers the challenges they encountered. “Dwayne and I both joined the Air Force in part to finance our education goals,” but it wasn’t easy. She adds, “We worked extremely hard to finance each of our education goals.”

Dwayne obtained a master’s degree while still serving in the military. Angel’s education journey took longer. Balancing her studies with the needs of three children, she ultimately earned bachelor’s degrees in English Literature and English Pedagogy. Her studies are ongoing. Angel is currently beginning a master’s program in English Literature.

The Longs moved to Southside Virginia seven years ago when Dwayne accepted a position at the Mecklenburg Electric Cooperative. He now serves as MEC’s Vice President of Information Technology and as Chief Technical Officer for Empower Broadband, MEC’s broadband subsidiary. Angel teaches English at Mecklenburg County High School.

As parents, the Longs made it a priority to convey their education values and love of learning to their children. They were intrigued by the reputation of the Governor’s School of Southside Virginia (GSSV) offered on Southside Virginia Community College’s two campuses. When their oldest son Cameron was eligible, they encouraged him to apply.

According to his mother, Cameron was hesitant at first. “He was under the impression he would not be able to have a full high school experience attending Governor’s School,” she says. “He

soon realized the opposite was the case. He met so many new people, including teachers and students from surrounding counties. He thought his world would get smaller because all he would do was study. In reality, his world got much bigger because of all the new experiences and opportunities he was afforded.”

[Read the Full Article](#)

## Outstanding Business Partner Recognized



Pictured (left to right): Dr. Keith Harkins, Kelly Arnold, Dr. David Doré

People attending this year’s VCCS Hire Education Conference took time to honor colleagues who have made outstanding contributions to the world of workforce and career education.

Setting the tone for this year’s Awards Banquet, VCCS Chancellor David Doré said, “In my view, this awards event is more than just a highlight of the Hire Education Conference. I believe it is essential to recognize the extraordinary work that our colleagues are doing and the partnerships they have formed...all in the service to the people and employers of Virginia.”

Individuals and organizations who have gone “the extra mile” were recognized through a series of awards.

Microsoft’s enduring partnership with Southside Virginia Community College was honored as this year’s Outstanding Business Partner Success Story. The company was praised for its longstanding and generous support for SVCC programs and scholarships. Chancellor Doré presented the award to Kelly Arnold from Microsoft and SVCC Workforce VP Keith Harkins.



---

## Diesel Tech Graduates



Congratulations to our recent Diesel Technician Graduates! Next class begins on January 8th! Pictured: Billy McGraw(Instructor), Christopher Rawlings, Alex Driggs, Jordan Woodson, & Russell Hicks(Instructor)

---

## Years of Service Awards

The SVCC family recently celebrated the holiday season and congratulated those employees who completed milestones in years of service. Special fun included a crazy holiday sweater contest!



**Five Years:**  
Theresa Henderson

**Not Pictured:**  
Lisa Southall, Sheryl Thomason



**Ten Years:**  
Denis McCarthy, Ingrid Newman Fogg,  
Scott Edmonds

**Not Pictured:**  
Dr. Shayna Kendall-Maxey, Leslie Perkins,  
Tony Stegall



**Fifteen Years:**  
Russell A. Hicks & Wendy Carter Ezell

**Twenty Years:**  
Tommy Wright, Shana Kaye Dix,  
Stephen Walker

**Not Pictured:**  
Kathy Whitt



**Twenty-Five Years:**  
Joan B. Tuck

**Thirty Years:**  
Katrina Wells & Martha B. Reed





Thirty-Five Years:  
Roger Wray & Melissa Back

---



Crazy Holiday Sweater contest winners were:  
1st Place: Annette Wallace, 2nd Place: Jennifer Davis, 3rd Place: Melissa Arthur

---

## Have you seen our billboards?

The "Picture the Possibilities" billboard campaign features SVCC Panther alumni and are spread throughout the service area. This billboard is located in South Hill

A billboard advertisement for Southside Virginia Community College. On the left, a photograph shows a woman, Anna Robertson, standing next to a white transit mix truck. The truck has "FELTON BROS. FB TRANSIT MIX" written on its side. Below the photo, it says "TRUCK DRIVING TRAINING '23 ANNA ROBERTSON". To the right of the photo, the text "PICTURE THE POSSIBILITIES" is written in large, bold, white and yellow letters. Below this, the Southside Virginia Community College logo and name are displayed. At the bottom right, the website "southside.edu" and a small graphic of a panther head are shown.



## College Community Connections



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

### **Our First College-Wide Student Government Association**

**READ LATEST CONNECTION**

### **Support Our Students!**

**INVEST IN SVCC**

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

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

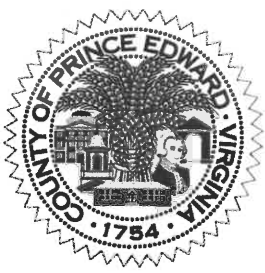
[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by [svcc.newsletter@southside.edu](mailto:svcc.newsletter@southside.edu) powered by



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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 9, 2024  
**Item #:** 31  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Monthly Reports

---

**SUMMARY:**

Please see attachments.

**COST:**

**ATTACHMENTS:**

- a. Animal Control
- b. Building Official
- c. Cannery
- d. Commonwealth Regional Council
- e. Tourism

**RECOMMENDATION:** None.

**SAMPLE MOTION:**

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

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

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

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



**Animal Control Monthly Report**

**"December 2023"**

**Dogs**

|                     |   |
|---------------------|---|
| Surrendered         | 2 |
| Picked Up           | 4 |
| Claimed By Owner    | 1 |
| Adopted             | 2 |
| Transferred P/U     | 0 |
| Euthanized          | 0 |
| Injured / Euth.     | 0 |
| Transferred to SPCA | 3 |
| Seized              | 0 |
| Bite Case           | 0 |
| Other               | 0 |

**Fees Collected** \$50.00

**Cats**

|                     |   |
|---------------------|---|
| Surrendered         | 5 |
| Picked Up           | 2 |
| Claimed By Owner    | 0 |
| Adopted             | 1 |
| Transferred         | 6 |
| Euth - Injury       | 0 |
| Euthanized          | 0 |
| Died in Kennel      | 0 |
| Transferred to SPCA | 2 |
| Dead on Arrival     | 0 |
| Bite case           | 0 |

**Fees Collected** \$50.00

|                                   |        |
|-----------------------------------|--------|
| <b>Bill the Town of Farmville</b> |        |
| 0 animals housed.                 |        |
| <b>Total Billed:</b>              | \$0.00 |

**Wildlife**

|              |   |
|--------------|---|
| Handled      | 1 |
| Euthanized   | 0 |
| Rabies Case  | 0 |
| Injured/Euth |   |

**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** 3,007

**Days at or above capacity** 25

**Number of Calls to Shelter** 138

**Summons Issued** 6

**Warrants Served** 0

**Days in Court** 1

**Nuisance Dogs** 2

**Dangerous Dogs** 0

**Calls After Hours/On Call** 57

**Dogs Brought in by Farmville PD** 0

**Total Fees Collected** \$100.00

*Adam Mumma, Chief Animal Control Officer*

*Ariel Witmer, Deputy Animal Control Officer*

**Notes:**

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form 8 - 2020

# BUILDING REPORT

Permits Issued Report  
12/01/2023 Through 12/31/2023

BI41

|                                |                   |              |
|--------------------------------|-------------------|--------------|
| ADDITIONS                      | - Issued          | 6            |
|                                | - Value           | \$128,200.00 |
|                                | - Permit Fees     | \$1,546.00   |
|                                | - 2.00% STATE TAX | \$30.92      |
|                                | - Fees Collected  | \$1,576.92   |
| <br>                           |                   |              |
| CELL TOWER                     | - Issued          | 1            |
|                                | - Value           | \$15,000.00  |
|                                | - Permit Fees     | \$750.00     |
|                                | - 2.00% STATE TAX | \$15.00      |
|                                | - Fees Collected  | \$.00        |
| <br>                           |                   |              |
| ONE & TWO FAMILY DWELLING      | - Issued          | 2            |
|                                | - Value           | \$220,000.00 |
|                                | - Permit Fees     | \$1,117.70   |
|                                | - 2.00% STATE TAX | \$22.35      |
|                                | - Fees Collected  | \$1,140.05   |
| <br>                           |                   |              |
| ELECTRICAL                     | - Issued          | 13           |
|                                | - Value           | \$5,100.00   |
|                                | - Permit Fees     | \$1,524.82   |
|                                | - 2.00% STATE TAX | \$30.50      |
|                                | - Fees Collected  | \$1,318.09   |
| <br>                           |                   |              |
| MECHANICAL                     | - Issued          | 8            |
|                                | - Value           | \$23,100.00  |
|                                | - Permit Fees     | \$873.98     |
|                                | - 2.00% STATE TAX | \$17.49      |
|                                | - Fees Collected  | \$789.47     |
| <br>                           |                   |              |
| MECHANICAL/GAS                 | - Issued          | 11           |
|                                | - Value           | \$53,164.00  |
|                                | - Permit Fees     | \$1,054.62   |
|                                | - 2.00% STATE TAX | \$21.09      |
|                                | - Fees Collected  | \$973.71     |
| <br>                           |                   |              |
| MANUFACTURED HOMES             | - Issued          | 3            |
|                                | - Value           | \$471,930.00 |
|                                | - Permit Fees     | \$1,691.50   |
|                                | - 2.00% STATE TAX | \$37.47      |
|                                | - Fees Collected  | \$1,333.96   |
| <br>                           |                   |              |
| PLUMBING                       | - Issued          | 5            |
|                                | - Value           | \$.00        |
|                                | - Permit Fees     | \$673.98     |
|                                | - 2.00% STATE TAX | \$13.49      |
|                                | - Fees Collected  | \$687.47     |
| <br>                           |                   |              |
| WORK STARTED W/OUT PERMIT      | - Issued          | 2            |
|                                | - Value           | \$.00        |
|                                | - Permit Fees     | \$400.00     |
|                                | - Fees Collected  | \$.00        |
| <br>                           |                   |              |
| REINSPECTION FEE               | - Issued          | 1            |
|                                | - Value           | \$.00        |
|                                | - Permit Fees     | \$50.00      |
|                                | - Fees Collected  | \$50.00      |
| <br>                           |                   |              |
| REMODELING                     | - Issued          | 1            |
|                                | - Value           | \$60,000.00  |
|                                | - Permit Fees     | \$420.00     |
|                                | - 2.00% STATE TAX | \$8.40       |
|                                | - Fees Collected  | \$.00        |
| <br>                           |                   |              |
| IN LIEU OF SOIL & EROSION      | - Issued          | 6            |
|                                | - Value           | \$.00        |
|                                | - Permit Fees     | \$150.00     |
|                                | - Fees Collected  | \$150.00     |
| <br>                           |                   |              |
| Total Permits - Issued         |                   | 59           |
| Total Permits - Value          |                   | \$976,494.00 |
| Total Permits - Permit Fees    |                   | \$10,252.60  |
| Total Permits - Surcharge Fee  |                   | \$196.71     |
| Total Permits - Other Fees     |                   | \$.00        |
| Total Permits - Fees Collected |                   | \$8,019.67   |

Inspections Completed December 141

**December 2023  
Cannery Report**

**907 Total Cans**

**905 Quarts**

**618 Quarts @\$1.05=\$648.90**

**287 Quarts @\$1.37=\$393.19**

**0 Pints @\$0.60=\$0.00**

**3 Gallons @\$2.00=\$6.00**

**Usage fee @\$1.00=\$20.00**

**Non processing**

**Fee 3 patrons @\$30.00**

**Meat cut 2**

**patrons @\$10.00 and .25 over 40**

**pounds for a total of \$20.00**

**All meat was under the 40 pound  
limit**

**To cap the year off in the month of  
December the cannery received 24  
customers of which 4 were exempt  
from paying the \$1.00 usage fee,  
but are required to pay the 30%  
out of county rate. Several items  
were canned during the month  
such as Brunswick stew, chili,  
applesauce, fried apples, tomato  
juice, tomatoes venison and  
greens. The total revenue for  
the month was \$1118.09**

# CRC's DECEMBER ITEMS OF INTEREST

## Grant Assistance:

- **Congratulations to the Central Virginia Poultry Growers Association** on being awarded \$35,000 in AFID planning grant funds to fund start-up costs to develop a Poultry Growers Cooperative. The CRC was the applicant and assisted with the application.
- **NPS, Save America's Treasure Grant:** The CRC assisted the Mary E. Branch Heritage Center with a submitted application to renovate the historic Mary E. Branch Elementary School.
- **Tobacco Commission - Invitation Only:** The CRC assisted the Central Virginia Poultry Growers Association with an application to fund start up costs to develop a Poultry Growers Cooperative. The CRC also assisted the Town of Blackstone with an application to fund equipment costs for the hospitality training program.
- **Wal-Mart Foundation:** The CRC assisted Crewe Cares with a grant application for funds to renovate a building for use as a food pantry in Crewe.

## Updates:

- **Virginia Telecommunications Initiative (VATI):** As of December 3rd, a total of 3,942 passings (out of a target of 10,734 total passings) and 811 installs for new customers have been completed.
- **Charlotte County Courthouse Drainage Project:** The contractor has completed the plaster repairs.

## CRC REDO Update



### DECEMBER 2023 OPPORTUNITY ANALYSIS

Findings and Recommendations



PREPARED BY:  
Sharon Williams, Project Director  
Mike Cox, Program  
Paul Savage, Director of Campaign Services

Convergent staff (Consultant) conducted 74 interviews in the region either in-person or virtually during a three-week period. These interviews were conducted to gain feedback on the CRC REDO Strategic Plan and to also discuss the feasibility of investing in the new organization. CRC staff assisted in setting up these interviews. Potential private investors as well as potential member county government were interviewed. The overall strategic plan presented tested well. Creative Economic Development Consulting provided an update on the Overall Strategy that is now finalized, and Convergent Non-profit solutions presented the recommendation of the Fundraising Feasibility study at the CRC Council meeting that was held on December 20th. Convergent recommended the private fundraising campaign move forward as there was ample evidenced support to meet budget goals.

## PDC Housing Program Site Visit in Kenbridge



CRC staff, Town Staff, Lunenburg County staff, Virginia Housing Staff, and Council Member - Mr. Hankins, visited 114 and 120 South Broad St. in Kenbridge for a final compliance review of the housing units. The Smyths from Broad St. Lofts established seven units for lease through adaptive reuse of two downtown properties. Virginia Housing Program paid for a portion of the costs for establishing these housing units.

## CRC Community Emergency Preparedness Outreach Campaign



CRC Staff has decided to deliver educational materials and emergency kits to local emergency managers for distribution to citizens through local agencies. Every County will receive 50 kits, with each kit containing 71 items and multiple informational packets. The CRC held a meeting with local emergency managers to discuss logistics of the distribution. The distribution of the kits is scheduled for January 2024. To put together the emergency kits, the CRC had eight (8) volunteers that consisted of students and parents from the Fuqua, private K - 12 school in Farmville.

## Charlotte County Comprehensive Plan Update



On December 11th, the CRC met with the Charlotte Co. Board of Supervisors for a work session to provide a brief overview of the plan and address any concerns about the plan. Board members posed questions regarding whether or not language on the solar cap should be included in the plan. The Board selected to defer setting a public hearing date until the January meeting to allow the issue to be examined further.

## Upcoming Funding Opportunities:

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

USDOT, RAISE grant: Closes 2/28/23

VBAF, Assessment and Planning Grant: Open; Rolling Basis

VDACS AFID Planning Grant: Open; Rolling Basis

DHCD Mixed use on Main Street (MUMS): Rolling Basis until all funds are expended

Tobacco Commission, Southern Virginia Program: Closes 2/8/24

SCRC, State Economic and Infrastructure Development (SEID): Full App. Opens 11/6, closes on 1/11 (Pre-app. required)

Wal-Mart Foundation: Open on a Quarterly Basis, Closes on 12/31

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

**Tourism & Visitor Center Monthly Report  
for December 2023**

| HEARTLAND REGIONAL VISITOR CENTER ATTENDANCE: |                    |                 |                    |                 |                                   |
|-----------------------------------------------|--------------------|-----------------|--------------------|-----------------|-----------------------------------|
|                                               | Virginia<br>Guests | Other<br>States | Other<br>Countries | Total<br>Guests | Average<br>Visitors per<br>Month: |
| YTD 2023                                      | 1,367              | 244             | 26                 | 1,637           | 136.4                             |
| 2022                                          | 1,257              | 314             | 35                 | 1,606           | 133.3                             |
|                                               |                    |                 |                    |                 | Total / 12 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<br>Totals: |
|---------------|--------------------|----------------------|------------------|---------------------------------------------------|--------------------|
| December 2023 | 26                 | 13                   | 116              | 1,031                                             | 1,186              |
| December 2022 | 23                 | 1                    | 161              | 1,238                                             | 1,423              |
| % Difference  | 13.04%             | 1200.00%             | -27.95%          | -16.72%                                           | -16.65%            |

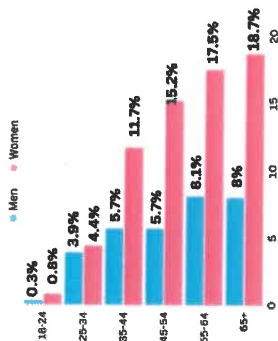
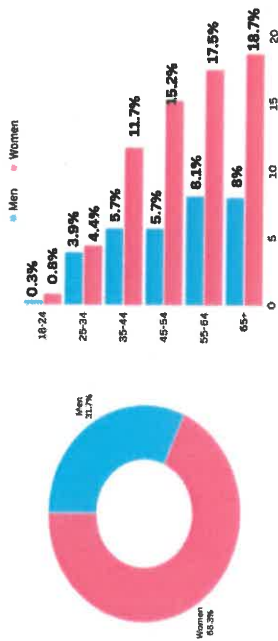
| TOTAL YTD    | 2023 YTD | 2022 YTD | % Difference | Total YTD Inquiries: |
|--------------|----------|----------|--------------|----------------------|
|              | 251      | 330      | 1,962        | 10,694               |
|              | 270      | 62       | 1,537        | 13,389               |
| % Difference | -7.04%   | 432.26%  | 27.65%       | -20.13%              |
|              |          |          | 8,151        |                      |
|              |          |          | 11,520       |                      |
|              |          |          | 100.00%      |                      |

**January Report to Board of Supervisors:**

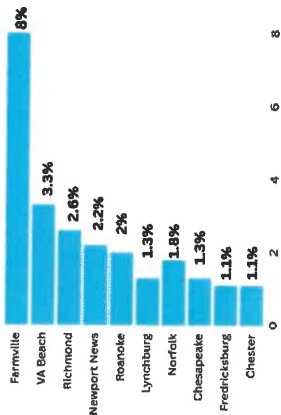
Overall visitation numbers for 2023 are up and trending in the right direction for the Visitor Center regarding visitation and engagement. Most of our end-of-the-year numbers are higher than last year's numbers. The videos that we launched on our social media platforms this year have increased our Video Views.

# Social Media Update

Facebook Stats.  
1,413 Followers



## Top Cities

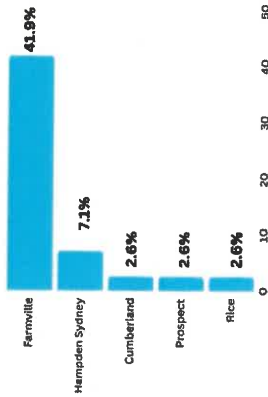
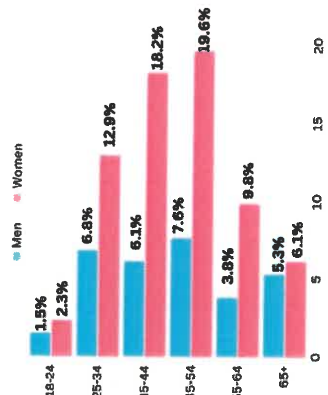
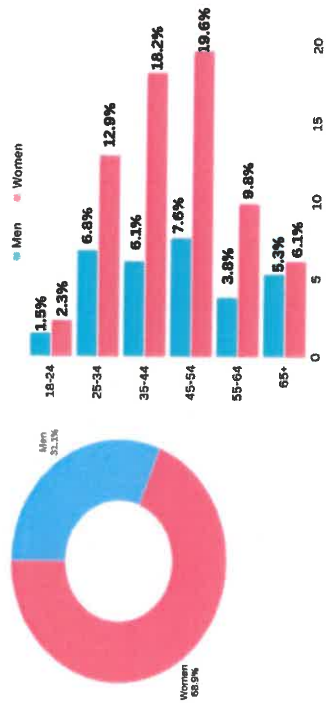


In the last 30 Days:

- Reach: 2,528
- Visits: 158
- New Page Likes: 1

# Instagram Stats

155 Followers



In the last 30 Days:

- Reach: 133
- Visits: 27
- New Page Likes: 14

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