

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 12th 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 contact 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
TOTAL				\$11,472,469.71

***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
TOTAL				\$13,892,702.80
GRAND TOTAL				<u>\$25,365,172.51</u>

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 J. David Emert Llew W. Gilliam, Jr. Victor "Bill" Jenkins Jerry R. Townsend 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 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: 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 Nay: None Abstain: Cannon Watson
J. David Emert
Llew W. Gilliam, Jr.
Victor “Bill” Jenkins
E. Harrison Jones
Jerry R. Townsend

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 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: 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 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: 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:

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

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 Nay: None
J. David Emert
Llew W. Gilliam, Jr.
Victor “Bill” Jenkins
E. Harrison Jones
Jerry R. Townsend
Cannon Watson

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 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: 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 12th 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 3rd, 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 13th 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 6th. 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 21st. 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 J. David Emert Llew W. Gilliam, Jr. Victor "Bill" Jenkins E. Harrison Jones Jerry R. Townsend Cannon Watson	Nay: None
Absent:	Odessa H. Pride	

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.