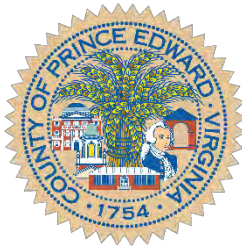




MISSION STATEMENT

"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**

February 13, 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.

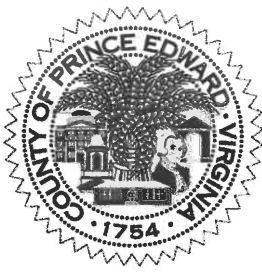
~~~~~  
**AGENDA**

|                  |                                                                                                                                                                                                       | <u>STAFF CONTACT</u> | <u>PAGE #</u> |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|
| <u>7:00 P.M.</u> | 1. The Chair will call to order the <u>February</u> meeting of the Board of Supervisors.                                                                                                              |                      | 5             |
|                  | 2. Invocation                                                                                                                                                                                         |                      | 5             |
|                  | 3. Pledge of Allegiance                                                                                                                                                                               |                      | 5             |
|                  | 4. Conflict of Interest Disclosures                                                                                                                                                                   |                      | 7             |
|                  | 5. Recognitions                                                                                                                                                                                       | Cheryl Stimpson      | 9             |
|                  | 6. <b><u>PUBLIC PARTICIPATION:</u></b><br><i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.</i>              |                      | 11            |
|                  | 7. Board of Supervisors Comments                                                                                                                                                                      |                      | 15            |
|                  | 8. <u>Consent Agenda:</u>                                                                                                                                                                             |                      |               |
|                  | a. Treasurer’s Report                                                                                                                                                                                 |                      | 17            |
|                  | b. Approval of Minutes                                                                                                                                                                                |                      | 21            |
|                  | c. Review of Accounts & Claims/Board Mileage Reports/County Attorney Invoices                                                                                                                         |                      | 57            |
|                  | 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. |                      | 83            |
|                  | 9. <u>Presentation of FY 23 Audit:</u> Josh Roller, CPA, Robinson, Farmer Cox                                                                                                                         |                      | 85            |
|                  | 10. <u>Business Spotlight:</u>                                                                                                                                                                        | Chelsey White        | 87            |
|                  | a. Guy Kellner, Paris Ceramics                                                                                                                                                                        |                      |               |
|                  | 11. <u>Highway Matters:</u> William King, VDOT-Farmville                                                                                                                                              |                      | 89            |
|                  | 12. <u>Event Permit:</u>                                                                                                                                                                              | Sarah Puckett        | 91            |
|                  | a. Alpha Sigma Phi Pig Roast                                                                                                                                                                          |                      |               |
|                  | 13. Amendments to County Animal Control Ordinance                                                                                                                                                     | Adam Mumma           | 105           |
|                  | 14. Appointment of Deputy Animal Control Officer                                                                                                                                                      | Adam Mumma           | 119           |
|                  | 15. <u>Finance &amp; Human Resources Report:</u>                                                                                                                                                      | Cheryl Stimpson      |               |
|                  | a. Appropriation: School CARES Funds                                                                                                                                                                  |                      | 121           |
|                  | b. Appropriation: State Funds                                                                                                                                                                         |                      | 123           |
|                  | c. Appropriation: Sheriff’s Office – DARE Program Donation                                                                                                                                            |                      | 125           |
|                  | d. Appropriation: Opioid Abatement Authority Grant                                                                                                                                                    |                      | 127           |
|                  | e. Appropriation: Tobacco Commission Grant                                                                                                                                                            |                      | 129           |
|                  | f. County Department Credit Cards                                                                                                                                                                     |                      | 131           |

|     |                                                           |                     |     |
|-----|-----------------------------------------------------------|---------------------|-----|
| 16. | <u>Properties Committee Report:</u>                       | Sarah Puckett       |     |
|     | a. Cell F Construction                                    |                     | 133 |
|     | b. Purchase of Landfill Dump Truck                        |                     | 155 |
| 17. | County Attorney's Report                                  | Terri Atkins Wilson | 157 |
| 18. | County Administrator's Report                             | Doug Stanley        | 159 |
| 19. | <u>Correspondence/Informational:</u>                      | Doug Stanley        | 161 |
|     | a. Prince Edward Farm Bureau Letter, RE: Solar Facilities |                     | 162 |
|     | b. SVCC Proud Panther Newsletter                          |                     | 163 |
| 20. | <u>Monthly Reports:</u>                                   | Doug Stanley        | 173 |
|     | a. Animal Control                                         |                     | 174 |
|     | b. Building Official                                      |                     | 175 |
|     | c. Commonwealth Regional Council                          |                     | 176 |
|     | d. Crossroads                                             |                     | 177 |
|     | e. Tourism                                                |                     | 179 |

*(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on February 13, 2024.)*





**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 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 Chair Cooper-Jones will call to order the February meeting of the Prince Edward Board of Supervisors.
2. **Invocation**
3. **Pledge of Allegiance**

**COST:**

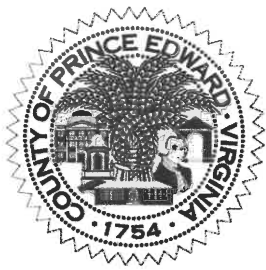
**ATTACHMENTS:**

**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:** February 13, 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:**

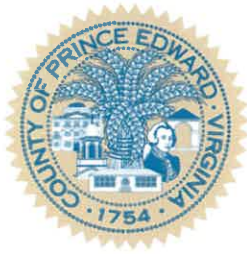
**SAMPLE MOTION:**

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: \_\_\_\_\_

\_\_\_\_\_



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 5  
**Department:** Human Resources  
**Staff Contact:** Crystal Baker  
**Agenda Item:** Recognitions

---

**Summary:**

“Recognitions” is an opportunity for the Board of Supervisors to recognize achievements in our community, with a focus on the accomplishments of students, employees and our citizen volunteers who serve the County of Prince Edward.

The Board would like to recognize 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

The Board would also like to recognize Edna Lee, our February 2024 employee of the month. Edna has overcome extensive challenges that have altered her life. In spite of it all, she continues to display all of the County’s core values. Edna is a team player with innovative solutions. Her strength, determination, attitude, and resilience are inspiring. Congratulations, Edna!

**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:** February 13, 2024  
**Item #:** 6  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Public Participation

**SUMMARY:** *Public Participation is a time set aside for citizens to share their thoughts, ideas and concerns. An official record is made of each person's contribution tonight and will be directed to the County Administrator for follow-up; any necessary follow-up will be noted and tracked. Follow-up may consist of an immediate response, or planned action by the County Administrator or Board, or by placement on a future Board agenda. Tonight's agenda cannot be changed, because the public needs advance knowledge of and the opportunity to review related materials regarding items addressed by the Board. To further assist public information, the Board requests our Administrator, Attorney or county staff to immediately correct any factual error that might occur.*

**OPPORTUNITIES FOR PUBLIC PARTICIPATING & PUBLIC INPUT**

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

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

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

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

**Attachments:** Public Participation Tracking Form

**Recommendation:** None.

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



### **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 or leave the meeting.
- The use of profane, vulgar, obscene or threatening speech is not permitted and can result in removal from the meeting.
- Citizens are requested to turn off or deactivate the sound from all cell phones, pagers, or other electronic communication devices.
- Should you require special accommodations in order to participate in a Board meeting, please contact the Prince Edward County Administrator's Office at 434-392-8837.



# PUBLIC INPUT TRACKING LOG

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 7  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Board of Supervisors Comments

---

**SUMMARY:**

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

**Cost:**

**Attachments:**

**Recommendation:** None.

**Sample Motion:**

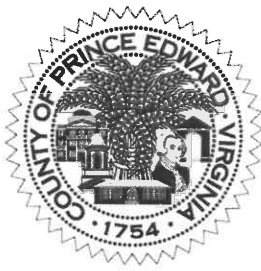
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 8-a  
**Department:** Board of Supervisors  
**Staff Contact:** Donna Nunnally  
**Agenda Item:** Treasurer's Report

---

**SUMMARY:**

The Treasurer's Report is attached.

**Cost:**

**Attachments:** Treasurer's Report

**Recommendation:** Approval.

**Sample Motion:**

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

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

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

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

**Prince Edward Board of Supervisors Treasurer's Report  
December 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         | 3.5              |  | \$64,497.98      | \$ 22,721,592.81    |                         |
| Benchmark Social Services     | 9746         |                  |  |                  | \$ 228,388.14       |                         |
| Benchmark School Fund         | 3352         |                  |  |                  | \$ 2,119,488.39     |                         |
| Benchmark Food Service        | 3742         |                  |  |                  | \$ 482,926.85       |                         |
| <b>TOTAL</b>                  |              |                  |  |                  |                     | <b>\$ 25,552,396.19</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        | \$ 110,453.31       |                          |
|                                    | 2466         | 0.50             | 36          | 06/17/24        | \$ 110,453.31       |                          |
| Underground Storage                | 2478         | 0.60             | 36          | 10/27/24        | \$ 23,111.81        |                          |
|                                    | 3494         | 4.66             | 6           | 11/16/23        | \$ 2,598,706.46     |                          |
|                                    | 3454         | 4.65             | 12          | 04/05/24        | \$ 2,587,121.33     |                          |
|                                    | 3475         | 4.64             | 6           | 10/05/23        | \$ 5,176,532.48     |                          |
|                                    |              |                  |             |                 |                     | \$ 10,606,378.70         |
| <b>TOTAL</b>                       |              |                  |             |                 |                     | <b>\$ 14,053,208.85</b>  |

|                    |  |  |  |  |  |                         |
|--------------------|--|--|--|--|--|-------------------------|
| <b>GRAND TOTAL</b> |  |  |  |  |  | <b>\$ 39,605,605.04</b> |
|--------------------|--|--|--|--|--|-------------------------|

**Prince Edward Board of Supervisors Treasurer's Report  
DECEMBER 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         |                  | \$ 19,118,606.62    |  |  | \$ 19,118,606.62         |
| Benchmark Social Services     | 9746         |                  | \$ 222,847.23       |  |  | \$ 222,847.23            |
| Benchmark School Fund         | 3352         |                  | \$ 1,322,596.66     |  |  | \$ 1,322,596.66          |
| Benchmark Food Service        | 3742         |                  | \$ 555,066.29       |  |  | \$ 555,066.29            |
| <b>TOTAL</b>                  |              |                  |                     |  |  | <b>\$ 21,219,116.80</b>  |

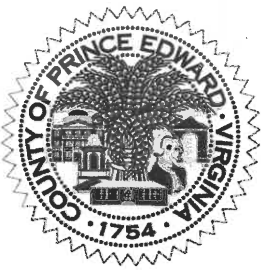
**\*Note: School Fund and Cafeteria Fund balances shown above are estimated balances.**

| <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           |
| Benchmark Investment Acct          | L796 | 3.35 | \$ 2,438,386.88 |  |  | \$ 2,438,386.88         |
| <b>Farmers Bank</b>                |      |      |                 |  |  |                         |
|                                    | 2465 | 0.50 | \$ 109,906.26   |  |  |                         |
|                                    | 2466 | 0.50 | \$ 109,906.26   |  |  |                         |
| 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 |  |  | \$ 7,479,723.42         |
| <b>TOTAL</b>                       |      |      |                 |  |  | <b>\$ 10,841,616.83</b> |

|                    |  |  |  |  |  |                         |
|--------------------|--|--|--|--|--|-------------------------|
| <b>GRAND TOTAL</b> |  |  |  |  |  | <b>\$ 32,060,733.63</b> |
|--------------------|--|--|--|--|--|-------------------------|

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 8-b  
**Department:** Board of Supervisors  
**Staff Contact:** Karin Everhart  
**Agenda Item:** Approval of Minutes

**SUMMARY:**

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

**Cost:**

**Attachments:** Board minutes.

**Recommendation:** Approval.

**Sample Motion:**

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

January 9, 2024

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 9<sup>th</sup> day of January, 2024; at 5:00 p.m., there were present:

Pattie Cooper-Jones

Victor "Bill" Jenkins

E. Harrison Jones

Odessa H. Pride

Also present: Douglas P. Stanley, County Administrator; Terri Atkins Wilson, County Attorney; Crystal Hensley, Commissioner of the Revenue; and Donna Nunnally, Treasurer.

Vice-Chairman Cooper-Jones called the special meeting to order.

In Re: Virginia Conflict of Interest Act and Freedom of Information Act Training

The Board members and Constitutional Officers began the Conflict of Interest Act training. At the conclusion of that session, those present began the Freedom of Information Act Training.

Vice-Chair Cooper-Jones declared the meeting adjourned at 6:37 p.m.

January 9, 2024

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 9<sup>th</sup> day of January, at 7:00 p.m., there were present:

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

Also present: Douglas P. Stanley, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Terri Atkins Wilson, County Attorney; Crystal Hensley, Commissioner of Revenue; and Chelsey White, Director of Economic Development and Tourism.

Chairman Gilliam called the January meeting to order.

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

In Re: Selection of Chair

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

Supervisor Townsend made a motion, seconded by Supervisor Emert, to select the Chairman by rotation as set up during the 2016 organizational meeting, and approving the selection of Pattie Cooper-Jones as Chair for 2024; the motion carried:

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

The position of Chairman for 2024 is Pattie Cooper-Jones.

In Re: Adoption of Board By-Laws

Supervisor Jones made a motion, seconded by Supervisor Townsend, to amend the Bylaws regarding rotation of the Vice-Chair as set up during the 2016 organizational meeting; the motion carried:

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

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

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

**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                                    | <del>101</del> 201                          |
| 2025        | <del>101</del> 201                     | 201 101                                     |
| 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>                                  |

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.

#### 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.

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## **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.**

#### In Re: Selection of Vice-Chair

Supervisor Emert made a motion, seconded by Supervisor Townsend, to select the Vice-Chair by rotation as amended during the 2024 organizational meeting, and approving the selection of Victor “Bill” Jenkins as Vice-Chair for 2024; the motion carried:

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

The position of Vice-Chairman for 2024 is held by Victor “Bill” Jenkins.

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

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

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

Nay: None

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

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

Supervisor Emert made a motion, seconded by Supervisor Townsend, to operate with a system of standing committees; the motion carried:

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

Nay: None

Chair Cooper-Jones set forth the following recommendations for committee membership, as follows:

- Finance Committee: Supervisor Cooper-Jones (Chair), Supervisor Emert, Supervisor Watson
- Properties Committee: Supervisor Emert (Chair), Supervisor Jenkins, Supervisor Townsend
- Strategic Planning Committee: Supervisor Pride (Chair), Supervisor Jones, Supervisor Watson
- Personnel Committee: Supervisor Cooper-Jones (Chair), Supervisor Jones, Supervisor Pride
- Audit Committee: Supervisor Gilliam (Chair), Supervisor Cooper-Jones, Supervisor Watson
- Public Safety Committee: Supervisor Townsend (Chair), Supervisor Jenkins, Supervisor Gilliam

Supervisor Emert made a motion, seconded by Supervisor Gilliam, to accept the Committee assignments as presented; the motion carried:

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

Nay: None

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

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

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

Nay: None

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

BOARD OF SUPERVISORS PUBLIC HEARINGS  
RULES OF PROCEDURE - 2024

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

In Re: Adoption of Board Protocol for Public Participation

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

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

the Prince Edward County Board of Supervisors readopted the following Protocol for Public Participation:

**Protocol for Public Participation**

- The Board of Supervisors sets aside twenty (20) minutes near the beginning of each regular board meeting for citizen comment.
- This regular agenda item is termed "Public Participation." During this period, the Board receives comment from any citizen of Prince Edward County on any matter not scheduled for a public hearing.
- This is an opportunity for citizens to speak and the Board to listen carefully to citizen expressions of concern and opinion.
- Citizens may ask questions of the Board or individual Board members; however, Public Participation is not designed to allow debate between Board members and citizens.

- Citizens are expected to conduct research on topics prior to Board meetings and this forum provides citizens with an opportunity to inform elected officials of their findings and positions on matters of public interest and concern.
- Citizens wishing to speak during Public Participation are asked to please sign the Public Participation register prior to the beginning of the meeting.
- Citizens 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 or leave the meeting.
- The use of profane, vulgar, obscene or threatening speech is not permitted and can result in removal from the meeting.
- Citizens are requested to turn off or deactivate the sound from all cell phones, pagers, or other electronic communication devices.
- 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.

In Re: Adoption of Protocol for Board of Supervisors Comments

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

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

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

### Protocol for Board of Supervisors Comments

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

#### In Re: Recognitions

"Recognitions" is an opportunity for the Board of Supervisors to recognize achievements in our community, with a focus on the accomplishments of students, employees and our citizen volunteers who serve the County of Prince Edward.

Chair Cooper-Jones presented a plaque to Supervisor Gilliam in recognition of his service to Prince Edward County, Virginia as Chair of the Board of Supervisors, from January 1, 2023 through December 31, 2023.

#### 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.*

Howard Armistead, Center District, presented information on pandemics and the benefits of selenium. He stressed that Prince Edward County had a 50% higher mortality rate than the rest of Virginia due to receiving one-third less vaccinations.

Rick Ewing, Central Virginia Regional Library Director, announced the Cumberland library joining the system effective this week; he also announced there is a new Children’s Services employee at the Barbara Rose Johns library in Farmville.

In Re: Board of Supervisors Comments

The Board thanked all in attendance and said for all to be safe going home.

Supervisor Pride thanked everyone for their support in the loss of her son.

Supervisor Watson expressed his heartfelt condolences; he then congratulated Supervisor Gilliam on a fine job done as Chair, and for Chair Cooper-Jones assuming the role.

Supervisor Jones wished all a Happy New Year and thanked the Board and staff for all they do behind the scenes.

Chair Cooper-Jones thanked all for braving the weather; she said this will be a prosperous and happy year. She then expressed her condolences to and support of Supervisor Pride.

In Re: Consent Agenda

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

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

the Board accepted the November 2023 Treasurer’s Report; the minutes of the meeting held December 12, 2023; Accounts and Claims, Board Mileage Sheets; and Salaries.

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

| Name of Bank                  | Ref # | Int. Rate | Int. Paid   | Bank Balance           |
|-------------------------------|-------|-----------|-------------|------------------------|
| Benchmark Pooled Fund Account | 7654  | 4.00      | \$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.

**Certificates of Deposit**

|                                    | <b>Ref #</b> | <b>Int. Rate</b> | <b>Bank Balance</b> | <b>Available Balance</b> |
|------------------------------------|--------------|------------------|---------------------|--------------------------|
| Benchmark                          | 0994         | 1.00             | \$123,503.22        |                          |
|                                    | 0995         | 1.00             | \$123,503.22        |                          |
| Recreation Fund                    | 0998         | 0.50             | \$17,595.36         |                          |
| Benchmark 5 Yr CD-letter of credit | 0632         | 1.00             | \$668,086.43        | \$932,688.23             |
| Benchmark Investment Acct          | L796         | 3.09             | \$2,495,000.06      | \$2,514,141.92           |
| Farmers Bank                       | 2465         | 0.50             | \$110,316.67        |                          |
|                                    | 2466         | 0.50             | \$110,316.67        |                          |
| Underground Storage                | 2478         | 0.60             | \$23,076.91         |                          |
|                                    | 3465         | 4.66             | \$2,598,706.46      |                          |
|                                    | 3454         | 4.65             | \$2,557,643.07      |                          |
|                                    | 3457         | 4.64             | \$5,117,679.17      | \$10,517,738.95          |
| TOTAL                              |              |                  |                     | \$13,964,569.10          |
| GRAND TOTAL                        |              |                  |                     | <u>\$31,984,789.84</u>   |

**In Re: Constitutional Officer Report**

Crystal Hensley, Commissioner of Revenue, presented a report on the changes in the Commissioner of Revenue’s Office. She stated Mrs. Beverly Booth, former Commissioner of the Revenue, has agreed to assist with training. Ms. Hensley said one of the goals is to get the bills out on time. There is new technology available in the office that will help. She said she is updating the office procedures to be more efficient and better serve the taxpayers of the County. She said currently real estate records are about 14 months behind and they are working hard to get records up to date and get everything out in a timely manner.

Mr. Stanley added the goal ultimately is to implement twice a year billing and proration, and the staff is getting things in order.

**In Re: Public Hearing – CARES Act Funding**

Chair Cooper-Jones announced that this was the date and time scheduled for a public hearing to receive citizen input prior to considering 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. Notice of this hearing was advertised



according to law in the Wednesday, January 3, 2024 edition of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Stanley said that as the Board is aware, the Prince Edward County Public Schools have 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.

Superintendent Johnson presented information on what the funds has been used for, including coaches; services with literacy, math and science; Fulcrum counseling; playground equipment; buses; signing bonuses and full reimbursement of tuition; Zoom accounts; hotspots and GoGuardian (Child Internet Protection Act); Chromebooks, PPE supplies; HVAC; window shatterproof film; safety doorknobs (intruder deterrent); and to improve instruction and safety.

Chair Cooper-Jones opened the public hearing.

There being no one wishing to speak, Chair Cooper-Jones closed the public hearing.

Supervisor Jones made a motion, seconded by Supervisor Townsend, to increase the FY 24 County and School Budgets by \$6,237,616.37 and appropriate the same funds to enable the expenditure of the federal CARES Act funding; the motion carried:

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

In Re: Economic Development Update

Chelsey White, Director of Economic Development and Tourism, presented her department update for 2023:

**2023 Economic Development and Tourism Highlights:**

- IDA brought on marketing consultant, Rhett Weiss, of Dealtex Ltd., to market the HIT Park site.

- Economic Development Director participated in the Data Center Dynamics Connect Virginia conference, which had close to 1,000 attendees, to market the HIT Park for development.
- Completed the Industrial Access Road at Prince Edward Business Park.
- Onboarding of new Marketing Assistant, Molly Kinahan.
- Approval of MOU with the Town of Farmville for sewer line at Industrial Access Road.
- The sale of two PEC Business Park lots for the development of 5 Pillar Meats and a new car wash, followed by the start of construction of the two lots and WaWa.
- \$25,000 AFID grant was received and appropriated to the IDA and then awarded to Sandy River Distillery for its development.
- \$20,000 AFID Planning grant was awarded to fund the development of an economic development strategic plan.
- \$50,000 AFID Planning grant was awarded to awarded to 5 Pillar Meats for its development.
- \$75,000 TRRC grant was awarded to 5 Pillar Meats for its development.
- Awarded a \$10,000 VTC Microbusiness Marketing Leverage Program (MMLP) grant titled Forever Starts in Prince Edward County. The campaign will market Prince Edward County as a premier wedding destination. The marketing campaign is mixed media and will feature and promote wedding-related local venues, retail shops, and vendors.
- Awarded a \$10,000 VTC VA250 grant titled Celebrating Virginia's History: A Look at Prince Edward County which will support a new exhibit in the Visitor Center about local history and will help bolster market the county as a tourism destination.
- In 2023, five Economic Development and Tourism Grants were awarded totaling \$165,000. (1. AFID Planning Grant, 2. TRRC 5 Pillar Meats, 3. VTC MMLP, 4. VTC VA250, 5. AFID 5 Pillar Meats)

#### **Economic Development:**

- Held a meeting with RKG Associates to coordinate the launch of the IDA's economic development strategic plan which will launch in January 2024.
- Submitted a \$16.9 million pre-application grant proposal to the Virginia Business Ready Sites Program for funding to further develop infrastructure at the HIT Park. The projects that this grant will fund if awarded include connecting the site to the Town of Farmville water system, elevated tank and booster pump construction, connecting the site to the Sandy River Reservoir water source, and site optioning/acquisition/control.
- Participated in the Data Center Dynamics Connect Virginia conference in Loudoun to connect Prince Edward County directly with data center owner-operators looking to expand their portfolio of sites. Represented Prince Edward County and the HIT Park with a branded stand and discussed the site with conference attendees. Used the current brochure to highlight building potential for leading data center owners in Prince Edward County and promote the site as an attractive place to build with easy regional transport links.
- Attended the Virginia Economic Developers Conference in Portsmouth, VA at the end of September (for the first time).
- IDA Meeting updates – there is continued interest in the PEC Business Park from commercial developers and the IDA and staff continued to work with prospects; two RFI were submitted for sites in Prince Edward County; ongoing marketing of the HIT Park with the consultant and site visits to the HIT Park.
- Participated in the CRC REDO Working Committee Kickoff Meeting which included reviewing the draft strategic and organizational plan. Discussion included:
  - Draft vision and mission
  - Economic development strategies

- Board structure
- Staffing plan
- Target budget
- Continued to participate in economic development programs, collaborations, and educational opportunities through regional and state organizations including VEDP, SOVA, Longwood SBDC, RISE, and VEDA.

#### **Tourism**

- Held PECTC Wayfinding Signage Task Group meetings to finalize the gateway and trailblazer sign designs.
- Participated in the VA-1 Governor's Tourism Summit conference in Richmond in November (for the first time).
- The Wonderful Wellness Weekend (Be Well in PEC) campaign has commenced with great results.
- The campaign included a streaming and video advertisement running from May through June. The Facebook campaign resulted in reaching just under 88,000 Facebook users. The audience included Facebook users from the following locations: Baltimore, MD, Virginia Beach, Roanoke, Richmond, and Boydton, VA.
- The website results include 809 total page views of the newly refreshed tourism webpages which featured our 13 local campaign partners. The campaign also included over 400 promotional gift bags that were given out to visitors staying in hotels located in Prince Edward County.
- Participated in quarterly Virginia's Crossroad Meetings held in September and December.
- Continued participation in County marketing efforts with Letterpress Communications.
- Continued to participate in local, regional, and state organizations including THOYA, Virginia's Crossroads, and the Virginia Tourism Corporation in marketing the County's tourism opportunities.
- Recent article that features Farmville/Prince Edward County:  
[https://www.virginia.org/blog/post/amazing-fall-rentals/?utm\\_term=Amazing%20Fall%20Rentals%20This%20Way&utm\\_campaign=SeptemberConsumer09142023&utm\\_content=email&utm\\_source=Act-On+Software&utm\\_medium=email&cm\\_mmc=Act-On%20Software-\\_-email-\\_-Open%20for%20Some%20Epic%20Fall%20Travel%20Inspo%20%5CuD83D%5CuDE0F%5CuD83C%5CuDF42-\\_-Amazing%20Fall%20Rentals%20This%20Way](https://www.virginia.org/blog/post/amazing-fall-rentals/?utm_term=Amazing%20Fall%20Rentals%20This%20Way&utm_campaign=SeptemberConsumer09142023&utm_content=email&utm_source=Act-On+Software&utm_medium=email&cm_mmc=Act-On%20Software-_-email-_-Open%20for%20Some%20Epic%20Fall%20Travel%20Inspo%20%5CuD83D%5CuDE0F%5CuD83C%5CuDF42-_-Amazing%20Fall%20Rentals%20This%20Way)
- The hours of operation for the Visitor Center have changed. It is open from 8:30 a.m. to 4:30 p.m., Monday through Friday, Saturday from 12:30 p.m. to 4:30 p.m., and is closed on Sundays.

#### **In Re: 2023 Planning Commission Annual Report**

Mr. Stanley said 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 2023 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).

Mr. Stanley stated there were 12 Special Use Permits, 212 Zoning permits, 889 building permits, 1,437 building inspections performed, and 14 Capital Improvement Plan projects either completed or in progress. He added that 46 one- and two-family homes and 26 manufactured homes were issued.

In Re: Highway Matters

Mrs. Sarah Elam Puckett, Assistant County Administrator, stated staff would record any concerns from the Board to report to Scott Frederick, P.E., VDOT. She stated that currently, there were six secondary roads with closures and portions of [Route] 360 were under water. She said it could increase overnight, and crews will be working overnight but cleanup is expected to take a week or more. She urged citizens to take care and please call any concerns in.

Mr. Stanley said the Sheriff and his staff are out to make sure all areas are clear and safe.

Supervisor Townsend reported that at the intersection of Zion Hill Road and Old Bridge [Road], the culvert may be backed up.

Supervisor Townsend then reported that the constituent at 4191 Five Forks Road has a lot of junk and trash in the yard; it had been reported previously but has not been maintained. Mr. Stanley said that it appears to be a tenant/landlord issue.

Supervisor Townsend then asked for a status on junk conditions on a previously reported property on Rice Creek Road.

Supervisor Gilliam reported the contractor did an excellent job on Five Forks Road, and asked if there was any damage to the bridge that was hit by the truck.

Supervisor Townsend reported work has begun on the bridge on Worsham [Road] over Briery Creek.

In Re: Event Permit – Virginia State Coonhound Championship

The County received a permit application to hold the Virginia State Coonhound Championship, scheduled for March 15 and 16, 2024 at the Five County Fairgrounds.

Supervisor Gilliam made a motion, seconded by Supervisor Emert, to approve the permit application to hold the Virginia State Coonhound Championship, scheduled for March 15 and 16, 2024 at the Five County Fairgrounds; the motion carried:

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

In Re: Appointments – Board of Supervisors and Outside Agencies

The following positions require appointment/re-appointment:

|                                                                                                                                                          |                                                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| <p><b><u>Granite Falls CDA</u></b><br/>Pattie Cooper-Jones<br/>Victor "Bill" Jenkins<br/>E. Harrison Jones<br/>Odessa H. Pride, Ed.D.</p>                | <p><b>Term Expires</b><br/>12/31/2027<br/>12/31/2027<br/>12/31/2027<br/>12/31/2027</p> |
| <p><b><u>Va's Heartland W&amp;S Authority</u></b><br/>Pattie Cooper-Jones<br/>Victor "Bill" Jenkins<br/>E. Harrison Jones<br/>Odessa H. Pride, Ed.D.</p> | <p>12/31/2027<br/>12/31/2027<br/>12/31/2027<br/>12/31/2027</p>                         |
| <p><b><u>Workforce Development Consortium</u></b><br/>Odessa H. Pride, Ed.D.</p>                                                                         | <p>12/31/2024<br/>(1-Year Term)</p>                                                    |
| <p><b><u>Moton Board</u></b><br/>Jerry R. Townsend</p>                                                                                                   | <p>12/31/2023<br/>(1-Year Term)</p>                                                    |

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

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

In Re: Community Policy Management Team Appointments

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 expire on June 30, 2026.

Supervisor Watson made a motion, seconded by Supervisor Emert, to appoint Ms. Kandy Hayes and Ms. Le' Tina Giles to the CPMT whose terms will be effective immediately and will expire June 30, 2026; the motion carried:

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

In Re: Appropriation – VTC Grant

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.

**FY24 BUDGET SUPPLEMENTS**

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

Supervisor Emert made a motion, seconded by Supervisor Townsend, to approve the FY24 County Budget supplement and appropriate the same funds; the motion carried:

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

Nay: None

In Re: Appropriation – National Opioid Settlement

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 |            |

Supervisor Emert made a motion, seconded by Supervisor Townsend, to approve the FY24 County Budget supplement and appropriate the same funds; the motion carried:

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

Nay: None

In Re: Appropriation – Stronger Connections Grant and Security Equipment Grant

The Board of Supervisors has received a request from the Prince Edward County School Board to appropriate the federal and state funds described below for a total of \$323,479.08 for the 2023-2024 school year. There is a local match of \$348.50 for the School Security Equipment Grant, which will be absorbed in the school division’s local operating budget.

**FY24 BUDGET SUPPLEMENTS**

| Rev/Exp | Fund | Dept  | Object | Description                     | Debit        | Credit       |
|---------|------|-------|--------|---------------------------------|--------------|--------------|
| 3 (Rev) | 250  | 33020 | 0014   | Title IV – Part A               |              | \$322,085.08 |
| 3 (Rev) | 250  | 24020 | 01016  | Safety and Security Equip Grant |              | \$1,394.00   |
| 4 (Exp) | 250  | 61000 | 0001   | Instruction                     | \$323,479.08 |              |

Supervisor Emert made a motion, seconded by Supervisor Townsend, 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  
 Odessa H. Pride  
 Jerry R. Townsend  
 Cannon Watson

Nay: None

In Re: Appropriation – Acceptance of Opioid Abatement Authority Grant

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.

Prince Edward County’s share of \$5,250 grant match is \$1,750; the funds to be used are from the Opioid Distribution.



Supervisor Emert made a motion, seconded by Supervisor Townsend, to accept the planning grant from the Virginia Opioid Abatement Authority and authorize the County Administrator to sign the grant acceptance letter; the motion carried:

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

In Re: Authorize Payment for New Information Technology (IT) Equipment

The Information Technology (IT) department has received a quote from IT Noble, Inc., in the amount of \$38,156.00 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 not more than \$38,156.00 for the purchase of the equipment and allow the County Administrator to execute any documents necessary for the purchase of the equipment.

Supervisor Emert made a motion, seconded by Supervisor Townsend, to approve the amount not to exceed \$38,156.00 for equipment for the IT Department and allow the County Administrator to execute any necessary documents for the purchase of the equipment; the motion carried:

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

In Re: PCS Lease Agreement

The current lease agreement between Piedmont Court Services (PCS) and SRP Corporation for the office space located at 1012 W 3rd 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.

Supervisor Townsend made a motion, seconded by Supervisor Emert, to 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; the motion carried:

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

THIS AGREEMENT OF LEASE, made and entered into this 17th 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 17th 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 20th 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 HV AC system on routine basis.
7. The property is not to be sublet.
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 Re: County Attorney Update

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

- Review of skill games; the General Assembly may make a determination;
- Working with the BZA on an 1,100 page Motorola contract;
- Worked on final arrangements for a few unclaimed, deceased bodies.

Mrs. Atkins Wilson thanked the Board for their confidence in her and that she enjoys working for the County. She added the holiday luncheon was a wonderful event.

In Re: County Administrator Update

Mr. Stanley presented his report:

**County GIS** - Prince Edward County geographic information system (GIS) data will be available online by the end of the week. The County's mapping data was updated and a web application added by The Timmons Group, an engineering and consulting firm based out of Richmond. Timmons is also hosting the site for the County. The site has been in development since 2017 and we will have some data issues but we realize that it can still be a tool for local realtors, surveyors, and the general public.

The GIS browser will provide access to geographic and tax record information currently maintained by Prince Edward, Virginia for individual parcels of property. The maps and data are for illustration purposes and should not be used for making financial or other commitments. These maps are not designed or intended to be used as a substitute for an accurate field survey, as performed by a Registered Land Surveyor. Prince Edward County, Virginia and Timmons Group assume no responsibility for errors or omissions.

**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/VA TI 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.

**Employee Evaluations** - I am pleased to report that for the 3rd year in a row, all of our employees have received their annual evaluations. We have a dedicated and hard working staff and the annual evaluation process provides an opportunity for the supervisors and employees to have a conversation about performance, required support, and setting expectations for the coming year.

**Sandy River Project** - DEQ issued a letter on our permit stating that, even though the project did not meet the regulatory threshold for convening a public hearing for the permit, given the significant interest raised by the neighboring jurisdictions, the DEQ Director has recommended that that a hearing be held. We anticipate that to happen in February.

**Solar Project/Old Ridge Road** - After the public hearing on December 16th, the Planning Commission voted unanimously to recommended denial of the special use permit application for the 3MW project located on Old Ridge Road in part to its determination that the project is not in compliance with the County comprehensive plan. The applicant subsequently asked staff to postpone the planned Board public hearing in January to give them additional time to talk with the neighbors. They have subsequently appealed the Planning Commission's determination that the project was not in substantial accord with the County's Comprehensive Plan.

**Comprehensive Plan** -The Comprehensive Plan survey has received approximately 800+ responses. We are looking to extend deadline to January 15<sup>th</sup>

**Five Pillars Meats, LLC** - The Governor's Office announced AFID grant the last week of December. Coupled with their groundbreaking last week we are excited to see this project get off the ground and going. It will be a great boost to the local farmers to get their product to market and provide citizens with a local meat source. Congrats to the IDA Board and Chelsey for their support of the project. We will plan a ribbon cutting probably early summer with the Governor in attendance.

**2023 Accomplishments List**- Attached is list of County Administration Accomplishments during 2023. I am particularly proud of the nearly \$1.5 million in grant funds received, the progress made on capital improvements, and the economic and tourism achievements. A copy of this list will be published on the County's website and social media.

**Sandy River Project** - The Commonwealth of Virginia issued a Request for Information (RFI) soliciting proposals for the provision of water for the state facilities in Nottoway on December 19th Proposals are due on March 8, 2024. Prince Edward will be putting our proposal together. We have reached out to Crewe to see if they want to partner on the response. We are expecting them to decline.

**Landfill/Cell F** - Bid request for Cell F will go in the January 3rd edition of the Farmville Herald. Plan is to award bid this spring and start construction by summer. Completion of Cell F will provide an additional 12 years of operational life at the landfill.

**Solar Community Meeting** - CEP Solar will be holding a community meeting on January 17th from 5:30 pm to 7:00 pm at Salem Chapel at 327 Rice's Depot Road. The purpose of the Community Meeting is to provide information and answer questions regarding the two proposed Solar Farms:

- The Miller Lake project will contain up to 5 MW ac. The project is located on Parcel IDs: 069-A-16 and 069-A-15 off Miller Lake Rd and Piney Grove Rd. in Prince Edward County, VA.
- The Piney Grove project will contain up to 8 MW ac. The project is located on Parcel IDs: 069-A-9, 069-A-10, 069-A-3 off Taylor Rd and Piney Grove Rd. in Prince Edward County, VA.

**Worsham Road Closure** - Beginning on January 29th, the portion of Worsham Road over Briery Creek will be closed for bridge replacement. VDOT will be putting out a public notice and installing message boards to alert motorists.

**Economic Development Prospect Updates** - The following are updates on our various economic development projects:

- Five Pillars Meats - Project is under construction
- Wawa - Site grading has commenced.
- IDA Parcel next to Wawa -.Site grading has commenced.
- Harbor Freight - Site plan, Stormwater, E&S approved - awaiting final building plans and closing on property. IDA granted a 60-day contract extension on the sales contract at their meeting on 8/11. Anticipate early 2024 start of construction. Zoning permit issued and performance bond received. Site grading work can begin.
- Kingsville Dollar General - Erection of building currently underway. - Temporary C/O issued, store open for business. Final Architectural trim on building façade completed.
- Fairground Road Modular Subdivision -The County has reviewed
- E&S/Stormwater plans for Phase I & Phase II and issued comments to the developer & engineer for revisions. Plans separately submitted to VDOT for roadway construction review. - VDOT reviewed construction plans and issued comments, developer now working on required edits / changes for second submittal to VDOT /County.

**Grants** - County staff are currently working on grant applications for:

- VDOT Raise Grant for 460 East interchange

- VEDP Business Ready Sites Program - HIT Park
- Assistance to Firefighter's Grant - Radio System

In Re: Closed Session

Supervisor Emert made a motion, seconded by Supervisor Townsend, that the Board convene in Closed Session for discussion of the investment of public funds in the Sandy River Reservoir Water Treatment and Distribution Project where competition and bargaining are involved, and if such discussions are made public initially, the financial interest of the County would be adversely affected, pursuant to the exemption provided for in Section 2.2-3711(A)(6) of the Code of Virginia; and for consultation with the County Administrator and County Attorney pertaining to pending litigation related to (1) the payment of personal property taxes and (2) a contract for a construction project, where such discussions in an open meeting would adversely affect the litigating posture of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(7) of the Code of Virginia; and for consultation with legal counsel regarding the provision of legal advice by such counsel related to an unsolicited proposal for an intergovernmental contract, pursuant to the exemption provided for in Section 2.2-3711(A)(8) of the Code of Virginia; the motion carried:

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

The Board returned to regular session by motion of Supervisor Emert, seconded by Supervisor Townsend, and adopted as follows:

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

On motion of Supervisor Emert, seconded by Supervisor Jones and carried by the following roll call vote:

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

Nay: None

the following Certification of Closed Meeting was adopted in accordance with the Virginia Freedom of Information Act:

WHEREAS, the Prince Edward County Board of Supervisors convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the *Code of Virginia* requires a certification by this Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Prince Edward County Board of Supervisors hereby certifies that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Prince Edward County Board of Supervisors.

In Re: Sandy River Reservoir – Water Sampling and Treatability Study

The County received a proposal from the Timmons Group to assist the County with supplemental water sampling and testing in response to the Request for Information that was issued on December 19, 2023 by the Commonwealth of Virginia entitled Water Needs for Department of Corrections and Behavioral Health Facilities in Nottoway County.

The supplemental sampling will enable the County to meet the additional water testing requirements required by the state's RFI, which is due March 8, 2024.

Supervisor Emert made a motion, seconded by Supervisor Jones, to approve the supplemental water sampling program and additional testing required in response to the December 19, 2023 RFI by the Commonwealth of Virginia, as presented; the motion carried:

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

Nay: None

Supervisor Jones made a motion, seconded by Supervisor Gilliam, authorize the County Administrator to execute Modification 1 to the Interim Agreement with PECEI, in an amount not to exceed \$100,000; the motion carried:

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

**MODIFICATION 1 TO  
INTERIM AGREEMENT  
SANDY RIVER WATER TREATMENT & DISTRIBUTION PROJECT**

**THIS MODIFICATION 1 TO INTERIM AGREEMENT** (this "Modification to Interim Agreement" or "Modification"), is entered into as of 9 January, 2024, (the "Effective Date"), between the:

THE COUNTY OF PRINCE EDWARD, VIRGINIA, a political subdivision of the Commonwealth of Virginia (the "Owner" or the "County"), and PRINCE EDWARD COUNTY INFRASTRUCTURE, LLC, a Virginia limited liability company ("Design-Builder" or "PECEI"), licensed to perform construction contracting in Virginia. PECEI is a joint venture of MEB General Contractors, Inc. and Faulconer Construction Company, Inc., and PECEI will subcontract work under this Agreement to them.

The County and Design-Builder are referred to individually as a "Party" and collectively as "the Parties."

**RECITALS:**

1. On September 6, 2022, the County and PECEI entered into an Interim Agreement pursuant to the Public-Private Education Facilities and Infrastructure Act of 2002 (Va. Code §56-575.1, *et seq.*) ("PPEA"), and the County's PPEA Implementation Guidelines.
2. The Purpose of the Interim Agreement was to have PECEI prepare a detailed proposal for the design and construction of the Sandy River Reservoir Water Treatment and Distribution Project ("Project").-
3. The Project design prepared by PECEI included systems to deliver water to facilities owned by the Commonwealth of Virginia in Nottoway County.
4. On or about December 19, 2023, the Commonwealth issued a Request for Information (RFI) entitled: "Water Needs for Department of Corrections and Behavioral Health Facilities in Nottoway County," seeking proposals from interested applicants for the design and construction of a water treatment system to serve the Nottoway Correctional Center, Piedmont Geriatric Hospital, and Virginia Center for Behavioral Rehabilitation.
5. The County intends to submit a proposal in response to the RFI, and is seeking the assistance of PECEI in preparing that proposal or submission. The services to be provided by PECEI in support of the County's proposal or submission are an extension of, and integrally related to, the work performed by PECEI for the County under the Interim Agreement, and therefore execution of this Modification to the Interim Agreement is deemed by the Parties to be the most efficient and cost-effective means of providing the proposal assistance needed by the County to respond to the RFI.

NOW THEREFORE, for and in consideration of the mutual promises, conditions, and covenants herein set forth, the Parties agree as follows:

1. The foregoing Recitals are incorporated as terms of this Modification. Except as specifically stated herein, the terms of the Interim Agreement remain unchanged and in effect.

2. **Design-Builder's Responsibilities.**

a. Design-Builder shall perform all Services set forth in the Scope of Work below (the "Services").

3. **County's Responsibilities.** The County, as Owner of the Project, shall perform the following functions under this Interim Agreement:

a. Furnish available information pertinent to the Project and the County's Proposal, as is reasonably requested by Design-Builder to enable it to complete its Services.

b. Pay Design-Builder for the Services in accordance with the terms of this Modification and the Interim Agreement.

4. **Price and Payments**

a. Owner shall pay Design-Builder as set forth below for the Services described in Exhibit M1.

b. Progress Payments.

i. Owner shall pay Design-Builder for the Services set forth in Exhibit M1, on a time and material basis, including all related expenses, as follows:

(1) Reimbursement of costs paid to Timmons Group (billed at Timmons Group standard rates and multiplier); and

(2) Markup for overhead and profit on such costs at fifteen percent (15%).

Payments to PECI for reimbursement of costs plus markup shall be capped at \$100,000.00.

ii. The Modification Services Price includes compensation for Design-Builder's Services and services of Design-Builder's Subcontractors, engineers, and consultants, if any.

iii. Payment for Modification Services shall be paid as a lump sum upon completion of the Services. Design-Builder pay Design-Builder's Invoice for Modification Services within 30 days of receipt.

5. **Schedule.**

a. The Design-Builder shall complete performance of all Services by March 7, 2024. This completion shall be extended day for day on account of any revision to the Commonwealth's RFI extending the required date for submission of Proposals.

b. No actual or liquidated damages are assessable against Design-Builder for failure to accomplish the Services to be provided in this Interim Agreement in accordance with the Schedule.



6. **Exhibit:** The following Exhibit is attached and made part of the contract:

M1 Design-Builder's Modification Services Scope of Work

IN WITNESS WHEREOF, the Parties have executed this Interim Agreement as of the day and year first above written.

**COUNTY OF PRINCE EDWARD, VIRGINIA**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
County Clerk

Approved as to form:

\_\_\_\_\_

\_\_\_\_\_, County Attorney

Approved as to form:

\_\_\_\_\_

\_\_\_\_\_, Outside Legal Counsel

**PRINCE EDWARD COUNTY INFRASTRUCTURE, LLC**

By: \_\_\_\_\_

Name \_\_\_\_\_

Title: \_\_\_\_\_

## **Exhibit MI**

### **SCOPE OF MODIFICATION SERVICES TO BE PROVIDED BY DESIGN-BUILDER**

#### **1. Modification Design and Engineering Services to be performed by Design-Builder.**

- a. The Design-Builder will provide assistance and support services for Prince Edward County in order to develop a response to the Request for Information for "Water Needs for Department of Corrections and Behavioral Health Facilities in Nottoway County" issued by the Commonwealth of Virginia Dated December 19, 2023
- b. Assistance and support services will include, but not be limited to the following:
  - Updated pricing for the Comprehensive Agreement submitted to Prince Edward County dated December 5, 2022
  - Pricing additional projects as necessary to deliver a complete and functional water system to the state facilities. At the minimum this will include a concept design and pricing for a finished water line from the Nottoway County line to the proposed interconnection point at the base of the state owned elevated storage tank
  - Develop project delivery schedule
  - Marketing support and assistance with preparing the proposal submission
  - Other support as deemed necessary by Prince Edward County and/or its agents (i.e. AquaLaw, Davenport, Timmons Group, etc.)

#### **In Re: Animal Warden's Report**

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

On motion of Supervisor Jones, seconded by Supervisor Gilliam, and adopted by the following vote:

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

the meeting was adjourned at 8:50 p.m.

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 8-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 \_\_\_\_\_

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

FROM DATE- 1/01/2024  
TO DATE- 1/31/2024

2/06/2024

| FUND NO. | DESCRIPTION                  | \$\$\$ PAY \$\$\$ |
|----------|------------------------------|-------------------|
| 100      | GENERAL FUND                 | \$780,922.21      |
| 501      | WATER FUND                   | \$37,937.62       |
| 502      | SEWER FUND                   | \$68.73           |
| 520      |                              | \$57,764.32       |
| 741      | PIEDMONT COURT SERVICES FUND | \$3,938.98        |
|          | TOTAL                        | 880,631.86        |

| MAJOR#<br>ACCT#<br>011010 | VENDOR<br>NUMBER<br>BOARD OF SUPERVISORS | VENDOR<br>NAME                                        | INV#            | DESCRIPTION           | AMOUNT       |
|---------------------------|------------------------------------------|-------------------------------------------------------|-----------------|-----------------------|--------------|
| 3160                      | 11250                                    | Professional Services<br>BENCHMARK COMMUNITY BANK     | 6828 ADMIN 0124 | PLAQUE GILLIAM        | 69.47        |
|                           | 12818                                    | COMMONWEALTH STRATEGY GROU                            | 2842            | S/U TAX SCHLS JAN 24  | 5,100.00     |
|                           | 13914                                    | DENITA A DUPEE                                        | NASSEF, EDWARD  | CREMATION             | 1,000.00     |
|                           | 25942                                    | PUCKETT FUNERAL HOME INC                              | WOOLRIDGE, P    | CREMATION             | 1,075.00     |
|                           |                                          |                                                       |                 | ACCOUNT TOTAL         | 7,244.47 *   |
| 3161                      | 21756                                    | Strategic Planning<br>LETTERPRESS COMMUNICATIONS      | 2840            | CITY COMM HRS DEC2023 | 2,812.50     |
|                           |                                          |                                                       |                 | ACCOUNT TOTAL         | 2,812.50 *   |
| 3600                      | 15241                                    | Advertising<br>FARMVILLE HERALD                       | 222498 1725962  | BOS MEETING AD 11/9   | 178.63       |
|                           |                                          |                                                       |                 | ACCOUNT TOTAL         | 178.63 *     |
| 5530                      | 11250                                    | Travel-Subsistence & Lodg<br>BENCHMARK COMMUNITY BANK | 1555 ADMIN 0124 | MEAL PUBLIC SFTY MTG  | 45.78        |
|                           | 11250                                    | BENCHMARK COMMUNITY BANK                              | 1555 ADMIN 0124 | BOS DRINKS            | 56.52        |
|                           | 11250                                    | BENCHMARK COMMUNITY BANK                              | 6828 ADMIN 0124 | MEAL PROP COMM MTG    | 105.45       |
|                           |                                          |                                                       |                 | ACCOUNT TOTAL         | 207.75 *     |
| 6011                      | 31351                                    | Uniforms and Apparel<br>VERNON COMPANY                | 2652668 RI      | SHIRT BOS             | 81.75        |
|                           |                                          |                                                       |                 | ACCOUNT TOTAL         | 81.75 *      |
|                           |                                          |                                                       |                 | MAJOR TOTAL           | 10,525.10 ** |
| 012110                    | COUNTY ADMINISTRATOR                     |                                                       |                 |                       |              |
| 3160                      | 13099                                    | Professional Services<br>DAVENPORT & COMPANY LLC      | PF23-273        | ELEM SCH FINANC ANLY  | 18,294.98    |
|                           |                                          |                                                       |                 | ACCOUNT TOTAL         | 18,294.98 *  |
| 5230                      | 10259                                    | Telecommunications<br>AMAZON CAPITAL SERVICES         | 1H6L-NFJL-WNXH  | IPHONE CHARGER        | 27.96        |
|                           |                                          |                                                       |                 | ACCOUNT TOTAL         | 27.96 *      |
| 6001                      | 10259                                    | Office Supplies<br>AMAZON CAPITAL SERVICES            | 1H6L-NFJL-WNXH  | CRM/CUPS/CREAMER      | 55.46        |
|                           | 10259                                    | AMAZON CAPITAL SERVICES                               | 173M-FMQW-X96C  | CVRS/BATT/CUPS/CRM    | 1,335.52     |
|                           | 12947                                    | CRYSTAL SPRINGS                                       | 23465833 122223 | COOLER RENT           | 8.26         |
|                           | 12947                                    | CRYSTAL SPRINGS                                       | 23465833 122223 | (1) WATER             | 7.59         |
|                           | 20600                                    | KEY OFFICE SUPPLY                                     | 415 584368      | 3 HOLE PUNCH          | 399.75       |
|                           |                                          |                                                       |                 | ACCOUNT TOTAL         | 1,806.58 *   |
| 6011                      | 31351                                    | Uniforms & Wearing Appare<br>VERNON COMPANY           | 2652668 RI      | SHIRT BOS             | 357.41       |
|                           |                                          |                                                       |                 | ACCOUNT TOTAL         | 357.41 *     |
| 6012                      | 11250                                    | Books and Subscriptions<br>BENCHMARK COMMUNITY BANK   | 1555 ADMIN 0124 | START MEETING         | 16.72        |
|                           |                                          |                                                       |                 | ACCOUNT TOTAL         | 16.72 *      |
|                           |                                          |                                                       |                 | MAJOR TOTAL           | 20,503.65 ** |
| 012210                    | LEGAL SERVICES                           |                                                       |                 |                       |              |
| 3160                      | 28062                                    | Professional Services<br>SANDS ANDERSON PC            | 635726 107766   | BOWMAN ZONING APPEAL  | 63.00        |

| MAJOR#        | ACCT# | VENDOR NUMBER                  | VENDOR NAME               | INV#            | DESCRIPTION           | AMOUNT       |
|---------------|-------|--------------------------------|---------------------------|-----------------|-----------------------|--------------|
| 012220        |       | PERSONNEL                      |                           |                 |                       |              |
| 3199          |       | 15145 FADS                     | Purchase of Services      |                 |                       | 250.00 *     |
| 5530          |       | 10259 AMAZON CAPITAL SERVICES  | Employee Recognition      |                 |                       | 250.00 *     |
|               |       | 11080 BAKER CRYSTAL            |                           | 1H6L-NFJL-WNXH  | HOLIDAY BACKDRP/STND  | 70.97        |
|               |       | 11080 BAKER CRYSTAL            |                           | REIMB 1223 1    | CHRISTMAS LIGHTS      | 31.14        |
|               |       | 11080 BAKER CRYSTAL            |                           | REIMB 1223 2    | PRE-LIT GARLAND       | 63.12        |
|               |       | 11080 BAKER CRYSTAL            |                           | REIMB 1223 3    | HOLIDAY PARTY SUPPLY  | 90.28        |
|               |       | 11250 BENCHMARK COMMUNITY BANK |                           | 1555 ADMIN 0124 | SVC AWARD GIFT CARDS  | 175.00       |
|               |       | 11250 BENCHMARK COMMUNITY BANK |                           | 1555 ADMIN 0124 | ITEMS HOLIDAY LUNCH   | 108.87       |
|               |       | 11250 BENCHMARK COMMUNITY BANK |                           | 1555 ADMIN 0124 | CANDY HOLIDAY LUNCH   | 15.26        |
|               |       | 11250 BENCHMARK COMMUNITY BANK |                           | 3197 ADMIN 0124 | PLANTS/LIGHTS HOLIDAY | 33.86        |
|               |       | 11250 BENCHMARK COMMUNITY BANK |                           | 6828 ADMIN 0124 | EMP/RETIRMNT AWARDS   | 632.15 *     |
| 012310        |       | COMMISSIONER OF REVENUE        |                           |                 |                       | 1,220.65 *   |
| 6001          |       | Office Supplies                |                           |                 |                       | 1,470.65 **  |
|               |       | 10259 AMAZON CAPITAL SERVICES  |                           | 16RW-4GCJ-CVQ7  | CORRECTION TAPE       | 16.16        |
|               |       | 10259 AMAZON CAPITAL SERVICES  |                           | 16RW-4GCJ-CVQ7  | TAPE DISPENSER        | 5.14         |
|               |       | 10259 AMAZON CAPITAL SERVICES  |                           | 16RW-4GCJ-CVQ7  | MECHANICAL PENCILS    | 8.99         |
|               |       | 10259 AMAZON CAPITAL SERVICES  |                           | 16RW-4GCJ-CVQ7  | COFFEE MAKER          | 39.89        |
|               |       | 10259 AMAZON CAPITAL SERVICES  |                           | 16RW-4GCJ-CVQ7  | ERASER STICK REFILLS  | 5.98         |
|               |       | 10259 AMAZON CAPITAL SERVICES  |                           | 16RW-4GCJ-CVQ7  | STICKY NOTES          | 20.99        |
|               |       | 10259 AMAZON CAPITAL SERVICES  |                           | 16RW-4GCJ-CVQ7  | IPAD PEN              | 5.99         |
| 012320        |       | ASSESSOR                       |                           |                 |                       | 103.14 *     |
| 3160          |       | 32122 WAMPLER-EANES APPRAISAL  | Professional Services     |                 |                       | 103.14 **    |
| 012410        |       | TREASURER                      |                           |                 |                       |              |
| 5230          |       | 11250 BENCHMARK COMMUNITY BANK | Telecommunications        | 002-25          | 25 CITY PRPTY REASSES | 16,524.00 *  |
| 5530          |       | 31095 VALECO                   | Travel-Subsistence & Lodg | 2777 TREAS 0124 | PAYFLOW/PAYPAL        | 16,524.00 *  |
|               |       |                                |                           | VALECO NUNNALLY | MEAL FOR VALECO MTG   | 86.30 *      |
|               |       |                                |                           |                 |                       | 30.00        |
| ACCOUNT TOTAL |       |                                |                           |                 |                       | 16,524.00 *  |
| MAJOR TOTAL   |       |                                |                           |                 |                       | 16,524.00 ** |



| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME        | INVOICE<br>NUMBER<br>NAME | DESCRIPTION          | AMOUNT       |
|-----------------|---------------------------------|---------------------------|----------------------|--------------|
| 5540            | 31095 VALECO                    | VALECO POWELL             | MEAL FOR VALECO MTG  | 30.00        |
|                 |                                 |                           |                      | 60.00 *      |
|                 | 11250 BENCHMARK COMMUNITY BANK  | 2777 TREAS 0124           | DIST MTG NUNNALLY    | 80.00        |
|                 | 11250 BENCHMARK COMMUNITY BANK  | 2777 TREAS 0124           | DIST MTG POWELL      | 80.00        |
|                 | 11250 BENCHMARK COMMUNITY BANK  | 2777 TREAS 0124           | DIST MTG BRYANT      | 80.00        |
|                 |                                 |                           | ACCOUNT TOTAL        | 240.00 *     |
| 6001            | Office Supplies                 | 2777 TREAS 0124           | MISC OFFICE SUPPLIES | 94.55        |
|                 | 11250 BENCHMARK COMMUNITY BANK  | 433 583946                | ENV/MCH ROLLS        | 40.14        |
|                 | 20600 KEY OFFICE SUPPLY         | 433 584235                | INK REFILL           | 11.12        |
|                 |                                 |                           | ACCOUNT TOTAL        | 145.81 *     |
| 6014            | Other Operating Supplies        | 18554                     | SHREDDING            | 53.50        |
|                 | 28866 STEPS, INC                |                           |                      | 53.50 *      |
| 6020            | DMV Stops                       | 202336500641              | DMV STOP FEES        | 2,800.00     |
|                 | 13012 DMV                       |                           |                      | 2,800.00 *   |
|                 |                                 |                           | ACCOUNT TOTAL        | 3,385.61 **  |
| 012510          | INFORMATION TECHNOLOGY          |                           |                      |              |
| 3160            | Professional Services           | 01-2532                   | TRAVEL & EXPENSE     | 125.00       |
|                 | 11902 BUSINESS DATA OF VA, INC. | 01-2534                   | TRAVEL & EXPENSE     | 125.00       |
|                 | 11902 BUSINESS DATA OF VA, INC. | 01-2537                   | TRAVEL & EXPENSE     | 125.00       |
|                 | 11902 BUSINESS DATA OF VA, INC. | 01-2542                   | TRAVEL & EXPENSE     | 125.00       |
|                 | 11902 BUSINESS DATA OF VA, INC. | 01-2543                   | TRAVEL & EXPENSE     | 125.00       |
|                 | 11902 BUSINESS DATA OF VA, INC. | 01-2544                   | TRAVEL & EXPENSE     | 75.00        |
|                 | 11902 BUSINESS DATA OF VA, INC. | 01-2545                   | TRAVEL & EXPENSE     | 4,950.00     |
|                 | 11902 BUSINESS DATA OF VA, INC. | 01-2551                   | CONTRACT AGREEMENT   | 5,775.00 *   |
|                 |                                 |                           | ACCOUNT TOTAL        | 16,445.00    |
| 3320            | Maintenance Service             |                           | TECHNICAL SUPPORT    | 16,445.00 *  |
|                 | 11537 BAI MUNICIPAL SOFTWARE    |                           |                      | 22,220.00 ** |
|                 |                                 |                           | ACCOUNT TOTAL        | 492.50       |
|                 |                                 |                           | MAJOR TOTAL          | 492.50-      |
| 013100          | ELECTORAL BOARD AND OFFICIALS   |                           |                      |              |
| 3160            | Professional Services           | CD2072382                 | BOD SETUP/TESTING    | 150.00       |
|                 | 24985 OWEN G DUNN CO            | CD2072382                 | BOD SETUP/TESTING    | 155.00       |
|                 | 24985 OWEN G DUNN CO            |                           | ELECTION OFFICIAL    | 150.00       |
|                 | 10148 ADAMS PATRICIA            |                           | ELECTION OFFICIAL    | 155.00       |
|                 | 11171 BARNES BARBARA            |                           | ELECTION OFFICIAL    | 150.00       |
|                 | 11186 BARNES ROBERT L           |                           | ELECTION OFFICIAL    | 150.00       |
|                 | 11198 BASKIN BETTY              |                           | ELECTION OFFICIAL    | 150.00       |
|                 | 11252 BARTON GARY               |                           | ELECTION OFFICIAL    | 150.00       |
|                 | 13083 DARLINGTON HGT FIRE DEPT  |                           | RENT                 | 200.00       |

| MAJOR# | ACCT# | VENDOR NUMBER | VENDOR NAME               | INV#            | DESCRIPTION          | AMOUNT      |
|--------|-------|---------------|---------------------------|-----------------|----------------------|-------------|
|        |       | 13766         | DOVE RACHAEL E            | ELECTION 0124   | ELECTION OFFICIAL    | 150.00      |
|        |       | 14365         | EDMUNDSON SARAH           | EARLY VOTE 0124 | ELECTION OFFICIAL    | 540.00      |
|        |       | 14365         | EDMUNDSON SARAH           | ELECTION 0124   | ELECTION OFFICIAL    | 155.00      |
|        |       | 16228         | GLADDEN YOLANDA           | ELECTION 0124   | ELECTION OFFICIAL    | 200.00      |
|        |       | 16228         | GLADDEN YOLANDA           | SPEC ELEC 0124  | ELECTION OFFICIAL    | 270.00      |
|        |       | 17502         | HEINOLD, JUDITH           | ELECTION 0124   | ELECTION OFFICIAL    | 125.00      |
|        |       | 17776         | HAMPDEN-SYDNEY VOL FIRE   | ELECTION 0124   | RENT                 | 200.00      |
|        |       | 19250         | JASPER FRANCES D          | ELECTION 0124   | ELECTION OFFICIAL    | 200.00      |
|        |       | 19768         | JONES BARBARA             | ELECTION 0124   | ELECTION OFFICIAL    | 150.00      |
|        |       | 20207         | KELLUM DONALD B JR        | ELECTION 0124   | ELECTION OFFICIAL    | 155.00      |
|        |       | 21501         | LEE, ANDREA               | ELECTION 0124   | ELECTION OFFICIAL    | 150.00      |
|        |       | 22127         | MARCELLIN IDA M           | ELECTION 0124   | ELECTION OFFICIAL    | 150.00      |
|        |       | 22217         | MAXEY RENEE T             | ELECTION 0124   | ELECTION OFFICIAL    | 125.00      |
|        |       | 22274         | MCELHENIE LORA P          | ELECTION 0124   | ELECTION OFFICIAL    | 200.00      |
|        |       | 22899         | MT ZION SECOND BAPTIST CH | ELECTION 0124   | RENT                 | 200.00      |
|        |       | 22989         | MUOIT AISHA A             | ELECTION 0124   | ELECTION OFFICIAL    | 125.00      |
|        |       | 23342         | NASH BRENDA               | ELECTION 0124   | ELECTION OFFICIAL    | 150.00      |
|        |       | 27131         | RANDOLPH REBECCA L        | ELECTION 0124   | ELECTION OFFICIAL    | 200.00      |
|        |       | 27330         | RICE VOL FIRE DEPT        | ELECTION 0124   | RENT                 | 200.00      |
|        |       | 28439         | SKAKUM LYNN               | ELECTION 0124   | ELECTION OFFICIAL    | 200.00      |
|        |       | 28897         | MT PLEASANT UNITED        | ELECTION 0124   | RENT                 | 200.00      |
|        |       | 28997         | STURGIS PATRICIA LYNN     | ELECTION 0124   | ELECTION OFFICIAL    | 150.00      |
|        |       | 29092         | TAYLOR SHIRLEY L          | ELECTION 0124   | ELECTION OFFICIAL    | 150.00      |
|        |       | 29092         | TAYLOR SHIRLEY L          | SPEC ELECT 0124 | ELECTION OFFICIAL    | 270.00      |
|        |       | 29283         | TIMMONS LINDA             | ELECTION 0124   | ELECTION OFFICIAL    | 150.00      |
|        |       | 29290         | TINSLEY BETTY             | ELECTION 0124   | ELECTION OFFICIAL    | 150.00      |
|        |       | 29790         | TRENT JOYCE MYLUM         | ELECTION 0124   | ELECTION OFFICIAL    | 150.00      |
|        |       | 32806         | WOOD RYAN                 | ELECTION 0124   | ELECTION OFFICIAL    | 100.00      |
|        |       | 32915         | WOOD KASIE R              | ELECTION 0124   | ELECTION OFFICIAL    | 155.00      |
|        |       | 32915         | WOOD KASIE R              | SPEC ELEC 0124  | ELECTION OFFICIAL    | 270.00      |
|        |       | 33760         | YEATTS JOYCE              | ELECTION 0124   | ELECTION OFFICIAL    | 150.00      |
|        |       | 36140         | ZEHNER LUCIE              | ELECTION 0124   | ELECTION OFFICIAL    | 200.00      |
| 3600   |       |               | Advertising               |                 |                      | 6,905.00 *  |
|        |       | 15240         | FARMVILLE NEWSMEDIA       | 130369 1761561  | SPECIAL ELECT NOTICE | 322.61      |
| 5210   |       |               | Postal Services           |                 |                      | 322.61 *    |
|        |       | 11250         | BENCHMARK COMMUNITY BANK  | 6828 ADMIN 0124 | UPS:FLASH DRIVES REG | 41.55       |
| 5530   |       |               | Travel-Subsistence & Lodg |                 |                      | 41.55 *     |
|        |       | 31322         | VEBA ANNUAL MEETING       | ANNUAL MTG 2024 | TRAINING             | 450.00      |
|        |       | 31322         | VEBA ANNUAL MEETING       | ANNUAL MTG 2024 | ANNUAL MTG SCHUMACHE | 450.00      |
|        |       | 31322         | VEBA ANNUAL MEETING       | ANNUAL MTG 2024 | ANNUAL MTG AKERBOOKE | 450.00      |
| 6001   |       |               | Office Supplies           |                 |                      | 1,350.00 *  |
|        |       | 24985         | OWEN G DUNN CO            | 31194           | ENV MAIL VOTING      | 1,750.42    |
|        |       | 24985         | OWEN G DUNN CO            | 31194           | ENV MAIL VOTING      | 1,750.42-   |
|        |       | 24985         | OWEN G DUNN CO            | 31414           | PAPER ROLLS          | 121.56      |
|        |       | 24985         | OWEN G DUNN CO            | 31415           | USB DRIVE 4GB        | 467.00      |
|        |       |               |                           |                 |                      | 588.56 *    |
|        |       |               |                           |                 |                      | 9,207.72 ** |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 6,905.00 *  |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 322.61      |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 322.61 *    |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 41.55       |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 41.55 *     |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 450.00      |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 450.00      |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 1,350.00 *  |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 1,750.42    |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 1,750.42-   |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 121.56      |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 467.00      |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 588.56 *    |
|        |       |               |                           |                 | MAJOR TOTAL          | 9,207.72 ** |

| MAJOR#<br>ACCT#<br>013200 | VENDOR<br>NUMBER<br>REGISTRAR | VENDOR<br>NAME                              | INV#            | DESCRIPTION          | AMOUNT      |
|---------------------------|-------------------------------|---------------------------------------------|-----------------|----------------------|-------------|
| 5210                      | 11250                         | Postal Services<br>BENCHMARK COMMUNITY BANK | 6828 ADMIN 0124 | STAMPS REGISTRAR     | 858.00 *    |
| 5510                      | 10173                         | Travel-Mileage<br>AKERS-BOOKER GWENDOLYN    | MILEAGE 0124    | DEL VOTE EQUIPMENT   | 49.12       |
|                           | 28089                         | SCHUMACHER MICHELE                          | MILEAGE 0124    | DEL EQUIP/MILG 01924 | 98.24       |
|                           | 32961                         | WRIGHT LYNETTE                              | MILEAGE 0124    | DEL CAGES/MILG 01924 | 49.12       |
|                           | 32961                         | WRIGHT LYNETTE                              | REIMB 0124 1    | TRAVEL MILEAGE       | 44.93       |
|                           | 32961                         | WRIGHT LYNETTE                              | REIMB 0124 2    | TRAVEL MILEAGE       | 38.65       |
| 6001                      |                               | Office Supplies                             |                 | ACCOUNT TOTAL        | 280.06 *    |
|                           | 10259                         | AMAZON CAPITAL SERVICES                     | 1MVJ-YFD9-TT9F  | BINDERS/SURGE PROTEC | 139.00      |
|                           | 15380                         | FARMVILLE PRINTING                          | SO # 47254      | BUSINESS CARDS 500   | 63.00       |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 1275 CREDIT     | GREEN COPY PAPER     | 51.96-      |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 1275 583826     | DESK PADS            | 67.71       |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 1275 583904     | NOTORIAL SEALS/LABEL | 155.93      |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 1275 583913     | BINDERS              | 18.15       |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 1275 583944     | LABELS               | 421.11      |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 1275 583952     | LABELS               | 93.58       |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 1275 584073     | CLOCK/BULLETIN BRD   | 69.86       |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 1275 584333     | LEGAL PAPER CANNARY  | 79.96       |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 1275 584391     | SEALING TAPE         | 47.01       |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 1275 584614     | PENS                 | 42.32       |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 1275 584629     | LEGAL PAPER BLUE     | 20.60       |
| 021200                    |                               | GENERAL DISTRICT COURT                      |                 | ACCOUNT TOTAL        | 1,166.27 *  |
|                           |                               |                                             |                 | MAJOR TOTAL          | 2,304.33 ** |
| 6001                      |                               | Office Supplies                             |                 |                      |             |
|                           | 20600                         | KEY OFFICE SUPPLY                           | 424 584529      | 2YR PLANNER          | 15.59       |
| 021250                    |                               | JUVENILE & DOMESTIC COURT                   |                 | ACCOUNT TOTAL        | 15.59 *     |
|                           |                               |                                             |                 | MAJOR TOTAL          | 15.59 **    |
| 3160                      |                               | Professional Services                       |                 |                      |             |
|                           | 28866                         | STEPS, INC                                  | 18552           | SHRED SERVICE        | 21.40       |
| 3320                      |                               | Maintenance Service Contr                   |                 | ACCOUNT TOTAL        | 21.40 *     |
|                           | 26125                         | QUADIANT LEASING USA, INC.                  | Q1119392 JDR    | LEASE PMT JDR        | 420.89      |
| 5210                      |                               | Postal Services                             |                 | ACCOUNT TOTAL        | 420.89 *    |
|                           | 26124                         | QUADIANT FINANCE USA, INC.                  | JDR PSTGE 1223  | POSTAGE              | 52.62       |
|                           |                               |                                             |                 | ACCOUNT TOTAL        | 52.62 *     |
|                           |                               |                                             |                 | MAJOR TOTAL          | 494.91 **   |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                    | INVT#      | DESCRIPTION         | AMOUNT      |
|-----------------|-------------------------------------------------------------|------------|---------------------|-------------|
| 3310            | Repairs/Maintenance<br>20600 KEY OFFICE SUPPLY              | 584320     | MAINT AGRMNT 2800   | 939.00      |
|                 | 20600 KEY OFFICE SUPPLY                                     | 584321     | YRLY MAINT FAX MCH  | 207.00      |
|                 |                                                             |            | ACCOUNT TOTAL       | 1,146.00 *  |
| 5230            | Telecommunications<br>21319 BRIGHTSPEED                     | 309863799  | CLERKS OFFICE       | 61.84       |
|                 |                                                             |            | ACCOUNT TOTAL       | 61.84 *     |
| 6001            | Office Supplies<br>20600 KEY OFFICE SUPPLY                  | 583604     | CARTRIDGES          | 614.25      |
|                 | 20600 KEY OFFICE SUPPLY                                     | 583872     | LETTER PAPER        | 159.90      |
|                 | 20600 KEY OFFICE SUPPLY                                     | 583873     | LEGAL COPY PAPER    | 99.99       |
|                 | 20600 KEY OFFICE SUPPLY                                     | 583874     | CARTRIDGES          | 293.70      |
|                 | 20600 KEY OFFICE SUPPLY                                     | 584130     | COPY PAPER          | 89.95       |
|                 | 20600 KEY OFFICE SUPPLY                                     | 584131     | CLP/PADS/CARTRIDGES | 403.70      |
|                 |                                                             |            | ACCOUNT TOTAL       | 1,661.49 *  |
| 6012            | Books and Subscriptions<br>29038 T&N PRINTING               | 472508     | PLATS               | 24.79       |
|                 |                                                             |            | ACCOUNT TOTAL       | 24.79 *     |
| 021800          | LAW LIBRARY                                                 |            | MAJOR TOTAL         | 2,894.12 ** |
| 6012            | Books and Subscriptions<br>22211 RELX INC. DBA LEXIS NEXIS  | 3094870091 | DECEMBER PAYMENT    | 432.00      |
|                 |                                                             |            | ACCOUNT TOTAL       | 432.00 *    |
|                 |                                                             |            | MAJOR TOTAL         | 432.00 **   |
| 022100          | COMMONWEALTH'S ATTORNEY                                     |            |                     |             |
| 3320            | Maintenance Service Contr<br>28866 STEPS, INC               | 18551      | SHRED SERVICE       | 74.90       |
|                 |                                                             |            | ACCOUNT TOTAL       | 74.90 *     |
| 5230            | Telecommunications<br>11250 BENCHMARK COMMUNITY BANK        | 6828       | ADMIN 0124          | 159.99      |
|                 |                                                             |            | ACCOUNT TOTAL       | 159.99 *    |
| 5530            | Travel-Subsistence & Lodg<br>11250 BENCHMARK COMMUNITY BANK | 2256       | CWA 0124            | 318.46      |
|                 |                                                             |            | ACCOUNT TOTAL       | 318.46 *    |
| 5810            | Dues & Association Member<br>11250 BENCHMARK COMMUNITY BANK | 2256       | CWA 0124            | 181.00      |
|                 |                                                             |            | ACCOUNT TOTAL       | 181.00      |
|                 |                                                             |            | MAJOR TOTAL         | 160.00      |
| 5899            | Miscellaneous<br>11250 BENCHMARK COMMUNITY BANK             | 2256       | CWA 0124            | 341.00      |
|                 |                                                             |            | ACCOUNT TOTAL       | 341.00 *    |
| 6001            | Office Supplies<br>11250 BENCHMARK COMMUNITY BANK           | 2256       | CWA 0124            | 184.77      |
|                 |                                                             |            | ACCOUNT TOTAL       | 184.77 *    |
|                 |                                                             |            | MAJOR TOTAL         | 37.90       |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                             | INV#                                                                                                                                                  | DESCRIPTION                                                                                                                                                                                                                                                                                         | AMOUNT                                                                                                                                        |
|-----------------|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| 6003            | 11250 Community Outreach<br>BENCHMARK COMMUNITY BANK | 23482426<br>23482426<br>6 583650<br>6 584055                                                                                                          | DELIVERY<br>DELIVERY<br>FOLDERS/IPEN<br>PENS                                                                                                                                                                                                                                                        | 14.53<br>23.00<br>246.95<br>8.42                                                                                                              |
|                 |                                                      |                                                                                                                                                       | <b>ACCOUNT TOTAL</b>                                                                                                                                                                                                                                                                                | <b>330.80 *</b>                                                                                                                               |
| 6012            | 31646 Books and Subscriptions<br>VIRGINIA CLE        | 2256 CWA 0124<br>INV0883150                                                                                                                           | COMM OUTREACH ITEMS<br>VIRGINIA CLE BOOKS                                                                                                                                                                                                                                                           | 328.27<br>328.27 *                                                                                                                            |
|                 |                                                      |                                                                                                                                                       | <b>ACCOUNT TOTAL</b>                                                                                                                                                                                                                                                                                | <b>178.49 *</b>                                                                                                                               |
|                 |                                                      |                                                                                                                                                       | <b>MAJOR TOTAL</b>                                                                                                                                                                                                                                                                                  | <b>1,916.68 **</b>                                                                                                                            |
| 022210          | VICTIM WITNESS ASSIST STATE FUNDS                    |                                                                                                                                                       |                                                                                                                                                                                                                                                                                                     |                                                                                                                                               |
| 5810            | 31848 Dues & Assoc Member - Sta<br>VVAN              | DUES 0124                                                                                                                                             | MEMBERSHIP 2024                                                                                                                                                                                                                                                                                     | 150.00                                                                                                                                        |
|                 |                                                      |                                                                                                                                                       | <b>ACCOUNT TOTAL</b>                                                                                                                                                                                                                                                                                | <b>150.00 *</b>                                                                                                                               |
| 6001            | 20600 Office Supplies - State F<br>KEY OFFICE SUPPLY | 583614                                                                                                                                                | CARTRIDGES/PLANNER                                                                                                                                                                                                                                                                                  | 176.75                                                                                                                                        |
|                 |                                                      |                                                                                                                                                       | <b>ACCOUNT TOTAL</b>                                                                                                                                                                                                                                                                                | <b>176.75 *</b>                                                                                                                               |
|                 |                                                      |                                                                                                                                                       | <b>MAJOR TOTAL</b>                                                                                                                                                                                                                                                                                  | <b>326.75 **</b>                                                                                                                              |
| 031200          | SHERIFF                                              |                                                                                                                                                       |                                                                                                                                                                                                                                                                                                     |                                                                                                                                               |
| 3311            | Repairs & Maint-Auto & Eq                            | 0234671<br>0234891<br>0235104<br>0235272<br>0235326<br>0235327<br>0235330<br>20242<br>31907<br>31959<br>16033<br>T12842<br>T12843<br>T12847<br>T12898 | OIL CHNG/TRANS SHLD<br>INSP/RPL TIE ROD END<br>TIRE PATCH<br>REPLACED BATTERIES<br>REPLACED BATTERY<br>REPLACED BULB<br>COOLNT CK/HOSE CLMPS<br>OIL CHNG/NE AIR FLTR<br>OIL CHANGE<br>OIL CHANGE<br>HEAD GSKT/OIL CHNGE<br>WRECKER SERVICE<br>WRECKER SERVICE<br>WRECKER SERVICE<br>WRECKER SERVICE | 214.90<br>622.89<br>28.00<br>436.98<br>290.99<br>21.99<br>93.60<br>141.95<br>96.98<br>76.98<br>509.82<br>250.00<br>250.00<br>250.00<br>198.00 |
|                 |                                                      |                                                                                                                                                       | <b>ACCOUNT TOTAL</b>                                                                                                                                                                                                                                                                                | <b>3,483.08 *</b>                                                                                                                             |
| 3320            | Maintenance Service Contr                            | 82451 1223<br>INUS183233<br>INUS187055<br>0555SHERIFF1223<br>692908320231231<br>9950354263                                                            | GPS SERVICE<br>BODY CAM RECUR FEE<br>TASER TRAIN RECUR FE<br>MAINT SERVICE<br>DEC MNTHLY DUES<br>NOV MONTHLY CHARGES                                                                                                                                                                                | 443.07<br>15,996.62<br>7,001.56<br>202.50<br>132.61<br>1,040.46                                                                               |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME        | INV#            | DESCRIPTION          | AMOUNT      |
|-----------------|---------------------------------|-----------------|----------------------|-------------|
| 3600            | 31339 VERIZON WIRELESS          | 9952825026      | MDT MONTHLY CHARGES  | 1,040.98    |
|                 | Advertising                     |                 |                      | 25,857.80 * |
|                 | 15240 FARMVILLE NEWSMEDIA       | 129521 1223     | HOLIDAY GREETING AD  | 63.00       |
|                 | 32985 WVHL                      | 640 00009 0000  | CHRISTMAS GREETING   | 95.00       |
| 5210            | 11894 BUSINESS CARD             | 0555SHERIFF1223 | POSTAGE              | 158.00 *    |
|                 | 21754 LETTERMAN, BERNICE        | REIMB POSTAGE   | POSTAGE              | 280.00      |
| 5230            | 10102 AT&T MOBILITY             | 677451 1223     | CELLULAR SERVICE     | 17.70       |
|                 | 20904 KINEX NETWORKING SOLUTION | 2401-0028420    | RMTE BCKUP/FIB CONN  | 297.70 *    |
|                 | 21319 BRIGHTSPEED               | 309468839 0124  | VCIN                 | 1,375.11    |
|                 | 21319 BRIGHTSPEED               | 489989564 1223  | SALLY PORT LINE      | 119.95      |
| 5530            | 11894 BUSINESS CARD             | 0555SHERIFF1223 | MEALS                | 10.36       |
|                 | Travel-Subsistence & Lodg       |                 |                      | 83.49       |
| 5540            | 11894 BUSINESS CARD             | 0555SHERIFF1223 | TRAINING             | 1,588.91 *  |
|                 | Travel-Convention and Edu       |                 |                      | 48.18       |
| 5810            | 18851 INTERNATIONAL ASSOCIATION | M24-C669651     | IAPE DUES            | 48.18 *     |
|                 | Dues & Association Member       |                 |                      | 115.00      |
| 6001            | 10259 AMAZON CAPITAL SERVICES   | 1DPH-CJLC-3PLQ  | PENS/SITICKY NTS/    | 115.00 *    |
|                 | 10259 AMAZON CAPITAL SERVICES   | 1GDT-F43T-CDIV  | INK PENS             | 65.00 *     |
|                 | 10259 AMAZON CAPITAL SERVICES   | 1VV1-FTHL-M49X  | WIFI HOT SPOT/CHGR   | 59.30       |
|                 | 10259 AMAZON CAPITAL SERVICES   | 11LM-7XDD-G4QW  | PROTECTION PLAN WIFI | 59.49       |
|                 | 20600 KEY OFFICE SUPPLY         | 545 583693      | RUBBER BANDS         | 65.34       |
|                 | 20600 KEY OFFICE SUPPLY         | 545 583912      | INK CARTRIDGES       | 6.59        |
|                 | 20600 KEY OFFICE SUPPLY         | 545 584129      | STAPLER/PUNCH        | 8.90        |
|                 | 20600 KEY OFFICE SUPPLY         | 545 584213      | FRAMES               | 383.17      |
| 6004            | 28640 SOUTHSIDE ELECTRIC COOP   | 526776002 1223  | VIRSO ELECTRIC SVC   | 57.86       |
|                 | Virso Comm Center Crime P       |                 |                      | 35.61       |
| 6008            | 11894 BUSINESS CARD             | 0555SHERIFF1223 | GAS                  | 676.26 *    |
|                 | Vehicle & Powered Equip F       |                 |                      | 15.62       |
| 6009            | 13013 DMV SPECIAL PLATES        | SHERIFF 0124    | VEHICLE REGISTRATION | 15.62 *     |
|                 | 14300 EAST END MOTOR CO INC     | 0234721         | TIRES                | 24.00       |
|                 | 23232 McMILLIAN, MATT           | REIMB 1223 2    | VEHICLE SUPPLIES     | 24.00 *     |
|                 | 32736 WOHLFORD'S RADAR          | 911966          | RADAR CALIBRATION    | 25.00       |
| 6010            | 10895 AXON ENTERPRISE INC       | CNUS008581      | CREDIT AXON STARTER  | 689.52      |
|                 | Police Supplies                 |                 |                      | 136.94      |
|                 | AXON ENTERPRISE INC             |                 |                      | 255.00      |
|                 |                                 |                 |                      | 1,106.46 *  |
|                 |                                 |                 |                      | 1,456.06-   |

AP375H  
2/06/2024  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 1/01/2024 -- 1/31/2024

AFTER CHECKS  
PAGE 9

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME            | INV#            | DESCRIPTION          | AMOUNT        |
|-----------------|------------------|---------------------------|-----------------|----------------------|---------------|
| 6011            | 10895            | AXON ENTERPRISE INC       | INUS215878      | TASER CART/MOLLE MNT | 1,791.25      |
|                 | 11894            | BUSINESS CARD             | 0555SHERIFF1223 | POLICE SUPPLIES      | 1,699.20      |
|                 |                  | Uniforms & Wearing Appare |                 |                      | 2,034.39 *    |
|                 | 16102            | GALLS LLC                 | 026518384       | BOOTS & BELT         | 150.19        |
|                 | 16102            | GALLS LLC                 | 026521088       | RAINCOAT             | 157.95        |
|                 | 16102            | GALLS LLC                 | 026556457       | BOOTS                | 148.45        |
|                 | 22166            | CREATIVE MONOGRAMMING     | 16197           | POLOS                | 110.00        |
|                 | 22166            | CREATIVE MONOGRAMMING     | 17251           | POLOS                | 260.00        |
|                 | 27153            | READ'S UNIFORMS LLC       | 228862-99       | SHIRTS               | 130.28        |
|                 | 28592            | SOUTHERN POLICE EQUIP CO  | 209838          | VEST CARRIER         | 293.00        |
| 8202            |                  | Furniture & Fixtures      |                 |                      | 1,249.87 *    |
|                 | 20600            | KEY OFFICE SUPPLY         | 545 583669      | HIGH BACK CHAIRS     | 599.96        |
| 8205            |                  | Motor Vehicles            |                 |                      | 599.96 *      |
|                 | 12260            | CAS SEVERN                | 3007381         | LPTPS/ANTNS NEW VEH  | 17,660.64     |
|                 | 21040            | KUSTOM SIGNALS INC        | 608448          | RADARS               | 11,542.80     |
|                 | 28303            | SHEEHY FORD               | 13989 23 FORD   | NEW VEH 23 FORD      | 43,817.40     |
| 032200          |                  | VOLUNTEER FIRE DEPARTMENT |                 |                      | 73,020.84 *   |
| 7001            |                  | Payment to Farmville VFD  |                 |                      | 110,341.07 ** |
|                 | 12260            | CAS SEVERN                | 3007356 FVFD    | COMPUTER             | 4,864.20      |
|                 | 22166            | CREATIVE MONOGRAMMING     | 17069 FVFD      | JOB SHIRTS           | 690.00        |
|                 | 29332            | TOWN OF FARMVILLE         | 24-00666        | ANNUAL FIRE TRK PMT  | 35,000.00     |
| 7002            |                  | Payment to Rice VFD       |                 |                      | 40,554.20 *   |
|                 | 11772            | BUG BUSTERS PEST CONTROL  | 922494 RVFD     | PEST CONTROL         | 48.15         |
|                 | 27330            | RICE VOL FIRE DEPT        | SO315850 REIMB  | LEATHER FRONTS       | 371.92        |
| 7003            |                  | Payment to Prospect VFD   |                 |                      | 420.07 *      |
|                 | 11491            | ARC3 GASES                | 10451413 PVFD   | WELDER RPR/SUPPLIES  | 121.45        |
|                 | 15908            | FOSTER FUELS INC          | 1582768         | PROPANE              | 628.30        |
| 7004            |                  | Payment to Darlington VFD |                 |                      | 749.75 *      |
|                 | 12024            | C W WILLIAMS              | 658131 DHVFD    | (3) NOMEX HOODS      | 230.57        |
|                 | 14700            | ELLINGTON ENERGY SERVICE  | 61125 325G-1    | PROPANE              | 289.66        |
|                 | 14700            | ELLINGTON ENERGY SERVICE  | 61126 325G-2    | PROPANE              | 213.29        |
|                 | 15656            | FIRE & SAFETY EQUIP CO    | 126242 DHVFD    | BP CUFF, AUTO        | 52.95         |
|                 | 28640            | SOUTHSIDE ELECTRIC COOP   | 38156001 0124   | DHVFD ELECTRIC       | 304.01        |
| 7005            |                  | Payment to Hampden-Sydney |                 |                      | 1,090.48 *    |
|                 | 10102            | AT&T MOBILITY             | 777474 1123 HSF | CELLULAR SERVICE     | 76.48         |
|                 | 11772            | BUG BUSTERS PEST CONTROL  | 922104 HSVFD    | PEST CONTROL         | 48.15         |
|                 | 11772            | BUG BUSTERS PEST CONTROL  | 929901 HSVFD    | PEST CONTROL         | 48.15         |
|                 | 15721            | FISHER AUTO PARTS, INC.   | 056-329526      | OIL DRY              | 93.96         |

| MAJOR# | ACCT# | VENDOR NUMBER | VENDOR NAME               | INV#            | DESCRIPTION          | AMOUNT        |
|--------|-------|---------------|---------------------------|-----------------|----------------------|---------------|
| 7041   |       | 15908         | FOSTER FUELS INC          | 1558993         | PROpane              | 692.04        |
|        |       | 19655         | JOHNSON CONTROLS SECURITY | 39607838        | 23-24 SERVICE        | 439.18        |
|        |       | 21153         | CAPITAL ONE/ WALMART      | 604771          | DECORATNS FOR PARADE | 212.81        |
|        |       | 21319         | BRIGHTSPEED               | 310187773       | HSVFD                | 78.46         |
|        |       | 31284         | VIRGINIA ASSOC OF         | 670991          | VAVRS DUES           | 200.00        |
|        |       | 31846         | DOMINION ENERGY VIRGINIA  | 8350720002      | HSVFD ELECTRIC       | 325.90        |
|        |       | 999999        | FARMVILLE BAPTIST CHURCH  | 1               | EXAM CARE PKG MAILER | 223.19        |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 2,438.32 *    |
|        |       |               |                           |                 |                      |               |
|        |       | 17139         | HAMPDEN SYDNEY COLLEGE    | DIESEL DEC 2023 | DIESEL HSVFD         | 326.72        |
|        |       | 28597         | SOUTHERN STATES COOP INC  | R397670         | DIESEL               | 678.29        |
|        |       | 28597         | SOUTHERN STATES COOP INC  | R481539         | GAS                  | 214.26        |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 1,219.27 *    |
|        |       |               |                           |                 | MAJOR TOTAL          | 46,472.09 **  |
| 032500 |       |               | EMERGENCY SERVICES        |                 |                      |               |
| 2800   |       | 31421         | Line of Duty Insurance    |                 | HIC REFUND FOR LODA  | 540.00        |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 540.00 *      |
| 3160   |       | 29280         | Professional Service E-91 | 331804          | ADDRESS DATA MAINT   | 1,342.50      |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 1,342.50 *    |
| 8202   |       | 10259         | Equipment - Search & Resc | 173M-FMQW-X96C  | GARMIN HANDHELD      | 884.97        |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 884.97 *      |
|        |       |               |                           |                 | MAJOR TOTAL          | 2,767.47 **   |
| 033200 |       |               | REGIONAL JAIL & DETENTION |                 |                      |               |
| 3196   |       | 25375         | Purchase of Services - JD | 2183            | JUVENILE DETENTION   | 4,000.00      |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 4,000.00 *    |
| 7001   |       | 25380         | Piedmont Regional Jail    | 4338            | BAR SCREEN PRJCT #3  | 12,679.35     |
|        |       | 25380         | PIEDMONT REGIONAL JAIL    | 4352            | INMATE DAYS 3RDQTY24 | 388,930.07    |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 401,609.42 *  |
|        |       |               |                           |                 | MAJOR TOTAL          | 405,609.42 ** |
| 034100 |       |               | BUILDING OFFICIAL         |                 |                      |               |
| 5230   |       | 10259         | Telecommunications        | 173M-FMQW-X96C  | IPAD CASE BLDG       | 26.99         |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 26.99 *       |
| 5530   |       | 22581         | Travel-Subsistence & Lodg | REIMB 0124 1    | MEAL REIMBURSEMENT   | 10.11         |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 10.11 *       |
| 5540   |       | 22581         | Travel-Convention & Educa | REIMB 0124 2    | MEETING REGISTRATION | 20.00         |
|        |       |               |                           |                 | ACCOUNT TOTAL        | 20.00 *       |

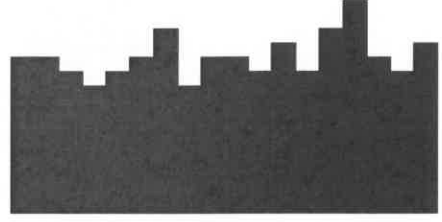


| MAJOR#<br>ACCT#<br>6001 | VENDOR<br>NUMBER | VENDOR<br>NAME             | INVT#           | DESCRIPTION          | AMOUNT      |
|-------------------------|------------------|----------------------------|-----------------|----------------------|-------------|
| 035100                  |                  | ANIMAL CONTROL             |                 |                      |             |
| 3110                    |                  | Vet Care                   |                 |                      |             |
|                         | 12945            | CUMBERLAND ANIMAL HOSPITAL | 9899 173376     | VET CARE             | 24.20       |
|                         | 27524            | RIDGE ANIMAL HOSPITAL      | 13113 363532    | VET CARE             | 194.40      |
|                         | 27524            | RIDGE ANIMAL HOSPITAL      | 13113 364209    | VET CARE             | 279.69      |
|                         | 27524            | RIDGE ANIMAL HOSPITAL      | 13113 364449    | VET CARE             | 375.99      |
|                         |                  |                            |                 | ACCOUNT TOTAL        | 874.28 *    |
| 3311                    |                  | Repairs & Maint-Auto & Po  |                 |                      |             |
|                         | 14300            | EAST END MOTOR CO INC      | 0235477         | OIL CHNG/FIX LIGHTS  | 504.91      |
|                         |                  |                            |                 | ACCOUNT TOTAL        | 504.91 *    |
| 5110                    |                  | Electrical Services        |                 |                      |             |
|                         | 31846            | DOMINION ENERGY VIRGINIA   | 0890745003 1223 | ANIMAL CONTROL       | 850.00      |
|                         |                  |                            |                 | ACCOUNT TOTAL        | 850.00 *    |
| 5230                    |                  | Telecommunications         |                 |                      |             |
|                         | 21319            | BRIGHTSPEED                | 310119726 0124  | ANIMAL CONTROL       | 136.23      |
|                         |                  |                            |                 | ACCOUNT TOTAL        | 136.23 *    |
| 5899                    |                  | Miscellaneous              |                 |                      |             |
|                         | 11250            | BENCHMARK COMMUNITY BANK   | 6828 ADMIN 0124 | VACA LAWBOOK ACO     | 63.50       |
|                         |                  |                            |                 | ACCOUNT TOTAL        | 63.50 *     |
| 6002                    |                  | Supplies for Shelter       |                 |                      |             |
|                         | 21153            | CAPITAL ONE/ WALMART       | 630109 1223     | LITTER/BATTERIES     | 42.01       |
|                         | 21811            | LOWE'S                     | 983831-MFRWPB   | COMB LOCK/TRASH BAGS | 56.96       |
|                         | 21811            | LOWE'S                     | 984234-MHTLOQ   | NOZZLE /PLASTIC TOTE | 48.41       |
|                         |                  |                            |                 | ACCOUNT TOTAL        | 147.38 *    |
| 6003                    |                  | Shelter Food               |                 |                      |             |
|                         | 21153            | CAPITAL ONE/ WALMART       | 630109 1223     | FOOD FOR SHELTER     | 64.42       |
|                         | 28596            | FARMERS COOPERATIVE, INC.  | 1241386         | PUPPY CHOW           | 33.49       |
|                         |                  |                            |                 | ACCOUNT TOTAL        | 97.91 *     |
| 6005                    |                  | Janitorial Supplies        |                 |                      |             |
|                         | 21153            | CAPITAL ONE/ WALMART       | 630109 1223     | JANITORIAL SUPPLIES  | 44.55       |
|                         |                  |                            |                 | ACCOUNT TOTAL        | 44.55 *     |
| 6011                    |                  | Uniforms and Wearing Appa  |                 |                      |             |
|                         | 11250            | BENCHMARK COMMUNITY BANK   | 6828 ADMIN 0124 | PANTS ACO            | 347.44      |
|                         | 11250            | BENCHMARK COMMUNITY BANK   | 6828 ADMIN 0124 | GLOVES               | 53.67       |
|                         | 21811            | LOWE'S                     | 983831-MFRWPB   | POCKET KNIVES        | 28.46       |
|                         |                  |                            |                 | ACCOUNT TOTAL        | 429.57 *    |
|                         |                  |                            |                 | MAJOR TOTAL          | 3,148.33 ** |
| 042610                  |                  | SANDY RIVER RESERVOIR      |                 |                      |             |
| 3150                    |                  | Legal Services             |                 |                      |             |
|                         | 10651            | AQUALAW PLC                | 15852 0354 001  | PROFESSIONAL SERVICE | 6,527.00    |
|                         |                  |                            |                 | ACCOUNT TOTAL        | 6,527.00 *  |
|                         |                  |                            |                 | MAJOR TOTAL          | 6,527.00 ** |

| MAJOR# | ACCT#  | VENDOR NUMBER | VENDOR NAME                | INVT#           | DESCRIPTION           | AMOUNT      |
|--------|--------|---------------|----------------------------|-----------------|-----------------------|-------------|
| 3310   | 043200 |               | Repairs/Maintenance        |                 |                       |             |
|        |        | 11410         | DOLI/BOILER SAFETY         | 954170527       | BOILER/AIR TANK INSP  | 60.00       |
|        |        | 12408         | CHEMTREAT INC              | CIN010615668    | JANUARY 24 SERVICE    | 133.75      |
|        |        | 15686         | FIRE SPRINKLER LTD         | 9970            | C23-150 SVC CONTRACT  | 2,115.00    |
|        |        | 16915         | GULLY TAVERN LANDSCAPING   | 7233            | MNTLY LAWN FERTILIZTN | 61.39       |
|        |        | 16915         | GULLY TAVERN LANDSCAPING   | 7234            | MTHNLY LANDSCAPE      | 650.00      |
|        |        | 16915         | GULLY TAVERN LANDSCAPING   | 7242            | YRLY PMT LANDSCAPING  | 6,760.00    |
|        |        | 16915         | GULLY TAVERN LANDSCAPING   | 7243            | YRLY PMT FERTILIZATN  | 675.24      |
|        |        | 17969         | HYDROPOINT DATA SYSTEMS, I | 149303          | WEATHERTRAK SERVICE   | 488.00      |
|        |        | 24086         | OK TERMITES & PEST CONTROL | DECEMBER 2023 1 | PEST CNTRL AG BLDG    | 75.00       |
|        |        | 24086         | OK TERMITES & PEST CONTROL | DECEMBER 2023 2 | PEST CNTRL SMI WAY    | 75.00       |
|        |        | 25247         | PARKER OIL COMPANY INC     | WRKORD 12142023 | SET (2) 120 TANKS     | 255.49      |
| 3311   |        |               | Repairs & Maint-Auto & Eq  |                 |                       | 11,348.87 * |
|        |        | 14278         | EAST COAST EMERGENCY VEHIC | 36315           | DUMP TRUCK LIGHTS     | 447.50      |
| 5110   |        |               | Electrical Services        |                 |                       | 447.50 *    |
|        |        | 28640         | SOUTHSIDE ELECTRIC COOP    | 114379002 0124  | SANDY RIVER           | 25.60       |
|        |        | 31846         | DOMINION ENERGY VIRGINIA   | 1230385005 1223 | ROY CLARK MONUMENT    | 6.59        |
|        |        | 31846         | DOMINION ENERGY VIRGINIA   | 2786281903 0124 | COURTHOUSE            | 11,670.50   |
|        |        | 31846         | DOMINION ENERGY VIRGINIA   | 3646262521 1223 | SOUTH ST PRKING LOT   | 63.19       |
|        |        | 31846         | DOMINION ENERGY VIRGINIA   | 4883315659 0124 | STEPS                 | 991.51      |
|        |        | 31846         | DOMINION ENERGY VIRGINIA   | 4951935099 1223 | SHERIFF SHED          | 6.59        |
|        |        | 31846         | DOMINION ENERGY VIRGINIA   | 5856894620 1223 | WORSHAM CLERK OFFICE  | 511.75      |
|        |        | 31846         | DOMINION ENERGY VIRGINIA   | 6669158583 1223 | LIGHTS @ RICE         | 148.42      |
|        |        | 31846         | DOMINION ENERGY VIRGINIA   | 8105475944 0124 | AG BUILDING           | 2,555.97    |
|        |        | 31846         | DOMINION ENERGY VIRGINIA   | 9670710004 1223 | SHOP                  | 284.42      |
| 5120   |        |               | Heating Services           |                 |                       | 16,264.54 * |
|        |        | 14700         | ELLINGTON ENERGY SERVICE   | 61511 900H 2    | HEATING OIL           | 5,558.00    |
|        |        | 25247         | PARKER OIL COMPANY INC     | 736241 63792K 9 | PROPANE CITY SHOP     | 224.94      |
| 5130   |        |               | Water & Sewer              |                 |                       | 5,782.94 *  |
|        |        | 29332         | TOWN OF FARMVILLE          | AG BLDG 1223    | WATER & SEWER         | 68.15       |
|        |        | 29332         | TOWN OF FARMVILLE          | CH LAWN 1223    | WATER                 | 27.73       |
|        |        | 29332         | TOWN OF FARMVILLE          | STEPS 1223      | WATER & SEWER         | 147.02      |
|        |        | 29332         | TOWN OF FARMVILLE          | 56 SMI WAY 1223 | WATER & SEWER         | 51.21       |
| 5230   |        |               | Telecommunications         |                 |                       | 294.11 *    |
|        |        | 10105         | AT&T                       | 7305055660 1223 | CLOSING INVOICE       | 49.27       |
|        |        | 10251         | ALLIED SECURITY SYSTEMS, I | 318474          | PEFYA AUTO FIRE TEST  | 32.00       |
|        |        | 21319         | BRIGHTSPEED                | 310441360 1223  | ELEVATOR              | 123.68      |
|        |        | 21319         | BRIGHTSPEED                | 491005300 1223  | PEFYA BLDG FIRE ALRM  | 50.95       |
| 5440   |        |               | Portable Toilet Rental     |                 |                       | 255.90 *    |
|        |        | 28869         | STIFF O O INC              | 10821           | MONTHLY SERVICE       | 495.00      |
|        |        |               |                            |                 |                       | 495.00 *    |

| MAJOR#<br>ACCT#<br>6005 | VENDOR<br>NUMBER | VENDOR<br>NAME                               | INVS#           | DESCRIPTION           | AMOUNT     |
|-------------------------|------------------|----------------------------------------------|-----------------|-----------------------|------------|
|                         | 13367            | Janitorial Supplies<br>DIAMOND PAPER COMPANY | 325802          | JANITORIAL SUPPLIES   | 911.12     |
|                         | 13367            | DIAMOND PAPER COMPANY                        | 327386          | JANITORIAL SUPPLIES   | 971.07     |
|                         | 13367            | DIAMOND PAPER COMPANY                        | 327773          | JANITORIAL SUPPLIES   | 991.65     |
|                         | 21811            | LOWE'S                                       | 990760-MGFRUK   | JANITORIAL SUPPLIES   | 126.59     |
|                         | 30239            | UNIFIRST CORPORATION                         | 1680109477      | JANITORIAL SUPPLIES   | 54.88      |
|                         | 30239            | UNIFIRST CORPORATION                         | 1680111948      | JANITORIAL SUPPLIES   | 54.88      |
|                         |                  |                                              |                 | ACCOUNT TOTAL         | 3,110.19 * |
| 6007                    |                  | Repairs and Maintenance S                    |                 |                       |            |
|                         | 10259            | AMAZON CAPITAL SERVICES                      | 1L3F-9KPW-WYRM  | ALRMS/SIGNS/TAPE      | 175.63     |
|                         | 12070            | ATLANTECH RESELLERS, INC.                    | 587183          | DOOR SWITCH/CAM PECSO | 188.99     |
|                         | 12947            | CRYSTAL SPRINGS                              | 23465833 122223 | COOLER RENT           | 8.26       |
|                         | 12947            | CRYSTAL SPRINGS                              | 23465833 122223 | COOLER RENT           | 8.26       |
|                         | 12947            | CRYSTAL SPRINGS                              | 23465833 122223 | (2) WATER             | 15.18      |
|                         | 12947            | CRYSTAL SPRINGS                              | 23465833 122223 | (2) WATER             | 15.18      |
|                         | 12947            | CRYSTAL SPRINGS                              | 23482426 122223 | DELIVERY              | 13.99      |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC                    | 780000          | COMM 15W 5000K LIGHT  | 525.00     |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC                    | 780706          | 120V DISPLY/250W LMP  | 97.46      |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC                    | 780870          | 150L 136W WLPK        | 1,024.80   |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC                    | 780972          | 70L 69W LED WALLPACK  | 508.20     |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC                    | 780981          | CR (3) 150L136WWLPK   | 768.60-    |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC                    | 781127          | 250W LAMP             | 36.06      |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC                    | 781305          | JCK/WLLPLT/WIRE       | 279.85     |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC                    | 781846          | FLOUR LAMP/WIRE CONN  | 111.10     |
|                         | 15560            | FARMVILLE WHSALE ELECTRIC                    | 9950872045      | RIVET TOOL/MANUEL     | 146.19     |
|                         | 16671            | GRAINGER                                     | 384015          | 6" HIPA DM ST NAME    | 224.95     |
|                         | 21005            | KORMAN SIGNS                                 | 902898-MFHCGJ   | KF ROLL 15"           | 38.62      |
|                         | 21811            | LOWE'S                                       | 970204-MGUWBY   | JB WELD/SPARY PAINT   | 29.37      |
|                         | 21811            | LOWE'S                                       | 972512-MGYBTU   | THERMOSTAT 5160       | 50.34      |
|                         | 21811            | LOWE'S                                       | 977599-MFHCHJ   | MAINT SUPPLIES        | 56.90      |
|                         | 21811            | LOWE'S                                       | 978632-MFLECO   | MAINT SUPPLIES        | 550.38     |
|                         | 21811            | LOWE'S                                       | 978874-MFLECY   | 3/4 EXPND POLY        | 24.10      |
|                         | 21811            | LOWE'S                                       | 979040-MFLEDA   | JB COLD WELD EP       | 6.63       |
|                         | 21811            | LOWE'S                                       | 983995-MHTLOI   | BATTERY 2032 ENG      | 14.14      |
|                         | 21811            | LOWE'S                                       | 987990-MGBJQM   | GORILLA T&W BLK 25YD  | 16.13      |
|                         | 21811            | LOWE'S                                       | 989028-MGBJPT   | TOTES/BATTERY         | 218.42     |
|                         | 21811            | LOWE'S                                       | 1486            | REKEY CYL/ (20) KEYS  | 365.00     |
|                         | 25352            | HELPS LOCKSMITH SERVICE                      | ORDR2312-C74480 | WHT EB OPN FRNT SEAT  | 20.30      |
|                         | 25680            | PRICE SUPPLY CO INC                          | ORDR2401-C75879 | 208/230V/DUCK BOOSTR  | 353.01     |
|                         | 28352            | SHERWIN WILLIAMS CO                          | 1728-3          | (1) GALLON PAINT      | 49.99      |
|                         | 28352            | SHERWIN WILLIAMS CO                          | 1919-8          | UTILITY BLADES        | 26.90      |
|                         | 32926            | WRIGHT AUTO SUPPLY                           | 267250          | V BELTS               | 17.48      |
|                         |                  |                                              |                 | ACCOUNT TOTAL         | 4,448.21 * |
| 6009                    |                  | Vehicle & Powered Equip S                    |                 |                       |            |
|                         | 15721            | FISHER AUTO PARTS, INC.                      | 056-331310      | NOZZLE/DEICER/TRANSM  | 111.36     |
|                         | 15721            | FISHER AUTO PARTS, INC.                      | 056-331312      | ANTIFREEZE            | 47.80      |
|                         | 15721            | FISHER AUTO PARTS, INC.                      | 056-331417      | OIL/GREASE            | 62.90      |
|                         | 15721            | FISHER AUTO PARTS, INC.                      | 056-331544      | MARKER LIGHTS         | 21.74      |
|                         | 15721            | FISHER AUTO PARTS, INC.                      | 056-331963      | SVC JACK/GRSE/FILTER  | 440.16     |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                 | INVT#                   | DESCRIPTION                        | AMOUNT                      |
|-----------------|------------------------------------------|-------------------------|------------------------------------|-----------------------------|
| 6011            | 21811 LOWE'S<br>32926 WRIGHT AUTO SUPPLY | 999312-MGRETZ<br>267089 | PLYWOOD/SCREWS<br>BXD CAPS/U80 SUB | 101.48<br>38.96<br>824.40 * |
|                 | Uniforms & Wearing Appare                |                         |                                    |                             |
|                 | 27922 CINTAS CORPORATION #524            | 4177766475              | UNIFORM RENTAL                     | 107.65                      |
|                 | 27922 CINTAS CORPORATION #524            | 4178414855              | UNIFORM RENTAL                     | 107.65                      |
|                 | 27922 CINTAS CORPORATION #524            | 4179105108              | UNIFORM RENTAL                     | 107.65                      |
|                 | 27922 CINTAS CORPORATION #524            | 4179896669              | UNIFORM RENTAL                     | 107.65                      |
|                 |                                          |                         | ACCOUNT TOTAL                      | 430.60 *                    |
|                 |                                          |                         | MAJOR TOTAL                        | 43,702.26 **                |
| 043400          | CANNERY                                  |                         |                                    |                             |
| 3161            | 31653 VIRGINIA FOOD WORKS                | 839                     | COMM CANNERY CONTRCT               | 2,916.67 *                  |
| 3310            | Repairs & Maintenance                    |                         |                                    |                             |
|                 | 11410 DOLI/BOILER SAFETY                 | 954170328               | FIRE TUBE BOILER                   | 20.00                       |
| 5230            | 21319 BRIGHTSPEED                        | 310248529 0124          | CANNERY                            | 20.00 *                     |
|                 |                                          |                         | ACCOUNT TOTAL                      | 125.11                      |
|                 |                                          |                         | MAJOR TOTAL                        | 125.11 *                    |
| 053500          | COMPREHENSIVE SERVICES ACT               |                         |                                    | 3,061.78 **                 |
| 3160            | CSA Programs                             |                         |                                    |                             |
|                 | 12928 CROSSROAD SERVICES BOARD           |                         | PROFESSIONAL SERVICE               | 367.31                      |
|                 | 12928 CROSSROAD SERVICES BOARD           |                         | PROFESSIONAL SERVICE               | 367.31                      |
|                 | 12928 CROSSROAD SERVICES BOARD           |                         | PROFESSIONAL SERVICE               | 367.31                      |
|                 | 12928 CROSSROAD SERVICES BOARD           |                         | PROFESSIONAL SERVICE               | 367.31                      |
|                 | 15965 FULCRUM COUNSELORS, LLC            |                         | PROFESSIONAL SERVICE               | 435.00                      |
|                 | 15965 FULCRUM COUNSELORS, LLC            |                         | PROFESSIONAL SERVICE               | 650.00                      |
|                 | 16672 GRAFTON SCHOOL INC                 |                         | PROFESSIONAL SERVICE               | 1,170.00                    |
|                 | 27578 SH VARSITY ACQUISITION SUB         |                         | PROFESSIONAL SERVICE               | 7,603.35                    |
|                 | 27578 SH VARSITY ACQUISITION SUB         |                         | PROFESSIONAL SERVICE               | 3,069.00                    |
|                 | 27578 SH VARSITY ACQUISITION SUB         |                         | PROFESSIONAL SERVICE               | 3,069.00                    |
|                 | 27578 SH VARSITY ACQUISITION SUB         |                         | PROFESSIONAL SERVICE               | 5,731.00                    |
|                 | 27578 SH VARSITY ACQUISITION SUB         |                         | PROFESSIONAL SERVICE               | 2,283.60                    |
|                 | 27578 SH VARSITY ACQUISITION SUB         |                         | PROFESSIONAL SERVICE               | 3,460.00                    |
|                 | 27578 SH VARSITY ACQUISITION SUB         |                         | PROFESSIONAL SERVICE               | 352.00                      |
|                 | 27578 SH VARSITY ACQUISITION SUB         |                         | PROFESSIONAL SERVICE               | 3,069.00                    |
|                 | 27578 SH VARSITY ACQUISITION SUB         |                         | PROFESSIONAL SERVICE               | 3,460.00                    |
|                 | 28979 STRATEGIC THERAPY ASSOCIAT         |                         | PROFESSIONAL SERVICE               | 65.00                       |
|                 |                                          |                         | ACCOUNT TOTAL                      | 36,253.50 *                 |
| 3180            | Administrative                           |                         |                                    |                             |
|                 | 29217 THOMAS BROTHERS SOFTWARE           |                         | 2024 YEARLY UPDATE                 | 250.00                      |
|                 |                                          |                         | ACCOUNT TOTAL                      | 250.00 *                    |
|                 |                                          |                         | MAJOR TOTAL                        | 36,503.50 **                |



| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME         | INV#            | DESCRIPTION          | AMOUNT      |
|-----------------|----------------------------------|-----------------|----------------------|-------------|
| 081100          | PLANNING                         |                 |                      |             |
| 3160            | Professional Services            |                 |                      |             |
|                 | 11250 BENCHMARK COMMUNITY BANK   | 1555 ADMIN 0124 | USPS PLANNING        | 7.90        |
|                 | 11250 BENCHMARK COMMUNITY BANK   | 1555 ADMIN 0124 | FOOD/DRINK COMP PLAN | 44.66       |
|                 | 11250 BENCHMARK COMMUNITY BANK   | 1555 ADMIN 0124 | SNACKS COMP PLAN MTG | 65.92       |
|                 | 11250 BENCHMARK COMMUNITY BANK   | 1555 ADMIN 0124 | GIFT CRD SURV COMP   | 100.00      |
|                 | 11259 BERKLEY INVESTMENTS, LLC   | INVOICE #5      | COMP PLAN REVIEW W01 | 7,429.63    |
|                 |                                  |                 | ACCOUNT TOTAL        | 7,648.11 *  |
| 3600            | Advertising                      |                 |                      |             |
|                 | 15241 FARMVILLE HERALD           | 222498 1737297  | PLAN COMM HEARING    | 393.70      |
|                 | 21756 LETTERPRESS COMMUNICATIONS | 2840            | FACEBK ADS COMP PLAN | 477.60      |
|                 |                                  |                 | ACCOUNT TOTAL        | 871.30 *    |
| 5210            | Postal Services                  |                 |                      |             |
|                 | 11250 BENCHMARK COMMUNITY BANK   | 6828 ADMIN 0124 | USPS CHG PLANNING    | 7.90        |
|                 |                                  |                 | ACCOUNT TOTAL        | 7.90 *      |
| 6001            | Office Supplies                  |                 |                      |             |
|                 | 11250 BENCHMARK COMMUNITY BANK   | 6828 ADMIN 0124 | VARI DESK PLANNING   | 165.85      |
|                 | 20600 KEY OFFICE SUPPLY          | 415 584628      | FLDRS/CAL/STPLS/TAPE | 142.38      |
|                 |                                  |                 | ACCOUNT TOTAL        | 308.23 *    |
|                 |                                  |                 | MAJOR TOTAL          | 8,835.54 ** |
| 081500          | ECONOMIC DEVELOPMENT             |                 |                      |             |
| 5540            | Travel-Convention & Educa        |                 |                      |             |
|                 | 11250 BENCHMARK COMMUNITY BANK   | 6828 ADMIN 0124 | VEDA CONF ECON DEV   | 560.00      |
|                 |                                  |                 | ACCOUNT TOTAL        | 560.00 *    |
| 6001            | Office Supplies                  |                 |                      |             |
|                 | 20600 KEY OFFICE SUPPLY          | 415 584679      | POST IT NOTES        | 6.57        |
|                 |                                  |                 | ACCOUNT TOTAL        | 6.57 *      |
|                 |                                  |                 | MAJOR TOTAL          | 566.57 **   |
| 081600          | TOURISM                          |                 |                      |             |
| 3600            | Advertising                      |                 |                      |             |
|                 | 21756 LETTERPRESS COMMUNICATIONS | 2840            | TRSM IMPL HRS DEC 23 | 187.50      |
|                 |                                  |                 | ACCOUNT TOTAL        | 187.50 *    |
| 3700            | Transient Occupancy Tax E        |                 |                      |             |
|                 | 21756 LETTERPRESS COMMUNICATIONS | 2840            | TRMS PR MLTWTR JAN24 | 150.00      |
|                 |                                  |                 | ACCOUNT TOTAL        | 150.00 *    |
| 5110            | Electrical Services              |                 |                      |             |
|                 | 31846 DOMINION ENERGY VIRGINIA   | 0675198071 1223 | VISITOR CENTER A     | 216.48      |
|                 | 31846 DOMINION ENERGY VIRGINIA   | 1059387447 1223 | VISITOR CENTER B     | 61.73       |
|                 |                                  |                 | ACCOUNT TOTAL        | 278.21 *    |
| 5130            | Water & Sewer                    |                 |                      |             |
|                 | 29332 TOWN OF FARMVILLE          | VISTR CTR 1223  | WATER & SEWER        | 53.04       |
|                 |                                  |                 | ACCOUNT TOTAL        | 53.04 *     |
| 5210            | Postal Services                  |                 |                      |             |
|                 | 11250 BENCHMARK COMMUNITY BANK   | 6828 ADMIN 0124 | UPS CHARGES          | 7.53        |
|                 |                                  |                 | ACCOUNT TOTAL        | 7.53 *      |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                                   | INV#           | DESCRIPTION          | AMOUNT     |
|-----------------|------------------|--------------------------------------------------|----------------|----------------------|------------|
| 5230            | 20904            | KINEX NETWORKING SOLUTIONS<br>Telecommunications | 2401-0029066   | VISITOR CENTER       | 111.85 *   |
|                 |                  |                                                  |                |                      | 111.85 *   |
|                 |                  |                                                  |                |                      | 788.13 **  |
|                 |                  |                                                  |                | ACCOUNT TOTAL        |            |
|                 |                  |                                                  |                | MAJOR TOTAL          |            |
| 082300          |                  | FLOOD & EROSION CONTROL                          |                |                      | 310.00     |
| 5470            | 17925            | Stormwater Review Fees<br>HURT & PROFFITT, INC   | 82227 20220727 | PEC PLAN REVIEW      | 310.00 *   |
|                 |                  |                                                  |                |                      | 310.00 **  |
|                 |                  |                                                  |                | ACCOUNT TOTAL        |            |
|                 |                  |                                                  |                | MAJOR TOTAL          |            |
| 083500          |                  | COOPERATIVE EXTENSION OFFICE                     |                |                      | 150.68     |
| 5230            | 21319            | Telecommunications<br>BRIGHTSPEED                | 309520098 1223 | PE COOP EXT SVC      | 150.68 *   |
|                 |                  |                                                  |                |                      | 150.68 **  |
|                 |                  |                                                  |                | ACCOUNT TOTAL        |            |
|                 |                  |                                                  |                | MAJOR TOTAL          |            |
| 091000          |                  | GENERAL EXPENSE                                  |                |                      | 30.00      |
| 5230            | 10162            | Internal Telecom Account<br>ADVERNOLOGY, INC     | H0248          | JAN EMAIL HOSTING    | 140.30     |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029067   | COUNTY ADMIN         | 88.75      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029068   | HEALTH DEPT          | 116.20     |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029069   | CIRCUIT CT CLERK     | 102.20     |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029070   | SHERIFF              | 17.45      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029071   | PLANNING/BUILDING    | 15.45      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029072   | VICTIM WITNESS       | 70.30      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029073   | GEN DISTRICT COURT   | 55.35      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029074   | MAGISTRATE           | 55.35      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029075   | CIRCUIT COURT        | 85.25      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029076   | PIEDMONT HEALTH DIST | 71.80      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029077   | COMMISSIONER OF REV  | 55.85      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029078   | JUV PROBATION/PAROLE | 70.85      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029079   | TREASURER            | 71.80      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029080   | COMMONWEALTH ATTY    | 55.35      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029081   | JUV & DOMESTIC RELAT | 55.35      |
|                 | 20904            | KINEX NETWORKING SOLUTION                        | 2401-0029082   | REGISTRAR            | 1,157.60 * |
|                 |                  |                                                  |                | ACCOUNT TOTAL        |            |
|                 |                  |                                                  |                | MAJOR TOTAL          |            |
| 5803            |                  | Internal Fuel Account                            |                |                      | 1,321.24   |
| 28598           |                  | SOUTHERN STATES-AMELIA                           | R385492        | GAS                  | 1,297.60   |
| 28598           |                  | SOUTHERN STATES-AMELIA                           | R397679        | GAS                  | 934.02     |
| 28598           |                  | SOUTHERN STATES-AMELIA                           | R412558        | GAS                  | 1,422.42   |
| 28598           |                  | SOUTHERN STATES-AMELIA                           | R426427        | GAS                  | 1,022.19   |
| 28598           |                  | SOUTHERN STATES-AMELIA                           | R446830        | GAS                  | 1,614.14   |
| 28598           |                  | SOUTHERN STATES-AMELIA                           | R458993        | GAS                  | 1,200.68   |
| 28598           |                  | SOUTHERN STATES-AMELIA                           | R481542        | GAS                  | 8,812.29 * |
|                 |                  |                                                  |                | ACCOUNT TOTAL        |            |
|                 |                  |                                                  |                | MAJOR TOTAL          |            |

AF375H  
2/06/2024  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 1/01/2024 -- 1/31/2024

AFTER CHECKS  
PAGE 17

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>CAPITAL PROJECTS | VENDOR<br>NAME                             | INV#           | DESCRIPTION           | AMOUNT      |
|-----------------|--------------------------------------|--------------------------------------------|----------------|-----------------------|-------------|
| 0002            | 10259                                | Computer System<br>AMAZON CAPITAL SERVICES | 1QKN-QGW6 (2)  | INTERNAL SSD          | 49.99       |
|                 | 10259                                | AMAZON CAPITAL SERVICES                    | 1QRW-3F4V-CHFW | CR INTERNAL SSD RTRN  | 49.99-      |
|                 | 12260                                | CAS SEVERN                                 | 444412         | IBM PTF UPGRADES      | 1,400.00    |
|                 | 18861                                | IT NOBLE, INC.                             | 7154           | LAPTOPS/DCKS/MONITORS | 4,886.00    |
|                 |                                      |                                            |                | ACCOUNT TOTAL         | 6,286.00 *  |
| 0007            | 29280                                | BUSINESS PARK ROAD DEVELO<br>TIMMONS GROUP | 326163 46958   | PE BUS PARK ACC RD    | 1,000.00    |
|                 | 29280                                | TIMMONS GROUP                              | 330729 56908   | PEBP ACC RD CONST     | 1,530.00    |
|                 |                                      |                                            |                | ACCOUNT TOTAL         | 2,530.00 *  |
|                 |                                      |                                            |                | MAJOR TOTAL           | 8,816.00 ** |
|                 |                                      |                                            |                | FUND TOTAL            | 780,922.21  |

| MAJOR# | VENDOR NUMBER             | VENDOR NAME                                          | INVT#           | DESCRIPTION         | AMOUNT       |
|--------|---------------------------|------------------------------------------------------|-----------------|---------------------|--------------|
| 012110 | WATER FUND - EXPENDITURES |                                                      |                 |                     |              |
| 3170   | 22279                     | Professional Services-Leg<br>MCGUIRE WOODS LLP       | 92789414        | LOBBY WTR TREAT FAC | 4,000.00 *   |
| 3175   | 13099                     | Professional Services-Fin<br>DAVENPORT & COMPANY LLC | PF23-272        | SRR FINANCIAL ANLYS | 33,894.98 *  |
| 043200 | GENERAL PROPERTIES        |                                                      |                 |                     | 37,894.98 ** |
| 5130   | 29332                     | Water Service<br>TOWN OF FARMVILLE                   | WATER TANK 1223 | WATER & SEWER       | 42.64 *      |
|        |                           |                                                      |                 | ACCOUNT TOTAL       | 42.64 *      |
|        |                           |                                                      |                 | MAJOR TOTAL         | 42.64 **     |
|        |                           |                                                      |                 | FUND TOTAL          | 37,937.62    |



AP375H  
2/06/2024  
FUND # - 502 SEWER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 1/01/2024 -- 1/31/2024

AFTER CHECKS  
PAGE 19

| MAJOR#<br>ACCT#<br>043200 | VENDOR<br>NUMBER<br>GENERAL PROPERTIES | VENDOR<br>NAME                                  | INV#            | DESCRIPTION   | AMOUNT   |
|---------------------------|----------------------------------------|-------------------------------------------------|-----------------|---------------|----------|
| 5110                      | 31846                                  | Electrical Services<br>DOMINION ENERGY VIRGINIA | 4148700281 0124 | SEWER PUMP    | 68.73    |
|                           |                                        |                                                 |                 | ACCOUNT TOTAL | 68.73 *  |
|                           |                                        |                                                 |                 | MAJOR TOTAL   | 68.73 ** |
|                           |                                        |                                                 |                 | FUND TOTAL    | 68.73    |

| MAJOR# | VENDOR NUMBER | VENDOR NAME                 | DESCRIPTION          | INV#            | AMOUNT     |
|--------|---------------|-----------------------------|----------------------|-----------------|------------|
| 042300 | COLLECTIONS   |                             |                      |                 |            |
| 3310   | 21811         | Repairs/Maintenance         |                      |                 |            |
|        | 21811         | LOWE'S                      | STPLS/STPL GUN       | 985996-MFWTTK   | 29.39      |
|        | 23246         | NAPA AUTO PARTS (APPOMATTO  | SAE 7PC/GREASE GUN   | 257774          | 327.98     |
|        | 32926         | WRIGHT AUTO SUPPLY          | GLVS/STRPS/GLVS/TIES | 266643          | 58.13      |
|        |               |                             | ACCOUNT TOTAL        |                 | 415.50 *   |
| 3311   | 14300         | Repairs & Maint-Auto & Eq   |                      |                 |            |
|        | 14300         | EAST END MOTOR CO INC       | (2) TIRES TRSH TRK   | 0235125         | 1,100.16   |
|        | 21811         | LOWE'S                      | LGP MAXPERFORM       | 976862-MFHCGO   | 134.86     |
|        | 21811         | LOWE'S                      | TIRES/NUMBERS/SIGN   | 989204 -MHZZNP  | 17.03      |
|        | 28869         | STIFF O O INC               | PUMP SEPTIC RICE CON | 2280            | 500.00     |
|        | 29985         | TRUCK ENTERPRISES LYNCHBERG | SERVICE KENWRTH T440 | 1.1205W11159    | 3,459.92   |
|        | 32926         | WRIGHT AUTO SUPPLY          | PWR STEERING FLUID   | 266015          | 11.94      |
|        | 32926         | WRIGHT AUTO SUPPLY          | NAPA GAL 15W40       | 266235          | 177.48     |
|        | 32926         | WRIGHT AUTO SUPPLY          | STARTER SHIM         | 266351          | 4.18       |
|        | 32926         | WRIGHT AUTO SUPPLY          | FLTR/WRE/SWICH/TERMN | 266377          | 35.88      |
|        |               |                             | ACCOUNT TOTAL        |                 | 5,441.45 * |
| 3840   | 10254         | Contract Landfill - POS     |                      |                 |            |
|        | 10254         | REPUBLIC SERVICES #974      | TRASH COLLECTION     | 0974-000634645  | 489.91     |
|        | 10254         | REPUBLIC SERVICES #974      | TRASH COLLECTION     | 0974-000634646  | 280.11     |
|        | 10254         | REPUBLIC SERVICES #974      | TRASH COLLECTION     | 0974-000634647  | 323.80     |
|        |               |                             | ACCOUNT TOTAL        |                 | 1,093.82 * |
| 3841   | 14723         | Purchase of Service - Rec   |                      |                 |            |
|        | 14723         | EMANUEL TIRE MANAGEMENT AP  | TIRE RECYCLING NOV23 | ETAP D 96       | 580.50     |
|        | 14723         | EMANUEL TIRE MANAGEMENT AP  | TIRE RECYCLING NOV23 | ETAP D 97       | 631.50     |
|        | 14723         | EMANUEL TIRE MANAGEMENT AP  | TIRE RECYCLING       | ETAP D109       | 547.50     |
|        | 14723         | EMANUEL TIRE MANAGEMENT AP  | TIRE RECYCLING OCT23 | ETAP D24        | 501.00     |
|        | 14723         | EMANUEL TIRE MANAGEMENT AP  | TIRE RECYCLING OCT23 | ETAP D31        | 453.00     |
|        | 28866         | STEPS, INC                  | RECYCLING            | NOVEMBER 2023   | 1,377.60   |
|        |               |                             | ACCOUNT TOTAL        |                 | 4,091.10 * |
| 5110   | 28640         | Electrical Services         |                      |                 |            |
|        | 28640         | SOUTHSIDE ELECTRIC COOP     | DARLINGTON HEIGHTS   | 114379001 0124  | 103.73     |
|        | 28640         | SOUTHSIDE ELECTRIC COOP     | RECYCLE CENTER       | 114379003 1223  | 114.77     |
|        | 31846         | DOMINION ENERGY VIRGINIA    | CELL C PUMP STATION  | 0670040567 1223 | 21.85      |
|        | 31846         | DOMINION ENERGY VIRGINIA    | GREEN BAY CONV SITE  | 1144204110 1223 | 133.83     |
|        | 31846         | DOMINION ENERGY VIRGINIA    | RICE CONV 0124       | 21005242362 01  | 186.03     |
|        | 31846         | DOMINION ENERGY VIRGINIA    | LANDFILL OFFICE      | 4268948512 1223 | 210.53     |
|        | 31846         | DOMINION ENERGY VIRGINIA    | SCLHSE LEACHATE PUMP | 5181167213 1223 | 232.64     |
|        | 31846         | DOMINION ENERGY VIRGINIA    | WORSHAM CONV SITE    | 7471653571 1223 | 81.04      |
|        | 31846         | DOMINION ENERGY VIRGINIA    | SHOP @ LANDFILL      | 8535655636 1223 | 23.97      |
|        | 31846         | DOMINION ENERGY VIRGINIA    | PROSPECT CONV SITE   | 8601161519 1223 | 136.62     |
|        | 31846         | DOMINION ENERGY VIRGINIA    | SCALE HOUSE          | 8970737501 1223 | 198.27     |
|        | 31846         | DOMINION ENERGY VIRGINIA    | LANDFILL SHELTER     | 9176847250 1223 | 78.96      |
|        |               |                             | ACCOUNT TOTAL        |                 | 1,522.24 * |
| 5230   | 21319         | Telecommunications          |                      |                 |            |
|        | 21319         | BRIGHTSPEED                 | GREEN BAY CONV SITE  | 309480181 1223  | 59.83      |
|        | 21319         | BRIGHTSPEED                 | RICE CONV SITE       | 309553498 1223  | 29.86      |
|        | 21319         | BRIGHTSPEED                 | TUGGLE CONV SITE     | 309615846 1223  | 57.36      |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                   | INVOICE#        | DESCRIPTION           | AMOUNT       |
|-----------------|------------------------------------------------------------|-----------------|-----------------------|--------------|
| 5440            | 28869 STIFF O O INC<br>Portable Toilet Rental              | 10821           | MONTHLY SERVICE       | 877.50 *     |
|                 |                                                            |                 |                       | 877.50 *     |
|                 |                                                            |                 | ACCOUNT TOTAL         | 13,763.50 ** |
| 042400          | LANDFILL OPERATIONS                                        |                 |                       |              |
| 3160            | 21105 LABELLA ASSOCIATES, D.P.C.<br>Professional Services  | 215714 22326688 | PEC 24 ENVIR ANNL SV  | 19,585.44    |
|                 | 21105 LABELLA ASSOCIATES, D.P.C.                           | 215716 22326681 | PEC 24 ENG ANNL SVC   | 477.75       |
|                 |                                                            |                 | ACCOUNT TOTAL         | 20,063.19 *  |
| 3310            | 12220 CARTER MACHINERY CO INC<br>Repairs/Maintenance       | 4930826         | LUBE/FILTER A 826     | 103.03       |
|                 | 15597 FERGUSON ENTERPRISES LLC                             | 6146191         | PRESSURE WSHR PARTS   | 58.49        |
|                 | 21811 LOWE'S                                               | 993307-MDRATV   | JANITORIAL SUPPLIES   | 41.32        |
|                 | 21811 LOWE'S                                               | 994650-MEHCBE   | NUMBERS/COUPLNG LINES | 29.37        |
|                 | 23246 NAPA AUTO PARTS (APPOMATTO                           | 256704          | STARTER ARMY TRK      | 274.86       |
|                 | 32926 WRIGHT AUTO SUPPLY                                   | 1319-265568     | FLUID/HYD OIL/CLNR    | 952.65       |
|                 | 32926 WRIGHT AUTO SUPPLY                                   | 1319-265785     | U BOLTS               | 17.20        |
|                 | 32926 WRIGHT AUTO SUPPLY                                   | 266595          | AIR FILTERS           | 169.65       |
|                 |                                                            |                 | ACCOUNT TOTAL         | 1,646.57 *   |
| 3311            | 11491 ARC3 GASES<br>Equipment Repairs & Maint              | 0010485974      | CYLINDER RENTAL       | 33.48        |
|                 | 11491 ARC3 GASES                                           | 0010525188      | INDUSTRIAL LEASE 1YR  | 83.00        |
|                 | 12220 CARTER MACHINERY CO INC                              | 4930825         | RPR PARTS 826         | 223.08       |
|                 | 12947 CRYSTAL SPRINGS                                      | 23465833 122223 | COOLER RENT           | 8.26         |
|                 |                                                            |                 | ACCOUNT TOTAL         | 347.82 *     |
| 5230            | 21319 BRIGHTSPEED<br>Telecommunications                    | 309326764 1223  | LANDFILL              | 122.42       |
|                 |                                                            |                 | ACCOUNT TOTAL         | 122.42 *     |
| 6008            | 14700 ELLINGTON ENERGY SERVICE<br>Fuel                     | 502031 900H 8   | DIESEL                | 8,164.17     |
|                 | 14700 ELLINGTON ENERGY SERVICE                             | 61848 900H 8    | DIESEL                | 13,133.33    |
|                 | 14700 ELLINGTON ENERGY SERVICE                             | 9033            | KEROSENE              | 122.00       |
|                 | 21297 LANGLOIS PAUL                                        | 7218 MILLBROOK  | KEROSENE              | 111.00       |
|                 |                                                            |                 | ACCOUNT TOTAL         | 21,530.50 *  |
| 6011            | 27922 CINTAS CORPORATION #524<br>Uniforms & Wearing Appare | 4177766475      | UNIFORM RENTAL        | 72.58        |
|                 | 27922 CINTAS CORPORATION #524                              | 4178414855      | UNIFORM RENTAL        | 72.58        |
|                 | 27922 CINTAS CORPORATION #524                              | 4179105108      | UNIFORM RENTAL        | 72.58        |
|                 | 27922 CINTAS CORPORATION #524                              | 4179896669      | UNIFORM RENTAL        | 72.58        |
|                 |                                                            |                 | ACCOUNT TOTAL         | 290.32 *     |
|                 |                                                            |                 | MAJOR TOTAL           | 44,000.82 ** |
|                 |                                                            |                 | FUND TOTAL            | 57,764.32    |

| MAJOR# | VENDOR | VENDOR | INVOICE# | DESCRIPTION | AMOUNT |
|--------|--------|--------|----------|-------------|--------|
| ACCT#  | NUMBER | NAME   |          |             |        |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME          | INVOICE#        | DESCRIPTION       | AMOUNT      |
|-----------------|-----------------------------------|-----------------|-------------------|-------------|
| 097001          | PCS SUPERVISION FEES EXPENDITURES |                 |                   |             |
| 3199            | 28095 ALERE TOXICOLOGY SERV INC   | L371980         | LAB CONFIRMATIONS | 103.30 *    |
| 5110            | PCS - Utilities                   |                 |                   | 103.30 *    |
|                 | 31846 DOMINION ENERGY VIRGINIA    | 4324962309 1223 | PCS               | 115.72      |
|                 | 31846 DOMINION ENERGY VIRGINIA    | 7218131923 1223 | PCS               | 192.58      |
| 5230            | PCS - Telecommunications          |                 |                   | 308.30 *    |
|                 | 20904 KINEX NETWORKING SOLUTION   | 2401-0028674    | PCS               | 70.51       |
| 5420            | PCS - Lease/Rent of Build         |                 |                   | 70.51 *     |
|                 | 28724 SRP CORPORATION LLC         | RENT JAN 2024   | JANUARY 24 RENT   | 3,000.00    |
| 5510            | PCS - Travel-Mileage              |                 |                   | 3,000.00 *  |
|                 | 28833 STATON REBECCA              | MILEAGE 1223    | TRAVEL MILEAGE    | 73.03       |
|                 | 29334 TOBOLA, AUBREY              | MILEAGE 1223    | TRAVEL MILEAGE    | 29.87       |
|                 | 32682 WILLIAMSON DONALD           | MILEAGE 1223    | TRAVEL MILEAGE    | 113.97      |
| 5810            | PCS - Dues & Association          |                 |                   | 216.87 *    |
|                 | 31306 VCCJA                       | 2024 MEMBERSHPS | (8) MEMBERSHIPS   | 240.00      |
|                 |                                   |                 |                   | 240.00 *    |
|                 |                                   |                 |                   | 3,938.98 ** |
|                 |                                   |                 |                   | 3,938.98    |
|                 |                                   |                 |                   | 880,631.86  |

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

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

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 8-d  
**Department:** County Administration  
**Staff Contact:** Cheryl Stimpson  
**Agenda Item:** Salaries

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**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:** February 13, 2024  
**Item #:** 9  
**Department:** Finance/HR  
**Staff Contact:** Cheryl Stimpson  
**Agenda Item:** Fiscal Year 2022-2023 Audit Report

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**Summary:** The County’s lead Auditor, Josh Roller, CPA, Robinson, Farmer, Cox Associate (RFC) will be present at the meeting to present the County’s Fiscal Year 2022-2023 Audit. The Audit Committee met on January 29, 2024, and recommended acceptance of the County’s Fiscal Year 2022-2023 Audit as presented.

**Attachments:** The Fiscal Year 2022-2023 Audit is presented as a separate attachment.

**PROPOSED MOTION:**

I move that the Board of Supervisors approve and accept the Fiscal Year 2022-2023 Audit as presented.

**ALTERNATE MOTION:**

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 10  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley/Chelsey White  
**Agenda Item:** Community Partner Update – Business Spotlight

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**SUMMARY:** This month the County will begin a series of periodic “Business Spotlights” for the Board to hear from the community’s major employers and business leaders. The Board will be joined in February by Mr. Guy Kellner, Owner of Paris Ceramics.

Mr. Guy Kellner has proven himself to be a dynamic and collaborative member of the business community. He recently became the owner of Paris Ceramics and purchased the building in 2021. The successful custom tile manufacturing company was established in 1982 and has pioneered the reclamation of both antique stone and terracotta. The manufacturing facility is comprised of over 90,000 square feet and is located in the Prince Edward Business Park. Here in Farmville, luxury flooring material from around the world is processed and sold to architects, builders, and designers for luxury homes. There are eight showrooms in major cities located across the United States.

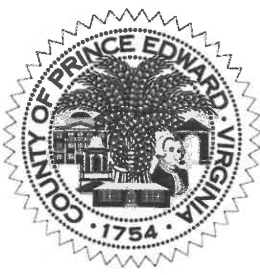
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 11  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Agenda Item:** Highway Matters

**SUMMARY:**

VDOT Assistant Resident Engineer, Bill King will attend the February meeting.

**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:** February 13, 2024  
**Item #:** 12  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Agenda Item:** Event Permit – Alpha Sigma Phi Fraternity Alumni/Social Event

**SUMMARY:** The County has received an event permit application from Alpha Sigma Phi Fraternity at Longwood University for its annual Alumni/Social Event, tentatively scheduled for Saturday, April 20, 2024 from 11:00 a.m. to 4:00 p.m. The rain date is Sunday, April 21, 2024. The event location is a privately-owned field just past the 911 address of 873 Vaughan Road, Prospect.

Trey Grzelecki and Ryan Campbell, both members of Alpha Sigma Phi Fraternity, will be present at the Board meeting to help answer any questions the Board may have.

Attached for the Board’s consideration are supporting documents, to include: (1) a copy of the event permit application and (2) an Event and Logistics Brief prepared by the fraternity. As some Board members will recall, there were similar events held in April of 2023 and 2022. Below are a number of items for the Board’s deliberation:

1. **ATTENDANCE:** The fraternity is asking for an attendance of 900 tickets, which is 50 fewer than the number of participants for 2023.
2. **SANITATION:** Per the Virginia Department of Health regulations one port-o-john per 100 people and they recommend one handwashing station per five port-o-johns.;
3. **TRASH:** The Fraternity indicates that its members will clean the property and surrounding roadways after the event and the following day. No trash complaints were received last year.
4. **FOOD/WATER:** The fraternity will provide water and catering from Fishin’ Pig and Food Lion.
5. **MEDICAL:** The fraternity’s plan for adequate medical facilities, as required by the County’s ordinance, is to contract with PEVRS for an on-scene/stand-by unit for the duration of the event.
6. **PARKING:** All parking will be on private property, not along Vaughan Road. VDOT has noted and as required by Section 46.2-1209 of the Code of Virginia, “No person shall leave any motor vehicle, trailer, semitrailer, or part or combination thereof immobilized or unattended on or adjacent to any roadway if it constitutes a hazard in the use of the highway.” There were no parking/traffic complaints in 2023.
7. **SECURITY/SAFETY:** The “Event and Logistics Brief” indicates the fraternity will hire four private security officers that are trained for event management and crowd enforcement. Additionally, to supplement the private security, fraternity brothers will be scheduled in shifts throughout the event.

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



**Board of Supervisors  
Agenda Summary**

8. **PRESENCE OF ALCOHOL:** In 2022, when I spoke with the local ABC Officer, he indicated that no ABC permit is required, as the event is on private property. Please note the paragraph in the Fraternity’s Event and Logistics Brief concerning alcohol. Underage possession by consumption and driving under the influence are two of the most significant concerns of the event.

To the best of our knowledge, there were no neighborhood complaints or other reported issues related to the 2022 of 2023 events. Additionally, to the best of our knowledge, there were no alcohol-related accidents or incidents either year.

The fraternity has indicated they will have designated drivers and that other Greek organizations will also assign chapter specific designated drivers.

Again, if approved, the County will share a copy of the permit with the Virginia State Police, Virginia ABC, the Sheriff and the Town and University Police Departments.

- 9. **NOISE:** In 2023, there was a band, but there were on noise complaints. The Noise Ordinance requires that music should not be plainly audible at a distance of 50 feet from its source.
- 10. **NEIGHBORS:** The closest neighbor is approximately 900-1,000 feet from the estimated location on the 28-acre parcel that is hosting the event. There are six 911 addresses on Vaughan Road, including the event location.
- 11. **UNIVERSITY INVOLVEMENT:** As noted in the Event and Logistics Brief, the Office of Fraternity and Sorority Life, the Vice President for Student Affairs and the Longwood University Chief of Police are all aware of the date, location and details of the event.
- 12. **RIGHT OF ENTRY:** The County Ordinance states: *No permit shall be issued under this article unless the applicant (and in this case the owner of the property) shall furnish to the board written permission for the board, its lawful agents, or duly constituted law enforcement officers to go upon the property at any reasonable time for the purpose of determining compliance with the provisions of this article. The board shall have the right to revoke any permit issued under this article upon noncompliance with any of its provisions and conditions.*

**ATTACHMENTS:** Permit Application  
Event and Logistics Brief  
Map of 873 Vaughan Rd.  
County Musical/Entertainment Event Ordinance  
County Noise Ordinance

**SAMPLE MOTIONS:**

- 1. Move to approve the permit application contingent upon evidence being provided to the satisfaction of the County Administrator of the following conditions:
  - a. Cap the event attendance at 900 participants;
  - b. The event shall cease at 4:00 p.m. and the premises vacated by guests by 5:00 p.m.;

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





**Board of Supervisors  
Agenda Summary**

- c. A contract and payment for port-o-johns (1/100 attendees) and handwashing stations (1/5 toilets);
- d. The University will help ensure the fraternity members follow through on the trash pick-up of the event site, Vaughan Road, Olive Branch Road and Hixburg Road;
- e. Agreements for the catering services;
- f. An agreement for one on-scene/stand-by EMS unit (PEVRS, etc.) from 11:00 a.m. – 5:00 p.m. the day of the event;
- g. All parking will be contained on the private property;
- h. A contract for the hiring of 4 security officers for the entirety of the event;
- i. The University will help ensure the fraternity provides designated drivers;
- j. The County Noise Ordinance will be adhered to;
- k. Notarized authorization by the applicant and the landowner providing right of entry, as stipulated in the County Ordinance.

-or-

2. Move to table the permit application for further discussion and consideration;

-or-

3. Move to not approve the permit application.

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

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

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

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

APPLICATION FOR EVENT / FESTIVAL PERMIT  
PRINCE EDWARD COUNTY

Organization / Agency Conducting Event: Alpha Sigma Phi - Longwood University  
Person (s) Representing Organization: ~~\_\_\_\_\_~~ Ryan Campbell

EVENT Type: Fraternity Alumni/Social Event  
Location: Private Field on 873 Vaughan Road, Prospect, VA  
Date(s): April 20th RAIN DATE: APRIL 21 Time(s): 11am - 4pm  
# of Tickets for Sale: 900 Estimated # of Persons to Attend: 900

Name(s) / Address(es) / Phone # of Promoters:  
Ryan Campbell, 300B Cormier Drive, Farmville, VA 23901,

Financial backing of the event: Chapter Operating Budget  
Name of all persons or groups that will perform: In Progress

Name and Address of property owner which event is to be held:  
Steve Kerns - 873 Vaughan Road Prospect VA 23960

Nature and interest of applicant(s) in the property on which the event is to be held (if any):  
N/A

Detailed plan for adequate sanitation facilities / garbage and trash disposal (must be approved by the county health inspector):

Sanitation Renting Porta Potties, 1 porta potty per 100 people, will follow guidelines, Organization members to clean the venue & surrounding area after event (following day)

Plan for providing food, water, and lodging for persons at event (must be approved by the county health inspector):

Providing catering from Fishin' Pig & Food Lion

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

Having first aid kit on site, Prince Edward Volunteer Rescue Squad also present for duration of event.

Plan for adequate parking facilities and traffic control in and around event:

Directional signage, reminders to check speed & don't dispose of waste along the route before & after event.

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

In progress.

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 outdoor lights

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:

~~Stage will be built under guidance of Farmville,~~  
Speakers will be facing away from any close residences & will adhere to any noise ordinances

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

1-17-2024

Signature of Applicant(s)

*Ryan Campbell*

Date

\_\_\_\_\_

Approval by

\_\_\_\_\_  
County Administrator  
Clerk of the Board

Fee \$ 50 Fee Paid By \_\_\_\_\_ Date Received \_\_\_\_\_

**Pig Roast 2024**  
Event and Logistics Brief

**Event Name:** Pig Roast 2024

**Sponsoring Organization:** The Delta Iota Chapter of Alpha Sigma Phi

**Event Date & Time:** Saturday, April 20th, 2024, 11:00 a.m. - 4:00 p.m.

**Event Location:** Private field at the end of Vaughn Road in Prospect, Virginia

**Event Contacts:**

- Ryan Campbell, Pig Roast Chair, [Ryan.Campbell1@live.longwood.edu](mailto:Ryan.Campbell1@live.longwood.edu), (540) 421-0259 (cell)
- Dustyn Hall, Grand Chapter Advisor, [halldl@longwood.edu](mailto:halldl@longwood.edu), (804) 832-7700 (cell)

**Event Context:**

Pig Roast began in the early days of the Delta Iota Chapter's existence and serves as both an end-of-year social event for Longwood students, and a fundraiser for the chapter's operating and philanthropic endeavors.

Occurring in the same private field in the recent past the event has historically been an "anyone can come" event with minimal oversight or governance, a disregard for associated risk and mediocre planning. Given the success of the past two years, the Delta Iota chapter of Alpha Sigma Phi plans to continue the success of these events with 2024's. The following logistics and details of Pig Roast 2024 are seen below.

**Sanitation and Waste:**

- **Porta-Potties:** The chapter will rent several porta-potties for this year's event, following a 1:100 ratio of porta-potties to people, per county requirements. Also, we will be renting handwashing stations, following a 1:500 ratio of handwashing stations to people, per county requirements. We will round up to 2 handwashing stations.
- **Waste Cleanup:** The chapter's members will be responsible for picking up all trash and waste, including but not limited to cans, bottles, food waste, and any other trash that may be left behind at the site. The chapter is also buying plastic, reusable trash cans for guests to use instead of littering. The members will clean up after the event happens and before they leave, as well as come back the next day to complete a final walk through of the venue and pick up any remaining trash.
- **Private Road Waste Reduction:** A big complaint concerning Pig Roast in years past was the presence of waste alongside the roads leading from the field to 460. The chapter will also be responsible for cleaning up ditches and collecting any trash guests may leave after leaving the event.

### **Food/Drinks**

- The chapter is going to have a stock of bottled water and snack food set aside for guests who may need food or water due to 1) no access to either or 2) becoming too intoxicated. In addition to the snacks and water, the chapter will solicit 2 forms of catering at the cost of event attendees and not the chapter. It is the chapter's intention to cater from Fishin' Pig and Food Lion.

### **Ticketing**

- Like in the past two years, the chapter plans to continue to use eventbrite as our way of selling the tickets. This allows attendees to agree to the terms of the liability waiver and consolidates all of the event proceeds online. Eventbrite also allows the chapter to utilize a digital attendee and check-in system. The online domain also allows the chapter to gather attendee contact information, age, and chapter points of contact.

### **Security and Safety**

- The chapter is going to hire private event security that is trained in event management and crowd enforcement. Like 2023's Pig Roast, the chapter will hire 4 security guards. 2 will be at the door with brothers to help check tickets and bags, and 2 will be in the field.

### **Band**

- Like last year, the chapter is looking to have a band at this year's Pig Roast. The chapter will face the speakers away from the neighboring properties in order to avoid disturbances. There was no issue that the chapter knew of from last year's Pig Roast, so we plan to do the exact same thing.

### **Presence of Alcohol**

- Individuals of legal drinking age may be able to bring alcohol with them to the field if they are 1) not driving to and from the venue, 2) follow all university and social greek regulations around the presence of alcohol, and 3) bring no hard liquor. Like the last 2 years, the chapter WILL NOT provide alcohol to guests. Providing alcohol to guests would be breaking numerous University, State, and fraternity policies and puts the chapter at great risk.

### **Transportation**

- The chapter will have its own designated driver for brothers only. Most of the guests in attendance will be other Greeks and their organizations will assign chapter specific designated drivers.

### **Liability Release**

- At the point of purchase (Event brite), all event attendees will be required to agree to a liability release provided by the national fraternity.

### **University Involvement**

- The office of Fraternity and Sorority Life, the Vice President of Student Affairs, and the Longwood University Chief of Police are all aware of the date, location and details of the event.

### **Proceeds**

- The proceeds from the event will be split evenly between the chapter's operating budget (to pay for the event), and one of the chapter's five philanthropic organizations.

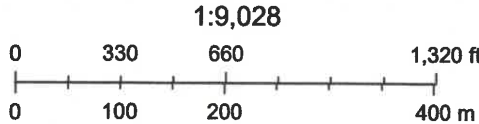


# Vaughn Road



February 7, 2024

-  Parcels
-  Road Centerline
-  Address Points
-  County Boundary
-  Address Point Labels



Virginia Geographic Information Network (VGIN)

### **ARTICLE III. MUSICAL OR ENTERTAINMENT FESTIVALS**

#### **Sec. 6-66. Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Musical or entertainment festival* means any gathering of groups or individuals for the purpose of listening to or participating in entertainment that consists primarily of musical renditions conducted in open spaces not within an enclosed structure.

(Ord. of 8-1-70, § III(10-10))

Cross reference(s)—Definitions generally, § 1-2.

#### **Sec. 6-67. Penalties.**

Any person who violates any provision of this article shall be guilty of a class 3 misdemeanor. The board may bring suit in the circuit court of the county to restrain, enjoin, or otherwise prevent violation of this article.

(Ord. of 8-1-70, § III(10-14))

#### **Sec. 6-68. Permits.**

- (a) No person shall stage, promote or conduct any musical or entertainment festival in the unincorporated areas of the county unless there shall have been first obtained from the board a special entertainment permit for such festival. Application for such special entertainment permits shall be in writing on forms provided for the purpose and filed in duplicate with the clerk of the board at least 21 days before the date of such festival. Such applications shall have attached thereto and made a part thereof the plans, statements, approvals and other documents required by this section. A copy of such applications shall be sent by certified mail by the clerk to each member of the board the day such applications are filed.
- (b) The board shall act on such applications within ten days from the filing of the same. If granted, the permit shall be issued in writing on a form for the purpose and mailed by the clerk to the applicant at the address indicated. If denied, the refusal shall be in writing and the reasons for such denial stated therein, and mailed by the clerk to the applicant at the address indicated.
- (c) Such permit shall not be issued unless the following conditions are met and the following plans, statements and approvals submitted to the board with the application:
  - (1) The application for special entertainment permit shall have attached to it a copy of the ticket or badge of admission to the festival, containing the date and time of the festival, together with a statement by the applicant of the total number of tickets to be offered for sale, and the best reasonable estimate by the applicant of the number of persons expected to be in attendance.
  - (2) A statement of the name and address of the promoters of the festival, the financial backing of the festival, and the names of all persons or groups who will perform at the festival.



- 
- (3) A statement of the location of the proposed festival, the name and address of the owner of the property on which the festival is to be held, and the nature and interest of the applicant.
  - (4) A plan for adequate sanitation facilities and garbage, trash and sewage disposal for persons at the festival. This plan shall meet the requirements of all state and local statutes, ordinances and regulations and shall be approved by the county health director.
  - (5) A plan for providing food, water and lodging for the persons at the festival. This plan shall meet the requirements of all state and local statutes, ordinances and regulations and shall be approved by the county health director.
  - (6) A plan for adequate medical facilities for persons at the festival, approved by the county health director.
  - (7) A plan for adequate parking facilities and traffic control in and around the festival area.
  - (8) A plan for adequate fire protection. This plan shall meet the requirements of all state and local statutes, ordinances and regulations and shall be approved by the county forest warden.
  - (9) A statement specifying whether any outdoor lights or lighting is to be utilized, and 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 festival is located.
  - (10) A statement that no music shall be played, either by mechanical device or live performance, in such a manner that the sound emanating from the performance shall be unreasonably audible beyond the property on which the festival is located.
- (d) No permit shall be issued under this article unless the applicant shall furnish to the board written permission for the board, its lawful agents, or duly constituted law enforcement officers to go upon the property at any reasonable time for the purpose of determining compliance with the provisions of this article. The board shall have the right to revoke any permit issued under this article upon noncompliance with any of its provisions and conditions.

(Ord. of 8-1-70, § III(10-11))

### **Sec. 6-69. Acceptable hours for entertainment.**

Music shall not be rendered nor entertainment provided between the hours of 12:00 midnight and 8:00 a.m. each day.

(Ord. of 8-1-70, § III(10-12); Ord. of 8-14-79)

### **Sec. 6-70. Minors.**

No person under the age of 18 shall be admitted to any festival unless accompanied by a parent or guardian, who shall remain with the minor at all times.

(Ord. of 8-1-70, § III(10-13))

### **Secs. 6-71—6-95. Reserved.**

## **ARTICLE II. NOISE<sup>1</sup>**

### **Sec. 46-31. Enumeration of loud and disturbing noises.**

It shall be unlawful for any person to create, cause to be created or allow on property under the person's control or ownership any unreasonably loud or disturbing noise in the county. Noise of such character, intensity or duration as to be detrimental to the life or health of any person or as to unreasonably disturb the quiet, comfort or repose of any person, is hereby prohibited. For purposes of this article, a tenant shall be deemed to be in control of the property contained within his or her tenancy.

The following acts shall be deemed to be loud and disturbing noise in violation of this article, but such enumeration shall not be deemed to be exclusive:

- (1) *Horn or signaling devices:* The sounding of any horn or signal device on any automobile, motorcycle, bus or other vehicle except as a reasonable warning; the creation by means of any such signal device of any unreasonable loud or harsh sound; and the sounding of such device for any unreasonable period of time.
- (2) *Televisions, radios, compact disc players, or musical instruments:* The playing of any television, radio, record, tape or compact disc player, MP3 player, digital audio player or other electrical device or any musical instrument in such a manner or with such a volume:
  - a. To permit sound to be heard across a residential real property boundary or through partitions common to two dwellings within a building;
  - b. To be plainly audible at a distance of 50 feet the building in which it is located;
  - c. The sound is plainly audible at a distance of 50 feet from its source.
- (3) *Vehicles:* The use of any automobile, motorcycle or vehicle so out of repair, so loaded or in such manner as to create loud, grating, grinding, rattling or other noises. Repairing, rebuilding, or modifying any motor vehicle or other mechanical device in the outdoors between the hours of 11:00 p.m. and 6:00 a.m. the following day. Operation of sound amplifying equipment in a motor vehicle at a volume sufficient to be plainly audible at a distance of 50 feet from the vehicle.
- (4) *Exhausts:* The discharge into the open air of the exhaust of any steam engine, stationary internal combustion engine, or motor vehicle engine except through a muffler or other device which will effectively prevent loud and explosive noises therefrom.
- (5) *Loading, unloading and opening boxes:* The creation of loud and excessive noise in connection with loading or unloading any vehicle or the opening and destruction of bales, boxes, crates and containers.
- (6) *Loading, unloading trucks:* The loading or unloading of trucks in the outdoors within 100 yards of a residence between the hours of 11:00 p.m. and 6:00 a.m. the following day.

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<sup>1</sup>Editor's note(s)—An ordinance of June 10, 2008, amended the Code by repealing former art. II, §§ 46-31 and 46-32, and adding a new art. II. Former art. II pertained to similar subject matter, and derived from an ordinance of December 12, 1972.

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- (7) *Construction*: The erection, including excavation, demolition, alteration, or repairs of any building or improvement that creates noise that can be heard at adjoining property lines from sunset until 6:00 a.m. the following day except in the case of an emergency.
  - (8) *Loudspeakers, public address systems and sound trucks*: Use, operation or permitting the operation of any loudspeaker, public address system, mobile sound vehicle or similar device amplifying sound therefrom for any purpose in such a manner as to permit sound to be heard across a residential real property boundary, or through partitions common to two dwelling units within a building.

(Ord. of 6-10-08)

### **Sec. 46-32. Penalty for violation.**

A violation of any provision of this chapter shall constitute a class 3 misdemeanor. Each separate act on part of the person violating this article shall be deemed a separate offense, and each day a violation is permitted to continue unabated shall constitute a separate offense.

(Ord. of 6-10-08)

### **Sec. 46-33. Complaint required.**

No summons or warrant charging a violation of this article shall be issued except upon the sworn complaint of two persons, each a resident of a separate household, and each alleging facts within his or her own personal knowledge, or upon complaint by a law enforcement or animal control officer.

No person shall be convicted of a violation of this article, unless there shall have been before the court, competent evidence that at least one of the complainants, animal control or law enforcement officer had, prior to the issuance of any summons or warrant, requested the abatement of the noise complained of, and that such noise continued after such request.

(Ord. of 6-10-08)

### **Sec. 46-34. Exemptions.**

Nothing in this chapter shall apply to law enforcement, ambulances, or other emergency vehicles and personnel, aircraft or any noise or sound created thereby or to any noise or sound created by any person to sound a warning or call attention to a bona fide emergency.

The provisions of this chapter shall not apply to the following:

- (1) Music, bells or chimes that are part of a bona fide religious service, observation or other such religious event.
- (2) Bona fide agricultural activity.
- (3) Sound generated from a school or county sponsored athletic or recreational event.
- (4) Locomotives and other railroad equipment.
- (5) Lawful discharge of firearms.
- (6) Military activities of the commonwealth or of the United States of America.
- (7) Activities sanctioned by a college or university which take place within the confines of the main campus of such college or university.

- 
- (8) Dances or concerts conducted for the benefit of any benevolent, charitable or educational organization.

(Ord. of 6-10-08)

**Secs. 46-35—46-59. Reserved.**



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 13  
**Department:** Animal Control  
**Staff Contact:** Adam Mumma  
**Agenda Item:** Amendment to County Animal Control Ordinance

**Summary:** Attached for the Board’s consideration are proposed amendments to Article II and Article III to *Chapter 10-Animals* of the *County Code*, as follows:

- Section 10-30 – The amendments change the ordinance to align with the practice the County currently follows regarding the hiring of county animal control officers by the County Administrator.
- Section 10-41 – The amendments update the County Ordinance with unlawful acts enumerated in the Code of Virginia.
- Section 10-42 – The amendments clarify and update the County Ordinance with respect to the requirement of individuals to report to local animal control when finding a companion animal.
- Section 10-43 – The amendments clarify and update the County Ordinance with respect to the abandonment of animals.
- Section 10-50 – The amendments clarify and update the County Ordinance with respect to the requirement of individuals to a dog license (tag).
- Section 10-51 – The amendments update the County Ordinance on how to obtain a county dog license (tag).
- Section 10-52 and 10-53 – The amendments correct errors from when the County Ordinance was published.
- Section 10-61 – The amendments update the County Ordinance on rabies clinics.
- Section 10-70 – The amendments update and clarify the County Ordinance with respect to running at large and removes the requirement that an animal control office will first provide notice to an animal owner or custodian that a dog is or has been running at large. The amendments also insert the violation of any dog running at large in a pack.

The proposed amendments have been reviewed by the County Attorney.

**Attachments:** Proposed Amendments to Chapter 10 – Animals  
Current Ordinance, Chapter 10-Animals

**Recommendation:** Authorize a Public Hearing

Sample Motion: I move the Board authorize a public hearing at the March 12, 2024 meeting on proposed amendments to Chapter 10-Animals of the County Code.

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

## ARTICLE II. ANIMAL CONTROL OFFICERS

### Sec. 10-30. Position created.

The position of county animal control officer is hereby created, as provided for in the Code of Virginia, § 3.2-6555. ~~The county administrator, for and on behalf of the board of supervisors, shall appoint an officer to be known as the chief animal control officer and deputy animal control officers to assist the chief animal control officer in his duties. The chief animal control officer and deputy animal control officers shall have the power to enforce the comprehensive animal laws of the state, this chapter, and all laws for the protection of domestic animals. When in uniform or upon displaying a badge or other credentials of office, the chief animal control officer and deputy animal control officers shall have the power to issue a summons or obtain a felony warrant as necessary, provided the execution of such warrant shall be carried out by any law enforcement officer as defined in Code of Virginia, § 9.1-101, to any person found in the act of violating any of the comprehensive animal laws of the state, this chapter, and any law for the protection of domestic animals.~~ The animal control officer and their deputy animal control officers shall complete all training as required by Code of Virginia, § 3.2-6556, within the time prescribed.

(Ord. of 12-8-15)

**Deleted:** . The animal control officer shall be appointed by the board of supervisors. The board of supervisors may appoint one or more deputy animal control officers to assist the animal control officer in the performance of their duties. The animal control officer and their deputies shall discharge the duties provided for in Code of Virginia § 3.2-6500 et seq., and such other duties as are provided in this chapter or by the board of supervisors. The animal control officer shall be paid from the dog operating fund such compensation as the board of supervisors by resolution may determine such compensation to be paid monthly

### Secs. 10-31—10-39. Reserved.

## ARTICLE III. DOGS

### DIVISION 1. GENERALLY

### Sec. 10-40. Disposal of dead dogs.

The owner of any dog which has died from disease or other cause shall forthwith cremate or bury and dispose of the dog. If after notice any owner fails to do so, the animal control officer or other officer shall bury or cremate the dog; and he may recover on behalf of the county from the owner the cost of his service as provided in Code of Virginia, § 3.2-6554 .

(Ord. of 12-8-15)

### Sec. 10-41. Unlawful acts; penalties.

~~(a) The following are unlawful acts punishable as Class 4 misdemeanors:~~

- ~~(1) Falsifying license application. It is unlawful for any person to make a false statement in order to secure a dog license to which he is not entitled.~~
- ~~(2) Failure to pay license tax. It is unlawful for any dog owner to fail to pay the license tax required by this article before February 1 for the year in which it is due. In addition, the court may order confiscation and the proper disposition of the dog.~~
- ~~(3) Allowing dog to run at large. It is unlawful for any dog owner or custodian to allow a dog to run at large in violation of section 10-70.~~

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**Deleted:** The following shall be deemed unlawful acts the violation of which shall be a class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6587, 18.2-403.1, 18.2-403.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section: ¶

- (4) Violation of rabies regulations. It is unlawful for any person to fail to obey section 10-60.
- (5) Failure to dispose of companion animal. It is unlawful for any owner to fail to dispose of the body of his companion animal in violation of section 10-40.
- (6) Failure to secure license. It is unlawful for any person to fail to secure and exhibit the licenses required by this chapter.
- (7) Failure to confine diseased dog or cat. It is unlawful for the owner or custodian of any dog or cat with a contagious or infectious disease to permit such dog or cat to stray from his premises if such disease is known to the owner.
- (8) Removing collar and tag. It is unlawful for any person, except the owner or custodian, to remove a legally acquired license tag from a dog without the permission of the owner or custodian.
- (9) Concealing dog or cat. It is unlawful for any person to conceal or harbor any dog on which the license tax has not been paid, or to conceal a mad dog or cat to keep the animal from being killed.
- (10) Permit a dog or cat that he owns or is in his custody to stray from his premises when he knows or has been told by the local health department, law-enforcement agency, animal control agency, or any other person who has a duty to control or respond to a risk of rabies exposure that the dog or cat is suspected of having rabies.
- (11) Other violations. Any other violation of this article for which a specific penalty is not provided.
- (b) The following are unlawful acts punishable as Class 1 misdemeanors:
- (1) Animal abandonment. It is unlawful for any person to abandon or dump an animal in violation of section 10-43.
- (2) False claim. It is unlawful for any person to present a false claim or to receive any money on a false claim under the provisions of section 10-91.
- (3) Removing electronic or radio transmitting collar. It is unlawful for any person to remove an electronic or radio transmitting collar without the permission of the owner of the dog and with the intent to prevent or hinder the owner from locating the dog.
- (c) The following is an unlawful act punishable through civil penalties:
- (1) Allowing dog to run at large or running at large in a pack. It is unlawful to permit a dog to run at large or run at large in a pack in violation of section 10-70. A civil penalty of twenty-five dollars (\$25.00) shall be imposed for the first offense, fifty dollars (\$50.00) for the second offense, and one hundred dollars (\$100) for each subsequent offense. The civil penalty may be charged once per dog for each twenty-four-hour period. Each violation charged for every twenty-four-hour period shall be deemed a separate and subsequent violation.

#### **Sec. 10-42 Notification by individuals finding companion animals; penalty.**

A. Any individual who finds a companion animal and (i) provides care or safekeeping or (ii) retains the companion animal in such a manner as to control its activities shall within 48 hours:

1. Make a reasonable attempt to notify the owner of the companion animal if the owner can be ascertained from any tag, license, collar, tattoo, or other form of identification or markings or if the owner of the animal is otherwise known to the individual; and

2. Notify the public animal shelter that serves the locality where the companion animal was found and provide to the shelter contact information, including at least a name and a contact telephone number, a

**Deleted:** § 3.2-6587 (1) *Diseased dogs.* For the owner of any dog with a contagious or infectious disease to permit such dog to stray from his premises if such disease is known to the owner (Code of Virginia, § 3.2-6587 (A)(6)).

(2) *Female dog in season.* For the owner of any female dog to permit such dog to stray from his premises while such dog is known to such owner to be in season. ¶

(3) *Removing collar and tag.* For any person except the owner or custodian to remove a legally acquired license tag from a dog without the permission of the owner or custodian (Code of Virginia, § 3.2-6587 (A)(8)). ¶

(4) *Concealing a dog.* For any person to conceal or harbor any dog for which the license tax has not been paid or to conceal any dog which has been found to be vicious or dangerous to prevent the same from being destroyed (Code of Virginia, § 3.2-6587 (A)(7)). ¶ (Ord. of 12-8-15)¶

description of the animal, including information from any tag, license, collar, tattoo, or other identification or markings, and the location where the companion animal was found.

B. If an individual finds a companion animal and (i) provides care or safekeeping or (ii) retains the companion animal in such a manner as to control its activities, the individual shall comply with the provisions of § 3.2-6503.

C. Any individual who violates this section shall be subject to a civil penalty of \$50 per companion animal.

**Sec. 10-43. Abandoning animal on highway or elsewhere.**

No person shall abandon or dump any animal. A violation of this section is a Class 1 misdemeanor. Nothing in this section shall be construed to prohibit the release of an animal by its owner to a public or private animal shelter or other releasing agency.

**Secs. 10-44 —10-49. Reserved.**

**DIVISION 2. LICENSE TAX<sup>1</sup>**

**Sec. 10-50. Unlicensed dogs prohibited.**

It shall be unlawful for any person other than a releasing agency that has registered as such annual with county animal control to own a dog four (4) months or older within the county unless such dog is licensed as required by the provisions of this division. No license tax shall be levied on any dog that is trained and serves as (i) a guide dog for a blind person, (ii) a hearing dog for a deaf or hearing-impaired person, or (iii) as a service dog for a mobility-impaired person or otherwise disabled person. As used in this division, "hearing dog," "mobility-impaired dog," "otherwise disabled person" and "service dog" have the same meanings as assigned in §51.5-40.1, Code of Virginia.

Any person violating this section shall be guilty of a class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, § 3.2-6587.

(Ord. of 12-8-15)

**Sec. 10-51. How to obtain license.**

(a) Any resident of the county may obtain a dog license by making application to the treasurer, accompanied by the amount of license tax and current certificate of vaccination for rabies as required by this division or satisfactory evidence that such certificate has been obtained. Upon receipt, the treasurer shall issue a license receipt for the amount of tax due and a metal license tag or plate. The treasurer shall record the name and address of the owner or custodian, the date of payment, the year the license was issued, the serial number of the tag, and whether the license is for a male or female, and spayed or neutered. The information thus

**Deleted:** to own a dog four months or older unless such dog is licensed as required by the provisions of the Code of Virginia, § 3.2-6524 , and this division. ¶

**Deleted:** and, upon their first offense of this section and shall be guilty of a class 3 misdemeanor

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**Deleted:** , 18.2-403.1 , 18.2-403.2 , and 18.2-403.3 , which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

<sup>1</sup>Cross reference(s)—Taxation, ch. 70.



received shall be retained by the treasurer, open to public inspection, during the period for which such license is valid.

Dogs shall be licensed as provided by Code of Virginia, § 3.2-6527, by reference, which section is adopted and made a part of this chapter by reference as fully as though set forth at length in this section.

(Ord. of 12-8-15)

**Sec. 10-52. Amount of license tax.**

- (a) Pursuant to the authority of Code of Virginia, § 3.2-6528, any person licensing a dog in the county shall pay an annual license tax on the ownership of the dog according to the following schedule:

Lifetime: \$10.00.

- (b) Such a license shall be valid only as long as the animal's owner resides in the issuing locality and the animal's rabies vaccination is kept current.
- (c) No license tax shall be levied on dogs under four months of age.
- (d) No license tax shall be levied on any dog that is trained and serves as a guide dog for a blind person that is trained and serves as a hearing dog for a deaf or hearing-impaired person, or that is trained and serves as a service dog for a mobility-impaired or otherwise disabled person, or any dog under four months of age.

(Ord. of 12-8-15; Ord. of 9-10-19)

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**Sec. 10-53. Kennel license tax.**

The tax for a licensed kennel shall be according to the following schedule:

~~5~~—20 dogs, \$35.00

~~21~~—50 dogs, \$50.00

(Ord. of 12-8-15)

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**Sec. 10-54. When license tax payable.**

The license tax imposed by this division shall be payable to the treasurer of the county, as required by Code of Virginia, § 3.2-6530, which section is adopted and made a part of this chapter as fully as though set forth at length in this section.

(Ord. of 12-8-15)

**Sec. 10-55. Effect of dog not wearing collar as evidence.**

Any dog not wearing a collar bearing a license tag of the proper calendar year shall prima facie be deemed to be unlicensed and a stray; and in any proceedings under this division, the burden of proof of the fact that such dog has been licensed or is otherwise not required to bear a tag at the time shall be on the owner of the dog.

(Ord. of 12-8-15)

State law reference(s)—Similar provisions, Code of Virginia, § 3.2-6533 .

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**Sec. 10-56. What dog license shall consist of.**

The county dog license shall consist of a license receipt and a metal tag. The tag shall be stamped or otherwise permanently marked to show the jurisdiction issuing the license, and shall bear a serial number.

(Ord. of 12-8-15; Ord. of 9-10-19)

**Sec. 10-57. Duplicate license tags.**

Duplicate license tags shall be obtained by the owner of a dog as provided by Code of Virginia, § 3.2-6532 , which section is adopted by reference and made a part of this chapter as if fully set forth in this section.

(Ord. of 12-8-15)

**Sec. 10-58. Displaying receipts; dogs to wear tags.**

Dog license receipts shall be displayed and dog license tags shall be worn as required by Code of Virginia, § 3.2-6531 .

(Ord. of 12-8-15)

**Sec. 10-59. Payment of license tax subsequent to summons.**

Payment of the license tax subsequent to a summons to appear before the general district court or other court for failure to do so within the time required shall not operate to relieve such owner of the penalties provided.

(Ord. of 12-8-15)

*DIVISION 3. RABIES CONTROL<sup>2</sup>*

**Sec. 10-60. Vaccination required.**

It shall be unlawful for any person to own a dog or domesticated cat, age four months or older unless such dog or cat has been inoculated or vaccinated against rabies by a duly licensed veterinarian or licensed veterinary technician who is under the immediate and direct supervision of a licensed veterinarian on the premises. No license tags shall be issued for any dog unless there is presented to the treasurer at the time application for license is made evidence satisfactory to the treasurer, showing that such dog has been inoculated or vaccinated against rabies by a duly licensed veterinarian or licensed veterinary technician who is under the immediate and direct supervision of a licensed veterinarian on the premises, and that such inoculation or vaccination remains valid for the time application for license is made. Any person violating this section shall be guilty of a class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6587 , 18.2-403.1 , 18.2-403.2 , and 18.2-403.3 , which sections are adopted by reference and made a part of this chapter as if fully set forth in this section. (Ord. of 12-8-15)

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<sup>2</sup>Cross reference(s)—Health and sanitation, ch. 58.

**Sec. 10-61. Rabies clinic authorized.**

The board of supervisors ~~authorizes the chief animal control officer to ensure that a rabies vaccination clinic is conducted to serve the county at least once every two years in accordance with Code of Virginia § 3.2-6521, if he finds that the number of rabies clinics or resident veterinarians is inadequate to meet the need~~

(Ord. of 12-8-15; Ord. of 10-11-22)

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**Sec. 10-62. Dogs or cats not vaccinated.**

Any dog or cat found in the county not vaccinated and identified as described in this subdivision shall be impounded by the animal control officer, and such dogs shall be held for a period of five days. The dog or cat may be returned to its owner upon proof of ownership, vaccination of the dog or cat, and payment of the cost of impounding the dog or cat at usual rates, and payment of any fines assessed under the provisions of this division. At the expiration of the five-day period, any dog or cat not so claimed by its owner may disposed of by giving it into the possession of any person willing to pay the cost of impounding, vaccination and license. If not so disposed of, the dog or cat shall be euthanized in a humane manner by the impounding officer or other designated official.

(Ord. of 12-8-15)

**Sec. 10-63. Quarantine authorized.**

When the board of supervisors finds that there is sufficient reason to believe that a rabid animal is at large, the board shall have the power to pass an emergency ordinance requiring all owners of all dogs in the county to keep the dogs confined on their premises, and may further adopt such ordinances, regulations or other measures as it may deem reasonably necessary to prevent the spread within the county of the disease of rabies in accordance with the provisions of the Code of Virginia, § 3.2-6522 (A).

(Ord. of 12-8-15)

**Secs. 10-64—10-69. Reserved.**

***DIVISION 4. RUNNING AT LARGE***

**Sec. 10-70. Prohibited.**

~~(a) It shall be unlawful for any person to permit any dog, belonging to him or under his control, to run at large in the county at any time. A dog shall be deemed to be running at large while roaming or running or self-hunting off the property of the owner or custodian and not under the owner's or custodian's immediate control. Any owner or custodian whose dog runs at large shall be liable upon conviction to a civil penalty as set forth in section 10-41 of this chapter.~~

~~(b) It shall be unlawful for any dog to run at large in a pack at any time within this county. For the purposes of this subsection, a dog shall be deemed to be running at large in a pack if it is roaming or running at large in the company of one or more other dogs that are also running at large off the property of its owner or custodian and not under its owner's or custodian's immediate control. Any owner or custodian whose dog runs at large in a pack shall be liable upon conviction to a civil penalty as set forth in section 10-41 of this chapter.~~

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(c) This section shall not apply to any person or persons while engaging in the following activities:

- (1) Lawful hunting with a dog or dogs;
- (2) Law enforcement or search and rescue activity;
- (3) A supervised formal obedience training class or show;
- (4) Formally sanctioned field trials; or
- (5) Bona fide hunting or field trial dog training.

(d) A violation of this section shall constitute a class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6527 , 18.2-403.1 , 18.2-403.2 , and 18.2-403.3 , which sections are adopted by reference and made a part of this chapter as if fully set forth in this section; however, if the dog is a dangerous or vicious dog, a violation of this section shall constitute a Class 1 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6527 , 18.2-403.1 , 18.2-403.2 , and 18.2-403.3 , which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

(e) Should the animal control officer or any law enforcement officer have reason to believe that any dog found running at large is dangerous to the health, safety or property of any person, such officer may order the confinement of such animal by delivering a confinement order to the owner or custodian of such animal and any person who thereafter permits such animal to run at large or remain unconfined, unrestricted or not penned up shall be deemed to have violated this section. Should the animal not be confined within six hours after the delivery of the confinement order or should the animal control officer or other officer, after due diligence, be unable to deliver the confinement order to the owner or custodian of such animal, the animal control officer or any other law enforcement officer shall impound any such vicious or destructive dog pursuant to the provision of Code of Virginia § 3.2-6540. Upon the issuance of the confinement order, or the impoundment of such animal to appear in the general district court of the county where the matter shall be heard on criminal warrants and the animal shall remain confined until the final disposition of the court proceeding; However, for the purposes of this section the owner or custodian of such dog shall be conclusively presumed to have known the dog to be vicious or destructive if at any time prior to the running at large of such animal the owner or custodian has received from any person a complaint that the animal is dangerous to the health, safety or property of any person.

(Ord. of 12-8-15)

#### **Sec. 10-71. Unlicensed dogs prohibited.**

The running at large of dogs not duly licensed and displaying tags pursuant to the provisions of this article is prohibited.

(Ord. of 12-8-15)

#### **Sec. 10-72. Fowl running at large.**

It shall be unlawful to permit any fowl, including all domestic fowl and any game birds raised in captivity, to run at large in the county at any time.

(Ord. of 12-8-15)

#### **Secs. 10-73—10-79. Reserved**

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## **ARTICLE II. ANIMAL CONTROL OFFICERS**

### **Sec. 10-30. Position created.**

The position of county animal control officer is hereby created, as provided for in the Code of Virginia, § 3.2-6555 . The animal control officer shall be appointed by the board of supervisors. The board of supervisors may appoint one or more deputy animal control officers to assist the animal control officer in the performance of their duties. The animal control officer and their deputies shall discharge the duties provided for in Code of Virginia § 3.2-6500 et seq., and such other duties as are provided in this chapter or by the board of supervisors. The animal control officer shall be paid from the dog operating fund such compensation as the board of supervisors by resolution may determine such compensation to be paid monthly. The animal control officer and their deputy animal control officers shall complete all training as required by Code of Virginia, § 3.2-6556 , within the time prescribed.

(Ord. of 12-8-15)

### **Secs. 10-31—10-39. Reserved.**

## **ARTICLE III. DOGS**

### **DIVISION 1. GENERALLY**

### **Sec. 10-40. Disposal of dead dogs.**

The owner of any dog which has died from disease or other cause shall forthwith cremate or bury and dispose of the dog. If after notice any owner fails to do so, the animal control officer or other officer shall bury or cremate the dog; and he may recover on behalf of the county from the owner the cost of his service as provided in Code of Virginia, § 3.2-6554 .

(Ord. of 12-8-15)

### **Sec. 10-41. Unlawful acts.**

The following shall be deemed unlawful acts the violation of which shall be a class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6587 , 18.2-403.1 , 18.2-403.2 , 18.2-403.3 , which sections are adopted by reference and made a part of this chapter as if fully set forth in this section:

- (1) *Diseased dogs.* For the owner of any dog with a contagious or infectious disease to permit such dog to stray from his premises if such disease is known to the owner (Code of Virginia, § 3.2-6587 (A)(6)).
- (2) *Female dog in season.* For the owner of any female dog to permit such dog to stray from his premises while such dog is known to such owner to be in season.

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- (3) *Removing collar and tag.* For any person except the owner or custodian to remove a legally acquired license tag from a dog without the permission of the owner or custodian (Code of Virginia, § 3.2-6587 (A)(8)).
  - (4) *Concealing a dog.* For any person to conceal or harbor any dog for which the license tax has not been paid or to conceal any dog which has been found to be vicious or dangerous to prevent the same from being destroyed (Code of Virginia, § 3.2-6587 (A)(7)).

(Ord. of 12-8-15)

**Secs. 10-42—10-49. Reserved.**

*DIVISION 2. LICENSE TAX<sup>1</sup>*

**Sec. 10-50. Unlicensed dogs prohibited.**

It shall be unlawful for any person to own a dog four months or older unless such dog is licensed as required by the provisions of the Code of Virginia, § 3.2-6524 , and this division.

Any person violating this section shall be guilty of a class 4 misdemeanor and, upon their first offense of this section and shall be guilty of a class 3 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6587 , 18.2-403.1 , 18.2-403.2 , and 18.2-403.3 , which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

(Ord. of 12-8-15)

**Sec. 10-51. How to obtain license.**

Dogs shall be licensed as provided by Code of Virginia, § 3.2-6527 , by reference, which section is adopted and made a part of this chapter by reference as fully as though set forth at length in this section.

(Ord. of 12-8-15)

**Sec. 10-52. Amount of license tax.**

- (a) Pursuant to the authority of Code of Virginia, § 3.2-6528 , any person licensing a dog in the county shall pay an annual license tax on the ownership of the dog according to the following schedule:
  - Lifetime: \$10.00 (<\$50.00)
- (b) Such a license shall be valid only as long as the animal's owner resides in the issuing locality and the animal's rabies vaccination is kept current.
- (c) No license tax shall be levied on dogs under four months of age.
- (d) No license tax shall be levied on any dog that is trained and serves as a guide dog for a blind person that is trained and serves as a hearing dog for a deaf or hearing-impaired person, or that is trained and serves as a service dog for a mobility-impaired or otherwise disabled person, or any dog under four months of age.

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<sup>1</sup>Cross reference(s)—Taxation, ch. 70.

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(Ord. of 12-8-15; Ord. of 9-10-19)

**Sec. 10-53. Kennel license tax.**

The tax for a licensed kennel shall be according to the following schedule:

10—20 dogs \$35.00

Over—20 dogs 50.00

(Ord. of 12-8-15)

**Sec. 10-54. When license tax payable.**

The license tax imposed by this division shall be payable to the treasurer of the county, as required by Code of Virginia, § 3.2-6530, which section is adopted and made a part of this chapter as fully as though set forth at length in this section.

(Ord. of 12-8-15)

**Sec. 10-55. Effect of dog not wearing collar as evidence.**

Any dog not wearing a collar bearing a license tag of the proper calendar year shall prima facie be deemed to be unlicensed and a stray; and in any proceedings under this division, the burden of proof of the fact that such dog has been licensed or is otherwise not required to bear a tag at the time shall be on the owner of the dog.

(Ord. of 12-8-15)

State law reference(s)—Similar provisions, Code of Virginia, § 3.2-6533 .

**Sec. 10-56. What dog license shall consist of.**

The county dog license shall consist of a license receipt and a metal tag. The tag shall be stamped or otherwise permanently marked to show the jurisdiction issuing the license, and shall bear a serial number.

(Ord. of 12-8-15; Ord. of 9-10-19)

**Sec. 10-57. Duplicate license tags.**

Duplicate license tags shall be obtained by the owner of a dog as provided by Code of Virginia, § 3.2-6532, which section is adopted by reference and made a part of this chapter as if fully set forth in this section.

(Ord. of 12-8-15)

**Sec. 10-58. Displaying receipts; dogs to wear tags.**

Dog license receipts shall be displayed and dog license tags shall be worn as required by Code of Virginia, § 3.2-6531 .

(Ord. of 12-8-15)

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**Sec. 10-59. Payment of license tax subsequent to summons.**

Payment of the license tax subsequent to a summons to appear before the general district court or other court for failure to do so within the time required shall not operate to relieve such owner of the penalties provided.

(Ord. of 12-8-15)

*DIVISION 3. RABIES CONTROL<sup>2</sup>*

**Sec. 10-60. Vaccination required.**

It shall be unlawful for any person to own a dog or domesticated cat, age four months or older unless such dog or cat has been inoculated or vaccinated against rabies by a duly licensed veterinarian or licensed veterinary technician who is under the immediate and direct supervision of a licensed veterinarian on the premises. No license tags shall be issued for any dog unless there is presented to the treasurer at the time application for license is made evidence satisfactory to the treasurer, showing that such dog has been inoculated or vaccinated against rabies by a duly licensed veterinarian or licensed veterinary technician who is under the immediate and direct supervision of a licensed veterinarian on the premises, and that such inoculation or vaccination remains valid for the time application for license is made. Any person violating this section shall be guilty of a class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6587 , 18.2-403.1 , 18.2-403.2 , and 18.2-403.3 , which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

(Ord. of 12-8-15)

**Sec. 10-61. Rabies clinic authorized.**

The board of supervisors finding that the number of resident veterinarians is inadequate to meet the need, the county shall ensure a rabies clinic is conducted at least once every two years, in accordance with the provisions of the Code of Virginia, § 3.2-6521 .

(Ord. of 12-8-15; Ord. of 10-11-22)

**Sec. 10-62. Dogs or cats not vaccinated.**

Any dog or cat found in the county not vaccinated and identified as described in this subdivision shall be impounded by the animal control officer, and such dogs shall be held for a period of five days. The dog or cat may be returned to its owner upon proof of ownership, vaccination of the dog or cat, and payment of the cost of impounding the dog or cat at usual rates, and payment of any fines assessed under the provisions of this division. At the expiration of the five-day period, any dog or cat not so claimed by its owner may disposed of by giving it into the possession of any person willing to pay the cost of impounding, vaccination and license. If not so disposed of, the dog or cat shall be euthanized in a humane manner by the impounding officer or other designated official.

(Ord. of 12-8-15)

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<sup>2</sup>Cross reference(s)—Health and sanitation, ch. 58.



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**Sec. 10-63. Quarantine authorized.**

When the board of supervisors finds that there is sufficient reason to believe that a rabid animal is at large, the board shall have the power to pass an emergency ordinance requiring all owners of all dogs in the county to keep the dogs confined on their premises, and may further adopt such ordinances, regulations or other measures as it may deem reasonably necessary to prevent the spread within the county of the disease of rabies in accordance with the provisions of the Code of Virginia, § 3.2-6522 (4).

(Ord. of 12-8-15)

**Secs. 10-64—10-69. Reserved.**

*DIVISION 4. RUNNING AT LARGE*

**Sec. 10-70. Prohibited.**

- (a) It shall be unlawful for any person to permit any dog, belonging to him or under his control, to run at large in the county at any time. For the purpose of this division, a dog shall be deemed to be running at large while roaming or running or self-hunting off the property of its owner or custodian and not under the owner's or custodians' immediate control. Any person who is the owner or custodian of the dog found running at large shall be deemed to have violated the provisions of this section, if said owner or custodian has previously been notified by any animal control officer or other officer of the law that the dog is or has been running at large.
- (b) This section shall not apply to any person or persons while engaging in the following activities:
  - (1) Lawful hunting with a dog or dogs;
  - (2) Law enforcement or search and rescue activity;
  - (3) A supervised formal obedience training class or show;
  - (4) Formally sanctioned field trials; or
  - (5) Bona fide hunting or field trial dog training.
- (c) A violation of this section shall constitute a class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6527 , 18.2-403.1 , 18.2-403.2 , and 18.2-403.3 , which sections are adopted by reference and made a part of this chapter as if fully set forth in this section; however, if the dog is a dangerous or vicious dog, a violation of this section shall constitute a Class 1 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6527 , 18.2-403.1 , 18.2-403.2 , and 18.2-403.3 , which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.
- (d) Should the animal control officer or any law enforcement officer have reason to believe that any dog found running at large is dangerous to the health, safety or property of any person, such officer may order the confinement of such animal by delivering a confinement order to the owner or custodian of such animal and any person who thereafter permits such animal to run at large or remain unconfined, unrestricted or not penned up shall be deemed to have violated this section. Should the animal not be confined within six hours after the delivery of the confinement order or should the animal control officer or other officer, after due diligence, be unable to deliver the confinement order to the owner or custodian of such animal, the animal control officer or any other law enforcement officer shall impound any such vicious or destructive dog

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pursuant to the provision of Code of Virginia § 3.2-6540 . Upon the issuance of the confinement order, or the impoundment of such animal to appear in the general district court of the county where the matter shall be heard on criminal warrants and the animal shall remain confined until the final disposition of the court proceeding; However, for the purposes of this section the owner or custodian of such dog shall be conclusively presumed to have known the dog to be vicious or destructive if at any time prior to the running at large of such animal the owner or custodian has received from any person a complaint that the animal is dangerous to the health, safety or property of any person.

(Ord. of 12-8-15)

**Sec. 10-71. Unlicensed dogs prohibited.**

The running at large of dogs not duly licensed and displaying tags pursuant to the provisions of this article is prohibited.

(Ord. of 12-8-15)

**Sec. 10-72. Fowl running at large.**

It shall be unlawful to permit any fowl, including all domestic fowl and any game birds raised in captivity, to run at large in the county at any time.

(Ord. of 12-8-15)

**Secs. 10-73—10-79. Reserved.**



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 14  
**Department:** Animal Control  
**Staff Contact:** Adam Mumma  
**Agenda Item:** Appointment of Deputy Animal Control Officer

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**Summary:** Per the requirements of §3.2-6555 of the *Code of Virginia*, the Board will wish to appoint Richard Giallombardo to the position of Deputy Animal Control Officer for the County of Prince Edward, effective March 1, 2024.

**Attachments:**

**Recommendation:** Approval.

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

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

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 15-a  
**Department:** Finance/HR  
**Staff Contact:** Cheryl Stimpson  
**Agenda Item:** School CARES Appropriations

**Summary:**

The Board of Supervisors has received a request from the Prince Edward County School Board to appropriate the CARES funds described below for a total of \$16,200.00 for the 2023-2024 school year. There is no local match required for this appropriation.

**FY24 BUDGET SUPPLEMENTS**

| Rev/Exp | Fund | Dept   | Object | Description               | Debit       | Credit      |
|---------|------|--------|--------|---------------------------|-------------|-------------|
| 3 (Rev) | 250  | 033020 | 0108   | Mentor Teacher ESSER Find |             | \$16,200.00 |
| 4 (Exp) | 250  | 061000 | 3301   | Instruction – CARES Act   | \$16,200.00 |             |

**Attachment: Request from Dr. Barbara Johnson**

**Recommendation:** Approve the FY 24 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 \_\_\_\_\_

# PRINCE EDWARD COUNTY PUBLIC SCHOOLS

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

***Superintendent***

January 17, 2024


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 funds in the amount of \$16,200.00 to the CARES ACT budget for the 2023-2024 school year. The additional amount requested will represent a total of \$6,945,827.34 in the Cares Act FY2023-2024 budget. There is no local match required for this appropriation.

Thank you for your consideration of this request.

Respectfully submitted,

  
Dr. Barbara A. Johnson  
Superintendent

  
Chairperson, School Board  
Lucy Carson

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



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 15-b  
**Department:** Finance/HR  
**Staff Contact:** Cheryl Stimpson  
**Agenda Item:** FY 24 School Appropriation

**Summary:**

The Board of Supervisors has received a request from the Prince Edward County School Board to appropriate the state funds described below for a total of \$405,000.00 for the 2023-2024 school year. There is no local match required for this appropriation.

**FY24 BUDGET SUPPLEMENTS**

| Rev/Exp | Fund | Dept   | Object | Description                | Debit        | Credit       |
|---------|------|--------|--------|----------------------------|--------------|--------------|
| 3 (Rev) | 250  | 024020 | 0129   | School Based Mental Health |              | \$395,000.00 |
| 3 (Rev) | 250  | 024020 | 0115   | Piedmont Reg Juv Det Ctr   |              | \$10,000.00  |
| 4 (Exp) | 250  | 061000 | 0001   | Instruction                | \$405,000.00 |              |

**Attachment:** Request from Dr. Barbara Johnson

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

# PRINCE EDWARD COUNTY PUBLIC SCHOOLS

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

***Superintendent***

January 17, 2024

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 \$405,000.00 to the School Operating budget for the FY2023-2024 school year. There is no local match required for this appropriation.

- \$395,000.00 – New Appropriation - FY2023-2024  
School Based Mental Health Grant
- \$10,000.00 – Additional Appropriation - FY2023-2024  
Piedmont Regional Juvenile Detention Center

Thank you for your consideration of this request.

Respectfully submitted,

  
Dr. Barbara A. Johnson  
Superintendent

  
Chairperson, School Board  
Lucy Carson

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





**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 15-c  
**Department:** Finance  
**Staff Contact:** Crystal Baker  
**Agenda Item:** Appropriation – DARE

**Summary:**

The Sheriff received a donation in the amount of \$625.00 from Spring Creek Baptist Church towards the DARE program. The Board is asked to approve and appropriate as follows:

FY24 BUDGET AMENDMENTS

| Rev/Exp | Fund | Dept  | Object | Description       | Debit     | Credit    |
|---------|------|-------|--------|-------------------|-----------|-----------|
| 3 (Rev) | 125  | 18999 | 0001   | Dare Donations    |           | \$ 625.00 |
| 4 (Exp) | 125  | 31299 | 0001   | Dare Expenditures | \$ 625.00 |           |

**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:** February 13, 2024  
**Item #:** 15-d  
**Department:** Finance  
**Staff Contact:** Crystal Baker  
**Agenda Item:** Appropriation – Opioid Abatement Authority Grant

**Summary:**

On January 9<sup>th</sup>, the Board approved the acceptance of \$44,750.00 in grant funds from the Opioid Abatement Authority. These funds have been received, as of February 5<sup>th</sup>. 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 | 0161   | Opioid Abatement Grant |              | \$ 44,750.00 |
| 4 (Exp) | 100  | 52400 | 5602   | Opioid Abatement Grant | \$ 44,750.00 |              |

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 15-e  
**Department:** Finance  
**Staff Contact:** Crystal Baker  
**Agenda Item:** Appropriation – IDA Tobacco Commission Grant # 3961

**Summary:**

On February 8, 2022, the Board approved submitting a grant proposal to the Tobacco Region Revitalization Commission (TRRC) for the Heartland Innovative Technology Park water tank. This TRRC reimbursement grant, totaling \$530,100, was awarded in FY23. These expenditures will be incurred by the Industrial Development Authority; therefore, we ask the Board approve and appropriate as follows in order for the IDA to recoup funds expended.

**FY24 BUDGET AMENDMENTS**

| Rev/Exp | Fund | Dept  | Object | Description           | Debit         | Credit        |
|---------|------|-------|--------|-----------------------|---------------|---------------|
| 3 (Rev) | 100  | 24040 | 0019   | TRRC Grant            |               | \$ 530,100.00 |
| 4 (Exp) | 100  | 93000 | 0710   | Transfer to IDA       | \$ 530,100.00 |               |
| 3(Rev)  | 710  | 18010 | 0070   | TRRC Grant            |               | \$530,100.00  |
| 4 (Exp) | 710  | 81500 | 3160   | Professional Services | \$ 530,100.00 |               |

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 15-f  
**Department:** Finance/HR  
**Staff Contact:** Cheryl Stimpson  
**Agenda Item:** County Department Credit Cards

**Summary:** Staff is asking the Board to consider authorizing the issuance of two new credit cards for County Department usage, and to consider allowing staff to have the credit card currently issued in Ms. Puckett’s name cancelled, and reissuing the card under County Administration only. The first credit card would be issued to the Community Development Department, to pay the 2% levy for the Building Office each month, as well as for training and travel expenses for both the Building Official and other staff in the Community Development Department. The second card would be issued to the Economic Development department so they may pay for a variety of venues to promote Prince Edward County, as well as any other items they may need to purchase in the performance of their duties. Finally, the staff is asking to have the card issued in Ms. Puckett’s name reissued under County Administration for a variety of purposes within the County Administration office. All three credit cards would be maintained in the Finance Department, and users would sign the card in and out from the Finance Department, so they are able to track charges made on the cards for payment purposes. The Treasurer will need a letter from the Board authorizing her to open the new accounts and providing a limit for each card.

**Attachments:** None

**PROPOSED MOTION:**

I move that the Board of Supervisors approve the requests to open new credit card accounts for the Community Development department, and the Economic Development department, and allow staff to have Ms. Puckett’s credit card reissued in the name of County Administration. Each department head will be responsible for signing the credit card application and the limit will be set at \$10,000.00 per card.

**ALTERNATE MOTION:**

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 16-a  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley/Sarah Elam Puckett  
**Agenda Item:** Properties Committee - Cell F Construction

**SUMMARY:** The Properties Committee met February 6, 2024 and makes the following report and recommendations to the Board of Supervisors.

The County is currently utilizing Cell E at the Prince Edward County Landfill. Cell E, as of December 2023, had an estimated life of 1.9 years. The Board of Supervisors elected last year to proceed with the construction of Cell F and authorized the issuance of an Invitation For Bids.

The Cell F Construction project will include items related to the expansion of the existing landfill facility into Cell F and will also include related infrastructure work at the Prince Edward County Landfill. The work includes, but is not limited to, the following:

- Clearing and Grubbing;
- Erosion and Sedimentation Controls;
- Site Preparation;
- Unclassified Excavation;
- Placement of Structural Fill;
- Subtitle D Liner System Construction, including liner tie-in;
- Leachate Collection and Conveyance System Construction;
- Access Road Construction and,
- Stabilization and Revegetation.

The County received and opened on February 2, 2024, a total of five (5) bids:

| Company             | Total Bid Price (\$) |
|---------------------|----------------------|
| Red Oak Excavating  | \$1,550,518.00       |
| Sargent Corporation | \$1,594,000.00       |
| Atlantis            | \$1,685,082.55       |
| Haymes Brothers     | \$1,965,432.60       |
| Harnden             | \$1,976,000.00       |

A Recommendation for Award Letter is attached, and indicates that LaBella has evaluated the bids received. All bids contained the mandated 5% Bid Bond. The low bid of \$1,550,518 submitted by Red Oak Excavating failed to include a Qualification Statement. The mandatory Qualification Statement is the form on which the contractor provides information that they have landfill

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



**Board of Supervisors  
Agenda Summary**

construction experience. Given the lack of a Qualification Statement, **LaBella is recommending award of the contract to the second lowest bidder, Sargent Corporation at \$1,594,000.00.**

This bid is approximately 13.86% higher than the engineer's August, 2023 estimate of \$1,400,000. Based on the interest in the project, the five competitive bids, and the County's previous experience with Sargent (they constructed Cell E in 2016) LaBella feels the County has received a fair bid that is commensurate with the work involved. For those reasons, LaBella recommends award of the bid to Sargent.

The County currently (as of June 30, 2023) has a Landfill Construction Fund balance of \$3,576,845. This fund was created by the Board and captures payments from Buckingham County for disposal of Buckingham County trash at the landfill. The current balance will cover the cost of this project and purchase of a new/used dump truck to replace the current one at the landfill.

- ATTACHMENTS:** Farmville Herald *Invitation to Bid*  
Site Plan  
Bid Summary  
LaBella Recommendation for Award Letter  
Compaction and Life Remaining Report, February 5, 2024

**COMMITTEE RECOMMENDATIONS:**

Recommend to the Board the award of the lump sum bid of \$1,594,000.00, and the unit prices to Sargent Corporation and include a 5% contingency amount for any necessary change orders.

**SAMPLE MOTION:**

I move that the Board of Supervisors award the lump sum contract for \$1,594,000.00 to Sargent Corporation and include a 5% contingency amount for any necessary change orders for the construction of Cell F at the Prince Edward County Landfill as outlined. I further move to authorize the County Administrator to sign the contract with Sargent Corporation and authorize any necessary change orders in an amount up to 5% of the total project cost.

OR

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

OR

I move that the Board of Supervisors request that the County Administrator rebid the project.

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

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

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

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



# **INVITATION TO BID**

## **Prince Edward County Landfill**

### **Cell F Construction**

### **Prospect, Virginia**

Prince Edward County will be accepting Bids for cell construction and related infrastructure at the Prince Edward County Landfill. The work includes, but is not limited to, the following:

- Clearing and Grubbing;
- Erosion and Sedimentation Controls;
- Site Preparation;
- Unclassified Excavation;
- Placement of Structural Fill;
- Subtitle D Liner System Construction, including liner tie-in;
- Leachate Collection and Conveyance System Construction;
- Access Road Construction; and,
- Stabilization and Revegetation.

Bid Documents, consisting of Bid Instructions, Bid Forms, Contract Documents, Technical Specifications, and Drawings, will be made available for review beginning January 3, 2024. To receive the bid documents, please contact Darrell Thornock, with LaBella Associates, at [dthornock@labellapc.com](mailto:dthornock@labellapc.com). A hard copy of the bid documents will also be located at the Prince Edward County Landfill office for review (130 Trashmore Road, Prospect, VA 23960).

A MANDATORY Pre-Bid conference will be held on Tuesday, January 16, 2024, at 1:00 PM., at the landfill located at 130 Trashmore Road, Prospect, VA 23960.

Sealed bids will be due by 2:00 p.m. on Friday, February 2, 2024, at the Prince Edward County Administrator's Office, 111 N. South Street, Third Floor, Farmville, Virginia 23901. Bids will be publicly opened and read aloud in the Prince Edward County Board Room located at 111 N. South Street, Third Floor, Farmville, Virginia. Award will be made in the best interest of Prince Edward County, and the right to reject any or all bids and proposals, and to waive informalities in bids is reserved.

The successful bidder shall be a Contractor with a Responsible Land Disturber Certificate (RLD), who has experience constructing landfill Subtitle D liner systems and leachate collection and conveyance systems, and is familiar with the particular requirements of landfill construction. AGC form 220 will be used to evaluate the Bidder's experience record. At least two (2) Subtitle D liner projects totaling a minimum of 500,000 square feet of constructed liner, successfully completed within the last five (5) years by the CONTRACTOR or his subcontractors, are required in addition to the liner installer experience as set out in the specifications.

NOT FOR CONSTRUCTION

PRINCE EDWARD COUNTY  
 1116 SOUTH STREET  
 FARMVILLE, VA 23001

© 2011 LaBella Associates

PRINCE EDWARD COUNTY LANDFILL  
 2227133.L01  
 PROJECT, VA 23860

| NO. | DATE | DESCRIPTION |
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EXISTING CONDITIONS

DRAWING NUMBER

3



NOT FOR CONSTRUCTION

© 2011 LaBella Associates

**PRINCE EDWARD COUNTY**  
 1118 SOUTH STREET  
 FARMVILLE, VA 23801

**PRINCE EDWARD COUNTY LANDFILL**  
 800 HOOVER RD  
 PRINCETON, VA 22905

| NO. | DATE | REVISION |
|-----|------|----------|
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|     |      |          |
|     |      |          |
|     |      |          |

PROJECT NUMBER: 222133.01  
 DRAWN BY: JMW  
 CHECKED BY: JMW  
 DESIGNED BY: BIDDING  
 DATE: 5/8/2013  
 DRAWING NAME:

**BASE GRAZING PLAN**

DRAWING NUMBER:





**Bid Opening**

**Prince Edward County Landfill**

**Cell F Construction**

**Friday, February 2, 2024 @ 2:00 PM**



| Company         | Bid Form | Bid Bond (5%) | List of Subcontractors | Affidavit | Qualification Statement | Total Bid (\$) |
|-----------------|----------|---------------|------------------------|-----------|-------------------------|----------------|
| SARGENT         | ✓        | ✓             | ✓                      | ✓         | ✓                       | \$1,594,000.00 |
| HAYMES BROTHERS | ✓        | ✓             | ✓                      | ✓         | ✓                       | \$1,965,432.60 |
| RED OAK EXCAV.  | ✓        | ✓             | ✓                      | ✓         | ✗                       | \$1,550,518.00 |
| HARDEN          | ✓        | ✓             | ✓                      | ✓         | ✓                       | \$1,976,000.00 |
| ATLANTIS        | ✓        | ✓             | ✓                      | ✓         | ✓                       | \$1,685,082.55 |
|                 |          |               |                        |           |                         |                |
|                 |          |               |                        |           |                         |                |
|                 |          |               |                        |           |                         |                |
|                 |          |               |                        |           |                         |                |

*Amber Palm*  
2-2-24

February 5, 2024

Mr. Doug Stanley  
County Administrator  
Prince Edward County  
111 South Street, Third Floor  
Farmville, VA 23901

Re: **Review of Bids and Recommendation for Award  
Prince Edward County Landfill, Cell F Construction**

Dear Mr. Stanley:

Prince Edward County solicited bids for the above-referenced project on January 3, 2024. Bids were received on February 2, 2024, from five bidders. The table below shows the three lowest Total Bids as reported on the bid forms:

| <b>Bidder</b>                   | <b>Bid</b>            |
|---------------------------------|-----------------------|
| Red Oak Excavating, Inc.        | \$1,550,518.00        |
| <b>Sargent Corporation</b>      | <b>\$1,594,000.00</b> |
| Atlantis Commercial Group, Inc. | \$1,685,082.55        |

Bids were also received from Haymes Brothers, Inc. (\$1,965,432.60) and Harnden Group, LLC (\$1,976,000.00).

All bids were reviewed for accuracy and completeness. The lowest bid price for the construction project was submitted by Red Oak Excavating. Red Oak Excavating unfortunately failed to submit the contractor's qualification statement and is thus considered an unresponsive bidder.

Sargent Corporation, the second lowest bidder, submitted all the qualification documentation and has successfully completed several landfill cell construction projects with Subtitle D liner systems.

Based on the bids received and project qualification documentation provided by Sargent Corporation, it is our recommendation that **Sargent Corporation** be awarded a contract in the amount of **\$1,594,000.00**.





We understand that the Prince Edward County Board of Supervisors intends to approve award of the referenced landfill cell construction contract. Attached with this bid review and recommendation for award is a bid tabulation table for the bids received for the landfill cell construction.

If you have any questions or concerns regarding this project, please do not hesitate to contact me at (602) 427-8305.

Respectfully submitted,  
**LaBella Associates**

Darrell Thornock, P.E.  
Senior Technical Engineer

Attachment: Bid Tabulation





**Prince Edward County Landfill Cell F Construction Bid Tabulation**

Prepared by: LaBella Associates

| Table of Prices - Bids Received December 20, 2023 |                                       |                    | Atlantis Group |                 | Sargent             |                 | Haymes              |                 | Harnden             |                 | Red Oak Excavating  |                 | Comments            |                                                 |
|---------------------------------------------------|---------------------------------------|--------------------|----------------|-----------------|---------------------|-----------------|---------------------|-----------------|---------------------|-----------------|---------------------|-----------------|---------------------|-------------------------------------------------|
| Bid Item                                          | Description                           | Estimated Quantity | Unit           | Unit Price (\$) | Subtotal Cost (\$)  | Unit Price (\$) | Subtotal Cost (\$)  | Unit Price (\$) | Subtotal Cost (\$)  | Unit Price (\$) | Subtotal Cost (\$)  | Unit Price (\$) |                     | Subtotal Cost (\$)                              |
| 10                                                | Mobilization/Demobilization           | 1                  | LS             | \$ 118,840.00   | \$ 118,840.00       | \$ 50,000.00    | \$ 50,000.00        | \$ 60,000.00    | \$ 60,000.00        | \$ 301,000.00   | \$ 301,000.00       | \$ 78,500.00    | \$ 78,500.00        |                                                 |
| 20                                                | Clearing and Grubbing                 | 1                  | LS             | \$ 95,613.00    | \$ 95,613.00        | \$ 40,000.00    | \$ 40,000.00        | \$ 99,000.00    | \$ 99,000.00        | \$ 72,000.00    | \$ 72,000.00        | \$ 12,250.00    | \$ 12,250.00        |                                                 |
| 30                                                | Earthwork                             | 1                  | LS             | \$ 237,600.00   | \$ 237,600.00       | \$ 394,000.00   | \$ 394,000.00       | \$ 390,676.00   | \$ 390,676.00       | \$ 322,000.00   | \$ 322,000.00       | \$ 314,030.00   | \$ 314,030.00       |                                                 |
| 40                                                | Erosion and Sediment Control Measures | 1                  | LS             | \$ 54,186.50    | \$ 54,186.50        | \$ 90,000.00    | \$ 90,000.00        | \$ 125,713.78   | \$ 125,713.78       | \$ 147,000.00   | \$ 147,000.00       | \$ 32,750.00    | \$ 32,750.00        |                                                 |
| 50                                                | Geosynthetic Clay Liner (GCL)         | 1                  | LS             | \$ 162,527.40   | \$ 162,527.40       | \$ 140,000.00   | \$ 140,000.00       | \$ 60,000.00    | \$ 60,000.00        | \$ 161,000.00   | \$ 161,000.00       | \$ 159,205.00   | \$ 159,205.00       |                                                 |
| 60                                                | Geomembrane                           | 1                  | LS             | \$ 114,544.60   | \$ 114,544.60       | \$ 106,000.00   | \$ 106,000.00       | \$ 263,750.00   | \$ 263,750.00       | \$ 108,000.00   | \$ 108,000.00       | \$ 106,893.00   | \$ 106,893.00       |                                                 |
| 70                                                | Geotextile                            | 1                  | LS             | \$ 65,011.80    | \$ 65,011.80        | \$ 70,000.00    | \$ 70,000.00        | \$ 30,000.00    | \$ 30,000.00        | \$ 79,000.00    | \$ 79,000.00        | \$ 61,082.00    | \$ 61,082.00        |                                                 |
| 80                                                | Anchor Trench                         | 1                  | LS             | \$ 23,058.00    | \$ 23,058.00        | \$ 16,000.00    | \$ 16,000.00        | \$ 10,000.00    | \$ 10,000.00        | \$ 32,000.00    | \$ 32,000.00        | \$ 37,947.00    | \$ 37,947.00        |                                                 |
| 90                                                | Liner Tie-in                          | 1                  | LS             | \$ 41,233.50    | \$ 41,233.50        | \$ 15,000.00    | \$ 15,000.00        | \$ 10,000.00    | \$ 10,000.00        | \$ 21,000.00    | \$ 21,000.00        | \$ 11,340.00    | \$ 11,340.00        |                                                 |
| 100                                               | 18" Drainage Layer                    | 1                  | LS             | \$ 555,640.00   | \$ 555,640.00       | \$ 540,000.00   | \$ 540,000.00       | \$ 732,186.13   | \$ 732,186.13       | \$ 530,000.00   | \$ 530,000.00       | \$ 555,150.00   | \$ 555,150.00       |                                                 |
| 110                                               | Leachate Collection System            | 1                  | LS             | \$ 79,786.00    | \$ 79,786.00        | \$ 50,000.00    | \$ 50,000.00        | \$ 91,751.00    | \$ 91,751.00        | \$ 64,000.00    | \$ 64,000.00        | \$ 92,800.00    | \$ 92,800.00        |                                                 |
| 120                                               | Revegetation                          | 1                  | LS             | \$ 48,360.00    | \$ 48,360.00        | \$ 35,000.00    | \$ 35,000.00        | \$ 27,500.00    | \$ 27,500.00        | \$ 45,000.00    | \$ 45,000.00        | \$ 44,366.00    | \$ 44,366.00        |                                                 |
| 130                                               | Unsuitable Material Contingency       | 1,000              | CY             | \$ 19.30        | \$ 19,300.00        | \$ 8.00         | \$ 8,000.00         | \$ 11.50        | \$ 11,500.00        | \$ 30.00        | \$ 30,000.00        | \$ 14.40        | \$ 14,400.00        |                                                 |
| 140                                               | Access Road                           | 1                  | LS             | \$ 69,381.75    | \$ 69,381.75        | \$ 40,000.00    | \$ 40,000.00        | \$ 53,355.69    | \$ 53,355.69        | \$ 64,000.00    | \$ 64,000.00        | \$ 29,805.00    | \$ 29,805.00        |                                                 |
|                                                   |                                       |                    |                |                 |                     |                 |                     |                 |                     |                 |                     |                 |                     | Red Oak did not provide qualification statement |
|                                                   | <b>TOTAL</b>                          |                    |                |                 | \$ 1,685,082.55     |                 | \$ 1,594,000.00     |                 | \$ 1,965,432.60     |                 | \$ 1,976,000.00     |                 | \$ 1,550,518.00     |                                                 |
|                                                   | <b>Reported on Bid</b>                |                    |                |                 | \$ 1,685,082.55     |                 | \$ 1,594,000.00     |                 | \$ 1,965,432.60     |                 | \$ 1,976,000.00     |                 | \$ 1,550,518.00     |                                                 |
|                                                   |                                       |                    |                |                 | \$ 489,849.58 /acre |                 | \$ 463,372.09 /acre |                 | \$ 571,346.69 /acre |                 | \$ 574,418.60 /acre |                 | \$ 450,731.98 /acre |                                                 |

February 5, 2024

Mr. Doug Stanley  
County Administrator  
Prince Edward County  
111 South Street, Third Floor  
Farmville, VA 23901

**Re: Review of Bids and Recommendation for Award  
Prince Edward County Landfill, Cell F Construction**

Dear Mr. Stanley:

Prince Edward County solicited bids for the above-referenced project on January 3, 2024. Bids were received on February 2, 2024, from five bidders. The table below shows the three lowest Total Bids as reported on the bid forms:

| <b>Bidder</b>                   | <b>Bid</b>            |
|---------------------------------|-----------------------|
| Red Oak Excavating, Inc.        | \$1,550,518.00        |
| <b>Sargent Corporation</b>      | <b>\$1,594,000.00</b> |
| Atlantis Commercial Group, Inc. | \$1,685,082.55        |

Bids were also received from Haymes Brothers, Inc. (\$1,965,432.60) and Harnden Group, LLC (\$1,976,000.00).

All bids were reviewed for accuracy and completeness. The lowest bid price for the construction project was submitted by Red Oak Excavating. Red Oak Excavating unfortunately failed to submit the contractor's qualification statement and is thus considered an unresponsive bidder.

Sargent Corporation, the second lowest bidder, submitted all the qualification documentation and has successfully completed several landfill cell construction projects with Subtitle D liner systems.

Based on the bids received and project qualification documentation provided by Sargent Corporation, it is our recommendation that **Sargent Corporation** be awarded a contract in the amount of **\$1,594,000.00**.



We understand that the Prince Edward County Board of Supervisors intends to approve award of the referenced landfill cell construction contract. Attached with this bid review and recommendation for award is a bid tabulation table for the bids received for the landfill cell construction.

If you have any questions or concerns regarding this project, please do not hesitate to contact me at (602) 427-8305.

Respectfully submitted,  
**LaBella Associates**

Darrell Thornock, P.E.  
Senior Technical Engineer

Attachment: Bid Tabulation



Prince Edward County Landfill Cell F Construction Bid Tabulation

Prepared by: LaBella Associates

| Bid Item               | Description                           | Estimated Quantity | Atlantis Group   |                     | Sargent         |                     | Haymes          |                     | Harnden         |                     | Red Oak Excavating |                     | Comments |
|------------------------|---------------------------------------|--------------------|------------------|---------------------|-----------------|---------------------|-----------------|---------------------|-----------------|---------------------|--------------------|---------------------|----------|
|                        |                                       |                    | Unit Price (\$)  | Subtotal Cost (\$)  | Unit Price (\$) | Subtotal Cost (\$)  | Unit Price (\$) | Subtotal Cost (\$)  | Unit Price (\$) | Subtotal Cost (\$)  | Unit Price (\$)    | Subtotal Cost (\$)  |          |
| 10                     | Mobilization/Demobilization           | 1                  | LS \$ 118,840.00 | \$ 118,840.00       | \$ 50,000.00    | \$ 50,000.00        | \$ 60,000.00    | \$ 60,000.00        | \$ 301,000.00   | \$ 301,000.00       | \$ 78,500.00       | \$ 78,500.00        |          |
| 20                     | Clearing and Grubbing                 | 1                  | LS \$ 95,613.00  | \$ 95,613.00        | \$ 40,000.00    | \$ 40,000.00        | \$ 99,000.00    | \$ 99,000.00        | \$ 72,000.00    | \$ 72,000.00        | \$ 12,250.00       | \$ 12,250.00        |          |
| 30                     | Earthwork                             | 1                  | LS \$ 237,600.00 | \$ 237,600.00       | \$ 394,000.00   | \$ 394,000.00       | \$ 390,676.00   | \$ 390,676.00       | \$ 322,000.00   | \$ 322,000.00       | \$ 314,030.00      | \$ 314,030.00       |          |
| 40                     | Erosion and Sediment Control Measures | 1                  | LS \$ 54,186.50  | \$ 54,186.50        | \$ 90,000.00    | \$ 90,000.00        | \$ 125,713.78   | \$ 125,713.78       | \$ 147,000.00   | \$ 147,000.00       | \$ 32,750.00       | \$ 32,750.00        |          |
| 50                     | Gasynthetic Clay Liner (GCL)          | 1                  | LS \$ 162,527.40 | \$ 162,527.40       | \$ 140,000.00   | \$ 140,000.00       | \$ 60,000.00    | \$ 60,000.00        | \$ 161,000.00   | \$ 161,000.00       | \$ 159,205.00      | \$ 159,205.00       |          |
| 60                     | Geomembrane                           | 1                  | LS \$ 114,544.60 | \$ 114,544.60       | \$ 106,000.00   | \$ 106,000.00       | \$ 263,750.00   | \$ 263,750.00       | \$ 108,000.00   | \$ 108,000.00       | \$ 106,893.00      | \$ 106,893.00       |          |
| 70                     | Geotextile                            | 1                  | LS \$ 65,011.80  | \$ 65,011.80        | \$ 70,000.00    | \$ 70,000.00        | \$ 30,000.00    | \$ 30,000.00        | \$ 79,000.00    | \$ 79,000.00        | \$ 61,082.00       | \$ 61,082.00        |          |
| 80                     | Anchor Trench                         | 1                  | LS \$ 23,058.00  | \$ 23,058.00        | \$ 16,000.00    | \$ 16,000.00        | \$ 10,000.00    | \$ 10,000.00        | \$ 32,000.00    | \$ 32,000.00        | \$ 37,947.00       | \$ 37,947.00        |          |
| 90                     | Liner Tie-In                          | 1                  | LS \$ 41,233.50  | \$ 41,233.50        | \$ 15,000.00    | \$ 15,000.00        | \$ 10,000.00    | \$ 10,000.00        | \$ 21,000.00    | \$ 21,000.00        | \$ 11,340.00       | \$ 11,340.00        |          |
| 100                    | 18" Drainage Layer                    | 1                  | LS \$ 555,640.00 | \$ 555,640.00       | \$ 540,000.00   | \$ 540,000.00       | \$ 732,186.13   | \$ 732,186.13       | \$ 530,000.00   | \$ 530,000.00       | \$ 555,150.00      | \$ 555,150.00       |          |
| 110                    | Leachate Collection System            | 1                  | LS \$ 79,786.00  | \$ 79,786.00        | \$ 50,000.00    | \$ 50,000.00        | \$ 91,751.00    | \$ 91,751.00        | \$ 64,000.00    | \$ 64,000.00        | \$ 92,800.00       | \$ 92,800.00        |          |
| 120                    | Revegetation                          | 1                  | LS \$ 48,360.00  | \$ 48,360.00        | \$ 35,000.00    | \$ 35,000.00        | \$ 27,500.00    | \$ 27,500.00        | \$ 45,000.00    | \$ 45,000.00        | \$ 44,366.00       | \$ 44,366.00        |          |
| 130                    | Unsuitable Materials Contingency      | 1,000              | CY \$ 19.30      | \$ 19,300.00        | \$ 8.00         | \$ 8,000.00         | \$ 11.50        | \$ 11,500.00        | \$ 30.00        | \$ 30,000.00        | \$ 14.40           | \$ 14,400.00        |          |
| 140                    | Access Road                           | 1                  | LS \$ 69,381.75  | \$ 69,381.75        | \$ 40,000.00    | \$ 40,000.00        | \$ 53,355.69    | \$ 53,355.69        | \$ 64,000.00    | \$ 64,000.00        | \$ 29,805.00       | \$ 29,805.00        |          |
| <b>TOTAL</b>           |                                       |                    |                  | \$ 1,685,082.55     |                 | \$ 1,594,000.00     |                 | \$ 1,965,432.60     |                 | \$ 1,976,000.00     |                    | \$ 1,550,518.00     |          |
| <b>Reported on Bid</b> |                                       |                    |                  | \$ 489,849.56 /acre |                 | \$ 463,372.09 /acre |                 | \$ 571,346.69 /acre |                 | \$ 574,418.60 /acre |                    | \$ 450,731.98 /acre |          |

Red Oak did not provide qualification statement



February 5, 2024

Mr. Jeff Jones  
Solid Waste General Manager  
Prince Edward County  
130 Trashmore Road  
Farmville, VA 23901

**RE: Prince Edward County Sanitary Landfill  
2024 Compaction and Life Remaining Report  
LaBella Project No. 2232668.01 Phase 01**

Dear Jeff:

At the request of Prince Edward County, LaBella Associates, D.P.C., P.C. (LaBella) performed and evaluated a topographic survey of the Prince Edward County Sanitary Landfill. This topographic survey was performed on December 7, 2023. The results of this survey event were compared to the results of the January 27, 2023 survey event. This comparison was used to determine the volume of airspace consumed and the in-place compaction rate achieved between January 27, 2023 and December 7, 2023 at the Prince Edward County Sanitary Landfill.

As of Thursday, December 7, 2023, Prince Edward County was performing operations in Cell E of the PN 584 facility. The compaction results are presented below.

|                                    |              |
|------------------------------------|--------------|
| Net Volume of airspace consumed*:  | 35,744 CY    |
| Amount of waste placed:            | 29,684 tons  |
| Study Period In-place Compaction*: | 1,661 lbs/CY |

\* Airspace consumed includes the volume of daily cover soil.

The results of this compaction study indicate a good compaction rate for waste in comparison to compaction rates for MSW landfills.

Comparing the December 7, 2023 topographic survey to the constructed area intermediate grading plan (Drawing No. 2), the remaining gross airspace volume of the constructed footprint of the facility is approximately 143,483 CY. This gross airspace value includes the volume of waste, daily cover, intermediate cover, and final cover soils. Given the average waste acceptance rate (based on previous five annual reports) of 30,858 tons/yr and the calculated Average Airspace Utilization Rate (Since December 2021) of 1,794 lb/CY, the **total remaining life of the constructed facility is approximately 1.9 years.**



Comparing the December 7, 2023 topographic survey to the permitted final cover grading plan (Drawing No. 3), the remaining gross airspace volume of the permitted facility is approximately 584,310 CY. This gross airspace value includes the volume of waste, daily cover, intermediate cover, and final cover soils. There is approximately 4,270 CY of fill placed above the final cover grades. Any overfill remaining after settlement or incorporation into a new permit modification that provides additional airspace will need to be relocated.

The remaining volume for waste disposal is approximately 463,977 CY for the permitted facility. Given the average waste acceptance rate (based on previous four annual reports) of 30,858 tons/yr and the Averaged Airspace Utilization Rate (Since December 2021) of 1,794 lb/yd<sup>3</sup>, the total remaining life of the permitted facility is approximately 13.5 years.

Thank you for this opportunity to serve you. We trust that you will find this information helpful. If you have any questions or need additional information, please do not hesitate to call me at (804) 355-4520.

Respectfully submitted,

**LaBella Associates**

Darrell Thornock, P.E.  
Technical Consultant

**Enclosure**

- Drawing No. 1 - Consumed Airspace
- Drawing No. 2 - Remaining Constructed Airspace
- Drawing No. 3 - Remaining Permitted Airspace
- Drawing No. 4 - Overfilled Areas
- January 27, 2023 - December 7, 2023 Airspace Utilization Rate
- Remaining Capacity and Life Estimate



NOT FOR CONSTRUCTION

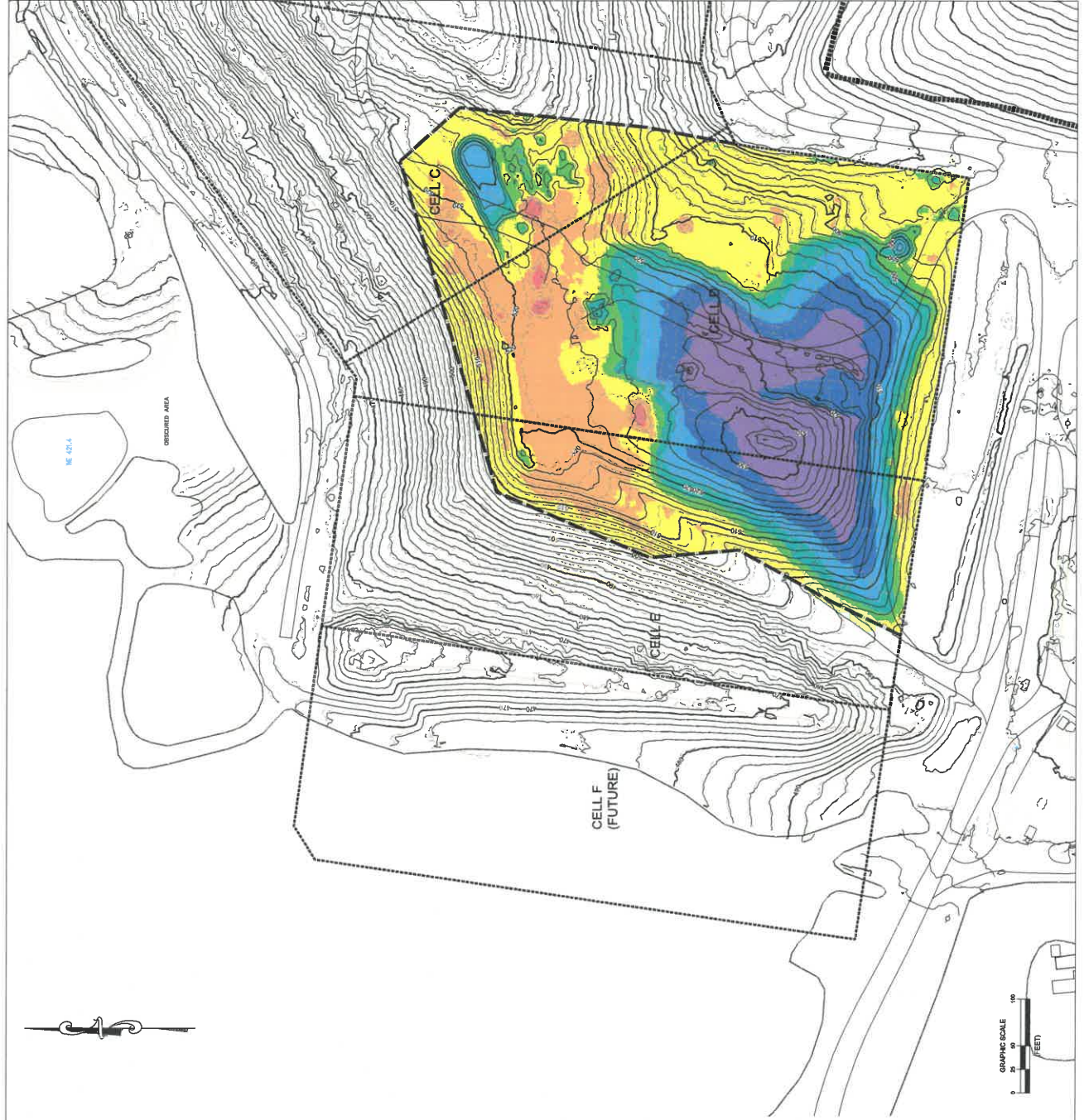
© 2023 LaBella Associates  
**PRINCE EDWARD COUNTY**  
 111 N. ROUTE STREET  
 FARMVILLE, VIRGINIA 23001

**PRINCE EDWARD SANITARY LANDFILL**  
 1000 WINDY ROAD  
 FARMVILLE, VIRGINIA 23001

|                 |                 |
|-----------------|-----------------|
| PROJECT NUMBER: | 2220564.01      |
| DRAWN BY:       | DAS             |
| REVIEWED BY:    | DWT             |
| ISSUED FOR:     | CAPACITY REPORT |
| DATE:           | 12/15/2023      |
| DRAWING NAME:   |                 |

**AIRSPACE CONSUMED**  
**JANUARY 2023 VS**  
**DECEMBER 2023**

DRAWING NUMBER:



**Elevations Table**

| Number | Minimum Elevation | Maximum Elevation | Area     | Color       |
|--------|-------------------|-------------------|----------|-------------|
| 1      | NOTE 3            | -5.00             | 1116.49  | Red         |
| 2      | -5.00             | -1.00             | 36499.79 | Orange      |
| 3      | -1.00             | 1.00              | 85928.02 | Yellow      |
| 4      | 1.00              | 3.00              | 16322.81 | Light Green |
| 5      | 3.00              | 5.00              | 17016.86 | Green       |
| 6      | 5.00              | 10.00             | 20403.77 | Light Blue  |
| 7      | 10.00             | 15.00             | 13732.26 | Blue        |
| 8      | 15.00             | NOTE 3            | 27068.08 | Dark Blue   |

NEGATIVE ELEVATIONS REPRESENT EXCAVATION/SETTLEMENT THAT REPRESENT FILLING THAT HAS OCCURRED SINCE JANUARY 2023.

Volume  
 Cell Volume: 3893 Cu. Yd.  
 Cell Volume: 32744 Cu. Yd. @ 8"  
 Cell Volume: 32744 Cu. Yd. @ 8"

**LEGEND**

- EXISTING 5' CONTOUR (JANUARY 2023)
- EXISTING 5' CONTOUR (JANUARY 2023)
- EXISTING 5' CONTOUR (DECEMBER 2023)
- EXISTING 5' CONTOUR (DECEMBER 2023)
- VOLUME 15' @ 8"
- CELL BOUNDARY

1. TOPOGRAPHIC AND PHOTOGRAPHIC MAPPING WAS USED TO DEVELOP THE TOPOGRAPHIC MAP. THE STUDY METHODS CONDUCTED BY LABELLA ASSOCIATES, INC. (L.A.) IN ACCORDANCE WITH THE NATIONAL STANDARD FOR GEODETIC SURVEYING (NSGS) AND THE NATIONAL STANDARD FOR MAPS (NSM) ARE DESCRIBED IN THE REPORT. THE DEVELOPMENT OF MAPPING INFORMATION IS COMPLETED IN A MANNER THAT MEETS OR EXCEEDS THE PRECISION OF THE DATA. THE INFORMATION IS NOT INTENDED TO REPRESENT OR SUBSTITUTE FOR MAPPING INFORMATION THAT WOULD BE REQUIRED BY ALL APPLICABLE FEDERAL, STATE, AND LOCAL REGULATIONS. THE INFORMATION SHOULD BE VERIFIED BY THE USER BEFORE ANY DECISION IS MADE. THE INFORMATION IS PROVIDED AS IS AND WITHOUT WARRANTY OF ANY KIND. THE INFORMATION IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THAT FOR WHICH IT WAS PROVIDED. THE INFORMATION IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THAT FOR WHICH IT WAS PROVIDED.
2. ANY DETERMINATION OF TOPOGRAPHY OR CONTOURS OR ANY DETERMINATION OF PHYSICAL IMPROVEMENTS, PROPERTY LINES, OR ANY OTHER INFORMATION SHOWN ON THIS MAP SHALL BE USED TO MAKE INVESTIGATION TO REAL PROPERTY OF FOR FLOOD PLAIN DETERMINATION. THE DEPTH OF MAXIMUM CUT IS -10.7' AND THE DEPTH OF MAXIMUM FILL IS 25.1'.
- 3.



NOT FOR CONSTRUCTION

© 2023 LARIS Resources  
**PRINCE EDWARD COUNTY**  
 1117 W SOUTH STREET  
 FARMVILLE, VIRGINIA 23001

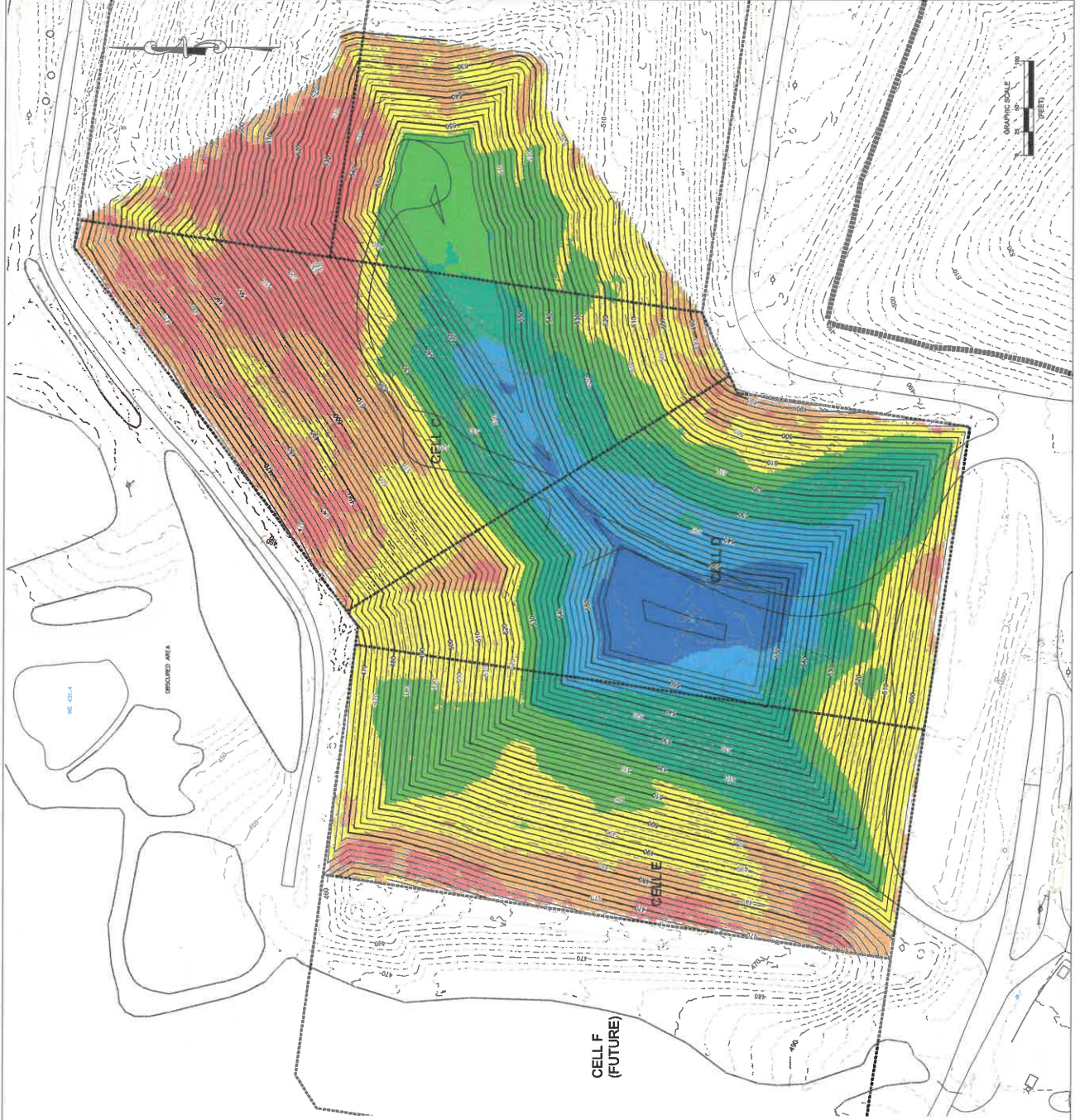
**PRINCE EDWARD SANITARY**  
**LANDFILL**  
 130 TRASHWARE ROAD  
 FARMVILLE, VIRGINIA 23001

| NO. | DATE | DESCRIPTION |
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|     |      |             |
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|     |      |             |
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PROJECT NUMBER: 222968.01  
 DRAWN BY: DMS  
 REVISION BY: DWT  
 TITLED BY: CAPACITY REPORT  
 DATE: 12/16/2023  
 DRAWING NAME:

**CONSTRUCTED**  
**AIRSPACE REMAINING**  
**DECEMBER 2023**

DRAWING NUMBER:



| Number | Minimum Elevation | Maximum Elevation | Area     | Color       |
|--------|-------------------|-------------------|----------|-------------|
| 1      | NOTES             | -1.00             | 66328.02 | Red         |
| 2      | -1.00             | 1.00              | 8944.51  | Orange      |
| 3      | 1.00              | 5.00              | 14226.12 | Yellow      |
| 4      | 5.00              | 10.00             | 52176.91 | Green       |
| 5      | 10.00             | 20.00             | 6881.37  | Light Green |
| 6      | 20.00             | 30.00             | 4872.80  | Blue-Green  |
| 7      | 30.00             | 40.00             | 2175.64  | Blue        |
| 8      | 40.00             | 50.00             | 0.00     | Dark Blue   |

NOTES:  
 NOTE 1: POSITIVE ELEVATIONS REPRESENT OVERBELL.  
 NOTE 2: NEGATIVE ELEVATIONS REPRESENT REMAINING FILL.

Volume  
 Cell Volume: 2887 Cu. Yd.  
 Remaining Volume: 12488 Cu. Yd. (78%)

**LEGEND**

- EXISTING 1' CONTOUR (DECEMBER 2023)
- EXISTING 2' CONTOUR (DECEMBER 2023)
- CONSTRUCTED 1' FINAL CONTOUR
- CONSTRUCTED 2' FINAL CONTOUR
- CELL BOUNDARY

- TOPOGRAPHIC AND PHOTOGRAPHIC MAPPING WAS GENERATED FROM LOW-ALTITUDE PHOTOGRAMMETRIC DATA ACQUIRED IN 2023 BY THE PRINCE EDWARD COUNTY DEPARTMENT OF PUBLIC WORKS, UTILITIES AND SANITATION. THE DATA WAS PROVIDED TO THE ENGINEER BY THE PRINCE EDWARD COUNTY DEPARTMENT OF PUBLIC WORKS, UTILITIES AND SANITATION. THE ENGINEER HAS REVIEWED THE DATA AND HAS DETERMINED THAT THE DATA MEETS THE REQUIREMENTS FOR GENERAL INFORMATION. THE ENGINEER HAS REVIEWED THE DATA AND HAS DETERMINED THAT THE DATA MEETS THE REQUIREMENTS FOR GENERAL INFORMATION. THE ENGINEER HAS REVIEWED THE DATA AND HAS DETERMINED THAT THE DATA MEETS THE REQUIREMENTS FOR GENERAL INFORMATION. THE ENGINEER HAS REVIEWED THE DATA AND HAS DETERMINED THAT THE DATA MEETS THE REQUIREMENTS FOR GENERAL INFORMATION.
- ANY DETERMINATION OF TOPOGRAPHY OR CONTOURS OR LINES OR BOUNDARIES IS FOR GENERAL INFORMATION ONLY. THE ENGINEER HAS REVIEWED THE DATA AND HAS DETERMINED THAT THE DATA MEETS THE REQUIREMENTS FOR GENERAL INFORMATION. THE ENGINEER HAS REVIEWED THE DATA AND HAS DETERMINED THAT THE DATA MEETS THE REQUIREMENTS FOR GENERAL INFORMATION. THE ENGINEER HAS REVIEWED THE DATA AND HAS DETERMINED THAT THE DATA MEETS THE REQUIREMENTS FOR GENERAL INFORMATION. THE ENGINEER HAS REVIEWED THE DATA AND HAS DETERMINED THAT THE DATA MEETS THE REQUIREMENTS FOR GENERAL INFORMATION.
- THE DEPTH OF MAXIMUM OVERFILL IS 4.8' AND THE DEPTH OF MAXIMUM FILL REMAINING IS 37.8'.



NOT FOR CONSTRUCTION

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**PRINCE EDWARD COUNTY**  
 14100 WOODBURN RD  
 FARMVILLE, VIRGINIA 23001

**PRINCE EDWARD SANITARY  
 LANDFILL**  
 1307 TRASHMERE ROAD  
 FARMVILLE, VIRGINIA 23001

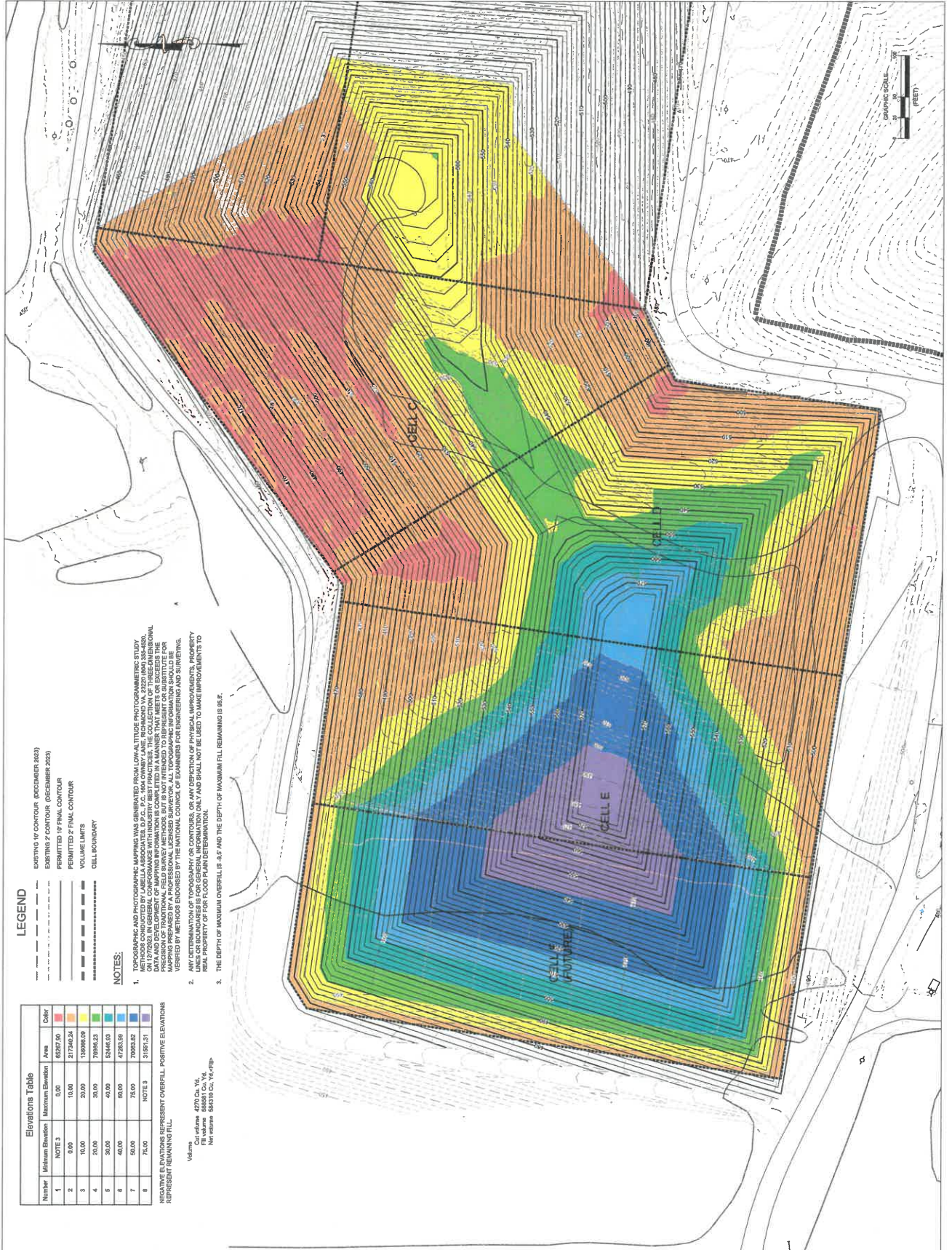
| NO. | DATE | DESCRIPTION |
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PROJECT NUMBER: 2220066.01  
 DRAWN BY: DMS  
 REVISION BY: DMT  
 ISSUED FOR: CAPACITY REPORT  
 DATE: 12/15/2023  
 DRAWING NAME:

**TOTAL AIRSPACE REMAINING  
 DECEMBER 2023**

DRAWING NUMBER:

**3**



**LEGEND**

- EXISTING 1' CONTOUR (DECEMBER 2023)
- EXISTING 2' CONTOUR (DECEMBER 2023)
- PERMITTED 1' FINAL CONTOUR
- PERMITTED 2' FINAL CONTOUR
- VOLUME LIMITS
- CELL BOUNDARY

**Elevations Table**

| Number | Minimum Elevation | Maximum Elevation | Area      | Color  |
|--------|-------------------|-------------------|-----------|--------|
| 1      | 0.00              | 66307.00          | 217262.24 | Red    |
| 2      | 0.00              | 10.00             | 139968.09 | Orange |
| 3      | 10.00             | 20.00             | 75068.23  | Yellow |
| 4      | 20.00             | 30.00             | 52448.09  | Green  |
| 5      | 30.00             | 40.00             | 47326.09  | Cyan   |
| 6      | 40.00             | 50.00             | 79003.62  | Blue   |
| 7      | 50.00             | 75.00             | 31851.31  | Purple |
| 8      | 75.00             | NOTE 3            |           |        |

NEGATIVE ELEVATIONS REPRESENT OVERFILL POSITIVE ELEVATIONS REPRESENT REMAINING FILL

**NOTES:**

1. TOPOGRAPHIC AND PHOTOGRAPHIC MAPPING WAS GENERATED FROM LOW-ALTIMITUDE PHOTOGRAMMETRIC STUDY DATA AND GPS SURVEY INFORMATION IS COMPLETED IN A MANNER THAT MEETS OR EXCEEDS THE REQUIREMENTS OF THE NATIONAL COUNCIL OF EXAMINERS FOR SURVEYING AND MAPPING (NCEM) AND IS VERIFIED BY A PROFESSIONAL LICENSED SURVEYOR. ALL TOPOGRAPHIC INFORMATION SHOULD BE VERIFIED BY METHODS ENCOURAGED BY THE NATIONAL COUNCIL OF EXAMINERS FOR ENGINEERING AND SURVEYING.
2. VOLUME CALCULATIONS ARE FOR GENERAL INFORMATION ONLY AND SHOULD NOT BE USED TO MAKE ANY DECISIONS TO REAL PROPERTY OF FLOOD PLAIN DETERMINATION.
3. THE DEPTH OF MAXIMUM OVERFILL IS 4.5' AND THE DEPTH OF MAXIMUM FILL REMAINING IS 5.6'.

Virginia  
 Cartwright 4270 Ch. VI  
 Pittman 88881 Ch. VI  
 Not Noted 50610 Ch. VI-CF-9



NOT FOR CONSTRUCTION

© 2021 LaBella Associates  
**PRINCE EDWARD COUNTY**  
 LANDFILL  
 130 TRASHMERE ROAD  
 FARMVILLE, VIRGINIA 23041

**PRINCE EDWARD SANITARY LANDFILL**  
 130 TRASHMERE ROAD  
 FARMVILLE, VIRGINIA 23041

| NO. | DATE | DESCRIPTION |
|-----|------|-------------|
|     |      |             |
|     |      |             |
|     |      |             |
|     |      |             |

PROJECT NUMBER: 2220664.01  
 DRAWN BY: BJS  
 REVIEWED BY: DWT  
 ISSUED FOR: CAPACITY REPORT  
 DATE: 12/12/24  
 DRAWING NAME:

**OVERFILL AREAS**  
**DECEMBER 2023**

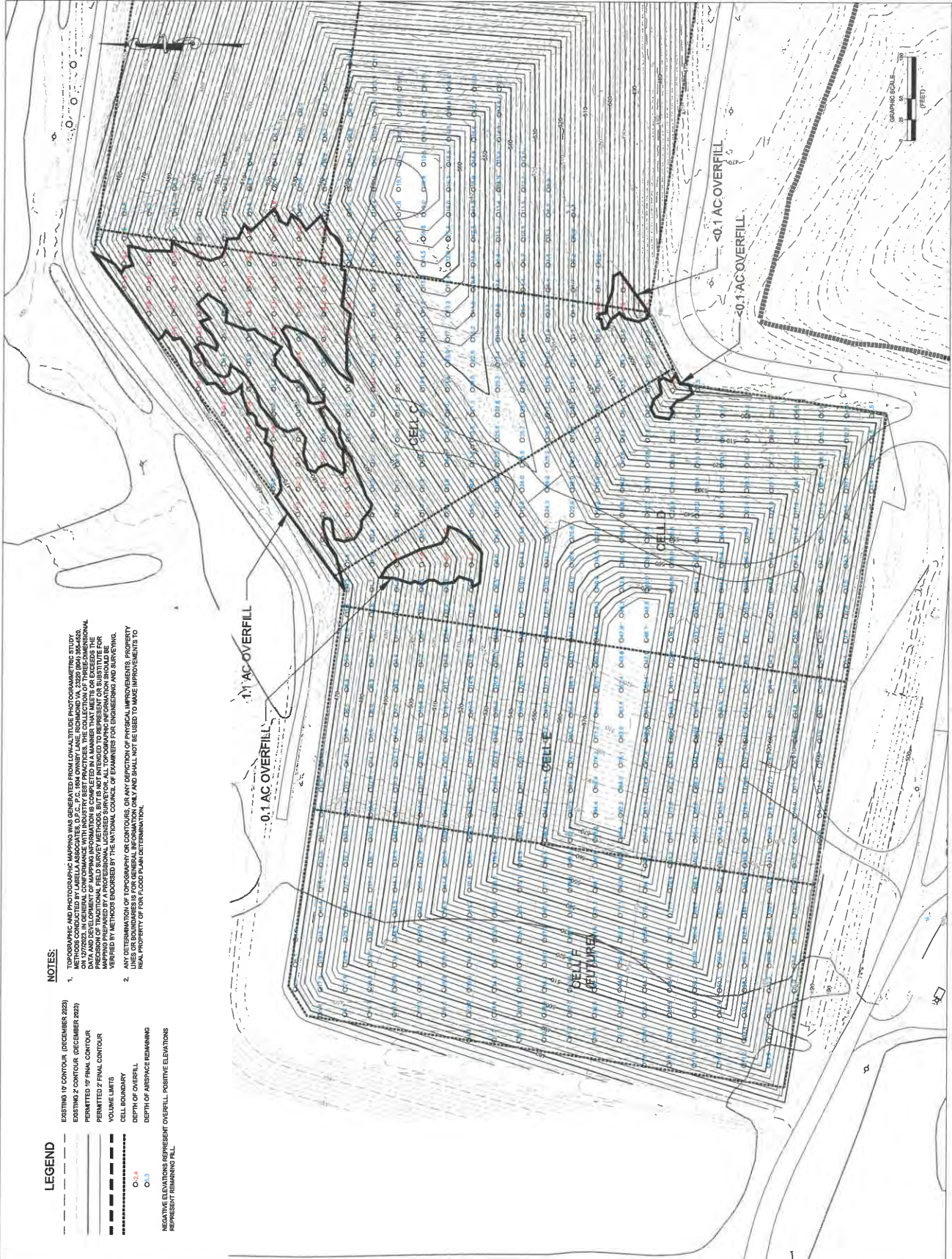
DRAWING NUMBER:

**4**

**LEGEND**

- EXISTING 1'0" CONTOUR (DECEMBER 2023)
  - EXISTING 2'0" CONTOUR (DECEMBER 2023)
  - PERMITTED 1'0" CONTOUR
  - PERMITTED 2'0" CONTOUR
  - VOLUME LIMITS
  - CELL BOUNDARY
  - DEPTH OF OVERFILL
  - O-5.4
  - O-3
- NEGATIVE ELEVATIONS REPRESENT OVERFILL. POSITIVE ELEVATIONS REPRESENT REMAINING FILL.

- NOTES:**
- TOPOGRAPHIC AND PHOTOGRAMMATIC MAPPING WAS GENERATED FROM Aerial PHOTOGRAMMETRIC STUDY METHODS CONDUCTED BY LABELLA ASSOCIATES, D.C., P.C., 1544 OWENS LANE, RICHMOND, VA, 23220 (604) 584-6020. THE DATA AND DEVELOPMENT OF MAPPING INFORMATION IS COMPLETED IN A MANNER THAT MEETS OR EXCEEDS THE PRECISION OF TRADITIONAL FIELD SURVEY METHODS, BUT IS NOT INTENDED TO REPRESENT OR SUBSTITUTE FOR SURVEYING PERFORMED BY THE NATIONAL COUNCIL OF EXAMINERS FOR ENGINEERING AND SURVEYING, VERIFIED BY METHODS ENCOURAGED BY THE NATIONAL COUNCIL OF EXAMINERS FOR ENGINEERING AND SURVEYING.
  - ANY DETERMINATION OF TOPOGRAPHY OR CONTOURS, OR ANY DEVIATION OF PHYSICAL IMPROVEMENTS, PROPERTY LINES OR BOUNDARIES IS FOR GENERAL INFORMATION ONLY AND SHALL NOT BE USED TO MAKE IMPROVEMENTS TO REAL PROPERTY OF ANY LEGAL JURISDICTION.



L:\Prince Edward\City\Capacity Study\2023\104 - 2024 Dec Overfills Layout.dwg



Job: Prince Edward County Sanitary Landfill  
 Job Number: 2232668.01 Phase 01  
 Calculated By: DWT Date: 1/5/2024  
 Checked By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Subject: Airspace Utilization Rate

***Determine the airspace utilization rate for the Prince Edward County Sanitary Landfill.***

**Given:**

The volume of airspace consumed between the January 27, 2023 and December 7, 2023 topographic mapping events.

**Find:**

The airspace utilization rate using the following variables.

|                                                                       |   |        |
|-----------------------------------------------------------------------|---|--------|
| Tonnage landfilled between mapping events (as provided by the county) | = | 29,684 |
| Total Tonnage (tons)                                                  | = | 29,684 |
| Volume used between mapping events (from AutoCAD)(yd <sup>3</sup> )   | = | 35,744 |
| Net Volume (yd <sup>3</sup> )                                         | = | 35,744 |

|                                                     |   |              |
|-----------------------------------------------------|---|--------------|
| Calculated in-place density* in lbs/yd <sup>3</sup> | = | <b>1,661</b> |
|-----------------------------------------------------|---|--------------|

\* Includes waste and daily cover.

**Determine the estimated remaining capacity and life of the constructed cells at the Prince Edward County Sanitary Landfill.**

Given:

The volume of airspace consumed using the intermediate cover grades for the permitted facility compared to the December 7, 2023 mapping event using AutoCAD software.

Date of mapping event 12/7/2023

Find:

The remaining life using the following variables.

|                                                                                         |   |                                                              |   |                               |
|-----------------------------------------------------------------------------------------|---|--------------------------------------------------------------|---|-------------------------------|
| $V_a$                                                                                   | = | gross remaining airspace in the permitted facility (AutoCAD) | = | 143,483 yd <sup>3**</sup>     |
| $L_a$                                                                                   | = | total area of the landfill (not previously closed)           | = | 12.6 acres                    |
| $L_d$                                                                                   | = | depth of cap system                                          | = | 3.5 feet                      |
| $I_a$                                                                                   | = | area of intermediate cover not placed yet                    | = | 2.7 acres                     |
| $I_d$                                                                                   | = | depth of intermediate cover                                  | = | 0.5 foot***                   |
| Rw                                                                                      | = | Annual waste acceptance rate                                 | = | 30,858 tons/year <sup>†</sup> |
| Volume of airspace consumed by cap system ( $V_1 = L_a \times L_d$ )                    |   |                                                              |   | = 71,148 yd <sup>3</sup>      |
| Volume of airspace consumed by intermediate cover ( $V_i = I_a \times I_d$ )            |   |                                                              |   | = 2,178 yd <sup>3</sup>       |
| Volume of airspace consumed by daily cover ( $V_{dc} = (V_a - V_1 - V_i) \times 0.05$ ) |   |                                                              |   | = 3,508 yd <sup>3</sup>       |
| Volume of airspace available for waste disposal ( $V_{as} = V_a - V_1 - V_i - V_{dc}$ ) |   |                                                              |   | = 66,649 yd <sup>3</sup>      |

**Determine Closure Date using Compaction Density**

|                                                                       |   |                          |
|-----------------------------------------------------------------------|---|--------------------------|
| Compaction Density $C_r$                                              | = | 1,794 lb/yd <sup>3</sup> |
| Mass of waste able to fit into landfill ( $M_a = V_{as} \times C_r$ ) | = | 59,778 tons              |
| Remaining life of disposal unit ( $M_a/R_w$ )                         | = | 1.9 years                |
| <b>Estimated closure date</b>                                         | = | <b>November 2025</b>     |

\*Annual waste acceptance estimated based on tonnage reports from the past five Annual Solid Waste Reports

\*\* Gross airspace defined as volume of waste, daily cover, intermediate cover, and final cover

\*\*\* First 6" of intermediate cover layer is considered daily cover.

\*\*\*\* Average compaction achieved since December 2021.



**Determine the estimated remaining capacity and life of the permitted facility at the Prince Edward County Sanitary Landfill.**

**Given:**

The volume of airspace consumed using the permitted final cover grades for the facility compared to the December 7, 2023 mapping event using AutoCAD software.

Date of mapping event 12/7/2023

**Find:**

The remaining life using the following variables.

|                                                                                         |   |                                                              |   |                           |
|-----------------------------------------------------------------------------------------|---|--------------------------------------------------------------|---|---------------------------|
| $V_a$                                                                                   | = | gross remaining airspace in the permitted facility (AutoCAD) | = | 584,310 yd <sup>3**</sup> |
| $L_a$                                                                                   | = | total area of the landfill (not previously closed)           | = | 16.1 acres                |
| $L_d$                                                                                   | = | depth of cap system                                          | = | 3.5 feet                  |
| $I_a$                                                                                   | = | area of intermediate cover not placed yet                    | = | 6.2 acres                 |
| $I_d$                                                                                   | = | depth of intermediate cover                                  | = | 0.5 foot ***              |
| Rw                                                                                      | = | Annual waste acceptance rate                                 | = | 30,858 tons/year*         |
| Volume of airspace consumed by cap system ( $V_1 = L_a \times L_d$ )                    |   |                                                              | = | 90,911 yd <sup>3</sup>    |
| Volume of airspace consumed by intermediate cover ( $V_i = I_a \times I_d$ )            |   |                                                              | = | 5,001 yd <sup>3</sup>     |
| Volume of airspace consumed by daily cover ( $V_{dc} = (V_a - V_1 - V_i) \times 0.05$ ) |   |                                                              | = | 24,420 yd <sup>3</sup>    |
| Volume of airspace available for waste disposal ( $V_{as} = V_a - V_1 - V_i - V_{dc}$ ) |   |                                                              | = | 463,977 yd <sup>3</sup>   |

**Determine Closure Date using Compaction Density**

|                                                                       |   |                              |
|-----------------------------------------------------------------------|---|------------------------------|
| Compaction Density $C_r$                                              | = | 1,794 lb/yd <sup>3****</sup> |
| Mass of waste able to fit into landfill ( $M_a = V_{as} \times C_r$ ) | = | 416,143 tons                 |
| Remaining life of disposal unit ( $M_a/R_w$ )                         | = | 13.5 years                   |
| <b>Estimated closure date</b>                                         | = | <b>May 2037</b>              |

\* Annual waste acceptance estimated based on tonnage reports from the past five Annual Solid Waste Reports

\*\* Gross airspace defined as volume of waste, daily cover, intermediate cover, and final cover

\*\*\* First 6" of intermediate cover layer is considered daily cover.

\*\*\*\* Average compaction achieved since December 2021.

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 16-b  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley/Sarah Elam Puckett  
**Agenda Item:** Properties Committee – Purchase of Dump Truck

**SUMMARY:** The Properties Committee met February 6, 2024 and makes the following report and recommendations to the Board of Supervisors.

Currently, the County Solid Waste Department is without an operational off-road dump truck. The current dump truck is a 1972 DJB 250. Repair and maintenance parts are obsolete.

A dump truck is critical for landfill operations as Virginia DEQ requires three days of daily cover be on the working face at all times. Jeff Jones and his staff use the dump truck to move soil from the on-site borrow area to the working face and for sediment basin and sediment pond maintenance.

Jeff obtained bids for both new and used dump trucks. The Committee reviewed the bids with Jeff and the County Administrator. It was determined that it was more financially justified to purchase a used dump truck at this time. Note: The cost of a new truck is \$551,000 to \$575,000.

An evaluation of the used truck bids, which ranged from \$198,500 to \$350,000 determined that a 2018 John Deere 410E at a cost of \$198,500, with 7978 hours and under warranty until 9,000 hours or until 8/23/25, was the best opportunity and economic decision for the County.

**ATTACHMENTS:** John Deere Bid

**COMMITTEE RECOMMENDATION:**

Recommend to the Board to authorize the purchase of the 2018 John Deere 410E in the amount of \$198,500 from the Landfill Construction Fund.

**SAMPLE MOTION:**

I move that the Board of Supervisors authorize the purchase of the 2018 John Deere 410E in the amount of \$198,500 from the Landfill Construction Fund.

OR

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

OR

I move that the Board of Supervisors request that the County Administrator obtain new bids for the dump truck.

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



11047 Leadbetter Road  
 Ashland, VA 23005  
 (804)798-6001  
 www.JamesRiverEquipment.com

PRINCE EDWARD COUNTY  
 124 N. MAIN ST.  
 FARMVILLE VA 23901

*used*  
*serve records*  
*Rental EQ of the*

Quote: 230324234-01  
 12/27/2023

Dear Prince Edward County,  
 We are pleased to quote the following for your purchase consideration:

**JOHN DEERE 410E ARTICULATED DUMP TRUCK**

TAG NUMBER: 7002334 SERIAL: 1DW410ETPJF689303 YEAR: 2018

- |                               |                               |                                |
|-------------------------------|-------------------------------|--------------------------------|
| 2018 JD 410E                  | 6110 AC CHARGE                | 9140 FIRE EXTINGUISHER         |
| 02E0T *RF*FT4/41 TON ADT/EM/L | 9045 QUICK SERVICE            | 0924 FT4 ENGINE                |
| 2520 OPERATOR AND TRAINER SEA | 9225 COOLANT HEATER, 120V     | 2610 RADIO                     |
| 2420 ELECTRIC MIRRORS         | 2720 25 AMP CONVERTER         | 3210 HVAC PRECLEANER           |
| 5720 NO FAST FUEL             | 3010 MANUAL TEMPERATURE CONTR | 4540 29.5R25 MI XADN E3 TIRES  |
| 1120 1400CC BATTERY           | 2120 NO DUMP BODY HEATER      | 170C JD LINK ULT 5 YEAR SERVIC |
| 1330 MUFFLER WITH CHROME EXHA | 1510 STANDARD FAN DRIVE       | 2210 TAILGATE                  |
| 2350 DC ENGLISH DECALS        | 5550 ONBOARD WEIGHING W LIGHT | 5320 NO TIRE PRESS MONITORING  |
|                               |                               | 1915 DUMP BODY WITH LINER      |
|                               |                               | 2815 REAR CAMERA W 2ND MONITO  |

Including the following extended warranty:  
 Powertrain for 9000 Hours and 84 Months -

Price subject to availability.  
 Extended warranty: PT until 8/23/2025 or 9000 hrs.  
 2018 with 7978 hours.

Regards,

|                      |              |
|----------------------|--------------|
| Equipment Sale Price | \$198,500.00 |
| Total                | \$198,500.00 |

Ricky Edwards  
 E: redwards@jamesriverequipment.com  
 M: 804.337.2668





**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 17  
**Department:** County Attorney  
**Staff Contact:** Terri Atkins Wilson, Esq.  
**Agenda Item:** County Attorney's Report

---

**SUMMARY:**

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

**COST:**

**ATTACHMENT:**

**RECOMMENDATION:** None.

**SAMPLE MOTION:**

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

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

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 18  
**Department:** County Attorney  
**Staff Contact:** Douglas P. Stanley  
**Agenda Item:** County Administrator's Report

---

**SUMMARY:**

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

**COST:**

**ATTACHMENT:**

**RECOMMENDATION:**

**SAMPLE MOTION:**

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

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

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

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 19  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Correspondence/Informational

---

**SUMMARY:**

Please see attachments.

**COST:**

**ATTACHMENTS:**

- a. Letter, RE: Proposed Solar Energy Facilities, from Prince Edward County Farm Bureau
- b. SVCC Proud Panther Newsletter

**RECOMMENDATION:** None.

**SAMPLE MOTION:**

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

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

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

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

# Prince Edward County Farm Bureau



February 1, 2024

To: Prince Edward County Board of Supervisors

From: Prince Edward County Farm Bureau Board of Directors

RE: Proposed Solar Energy Facilities

We are writing to express our concern and opposition to the proposed solar facility for Old Ridge Road and possibly other similar projects in the county. Our opposition to the Old Ridge Road project is based primarily on concerns about the project's proximity to residential areas as well as a nearby waterway.

We agree with the following policies approved by the Virginia Farm Bureau Federation regarding solar facilities:

**We support requiring all utility-scale solar facilities to maintain a nutrient management plan prior to construction and throughout the existence of the facility.**

**We support classifying solar panels as impervious surfaces for utility scale solar facilities.**

**If a utility scale solar facility is to be installed, we recommend it being located on brownfields, landfills, or mine reclamation sites.**

**We support a requirement to avoid prime farmland when locating utility scale solar facilities. If these facilities are located on prime farmland, the solar developer should be mandated to return the land to productive farmland at the end of the project's life cycle.**

**We believe more studies should be done on the impact that utility-scale solar energy has on agriculture, and the potential environmental impacts and lifecycle costs for the manufacture, disposal, re-use, or recycle of material inputs, before any additional projects are approved on agricultural lands.**

**We support requiring a minimum of a 50-foot riparian buffers around all utility scale solar facilities.**



January 2024



**Lowe's Foundation visits Lake Country  
Advanced Knowledge Center**



**Lowe's associates** and the **Lowe's Foundation** visited **Southside Virginia Community College's Lake Country Advanced Knowledge Center** to support the school's innovative skilled trades training program through a grant and Klein Tools donation.

David Green, [Lowe's Foundation](#) board member and Lowe's VP of tax management, presented Dr. Keith Harkins, VP of Academic & Workforce Programs with a \$300,000 [Lowe's Foundation Gable Grant](#) as part of its larger five-year, \$50 million commitment to help prepare 50,000 people for skilled trades careers.

**Lowe's** partnered with **Klein Tools** to outfit SVCC's electrical and HVAC training labs with new tools and equipment, such as hand tools, digital multimeters, HVAC sheet metal tools, personal protection equipment and more. The donation provides SVCC students with industry-leading professional tools to support hands-on training in their respective programs.

[Read Full Press Release](#)



## Clyde Robertson, SVCC Instructor Featured in Southside Electric Cooperative Article



Article written by Jennifer Wall, Southside Electric Company Community Specialist

[Read the SEC Article](#)

---

## Ruby Trejo Receives Verghese Award



Ruby (middle) is pictured with Mary Jane Elkins, Director of Institutional Advancement (left) and Christy Whitten, Associate Professor of Nursing (right).

Ruby Trejo, a resident of Brunswick County, is the recipient of the K. George Verghese Memorial Academic Merit Award, recognizing her academic achievements in the Associate Degree of Nursing (ADN) program at SVCC.

Dr. Verghese was a long time faculty member at SVCC and was instrumental in the establishment of the ADN and Practical Nursing (PN) programs at the college.

---

**SVCC at the General Assembly 2024**



SVCC staff and students including Erika Davis, Carson Minter, Shalita Corley, and Danny Leon-Leon enjoyed a day at the General Assembly visiting with (pictured) Senator Emily Jordan (VCCS Chancellor Dr. David Dore'), Senator Tammy Mulchi, Delegate Otto Waschmann, (not pictured) Delegate Tom Garrett, Delegate Tommy Wright, Senator John McGuire, and Delegate Lee Ware.



Friends of the College who attended the VCCS sponsored Legislative Reception included: David Peterson, Mike Thomas, Carthan Currin, Keith Harkins and Jeremy Satterfield

---

## Upcoming SVCC Sponsored Trips



Want to go on an unforgettable trip this year?

The Ark Encounter & Creation Museum, KY (\$797, April 29 - May 4)  
Nashville, TN (\$973, June 10-15)  
Lancaster, PA (\$715, July 22-25)  
Savannah, Jekyll Island & Charleston, SC (\$855, September 9-13)  
Myrtle Beach, SC (\$720, November 4-8)

For more information, contact Louise Ogburn at 434-738-3312.

[View All Trip Flyers](#)

**Food Lion supports the Panther Pantry**



The Southside Virginia Community College Foundation is pleased to announce that Food Lion Feeds has provided funding to support the purchase of food for SVCC's on-campus food pantry, the "Panther Pantry." Food Lion Feeds was founded in 2014 by Food Lion to address food insecurity in the towns and cities it serves.



SVCC's Panther Pantry is dedicated to alleviating hunger among SVCC's 10 county service area and student body. There are currently Panther Pantries on each of SVCC's main campuses, located in Alberta, VA and Keysville, VA.

"We are grateful to Food Lion Feeds for their continued generosity," states Dr. Quentin Johnson, SVCC's President. "SVCC's Panther Pantry operates to alleviate the barrier of hunger among our students, and this gift from Food Lion Feeds will allow the Pantry to continue striving toward this goal."

For more information about SVCC's Panther Pantry, contact Leslie Perkins at 434-736-2022.

---

## **FastForward - A REAL Benefit for Students**



# FastForward

CREDENTIALS FOR A CAREER THAT MATTERS



### What is FastForward?

FastForward launched in 2016 as a pay-for-performance, accelerated career training program that prepares students to obtain third-party, industry-recognized credentials. Catering to adult learners, **the average age of students in FastForward is 35**, and **86% of FastForward students have not been enrolled at one of Virginia's Community Colleges in the last 15 years.**



**Over 43%** of FastForward students are minorities.



FastForward students who receive Workforce Credential Grants are more than **two times as likely** to receive SNAP/TANF benefits than other college students.



**Over 60%** of FastForward students have dependents.



### The Impact of FastForward Credentials

According to the Virginia Employment Commission, by 2026, there are expected to be **2.6M middle-skilled jobs in Virginia** – jobs that require some training, but not a four-year degree. There is a skills gap in Virginia's workforce. **FastForward is continuing to bridge the gap.**

[Read Full FastForward](#)



## College Community Connections

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



## Appreciation For Law Enforcement Officials

[READ LATEST CONNECTION](#)

---

**Support Our Students!**

[INVEST IN SVCC](#)

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

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** February 13, 2024  
**Item #:** 20  
**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. Commonwealth Regional Council
- d. Crossroads Reports
- e. Tourism

**RECOMMENDATION:** None.

**SAMPLE MOTION:**

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

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

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

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



**Animal Control Monthly Report**

"January 2024"

**Dogs**

|                     |    |
|---------------------|----|
| Surrendered         | 20 |
| Picked Up           | 31 |
| Claimed By Owner    | 16 |
| Adopted             | 3  |
| Transferred P/U     | 0  |
| Euthanized          | 1  |
| Injured / Euth.     | 0  |
| Transferred to SPCA | 34 |
| Seized              | 1  |
| Bite Case           | 2  |
| Other               | 0  |

**Fees Collected** \$185

**Cats**

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

**Fees Collected** \$0.00

|                                   |
|-----------------------------------|
| <b>Bill the Town of Farmville</b> |
| 5 animals housed.                 |
| <b>Total Billed:</b> \$385.00     |

**Wildlife**

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

**Livestock**

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

**Fees Collected** \$0.00

**Other Companion Animals**

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

**Miles Driven** 3,303

**Days at or above capacity** 31

**Number of Calls to Shelter** 198

**Summons Issued** 8

**Warrants Served** 0

**Days in Court** 1

**Nuisance Dogs** 2

**Dangerous Dogs** 4

**Calls After Hours/Comp Time** 52

**Dogs Brought in by Farmville PD** 5

**Total Fees Collected** \$185.00

**Donations** \$100.00

**Total Fees Collected and Billed** \$670.00

*Adam Mumma, Chief Animal Control Officer*

*Ariel Witmer, Deputy Animal Control Officer*

Notes:

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# BUILDING OFFICIAL

Permits Issued Report  
1/01/2024 Through 1/31/2024

|                                       |                   |                       |
|---------------------------------------|-------------------|-----------------------|
| <b>ADDITIONS</b>                      | - Issued          | 2                     |
|                                       | - Value           | \$.00                 |
|                                       | - Permit Fees     | \$349.50              |
|                                       | - 2.00% STATE TAX | \$6.99                |
|                                       | - Fees Collected  | \$356.49              |
| <b>COMMERCIAL</b>                     | - Issued          | 1                     |
|                                       | - Value           | \$1,075,000.00        |
|                                       | - Permit Fees     | \$.00                 |
|                                       | - 2.00% STATE TAX | \$.00                 |
|                                       | - Fees Collected  | \$.00                 |
| <b>ONE &amp; TWO FAMILY DWELLING</b>  | - Issued          | 4                     |
|                                       | - Value           | \$800,000.00          |
|                                       | - Permit Fees     | \$2,437.00            |
|                                       | - 2.00% STATE TAX | \$48.74               |
|                                       | - Fees Collected  | \$2,485.74            |
| <b>ELECTRICAL</b>                     | - Issued          | 15                    |
|                                       | - Value           | \$63,666.00           |
|                                       | - Permit Fees     | \$1,776.44            |
|                                       | - 2.00% STATE TAX | \$35.52               |
|                                       | - Fees Collected  | \$1,556.96            |
| <b>MECHANICAL</b>                     | - Issued          | 4                     |
|                                       | - Value           | \$.00                 |
|                                       | - Permit Fees     | \$612.40              |
|                                       | - 2.00% STATE TAX | \$12.25               |
|                                       | - Fees Collected  | \$624.65              |
| <b>MECHANICAL/GAS</b>                 | - Issued          | 3                     |
|                                       | - Value           | \$.00                 |
|                                       | - Permit Fees     | \$300.00              |
|                                       | - 2.00% STATE TAX | \$6.00                |
|                                       | - Fees Collected  | \$306.00              |
| <b>PLUMBING</b>                       | - Issued          | 4                     |
|                                       | - Value           | \$.00                 |
|                                       | - Permit Fees     | \$612.40              |
|                                       | - 2.00% STATE TAX | \$12.25               |
|                                       | - Fees Collected  | \$624.65              |
| <b>IN LIEU OF SOIL &amp; EROSION</b>  | - Issued          | 4                     |
|                                       | - Value           | \$.00                 |
|                                       | - Permit Fees     | \$100.00              |
|                                       | - Fees Collected  | \$100.00              |
| <b>Total Permits - Issued</b>         |                   | <b>37</b>             |
| <b>Total Permits - Value</b>          |                   | <b>\$1,938,666.00</b> |
| <b>Total Permits - Permit Fees</b>    |                   | <b>\$6,187.74</b>     |
| <b>Total Permits - Surcharge Fee</b>  |                   | <b>\$121.75</b>       |
| <b>Total Permits - Other Fees</b>     |                   | <b>\$.00</b>          |
| <b>Total Permits - Fees Collected</b> |                   | <b>\$6,054.49</b>     |

## INSPECTIONS FOR JANUARY 106

# CRC's JANUARY ITEMS OF INTEREST

## Grant Assistance:

- **Tobacco Commission - Invitation Only:** Congratulations to the Town of Blackstone on being awarded \$121,383.29 in funds to purchase hospitality training equipment for the training program that will be located in the Harris Memorial Armory. The CRC assisted with the application.
- **SCRC, State Economic and Infrastructure Development (SEID) Grant Program:** The CRC is assisting the Town of Blackstone with an application to fund construction costs for the renovation and rehabilitation of Harris Memorial Armory.
- **USDOT FTA, Innovative Coordinated Access and Mobility grant:** The CRC is assisting Piedmont Senior Resources with an application to purchase a vehicle.
- **VDACS, AFID Planning Grant:** The CRC is assisting Virginia Food Works with a grant application to purchase a new liquid goods filling machine and dry goods filling machine for the Prince Edward County Cannery.
- **Update on TRRC Grant Request for the Creation of the Central Virginia Poultry Cooperative:** Due to this project being an ongoing Economic Development Project, the TRRC cannot make a comment at this time.

## Updates:

- **CRC Creation of New Economic Development Organization (REDO):** The CRC has established a working committee of the County Administrators and Longwood University representatives to further discuss moving forward with a fundraising campaign for the CRC REDO.

## Longwood SEED Innovation Hub - Bid Opening



LUREF issued an Invitation for Bids (IFB) for the construction of the Innovation Hub on December 8th. LUREF held a pre-bid Conference on January 4th at 10:00 a.m. in Midtown Square. The pre-bid conference was well attended. Bids were due on 1/25 at 2:00 p.m. in the LUREF Office. The Bids were opened on 1/25 at 2:15 p.m. in the LUREF Conference Room. Two bids were submitted. Longwood is currently reviewing both bids.

## DHR Emergency Supplemental Historic Preservation Funds (ESHP) Charlotte County Courthouse Drainage Project



Charlotte County was awarded funds to address moisture issues for the Charlotte Courthouse Complex that flooded and was damaged during Hurricane Micheal. The contractor has completed the Plaster Repairs work within the building. CRC staff is working with County staff to assemble and submit any final reimbursement requests, set up a final site visit, and complete the close out report.

## Virginia Telecommunications Initiative (VATI) Grant



As of January 7, 2024, a total of 4,021 passings (out of 10,734 total passings) and 872 installs for new customers have been completed. Kinex and their contractors are working in parts of all three counties where middle-mile fiber is in place to complete installations for new customers. James Garrett, Kinex Telecom, has advised that there is currently a backlog for new installations due to staffing issues. He has added new staff and hopes to see installs ramp up over the course of the coming weeks.

## Drakes Branch Acquisition Project Update



The Town of Drakes Branch was awarded a Hazard Mitigation Grant Program (HMGP) grant by FEMA to fund the acquisition and removal of nine buildings in the Town's Central Business District. These buildings are located within the floodplain and are subject to damage from flood events in the area. Out of the nine buildings, seven buildings has selected to participate. The Town has retained Hurt & Proffitt to conduct lead and asbestos inspections of these properties. The Town is waiting on the inspection report to be completed. These inspections need to be done before the demolition/clearance work can be bid out.

## CRC Community Emergency Preparedness Outreach Campaign



The CRC was awarded a State Homeland Security Program (SHSP) grant in November 2022 to fund community outreach and preparedness activities related to disaster and emergency preparedness. After evaluating different options with the project management team, it was decided to procure and purchase emergency kits to disseminate to local emergency managers for distribution. Each locality received 50 kits, with each kit containing 71 items and multiple informational packets. Each County determined the method of how they would like to distribute these kits. The CRC coordinated with each County's Emergency Planner to pick-up the kits, and date(s)/ location(s) of kit distribution. The kits are still in the process of being distributed.



## Upcoming Funding Opportunities:

**Assistance to Firefighters Grant (AFG):** Closes on 3/8/24

**USDOT, RAISE grant:** Closes 2/28/24

**VDACS AFID Planning Grant:** Open; Rolling Basis

**DCR, Land and Conservation Trust Fund:** Pre-app. due on 3/15/24

**VOF, Get Outdoors Fund:** pre-app. due on 2/12/24; full-app. closes on 3/8/24

**VOF, Preservation Trust Fund:** Closes 3/8/24

**Tobacco Commission, Southern Virginia Program:** Closes 2/8/24

**USDOT FTA, Innovative Coordinated Access and Mobility Grant:** Closes 2/13/24

**SCRC, State Economic and Infrastructure Development (SEID):** full app. closes on 2/2/24

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

## Reporting of Patients Serviced November 2023

| Program Name                               | County        | Number of Face to-Face Services | Patients Served | Patient Gender |     | Number of Children 17 and under | Number of Seniors 65 and above | Number of Veterans |
|--------------------------------------------|---------------|---------------------------------|-----------------|----------------|-----|---------------------------------|--------------------------------|--------------------|
|                                            |               |                                 |                 | F              | M   |                                 |                                |                    |
| Emergency Services                         | Prince Edward | 16                              | 15              | 7              | 8   | 3                               | 1                              | 0                  |
| Evaluation / Assessment                    | Prince Edward | 37                              | 26              | 13             | 13  | 4                               | 0                              | 2                  |
| Medical Services                           | Prince Edward | 0                               | 0               | 0              | 0   | 0                               | 0                              | 0                  |
| Mental Health Case Management              | Prince Edward | 420                             | 171             | 79             | 92  | 16                              | 20                             | 7                  |
| Mental Health Outpatient                   | Prince Edward | 146                             | 78              | 32             | 46  | 9                               | 7                              | 4                  |
| Mental Health Skill Building               | Prince Edward | 73                              | 11              | 8              | 3   | 0                               | 3                              | 0                  |
| Substance Abuse Case Management            | Prince Edward | 7                               | 6               | 3              | 3   | 0                               | 0                              | 0                  |
| Substance Abuse Outpatient                 | Prince Edward | 164                             | 38              | 14             |     | 0                               | 4                              | 2                  |
| Town House Psychosocial Rehabilitation     | Prince Edward | 71                              | 9               | 5              | 4   | 0                               | 3                              | 2                  |
| Unduplicated Totals: All Clinical Programs | Prince Edward | 934                             | 354             | 161            | 193 | 32                              | 38                             | 17                 |

\*Face-to-Face Services are reported as services where Crossroads staff provides a service directly to a patient, except:

- a.) Emergency Services are reported as Preadmission Screenings related to possible psychiatric hospitalization, and
- b.) Town House Psychosocial Rehabilitation services are reported as Days of Attendance at the Program location

Monthly reporting form 12.08.2022

## Reporting of Patients Serviced December 2023

| Program Name                               | County        | Number of Face to-Face Services | Patients Served | Patient Gender |     | Number of Children 17 and under | Number of Seniors 65 and above | Number of Veterans |
|--------------------------------------------|---------------|---------------------------------|-----------------|----------------|-----|---------------------------------|--------------------------------|--------------------|
|                                            |               |                                 |                 | F              | M   |                                 |                                |                    |
| Emergency Services                         | Prince Edward | 8                               | 8               | 4              | 4   | 1                               | 0                              | 0                  |
| Evaluation / Assessment                    | Prince Edward | 20                              | 18              | 6              | 12  | 4                               | 0                              | 2                  |
| Medical Services                           | Prince Edward | 0                               | 0               | 0              | 0   | 0                               | 0                              | 0                  |
| Mental Health Case Management              | Prince Edward | 409                             | 178             | 87             | 91  | 14                              | 22                             | 6                  |
| Mental Health Outpatient                   | Prince Edward | 107                             |                 | 41             | 26  | 9                               | 5                              | 4                  |
| Mental Health Skill Building               | Prince Edward | 68                              | 11              | 8              | 3   | 0                               | 2                              | 0                  |
| Substance Abuse Case Management            | Prince Edward | 12                              | 8               | 4              | 4   | 0                               | 1                              | 0                  |
| Substance Abuse Outpatient                 | Prince Edward | 134                             | 27              | 12             | 15  | 0                               | 3                              | 3                  |
| Town House Psychosocial Rehabilitation     | Prince Edward | 70                              | 8               | 4              | 4   | 0                               | 2                              | 2                  |
| Unduplicated Totals: All Clinical Programs | Prince Edward | 828                             | 325             | 166            | 159 | 28                              | 35                             | 17                 |

\*Face-to-Face Services are reported as services where Crossroads staff provides a service directly to a patient, except:

- a.) Emergency Services are reported as Preadmission Screenings related to possible psychiatric hospitalization, and
- b.) Town House Psychosocial Rehabilitation services are reported as Days of Attendance at the Program location

Monthly reporting form 12.08.2022

## Tourism & Visitor Center Monthly Report for January 2024

| HEARTLAND REGIONAL VISITOR CENTER ATTENDANCE: |                    |                 |                    |                 |                                   |
|-----------------------------------------------|--------------------|-----------------|--------------------|-----------------|-----------------------------------|
|                                               | Virginia<br>Guests | Other<br>States | Other<br>Countries | Total<br>Guests | Average<br>Visitors per<br>Month: |
| YTD 2024                                      | 111                | 6               | 0                  | 117             | 117.0                             |
| 2023                                          | 1,367              | 244             | 26                 | 1,637           | 136.4                             |
|                                               |                    |                 |                    |                 | Total / 1 Month                   |
|                                               |                    |                 |                    |                 | Total / All of 2024               |

### Requests for Information:

|              | Phone<br>Inquiries | Video<br>Views (All) | Center<br>Visits | GoogleMyBusiness<br>Finding the<br>Visitor Center | Monthly<br>Totals: |
|--------------|--------------------|----------------------|------------------|---------------------------------------------------|--------------------|
| January 2024 | 29                 | 14                   | 117              | 92                                                | 252                |
| January 2023 | 18                 | 2                    | 133              |                                                   | 153                |
| % Difference | 61.11%             | 600.00%              | -12.03%          |                                                   | 64.71%             |

| TOTAL YTD    |        |         |         | Total YTD Inquiries:        |
|--------------|--------|---------|---------|-----------------------------|
| 2024 YTD     | 29     | 14      | 117     | 150                         |
| 2023 YTD     | 18     | 2       | 133     | 1,190                       |
| % Difference | 61.11% | 600.00% | -12.03% | 100.00%                     |
|              |        |         |         | Total YTD Inquiries:<br>310 |
|              |        |         |         | 1,343<br>-76.92%            |

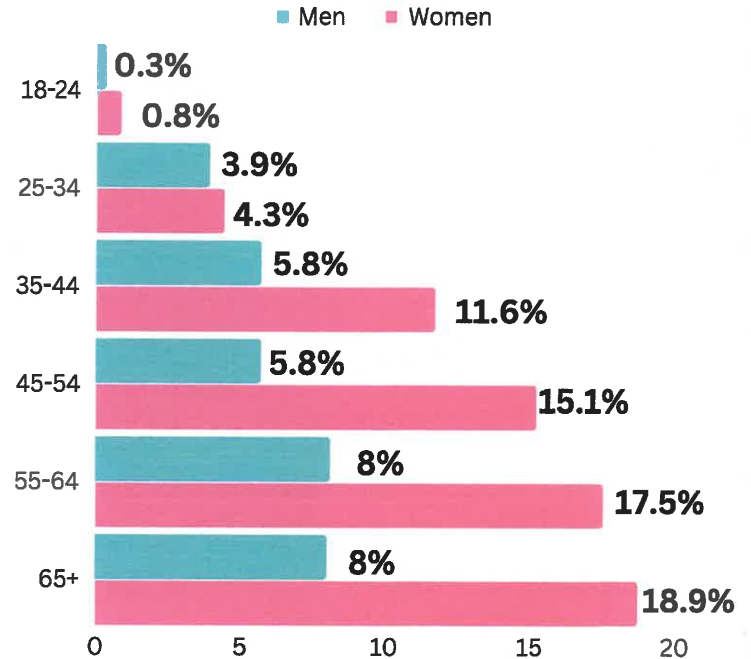
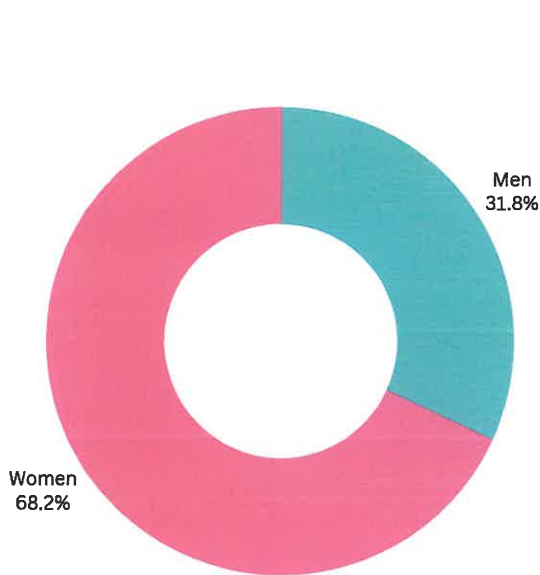
### February Report to Board of Supervisors:

Prince Edward County proudly attended the Richmond Wedding's Winter Bridal Show, marking a significant success in showcasing the region's vibrant wedding offerings. The event provided a platform for Prince Edward County to introduce hundreds of couples to the diverse and enchanting wedding services available in the area. The Winter Bridal Show, held at Main Street Station in Richmond, attracted a large and enthusiastic audience of soon-to-be-wed couples. Prince Edward County's presence was not only well-received but also left a lasting impression on attendees seeking the perfect setting for their special day. Couples visiting the Prince Edward County booth had the opportunity to explore a comprehensive array of wedding services, including stunning venues, talented photographers, exceptional caterers, and creative florists. The County's representative was on hand to provide personalized guidance, helping couples envision their dream wedding against the backdrop of Prince Edward's picturesque landscapes.

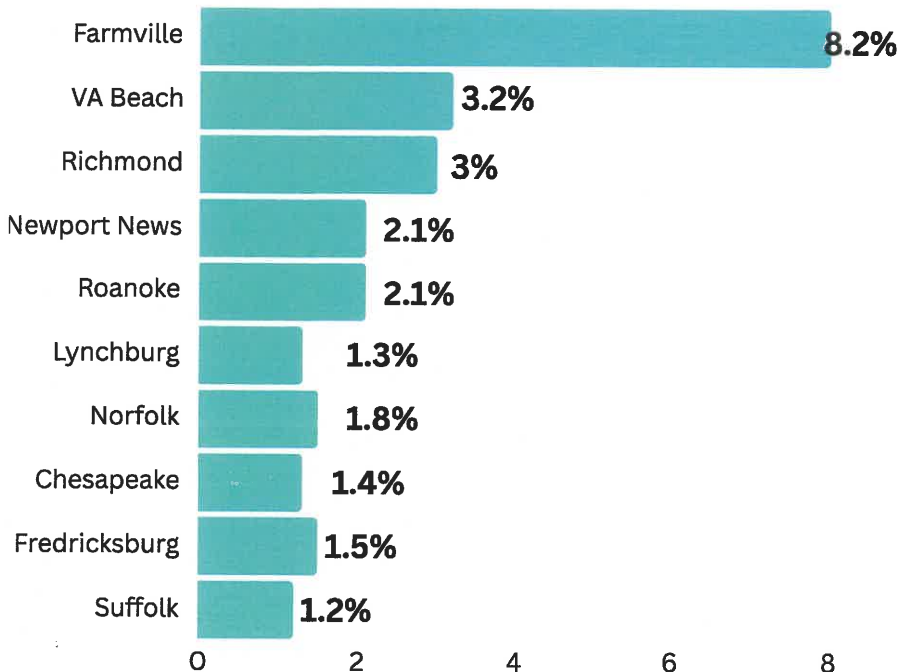
# Social Media Update

## Facebook Stats.

1,430 Followers



## Top Cities



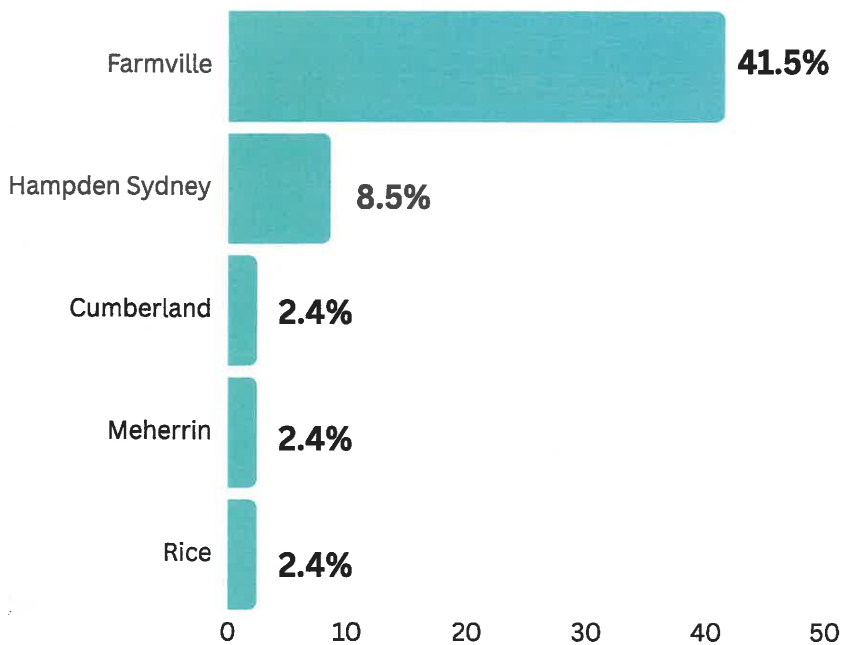
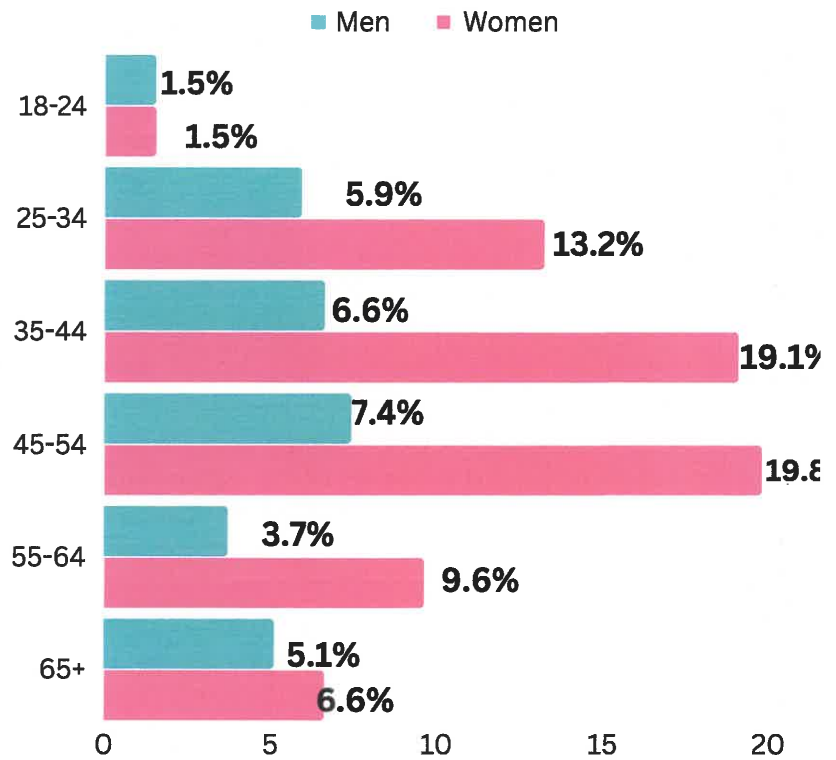
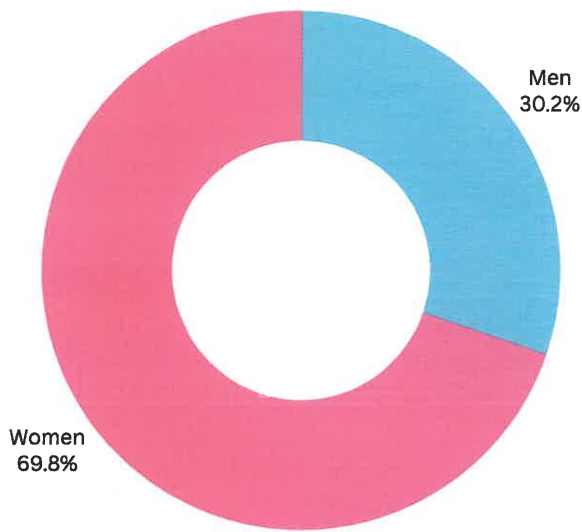
## In the last 30 Days:

- Reach: 2,880
- Visits: 153
- New Page Likes: 8



# Instagram Stats

## 164 Followers



### In the last 30 Days:

- Reach: 137
- Visits: 26
- New Page Likes: 8

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