

February 13, 2024

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 13th day of February, 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; and Crystal Hensley, Commissioner of Revenue.

Mr. Douglas Stanley, County Administrator, stated that Board Chair Pattie Cooper-Jones is with us this evening via remote telephone access. As required by the Board of Supervisors *Electronic Meeting Policy* and Section 2.2-3708.2 of the *Code of Virginia*, Board Chair Cooper-Jones provided notification that she would have to be physically absent from tonight’s meeting, due to illness. She has requested remote participation in tonight’s Board meeting from her home in Farmville.

Her request is in conformance with the Board’s Electronic Meeting Policy and the requirements of the *Code of Virginia*.

Pending an objection from a member of the Board of Supervisors, Board Chair Cooper-Jones’ participation from her remote location in Farmville, Virginia, shall be approved, and shall be recorded in the minutes of this meeting.

There were no objections.

Chair Cooper-Jones called the February meeting to order.

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

In Re: Conflict of Interest Disclosures

(None)

In Re: Recognitions

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

The Board 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!

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, Farmville, stated that in honor of Black History Month, he researched and found there are five bills in the Virginia State Legislature regarding sickle cell anemia. One bill is to create a registry of everyone in Virginia that has sickle cell anemia; one of the members of the House of Delegates has a child with sickle cell anemia and four members carry the recessive gene. He stated there are [approximately] 4,000 people in Virginia and

[approximately] 100,000 in America with sickle cell anemia. He said the costs to cure this range from \$2-\$3 million. Mr. Armistead suggested adding selenium to the diet, and will share this information with the General Assembly.

Chloe Hodges, Energy Right, stated she advocates for and helps localities navigate clean energy from a conservative perspective. She asked the Board to contact her for further information.

In Re: Board of Supervisors Comments

The Supervisors welcomed all and congratulated everyone that received awards.

Supervisor Jones thanked all for holding the Board members accountable.

Supervisor Pride encouraged all to stay safe and asked everyone to encourage students to attend school.

Chair Cooper-Jones thanked all for allowing her to participate remotely and stated she appreciates the Board, staff and audience.

In Re: Consent Agenda

On motion of Supervisor Emert, seconded by Supervisor Watson, 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
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the Board accepted the December 2023 Treasurer’s Report; the minutes of the meeting held January 9, 2024 at 5:00 p.m. and January 9, 2024 at 7:00 p.m.; 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	3.50	\$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
TOTAL				\$25,552,396.19

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

Certificates of Deposit

	Ref #	Int. Rate	Bank Balance	Available Balance
Benchmark	0994	1.00	\$123,503.22	
	0995	1.00	\$123,503.22	
Recreation Fund	0998	0.50	\$17,595.36	
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	\$110,453.31	
	2466	0.50	\$110,453.31	
Underground Storage	2478	0.60	\$23,111.81	
	3465	4.66	\$2,587,121.33	
	3454	4.65	\$5,176,532.48	
	3457	4.64	\$5,117,679.17	\$10,606,378.70
TOTAL				\$14,053,208.85
GRAND TOTAL				<u>\$39,605,605.04</u>

In Re: Fiscal Year 2022-2023 Audit Report

The County’s lead Auditor, Josh Roller, CPA, Robinson, Farmer Cox Associate (RFC) presented 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.

Mr. Roller stated that there were no significant issues and the audit was clean.

Supervisor Townsend made a motion, seconded by Supervisor Emert, to approve and accept the Fiscal Year 2022-2023 Audit as presented; the motion carried:

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

VDOT Assistant Resident Engineer, Bill King, reported VDOT crews completed the following work:

- Brush cutting on Route 460
- Gravel and stone placed in potholes
- Route 701 double-barrel wrap-up

- Route 665 Worsham bridge, had to take out additional trees
- Route 360 has been reopened from the issue this afternoon

Supervisor Townsend reported that at Worsham [Road] and Redd Shop [Road], there is a sight distance issue. He requested signs be placed to alert drivers of the issue. He added that the culvert is stopped up at Old Ridge and Zion Hill Roads. Mr. King stated the contractor cut through a pipe.

Supervisor Emert said that at the intersection of Harris Creek Road and Route 460, a big hole is washed out in the culvert.

Supervisor Townsend reported asked when work on Falkland Road will be complete. Mr. King said it crews should be able to finish when the weather breaks.

Supervisor Gilliam said crews did good work on trimming on Five Forks Road.

In Re: VDOT Rural Rustic Program

VDOT is asking the Board to adopt the attached resolution regarding the Rural Rustic Priority List in the County's current Six-Year Plan.

The Rural Rustic Road concept is the paving of an existing unpaved road with a compacted or impervious surface and reestablishment of existing associated ditches and shoulders, and usually the new hard-surfaced road is on the same horizontal and vertical alignment as the prior gravel impervious area. Furthermore, a focal point of the program is on leaving trees, vegetation, side slopes, and open drainage abutting the roadway, undisturbed to the maximum extent possible.

The following criteria are those by which a candidate road is evaluated to determine its eligibility for hard-surfacing under the Rural Rustic Road Program. The road:

- Must be an unpaved road already within the State Secondary System.
- Must carry no more than 1,500 VPD.
- Must be a priority (line item) in the locality's approved Secondary Six-Year Plan (SSYP) if the funding source is from secondary system allocations. If secondary system allocations are not used, the project is not required to be in the SSYP. However, the applicable provisions for public involvement must be met.
- Must be used predominately for local traffic. The local nature of the road means that most motorists using the road have traveled it before and are familiar with its features.
- Must have minimal anticipated traffic growth. The County Board of Supervisors will endeavor to limit growth on roads improved under the Rural Rustic Road Program, and cooperate with VDOT through its comprehensive planning process to develop adjacent lands consistent with rural rustic road concepts.
- In addition, the Board of Supervisors, by resolution, must designate the road as a Rural Rustic Road.

Supervisor Emert made a motion, seconded by Supervisor Watson, to adopt the attached Rural Rustic Road Program Resolution which includes the unpaved roads in the County's current Six Year Plan; 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

COUNTY OF PRINCE EDWARD, VIRGINIA

**RESOLUTION
VDOT RURAL RUSTIC ROAD PROGRAM**

At a regular meeting of the Board of Supervisors of the County of Prince Edward, Virginia, held at the Prince Edward County Courthouse, Board of Supervisors Room, Tuesday, February 13, 2024, at 7:00 p.m.:

MEMBERS PRESENT:

MEMBERS ABSENT:

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

On motion of Supervisor Emert, seconded by Supervisor Watson, and carried by the following vote:

AYE:

NAY:

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

None

WHEREAS, Section 33.2-332 of the Code of Virginia, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Prince Edward County, Virginia ("Board") desires to consider whether the sections of the following roads as delineated in Attachment A should be designated a Rural Rustic Road, to include: Route 647 (Rice Creek Road), Route 682 Junction Canal Road), Route 611 (Quail Crossing

Road), Route 647 (Loman Road), Route 625 (Featherfin Road), Route 668 (Bell Road), and Route 632 (Schultz Mill Road); and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics; and

WHEREAS, these roads are in the Board of Supervisor's six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors hereby designates these roads a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board of Supervisors requests that these roads be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

Certification

I hereby certify the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia, at a regular meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed by a vote of 8 in favor and 0 opposed, this 13th day of February, 2024.

In Re: Event Permit – Alpha Sigma Phi Pig Roast

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, are present at the Board meeting to help answer any questions the Board may have.

The Board was provided 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 SO 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.
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.*

Supervisor Townsend made a motion, seconded by Supervisor Gilliam, 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.;
- 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.

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
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In Re: Event Permit- SAE/Sigma Chi Fraternity Greek Week Concert

The County has received an event permit application from SAE/Sigma Chi Fraternities at Hampden-Sydney College for a Greek Week, off-campus concert, scheduled for Wednesday, April 3, 2024 from 6:30 p.m. to 11:30 p.m. The event location is 122 Monacan Lane, off Abilene Road, just south of Hampden-Sydney College. Cody Carnes, a member of SAE Fraternity, was present at the Board meeting to help answer any questions the Board may have.

The Board was provided a copy of the event permit application. This is the first time a permit application has been filed for this event. Below are a number of items for the Board's deliberation:

1. ATTENDANCE: The fraternity is asking for attendance to be approved for 800.
2. SANITATION: Per the Virginia Department of Health regulations one port-a-john per 100 people and they recommend one handwashing station per five port-a-johns.;

3. TRASH: The Fraternity indicates that its members will clean the property and surrounding roadways after the event on the following day.
4. FOOD/WATER: The application indicates that Grateful Fed Food truck will be at the event.
5. MEDICAL: The fraternity's plan for adequate medical facilities, as required by the County's ordinance, is to have the Hampden-Sydney Volunteer Fire Department First Responder on stand-by for the duration of the event.
6. PARKING: All parking will be on private property, not along Abilene 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."
7. SECURITY/SAFETY: No specific plans.
8. PRESENCE OF ALCOHOL: Previously, when staff have spoken with the local ABC Officer, he indicated that no ABC permit is required if events are on private property. Underage possession by consumption and driving under the influence are two of the County's most significant concerns of off-campus college events. The fraternity has indicated it will have a College designated-driver program available. If approved, the County will share a copy of the permit with the Sheriff's Department, the State Police, Virginia ABC, and the Town and College Police Departments.
9. NOISE: In 2023, this event was shut down due to multiple noise complaints. The Noise Ordinance requires that music should not be plainly audible at a distance of 50 feet from its source. The requirements of the County Noise Ordinance have been discussed with Mr. Carnes and the sponsors plan to change the siting of the bands to help with noise complaints.
10. NEIGHBORS: The closest neighbors are approximately 570-700 feet from the estimated location of the event. See attached GIS map for the locations of the closest 911 addresses in the area.
11. UNIVERSITY INVOLVEMENT: The sponsoring fraternities are organizations of Hampden-Sydney College. Additionally, staff notified the Dean of Students via email of the pending application and have shared a copy of this agenda summary with the Dean of Students and the Chief of Police.
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.*

Supervisor Pride questioned when they will begin contacting the neighbors. Mrs. Pucket stated it will be held April 3, so they will likely go out seven to ten days in advance to let the neighbors know.

Supervisor Pride then asked why this is being held on a Wednesday night. Cody Carnes, a member of SAE Fraternity, said that is the beginning of Greek Week.

Supervisor Emert asked if the County is requiring security. Mrs. Puckett said it is not in the ordinance; Mr. Stanley said it is encouraged but not required.

Discussion followed regarding the name of the company providing the entertainment and where it will be set up on the location.

Supervisor Watson made a motion, seconded by Supervisor Emert, to approve the application contingent upon evidence being provided to the satisfaction of the County Administrator of the following conditions:

- a. Event attendance will be capped at 800;
- b. The event shall cease at 11:30 p.m. and the premises vacated by guests by 12:00 midnight;
- c. A contract and payment for port-o-johns (1/100 attendees) and 1 handwashing station is provided to the County;
- d. The sponsoring Fraternities will ensure that fraternity members follow through on the trash pick-up of the event site and any trash on Abilene Road;
- e. Copy of the agreement for the catering services is provided to the County;
- f. Agreement by the H-S Fire Chief to have the First Responder staffed and on standby from 6:30 p.m. – 11:30p.m. the night of the event;
- g. All event parking will be contained on private property;
- h. The College will help ensure the fraternities provide designated drivers;
- i. The County Noise Ordinance will be adhered to;
- j. Notarized authorization by the applicant and the landowner providing right of entry,

The motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Victor “Bill” Jenkins E. Harrison Jones Odessa H. Pride Cannon Watson	Nay:	Abstain: Jerry Townsend
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In Re: Amendments to the County Animal Control Ordinance

The Board was presented with 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.

Chief Animal Control Officer Adam Mumma said the proposed amendments have been reviewed by the County Attorney.

Supervisor Jones questioned how this would affect hunting. Chief ACO Mumma said the amendments refer to self-hunting dogs. Mrs. Puckett added that if the owner is at home and the dogs are running, that is considered self-hunting; the determining factor is where the owner is when the dog is running.

Chief ACO Mumma said the owner will not be held liable while hunting or during a field trial.

Supervisor Emert asked why there is a 48-hour wait to report finding a dog; he said someone picked up his dog on the edge of his property and took it to Appomattox. He said if someone picks up a dog, it should be reported immediately. Chief ACO Mumma said the time frame comes from State Code. Discussion followed.

Supervisor Emert made a motion, seconded by Supervisor Townsend, to authorize a public hearing to be held at the March 12, 2024 meeting on proposed amendments to Chapter 10 – Animals of the County Code; 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
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In Re: Appointment of Deputy Animal Control Officer

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.

Supervisor Townsend made a motion, seconded by Supervisor Jones, to appoint Richard Giallombardo to the position of Deputy Animal Control Officer, effective March 1, 2024; 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 – School CARES Funds

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 Fund		\$16,200.00
4 (Exp)	250	061000	3301	Instruction – CARES Act	\$16,200.00	

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

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

Nay: None

In Re: Appropriation – FY24 School Appropriation

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	

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
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In Re: Appropriation – DARE

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

FY24 BUDGET SUPPLEMENTS

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	

Supervisor Townsend made a motion, seconded by Supervisor Gilliam, 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
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In Re: Appropriation – Opioid Abatement Authority Grant

On January 9, 2024, 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, 2024. The Board is asked to approve and appropriate as follows:

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	

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

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

Nay: None

In Re: Appropriation – IDA Tobacco Commission Grant #3961

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.

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	

Supervisor Emert made a motion, seconded by Supervisor Jones, 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: County Department Credit Cards

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.

Supervisor Emert made a motion, seconded by Supervisor Watson, to approve the requests to open new credit card accounts for the Community Development department, and the Economic Development department, and allow staff to have Mrs. 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; 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: Properties Committee Report – Cell F Construction

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 was provided for Board review, stating 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 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.

Supervisor Watson made a motion, seconded by Supervisor Emert, to 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, and 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.; 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: Additional Appropriation, Commissioner of the Revenue

Staff are working with the new Commissioner of the Revenue to get real estate records in her office up-to-date. When she took office, real estate transfers were more than 14 months behind. In addition, the tax map books need to be brought up-to-date, recorded plats for the past four years need to be provided to Timmons to update the GIS, and staff need to confirm that all new construction has been added to the tax rolls.

Former Commissioner of the Revenue, Beverly Booth has been working with their staff to assist with the updates and training of staff. Staff requested that the Board of Supervisors appropriate \$6,000 to the part-time line in the Commissioner's budget (12310-1300) and \$500 to the FICA budget line (12310-2100) in order to provide compensation for her time. This will provide funding for 20 hours per week through the end of the fiscal year. A request for additional hours moving forward will be made in the proposed FY 2024-2025 budget. At this time, staff estimates it may take a year to address all outstanding issues and bring all records, files, and maps up-to-date.

The Board previously approved \$8,000 on March 15, 2022 to assist with the updating of real estate transfers but the Office was unable to complete the task.

Supervisor Jones made a motion, seconded by Supervisor Emert, to approve the request to appropriate \$6,500 as outline for part-time assistance in updating and correcting County real estate records; 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: Community Policy Management Team Appointment

As the Board is aware, 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.

Last month, the CPMT requested the Board appoint Ms. Kandy Hayes to serve as the representative of a private organization, which the Board approved. Unfortunately, Ms. Hayes has moved to another provider and is unable to serve as the private provider representative. The CPMT has been able to find another private provider that is willing to serve on the Prince Edward County CPMT team. The CPMT is requesting the Board approve the appointment of Ms. Samantha Bain, of United Methodist Family Services (UMFS) as the private provider representative for the CPMT team. Ms. Bain is the Family Systems Coordinator for the South and West Region of UMFS. From 2020 to 2023, she was the Intake Coordinator for UMFS. Prior to her position at UMFS, she worked in a local DSS. Ms. Bain received her bachelor's in social work from Longwood University. She has extensive experience in Intensive In-home services, Therapeutic Day Treatment and Mentoring within the community. The appointment will be effective immediately and expires on June 30, 2026.

Supervisor Emert made a motion, seconded by Supervisor Townsend, to appoint Samantha Bain to the CPMT whose term will be effective immediately, and will expire on June 30, 2026; the motion carried:

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

Nay: None

In Re: Properties Committee Report – Purchase of Dump Truck

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.

Mr. Jones obtained bids for both new and used dump trucks. The Committee reviewed the bids with Mr. Jones 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.

Supervisor Emert made a motion, seconded by Supervisor Gilliam, to authorize the purchase of the 2018 John Deere 41 OE in the amount of \$198,500 from the Landfill Construction Fund; the motion carried:

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

Nay: None

In Re: County Attorney Update

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

- Work on the Animal Control Ordinance amendments;
- Work on several contracts;
- Work with the IDA on the Harbor Freight (property) closing;
- Work with the Building Inspector;
- Training the BZA.

Mrs. Atkins Wilson said she has begun leadership training with the local Government Attorney Group and the Virginia State Bar. She said she will be taking various seminars; this is a two-year program on local government issues.

In Re: County Administrator Update

Mr. Stanley presented his report:

2023 Delinquent Tax Bills – According to the Treasurer, delinquent for unpaid real estate and personal property tax bills were mailed this week.

FY 2023 Audit – The FY 2023 Audit was accepted by the Board this evening. Special thanks to our Finance Director Cheryl Stimpson and her staff, Treasurer and her staff, and the School Board Finance staff for all of their efforts in getting the report completed.

Sales Tax Bill/HB60 – School Board Member Cainan Townsend attended the House Finance sub-Committee meeting on February 5th and provided testimony on the need for Prince Edward to be added to the list of localities allowed to hold a referendum on adding a 1% sales tax for school capital improvements. The Bill was rolled into a Statewide Bill to allow all counties to hold a referendum to add the tax. The revised Bill was approved by an 11-2 vote and went to the full Finance Committee on February 7th and was approved by a vote of 12-8. It was subsequently sent to the full House where it voted on this afternoon and passed by a vote of . Staff will be working with the County Attorney on request to ultimately get this in front of the Board to get on the November ballot after final approval of the bill.

Enterprise Zone Bill/SB 722 – SB 722 authorizes the Governor to renew enterprise zones for up to four five-year renewal periods for zones designated on or after July 1, 2005, and for up to two five-year renewal periods for zones designated before July 1, 2005, giving each current EZ community five more years. Under current law, zones designated on or after July 1, 2005, may be renewed for up to three such periods and zones designated before July 1, 2005, may be renew for up to one such period.

This additional time is important to us, as it will enable our rural counties to sustain our momentum and continue to compete. The Bill was incorporated into SB 679 and reported out by a vote of 15-0.

Worsham Road Closure – Beginning on Monday 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: Sandy River Distillery Incentive Grant Agreement Revision Request

On December 13, 2022, Prince Edward County Board of Supervisors approved Sandy River Distillery Master Agreement for local incentive grants and Performance Agreement for the Agriculture & Forestry Industries Development Fund. Since then, Mr. Mark Smith, on behalf of Sandy River Distillery, requested to amend the terms of the incentive grant agreement. The agreement states that the incentive grant reimbursement payments shall start based on tax year 2022 real estate, machinery, tools, and personal property taxes paid to the county. The company is eligible to receive a grant estimated at \$6,319.54 each year which is a rebate of the taxes paid by the company each year. The current tax year that the first incentive grant payment is based on is tax year 2022 payments made by the company and ends five years later with tax year 2027 payments. Mr. Smith would like to begin receiving incentive grant reimbursement payments based on tax year 2023 tax payments to the county through 2028 instead, due to the setbacks caused by the 2023 accidental fire and damages at the distillery site.

In addition to the incentive grant, the company is eligible to receive a \$5,000 tourism grant each year if the company proves that it has met the metrics in the agreement explained on page 3, section B. On page 2, section A. 1., the agreement states that there needs to be a \$150,000 investment in equipment as well as three new employees hired. Equipment receipts totaling \$171,490.56 were submitted to verify that the company has met this metric. Two spreadsheets from 2022 and 2023 were emailed from the company to verify the addition of three new employees. Mr. Smith was asked to prepare a notarized statement or affidavit stating that Sandy River Distillery has added 3 new employees with spreadsheets attached as background to support the statement.

At the January 26, 2024 IDA regular meeting, the authority unanimously approved Sandy River Distillery's request to amend the dates of the agreement from 2022-2027 to 2023-2028. The Board of Supervisors will also need to approve this request to finalize the amendment.

Supervisor Jones made a motion, seconded by Supervisor Watson, to amend the Sandy River Distillery Master Agreement to begin incentive grant reimbursements based on Tax Year 2023 and extend the agreement to 2028; 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
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In Re: Authorization to Apply for Tobacco Commission Grant - HIT Park

County staff are working with the Commonwealth Regional Council (CRC) staff to apply for a grant through the Tobacco Region Revitalization Commission (Tobacco Commission) for matching funds to improve access to the HIT Park. Currently the HIT Park is served by Persimmon Tree Fork Road. While the road is in the State system, the road is not adequate to meet future access needs of the HIT Park.

The total estimated cost of design and construct improvements is in excess of \$5+ million. Currently, we are requesting \$442,005 which we are proposing to use VDOT Economic Development Access Fund grant funds to match for a total project cost of \$884,010. The County utilized a combination of Economic Development Access Fund and Tobacco Commission grants to pay for approximately 50% of the cost of the access road at the Prince Edward Business Park.

The estimated project cost has been provided by Timmons. This funding request will allow the County to advance transportation improvements to the site by completing design work, utility relocation, and right-of-way acquisition. Ultimately, this will allow the County to bring the HIT Park site to a higher level of business ready site certification with the State. It will also make the project "shovel ready" when we are able to attract a prospect to the site.

The grant application was submitted by the CRC last week to meet the February 8th deadline. Staff is requesting the Board to adopt the attached resolution in support of the application. As proposed, there would be no local match.

Supervisor Emert made a motion, seconded by Supervisor Jones, to approve the attached resolution authorizing the submittal of the grant application to the Tobacco Region Revitalization Commission for funding for transportation improvements to the HIT Park, and to authorize the County Administrator to execute all grant and procurement documents on behalf of the County and to apply for matching VDOT Economic Development Access Program 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	

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

**VIRGINIA TOBACCO INDEMNIFICATION AND COMMUNITY
REVITALIZATION COMMISSION
PROJECT ENDORSEMENT RESOLUTION**

WHEREAS, the Virginia Tobacco Indemnification_ and Community Revitalization Commission was created to help foster economic development in the tobacco dependent communities of Southside and Southwest Virginia; and

WHEREAS, the County of Prince Edward Board of Supervisors would like to submit a grant application for \$442,005 to the Virginia Tobacco Indemnification and Community Revitalization Commission from the "Southside Economic Development Grant Fund" due by February 8, 2024.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Prince Edward, Virginia, does hereby support a grant application to the Virginia Tobacco Indemnification and Community Revitalization Commission for infrastructure improvements associated with engineering design services, right-of-way, and utility relocation costs at the Heartland Innovative Technology (HIT) Park, to improve access to the site; and

BE IT FURTHER RESOLVED that the Board of Supervisors of the County of Prince Edward, Virginia does hereby authorize the Board of Supervisors Chairman and/or County Administrator to execute the application, and sign all necessary grant documents, grant reports and grant contract.

Certification

I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a regular board meeting in Prince Edward, Virginia at a regular board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed this 9th day of February, 2024.

In Re: Closed Session

Supervisor Emert made a motion, seconded by Supervisor Townsend, that the Board convene in Closed Session 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 J. David Emert Llew W. Gilliam, Jr. Victor "Bill" Jenkins E. Harrison Jones Odessa H. Pride Jerry R. Townsend Cannon Watson	Nay: None
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The Board returned to regular session by motion of Supervisor Emert, seconded by Supervisor Townsend, and adopted as follows:

Aye:	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Victor "Bill" Jenkins E. Harrison Jones Odessa H. Pride Jerry R. Townsend Cannon Watson	Nay: None
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On motion of Supervisor Emert, seconded by Supervisor Townsend, and carried by the following roll call vote:

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

Supervisor Townsend made a motion, seconded by Supervisor Gilliam, for the County legal counsel and administration to continue negotiations with the Department of Homeland Security and ICE regarding a service agreement to provide detention facilities and services within the County, and prepare and advertise a Request for Proposal for the operation of detention facility services similar to those provided by ICE Farmville to be undertaken in connection with the ICE Service Agreement; 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: Animal Warden’s Report

Mr. Adam Mumma, Chief Animal Control Officer, submitted a report for the month of January 2024, 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 January 2024, 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 January 2024, 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 January 2024, 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 January 2024, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was recessed at 9:35 p.m., until Tuesday, February 20, 2024 at 5:30 p.m.