

July 9, 2019

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 9th day of July, 2019; at 7:00 p.m., there were present:

Pattie Cooper-Jones

J. David Emert

Llew W. Gilliam, Jr.

Robert M. Jones

Odessa H. Pride

Gene A. Southall

Jerry R. Townsend

James R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Kate Pickett Eggleston, Economic Development Director; and Terri Atkins Wilson, County Attorney.

Chairman Wilck called the regular meeting to order. Supervisor Pride offered the invocation and led the Pledge of Allegiance.

In Re: Conflict of Interest Disclosures

(None)

In Re: Recognitions

(None)

In Re: Public Participation

(None)

In Re: Board Comments

Supervisors Emert, Pride, Gilliam, and Townsend thanked everyone for attending the meeting.

Supervisor Cooper-Jones thanked those attending and said she hoped all would receive satisfactory outcomes.

In Re: Consent Agenda

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

Aye:	Pattie Cooper-Jones	Nay:	None
	J. David Emert		
	Llew W. Gilliam, Jr.		
	Robert M. Jones		
	Odessa H. Pride		
	Gene A. Southall		
	Jerry R. Townsend		
	James R. Wilck		

the Board accepted the Treasurer's Report for May 2019; the minutes of the meetings held June 11, 2019 at 5:30 p.m., and June 11, 2019 at 7:00 p.m.; Accounts and Claims; and Salaries.

Prince Edward Treasurer's Report - May 2019

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	12,286,000.96	12,286,000.96
Wells Fargo Social Services	334,070.66	334,070.66
Benchmark School Fund	2,680,243.14	2,680,243.14
Benchmark Food Service	242,965.38	242,965.38
TOTAL		15,543,280.14
 Certificates of Deposit		
Benchmark		609,724.91
Farmers Bank		211,676.94
TOTAL		821,401.85
 GRAND TOTAL		 16,364,681.99

BOARD OF SUPERVISORS

Farmville Newsmedia	Advertising		476.24
Business Card	Subsistence	49.01	
	Board meeting meals	112.90	161.91
US Cellular	Cellular service		258.24
	Ipad service		465.54

COUNTY ADMINISTRATOR

U. S. Postal Service	PO Box rental		92.00
US Cellular	Cellular service		126.12
VA Association of Counties	19-20 Dues	4,882.00	
Business Card	Norton Antivirus		29.99
Business Data of VA, Inc.	Norton Antivirus		69.90
Matthew Bender & Company, Inc.	VA Code 2019		107.43
Municipal Code Corporation	Admin Fee web hosting	350.00	
	Online Code web hosting	950.00	1,300.00

COMMISSIONER OF REVENUE

Farmville Newsmedia	Advertising		110.61
BMS Direct	Postage for TPP Form	5,300.00	
	Real estate & PP books	1,100.00	6,400.00
U. S. Postal Service	PO box rental fee		150.00
Treasurer of Virginia	Online service		82.06
Business Data of VA, Inc.	Norton Antivirus		34.95
Key Office Supply	Copy paper	67.90	
	Rubber bands	5.37	
	White-out	41.02	114.29

TREASURER

TACS, P.C.	Title search fees	955.00	
	Land sale ad	958.62	1,913.62
Computerplus Sales/Service	Printer service contract		386.55
Farmville Newsmedia	Advertising		78.34
U. S. Postal Service	PO box rental		92.00
Benchmark Community Bank	Payflow/Paypal		6.50
Treasurer of Virginia	Online service		82.06
Mail Finance	Post machine lease		1,527.00
Business Data of VA, Inc.	Norton Antivirus		174.75
Key Office Supply	Labels / ad rolls		22.17
STEPS, Inc.	Shredding services		35.00
DMV	DMV Stop fees		4,225.00

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel and expense	1,375.00	
	Contract agreement	3,900.00	5,275.00
Sitevision, Inc.	Web hosting		179.85
ComputerPlus Sales/Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Gwendolyn Akers-Booker	Salary		1,074.00
Samuel A. Martin, Jr.	Salary		537.00
Charles D. Puckett	Salary		537.00

REGISTRAR

U. S. Postal Service	Postage		550.00
Lynette Wright	Mileage	71.92	
	Lodging	106.50	

	Meals	19.61	198.03
VRAV	Meeting registration		275.00

CIRCUIT COURT

U. S. Postal Service	Postage		55.00
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GENERAL DISTRICT COURT

Mail Finance	Lease payment		376.17
Key Office Supply	Hi-lighters / scissors	22.01	
	Copy stamps	35.16	57.17
U. S. Postal Service	PO box rental fee		64.00

CLERK OF THE CIRCUIT COURT

Treasurer of Virginia	Update computers		1,900.00
Mail Finance	Post machine lease		407.13
U. S. Postal Service	PO Box rental		92.00
CenturyLink	Phone		101.86
Jurors	Jurors		210.00
Diamond Springs Water, Inc.	Water & equipment rental		96.95
Key Office Supply	Paper / towels / cartridges	866.24	
	Copy paper	214.95	
	White-out tape / boxes	190.60	
	Cartridges	359.98	
	Toner	69.99	
	Office supplies	1,533.45	3,235.21
T&N Printing	Plats		62.15

LAW LIBRARY

Relx, Inc. DBA LexisNexis	Monthly subscription		332.00
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COMMONWEALTH'S ATTORNEY

Southern Copier Sales & Service	Service contract		420.00
Laurie Leap	USPS Next Day Air		25.50
Pitney Bowes Global Finance	Postage machine lease		134.94
Purchase Power	Postage		520.99
Treasurer of Virginia	Dues		580.00
VALECO	Dues		75.00

VICTIM WITNESS ASSISTANCE PROGRAM

Cindy Sams	Win Zip program		29.95
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SHERIFF

Beale, Davidson, Etherinton	Legal fees		1,180.00
East End Motor Company, Inc.	Replace exhaust system	1,168.45	
	Replace exhaust gasket/blb	46.32	
	Tires / alignment / sensors	1,322.27	
	Inspection	16.00	
	Replace filter / oil change	143.57	2,696.61
Express Care	Oil changes	276.24	
	Oil change / wipers	126.95	403.19
Kenbridge Tire	Calibration		100.00

Verizon Wireless	Wi-Fi service	600.41	
Farmville Newsmedia	Advertising	150.56	
Business Card	Postage	17.21	
	Meals & lodging	432.16	
	Meals	86.51	
	Travel & convention	586.09	
	Accreditation	3,533.87	
	Office supplies	41.45	
	Supplies	279.80	
	Gas	148.08	
	Fuel	35.00	
	Police supplies	223.56	5,383.73
Christopher Joyner	Postage	7.45	
U. S. Postal Service	PO Box rental	64.00	
Kinex Networking Solutions	Remote backup	19.95	
CenturyLink	Phone	10.36	
	Sheriff VCIN	7.97	18.33
US Cellular	Cellular service	933.00	
Wesley Reed	Meal	8.66	
Joseph Sprague	Meals	31.01	
Michael Jackson	Meal	7.00	
Diamond Springs Water, Inc.	Water & equipment rental	53.45	
Key Office Supply	Cartridge	199.95	
	Chair mats	219.85	
	Toner cartridges	544.95	964.75
Walmart Community / SYNCB	Wrap / crl cscd	10.72	
Southside Electric Cooperative	Virso electric	15.87	
Verizon Connect NWF, Inc.	GPS service	454.80	
Farmville Printing	Evidence report	115.01	
Kustom Signals, Inc.	Radar remote	98.00	
	Radar remote cable	54.00	152.00
Town Police Supply - Richmond	Vest carrier	103.38	
American Uniform Sales	Shirts / armor skins	494.00	
Galls, LLC	Uniform	147.00	
Jannear Jefferson	Sew on patches	56.00	
Creative Monogramming	Shirts	496.00	

RICE VOLUNTEER FIRE DEPARTMENT

Ellington's Lawn Service	Mowing	525.00
Goodman Specialized	Water pump leak repair	2,695.12
Goodman Truck & Tractor	Battery	263.64
CenturyLink	Phone	155.80
Stallion Air Incorporated	Compressor service	550.00
Michael Strasburg	HVAC repair	105.75
Zurich	Worker comp	1,558.00

PROSPECT VOLUNTEER FIRE DEPARTMENT

Prince Edward County Public Schools	Diesel	72.15
Prince Edward County Treasurer	Gas	161.66

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Darlington Heights Vol Fire Department	Fire extinguishers	291.70	
	Internet service	102.68	394.38
Southside Electric Cooperative	Electric		296.69

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

VACORP	Worker's comp		9,118.00
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MEHERRIN VOLUNTEER FIRE DEPARTMENT

C W Williams	Repairs		1,263.56
CFS Group	Waste removal		120.19
Fier & Safety Equipment Company	Gloves		649.90
Interstate Rescue	Equipment service		1,911.00
Parker Oil Company, Inc.	Diesel	706.39	
	Propane	398.98	1,105.37

EMERGENCY SERVICES

Timmons Group	Parcel update		950.00
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REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Detention Center	Juvenile detention		1,425.00
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BUILDING OFFICIAL

East End Chevron	Oil changes	82.21	
	Gas	17.06	99.27
Rod & Staff, LLC	Instal EGR valve		97.50
US Cellular	Cellular service		32.03

ANIMAL CONTROL

Cumberland Animal Hospital	Exam / vet service		90.00
Jennifer Kingsley, DVM	Vet services		60.00
Ridge Animal Hospital	Vet service	32.00	
	Exam / vet service	350.55	382.55
Lowe's	Screws / grprs / gloves		116.57
Sherwin Williams Company	Paint		94.38
Fisher Auto Parts, Inc.	Wiper blades		21.50
Dominion Energy Virginia	Electric		262.24
CenturyLink	Phone		133.85
US Cellular	Cellular service		76.05
Walmart Community / SYNCB	Bleach / spray bottles		37.75

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		60.00
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GENERAL PROPERTIES

Fire Sprinkler, LTD	Annual service contract		1,500.00
Southside Electric Cooperative	Electric		31.48
Dominion Energy Virginia	Roy Clark monument	12.37	
	SCOPE building	70.62	
	Courthouse	13,084.19	
	Sheriff Shed	6.59	
	Worsham Clerks Office	15.27	

	STEPS Centre	3,155.97	
	Lights at Rice	114.26	
	Ag bldg	829.12	
	Shop	23.60	17,311.99
Town of Farmville	Water & sewer		192.32
AT&T	Shop phone		44.76
CenturyLink	Phone		59.97
US Cellular	Cellular service		106.10
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Trash bags / gloves / tp / hsp	1,010.90	
	Tp / multi fold towels	229.06	1,239.96
UniFirst Corporation	Cleaning rentals		193.71
Commworld	Phone repair		247.50
J. R. Tharpe Trucking Company	Mulch		300.00
Lowe's	Weed eater head / flxsl	34.43	
	Trimmer head	28.49	
	Gloves / steel wool	17.09	
	Mulch & strainer	47.24	127.25
Daikin Applied	Repair damper on AHU		2,310.00
NAPA of Farmville	Brm hndl / brsh hd / rgs		53.53
Price Supply Company, Inc.	Drain opener / balloon		33.22
Cintas Corporation #524	Uniform rentals		730.44
Taylor-Forbes Equipment Company	Gravelly belt / seat cover	115.85	
	Repair lawn mower	95.00	
	PTO switch	34.67	245.52
Prince Edward County Public Schools	Diesel		324.47
Ronald Van Eps	DMV registration fee		10.00

CANNERY

Virginia Food Works	Commercial contract		2,916.67
Southside Electric Cooperative	Electric		406.91
CenturyLink	Phone		269.33
Lowe's	Gloves / steel wool		3.77

COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional service		3,885.00
Blue Ridge Therapy Assoc.	Professional service		480.00
Centra Health	Professional service		28,224.00
Faison School for Autism	Professional service		7,098.00
Inspirational Youth Services	Professional service		3,150.00
Christopher Doyle Jones	Professional service		1,442.00
National Counseling Group	Professional service		324.45
PRFC	Professional service		160.00

PLANNING

Donald B. Gilliam	Commission meeting	200.00	
	Mileage	46.40	246.40
Preston Hunt	Commission meeting	200.00	
	Mileage	46.40	246.40
Timothy Mark Jenkins	Commission meeting	200.00	
	Mileage	25.52	225.52

Robert M. Jones	Commission meeting	200.00	
	Mileage	11.60	211.60
Clifford Jack Leatherwood	Commission meeting		200.00
Whitfield Paige	Commission meeting	200.00	
	Mileage	18.56	218.56
John W. Peery, Jr.	Commission meeting	200.00	
	Mileage	3.48	203.48
John C. Prengaman	Commission meeting	200.00	
	Mileage	11.60	211.60
Teresa Sandlin	Commission meeting	100.00	
	Mileage	6.96	106.96
Brett Von Cannon Watson	Commission meeting		200.00
Farmville Newsmedia	Advertising		337.98
US Cellular	Cellular service		42.04
Business Card	SWM & ESC Training		480.00

ECONOMIC DEVELOPMENT

Kate Eggleston	Postage	4.39	
	Mileage VGA meeting	65.30	69.69
Business Card	Phone case		35.72
US Cellular	Cellular service		44.51

TOURISM

Dominion Energy Virginia	Electric		273.73
Town of Farmville	Water & sewer		50.47
Business Card	UPS charges	57.43	
	VTC 50th Promo items	565.78	623.21
Farmville Printing	Stickers for PP pins		40.00
Mountain Laurel Studio, LLC	Graphic design		350.00
Magi Van Eps	Bins for Love campaign	21.06	
	Heart of VA fee	50.00	
	Open flag	24.95	
	Flag pole	18.01	114.02
WFLO-FM	Promo air time		800.00
WVHL	Promo air time		350.00
Lowe's	Soil		32.00

FLOOD & EROSION CONTROL

Hurt & Proffitt, Inc.	Storm water plan review		405.00
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COOPERATIVE EXTENSION OFFICE

Treasurer Virginia Tech	4th Quarter support		18,788.55
U. S. Postal Service	PO Box 322 rent		92.00
CenturyLink	Phone		117.86

GENERAL EXPENSE

Southern States - Amelia	Gas		23,069.50
Rochette's Florist	Flowers (Roark)	150.00	
	Flowers (Blessing)	149.00	299.00

CAPITAL PROJECTS

BAI Municipal Software	Expert data program	1,600.00	
Business Data of VA, Inc.	Cables / flash drives	70.33	
Colonial Truck Sales, Inc.	F250 Pickup Animal Control		29,478.02
Crabtree, Rohrbaugh & Associates	CH renovation A&E	6,444.83	
	STEPS Building renovation	1,308.15	
	DSS Building construction	1,807.95	9,560.93
Rohr Mechanical, LLC	Replace compressor		8,140.68
Business Card	Construction payment		1,917.70

FORFEITED DRUG ASSETS

Thomson Reuters-West	Court screen access		120.00
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GRANITE FALLS EXPENDITURES

VACORP	Auto / liability insurance		1,550.00
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WATER FUND

VACORP	Auto insurance	75.00	
	Liability insurance	331.50	406.50
Town of Farmville	Water & sewer		21.10

SEWER FUND

VACORP	Auto insurance	75.00	
	Liability insurance	331.50	406.50
Dominion Energy Virginia	Electric - Sewer pump		39.04

COLLECTIONS

Fisher Auto Parts, Inc.	Sprayer battery		45.95
Southern States	Weed spray / turf blue		290.85
East End Motor Company, Inc.	Tire repair		25.75
Moore Scale Service-Western VA	Serviced scales		325.00
NAPA of Farmville	Tire repair kit / mud flap	50.98	
	Def	38.97	
	Lmp/WD40/glue/freon	94.93	184.88
Republic Services #974	Trash collection		659.29
Emanuel Tire of Virginia	Tire recycling		1,753.80
STEPS, Inc.	Recycling fee		3,127.04
Synergy Recycling, LLC	Electronic recycling		2,650.50
Southside Electric Cooperative	Electric		212.41
Synergy Recycling, LLC	Electronic recycling		7,792.00
Dominion Energy Virginia	Rice collection center	33.87	
	Green Bay - electric	40.82	
	Scalehouse	390.74	
	Worsham site	35.01	
	Electric	151.80	652.24
CenturyLink	Phone	223.95	
	Phone - Worsham	42.35	266.30
US Cellular	Cellular service		32.02
Verizon	Phone		286.98
O. O. Stiff, Inc.	Monthly service		702.50
Ellington Energy Service	Fuel		100.00
Prince Edward County Public Schools	Diesel		2,997.37

Goodman Truck & Tractor	Door glass	97.58	
	Mirror	481.54	
	Switch	159.17	738.29

LANDFILL OPERATIONS

David Emert	Straw bales		472.50
Southern States	Straw bales	42.00	
	Diesel cans / sprayer	51.97	
	5-Gal hyd oil	114.95	208.92
Resource International	Landfill project management	3,170.07	
	Project management/update SWPPP	1,787.00	
	SWP PJT Compliance mgmt	528.00	5,485.07
CenturyLink	Phone		109.43
US Cellular	Cellular service		44.51
Parker Oil Company, Inc.	Diesel		5,276.98
Prince Edward County Public Schools	Diesel		469.66
Arc3 Gases	Tank lease	9.61	
	Gloves	77.76	87.37
Carter Machinery Company, Inc.	Seal kits / seals / tube	1,487.61	
	Retainers & pins	105.28	
	Compaction wheel	44,000.00	45,592.89
Cavalier Hose & Fittings	Oil		157.74
Crewe Tractor & Equipment	Head gasket	19.54	
	Shop manual	43.74	63.28
Farmville Wholesale Electric	Breaker / conduit / wire		145.50
James River Equipment	Starter		723.17
Llewellyn Metal Works, Inc.	Hooks / bolts / collars	55.25	
	Bolts & nuts	7.00	
	Metal plate / nuts / bolt	458.40	
	Metal	231.80	752.45
Lowe's	Lock washer / bolts / batt		26.54
NAPA of Farmville	Lmp/WD40/glue/freon	8.58	
	Oil / oil stabilizer	249.86	
	Cable ends / brake fluid	63.05	
	Scraper / blades / hose clamp	16.97	
	Tools	73.02	
	Def	51.96	
	Squeegee	14.98	
	TPE / grommet / cable tie	68.40	
	Fuel filter	36.99	
	15W40 oil	2,571.66	
	Tire repair kit / mud flap	28.99	3,184.46
Mary Berkley Wright	1995 Road tractor		7,000.00

RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit		1,156.11
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PIEDMONT COURT SERVICES

Farmville Printing	Annual reports / pamphlet		930.38
Amelia Bulletin Monitor	Advertising		385.00
Farmville Newsmedia	Advertising		346.80

Nottoway Publishing Company	Advertising		480.00
Womack Publishing Company, Inc.	Advertising SR O AD	125.55	
	Advertising PO AD	627.75	753.30
Mail Finance	Postage meter lease		190.68
U. S. Postal Service	Postcards		195.00
CenturyLink	Phone		73.50
Lumos Networks	Phone		305.70
SRP Corporation, LLC	Rent		2,750.00
Zachary Ayoub	Mileage / newspapers		255.54
Steve Elswick	Mileage		92.22
Connie Stimpson	Mileage	12.03	
	Notebooks/folders/cabinet/pen	102.39	
	Phone cords / mouse	67.57	181.99
Renee T. Maxey	Mileage / appointment book		357.11
Andy Mays	Mileage reimbursement		317.26
Camilo Montoya	Mileage		197.90
Matt Vitale	Mileage		155.44
Pryor Learning Solutions	Seminars		298.00
Joyfields, Inc.	Webinar training (2)		190.00
Key Office Supply	Toner / file cabinet	1,243.73	
	Name plates	32.97	
	Appointment books	158.32	
	Cartridges	127.78	1,562.80
Quill Corporation	Printer cartridges		66.98
STEPS, Inc.	Shredding		66.00

In Re: Highway Matters

Mr. Bartlett, County Administrator, said Scott D. Frederick, P.E., VDOT Resident Engineer, would not be in attendance at the meeting, and recorded the following road issues to report to Mr. Frederick:

Supervisor Pride reported she received numerous calls regarding limbs down on Chappell Road.

Supervisor Emert reported the pavement on Peaks Road north of Holiday Lake is still breaking; he added that on Route 626 and Route 655, limbs need cut due to poor visibility issues.

In Re: Economic Development Update

Ms. Kate Pickett Eggleston, Economic Development Director, provided an economic development update to the Board of Supervisors.

Industrial Park Internal Access Road – Ms. Eggleston stated the County has been working to develop an internal access road at the Business Park off Commerce Road. She said there are currently 60+ acres that are

land-locked in the back of the Business Park, and it is important to build a road to have access to that land so it can be marketed to prospective businesses. She said the proposed road should be approximately 1,005 feet.

Ms. Eggleston said the County has three grants from the Tobacco Revitalization Commission to assist in building the road for a total of \$571,960; all three grants expired this year and the County applied for and received one-year extensions on all three grants. The Tobacco Commission funds require a match and the plan is to use VDOT funds for that match. She said the County is currently applying for VDOT Economic Development Access Funds; these funds would allow the County to apply for up to \$650,000 VDOT, \$500,000 of that will be unmatched and \$150,000 supplemental funding will be a one-to-one match. The County would pay \$150,000 to receive \$650,000 from VDOT. The County would have to acquire a letter of credit in the amount of \$650,000 in order to get those funds. The estimated cost of the road is currently \$1.4 million. Once it is out to bid, it may be lower or higher. That cost includes Erosion and Sediment Control, Stormwater Management, a water line, and clearing, grading and paving of the road.

Ms. Eggleston said in total, Tobacco Commission funds would provide \$571,960; VDOT funds would provide \$650,000; and the County VDOT match would be \$150,000, for a total of \$1,371,960. Ms. Eggleston said the County has to get the VDOT letter of credit is that the County has to have a qualifying investment of \$3.25 million within five years. If we do not get it within those five years, the County can extend the letter of credit for an additional four years. That investment does not have to be made by one single company or business; it can be an aggregate amount of many businesses that utilize that road in the Business Park. She said the next steps in this project is to bid for Architecture and Engineering Services after signing an agreement with VDOT; she said the Board will hopefully pass the resolution to do so at next month's meeting.

Enterprise Zone – Ms. Eggleston said the 2018 State Enterprise Zone incentives have been allocated and were prorated at 74.5%. They fund the job creation grants first, and then prorate the real property investment grants based on how much money they have left. She said six businesses in Prince Edward County applied for funding, the businesses received a total of \$532,517 in real property investment grants, and \$10,551 in job creation grants. She said this is a total of \$543,068 that were given to businesses in Prince Edward County as state incentives for either locating in or expanding their business and creating jobs in the Enterprise Zone. She said the Enterprise Zone annual report is due next week. She stated the County is currently applying for

its designation as an Enterprise Zone, which would expire at the end of the year. Mr. Bartlett has worked with Delegate Edmunds to get a bill passed that will allow the County to reapply at the end of this year for an additional five years. She said the County is also working on reapplying as an Independent Enterprise Zone; she said currently, Prince Edward County shares with Lunenburg and Charlotte Counties.

Yak Attack Incentives/Reporting – Ms. Eggleston reported the performance agreement with the Virginia Economic Development Partnership has been approved by the Prince Edward County Industrial Development Authority and signed by all parties involved in June. She said the County is currently waiting for a final incentive payment from VEDP to give to Yak Attack. They will begin their rent beginning August 1, 2019.

Virginia Growth Alliance - Ms. Eggleston said she previously updated the Board on a IT company from Washington D.C. that is interested in establishing locations throughout the Virginia Growth Alliance region in southern Virginia. After completing many site visits in many parts of Virginia, including Prince Edward County and meeting with Mr. Bartlett and other representatives of the County, they chose to use Mecklenburg as their first location because that's where Microsoft is located, but they are interested in Prince Edward County being the site for their second location. She said the County is working with them, facilitated through VEDP, who works directly with Virginia Growth Alliance.

Supervisor Jones asked how many jobs were created; Ms. Eggleston said there are expected to be about 30-40 jobs. It will take them at least a year or two to get that set up and would be a while before they are looking to set up a second site in Prince Edward County. She said the second site would offer about the same number of jobs. She said the company is interested in bringing the high school students right into the field, and students from the community college in conjunction with the education systems.

Another VGA project is the Southern Virginia Food Hub; that includes 100+ farmers and food artisans in the region to establish a local food grocery which is right in the middle of South Hill. That grocery store has take-home meals, a community classroom and also a community kitchen for rent for various farmers. Some citizens that currently use the Prince Edward County Canner are part of the Food Hub and they are recommending the Cannery to others at the Food Hub to utilize the Cannery. She said the hope is

that this project and the grants received from the project and their experience will be a model for other counties and can be used to incubate other projects throughout the region.

Ms. Eggleston stated the County has begun a Site Certification Process with VEDP in conjunction with Virginia Growth Alliance, which is willing to identify, assess and improve readiness of essential sites throughout the Commonwealth of Virginia. She said this will give VEDP a comprehensive view of sites all throughout the Commonwealth that could be developed for industrial sites. She said a similar project with Mid-Atlantic Broadband to begin a study to look for data center sites throughout the region, including in Prince Edward County.

Workforce Development Board – Ms. Eggleston reported she is currently serving as a representative for the County on the Workforce Development Board and the Employment Enhancement Committee. Prince Edward has almost completed all requirements necessary to become a Certified Work-Ready Community; that will allow the County to quantify and prove the skill levels of the workforce through a standardized test given by ACT. She said at this time a lot of high school students take the SAT and the ACT; she said it is the same program but given at a different level. Having a certified work-ready community will allow the County to show that there is a work force that is ready to work and has certain skills the employers would like to have in order to choose to move to this area or keep their businesses here. She said there are three groups currently tested for by this program: 1) people who are currently employed, 2) people who are transitioning or unemployed, and 3) the emerging work force during high school. She said the current and transitional levels are finished, and all requirements to serve at that level are complete; right now more high school students need to be tested. She said there are over 34 businesses in Prince Edward County alone that are in support of this program.

County Website – Ms. Eggleston said a detailed report is next on the agenda.

Continuing Education – Ms. Eggleston said she is working to become certified in Economic Development and earn her Certification as an Economic Developer, which is a leading industry designation and through the National Economic Development Council. She said there a little over 1,100 people worldwide that have this designation; currently no one in the Virginia Growth Alliance has this certification. It includes courses

in business retention and expansion, workforce development, economic development credit analysis, and real estate development and re-use. She said she will be taking a course at UNC at the end of the month; that will allow her to use those credits towards her certification.

In Re: County Website

Mr. Bartlett said the County issued an RFP for Website Design and Implementation (RFP-19-02) in May 2019. He said the County website is about 12 years old now and is out of date.

Ms. Eggleston said three companies responded to the RFP with proposals for a completely new website design implementation. The plan is for the website to be easier to navigate, to be user-friendly, and serve as a marketing tool to highlight all of the great assets we have here in Prince Edward County. She said the plan is for it to have a strong search feature, a “How Do I” feature which will allow citizens to figure out how to find and contact the services they need, there will be a contact form and the ability to accept online payments. Each company has significant experience designing and implementing local government websites across the country and in the Commonwealth of Virginia, specifically.

The three companies were carefully considered, analyzed and ranked by the following criterion:

Company history, key staff expertise and resources;

- Ability to meeting the County’s requirements;
- Project structure, plan and approach;
- Portfolio of similar projects;
- Quality of references; and
- Proposed project cost and deliverable schedule.

Proposed project cost (proposed total cost for initial development and implementation and three years of hosting and maintenance service) and deliverable schedule for each company is as follows (total amount includes website design and implementation +3 years of web hosting and maintenance):

- Civic Plus \$29,971 | 27 weeks
- Granicus | \$23,911.25 | 27 weeks
- Revize | \$23,400 | 21 weeks

The company that County staff thought would be the best fit for Prince Edward County based on this criterion is Granicus. Staff contacted the company’s references, which were excellent and spoke of their positive recent experiences with the company.

Granicus is a company based out of Washington D.C. The company has been in business for 21 years, has had over 4,000 clients, including the U.S. Department of Homeland Security and the U.S. Department of Defense. Recent Commonwealth of Virginia clients include Fairfax County, City of Herndon, Williamsburg, Augusta County, and Frederick County.

Mr. Bartlett said this company will allow staff to maintain the website.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to approve the contract with Granicus and authorize the County Administrator to execute all contract documents; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	J. David Emert		
	Llew W. Gilliam, Jr.		
	Robert M. Jones		
	Odessa H. Pride		
	Gene A. Southall		
	Jerry R. Townsend		
	James R. Wilck		

In Re: Virginia's Crossroads Bylaws

Mr. Bartlett stated that for a number of years, the County's regional tourism organization, Virginia's Retreat, has been transitioning into a 501(c)(3) organization. As part of that process, the organization has also rebranded and is now known as Virginia's Crossroads. During this process, the Virginia State Parks, Emporia/Greenville County, Appomattox Courthouse National Historical Park and most recently Moton Museum have joined the organization to expand their marketing reach.

Virginia's Crossroads wishes to become a 501(c)(3) organization because it will enable funding from sources (private foundations, grants and donations) that previously could not be accessed. Such funding will lessen the burden on the member localities while allowing an expansion of marketing the organization, which will increase exposure of the region's tourism assets and local businesses.

Virginia's Crossroads retained the services of the law firm of CowanGates to assist in becoming a 501(c)(3) organization. One of the last steps in this process is the adoption of new By-Laws which were developed by CowanGates.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Jones, to approve the Draft By-Laws as submitted and to authorize the Chairman of the Board of Supervisors and/or the County Administrator to sign all necessary documents for the approval of the By-Laws; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Robert M. Jones	
	Odessa H. Pride	
	Gene A. Southall	
	Jerry R. Townsend	
	James R. Wilck	

**BYLAWS
OF
VIRGINIA’S CROSSROADS, INC.**

**ARTICLE I
Name and Location**

The name of the corporation is Virginia’s Crossroads, Inc. (the “Corporation”). The principal office of the Corporation in the Commonwealth of Virginia shall be located initially at 121 E. Third Street, Farmville, Virginia 23901, but may be changed by the vote of a majority of the members of the Board of Directors.

**ARTICLE II
Objectives and Purposes**

The objectives and purposes for which the Corporation is formed are as set forth in the Articles of Incorporation and are also set forth herein:

Section 1. Objectives and Purpose. The Corporation is organized and operated exclusively for charitable and educational purposes within the meaning of Sections 501(c)(3) of the Internal Revenue Code or corresponding section of the future federal tax code. In particular, the Corporation’s purpose and mission is to promote, preserve, enhance and educate the general public about the natural, historical, and recreational resources of Central and Southern Virginia¹, including in particular, the support for, development of, and education about the region’s Civil Rights in Education Heritage Trail™ (the “CRIEHT”), the Lee’s Retreat trail, and the Wilson-Kautz Raid trail.

The Corporation shall seek recognition as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code or corresponding section of the future Federal Tax Code. The Corporation shall not discriminate against any person on the basis of race, color or religion.

The Corporation is an independent and autonomous organization and shall be governed by its Articles of Incorporation, these bylaws, and its independent Board of Directors.

Footnotes: ¹Central and Southern Virginia is the geographic area of Virginia that includes Amelia County, Appomattox County, Brunswick County, Buckingham County, Charlotte County, Dinwiddie County, City of Emporia; Town of Greenville (Augusta County); Lunenburg County, Mecklenburg County, Nottoway County, Prince Edward County, and the City of Petersburg.

Section 2. Prohibited Actions and Activities. No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to, its directors, Officers, other private individuals, or organizations organized and operated for profit (except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes as herein stated.) Notwithstanding any other provision herein, the Corporation shall not carry on any activities not permitted to be carried on by:

- a. an organization exempt from federal tax under Section 501(a) of the Internal Revenue Code as described in Section 501(c)(3) of such Code (or the corresponding provisions of any future federal tax code);
- b. an organization described as Section 509(a)(3) of the Internal Revenue Code (or the corresponding provisions of any future federal tax code); or
- c. an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

The Corporation shall not undertake to support, participate in, or contribute to, any political campaign on behalf of any candidate for public office, or to support or contribute to any political party or organization, nor shall a substantial part of the activities of the Corporation be for the purposes of propaganda, lobbying, or influencing legislation. Participation and support by the Corporation shall be limited to activities that are designed to educate, inform, and increase understanding in furtherance of the purposes set forth in (1) above.

Section 3. Powers and Authority. The Corporation shall do any and all lawful acts and things which may be necessary, useful, suitable or proper for the furtherance or accomplishment of the purposes and powers of the Corporation, and shall exercise all powers possessed by Virginia corporations of similar character, including the power to own, lease, contract for the purchase and sale of, and to mortgage or otherwise encumber, real and personal property.

ARTICLE III Membership

Section 1. Application and Acceptance to Membership. The Board of Directors of the Corporation shall set the criteria for admission of an applicant as a member of the Corporation. The criteria may be amended by the Board of Directors at any time.

Section 2. Membership Categories. The Corporation shall have two initial classes of members, namely Standing Members (voting) and Supporting Members whose criteria and rights are set forth below:

- a. Standing Members: Any local governmental body (i.e. a county, city) or other governmental body or agency committed to fostering and support through its time, efforts and contributions, the Corporation's objectives and purpose. Standing members, by and through their designated representative, shall attend corporate meetings and pay the dues assessed pursuant to this Article III. Standing Members shall be entitled to vote on all matters requiring a member vote set forth in these Bylaws or the Articles of Incorporation.
- b. Supporting Members: Supporting Member status may be extended to any person, entity, or organization interested in the Objectives and Purpose set forth in Section 1 of Article II, above, who does not otherwise qualify for Standing Member status pursuant to Section 2(a) of this Article III, above, who agrees to support the Corporation through its time, effort, and/or contribution. Supporting Members by and through their designated representative shall attend corporate meetings and, if applicable, pay any dues that may be assessed pursuant to this Article III, below. Supporting Members may be individuals, entities, or organizations. Supporting Members shall be entitled to attend meetings of the Corporation, but may not vote.

Section 3. Termination of Membership. Any member not in good standing may have its membership terminated by the affirmative vote of a majority of the Standing Members of the Board of Directors. A member shall not be in good standing if any of the following circumstances occur or apply: 1) failure to pay any dues set; 2) loss of eligibility; 3) business practices which the Board of Directors deems potentially harmful to the Corporation's reputation; or 4) failure to attend meetings or participate in the Corporation's efforts, following written notice of the same from the Board of Directors. Members shall be given thirty (30) days written notice of the Board's intent to terminate his/her/its membership and shall be given the opportunity to respond to the basis for the termination of membership and to be heard by the Board prior to the termination of his or her membership.

Section 4. Dues.

- a. The annual dues shall be recommended by the Board of Directors and approved by a majority vote of the Standing Members at the annual meeting. Any change (increase or decrease in dues shall be decided at the annual meeting and effective as of the beginning of the next fiscal year.
- b. Dues for each fiscal year must be paid within ninety (90) days after the commencement of the applicable fiscal year in order to maintain an active membership in the Corporation.
- c. Notwithstanding the foregoing, the Board of Directors may provide for payment of dues in installments or on a more frequent basis.

Section 5. Participation. All members shall take an active interest, as shown by contributions and attendance at meetings. All members are invited to attend annual meetings and to participate in the form of papers and discussions.

**ARTICLE IV
Board of Directors**

Section 1. General Powers. Subject only to the provisions of the Articles of Incorporation and the applicable laws of Virginia in respect to non-stock corporations, the property, affairs and business of the Corporation shall be managed by the Board of Directors.

Section 2. Number and Election of Directors. The Board of Directors initially shall consist of thirteen (13) directors, with each Standing Member entitled to appoint one individual as its representative director. The initial directors are set forth in the Corporation's Articles of Incorporation and shall serve one (1) year terms. Each director shall serve a term of one year; provided, however, that the initial directors shall be entitled to serve a term in excess of one year and until the conclusion of the first complete fiscal year of the Corporation. In addition, and notwithstanding the foregoing, any Standing Member shall be entitled to designate an individual who would be automatically re-elected on an annual basis to serve as that Standing Member's designated representative director until such time as the Standing Member appoints a new representative to replace its then serving director. Any member of the Board of Directors shall be subject to removal from such Board by a vote of the majority of the entire Board. Any vacancies on the Board of Directors arising by reason of resignation, death, annual rotation or for any other reason shall be filled by the Standing Member whose appointed director's seat has been so vacated.

Section 3. Compensation. The Director shall serve without compensation for his services as Director but may be reimbursed by the Corporation for all travel and out-of-pocket expenses reasonably incurred in connection with the affairs of the Corporation. The Director shall not be disqualified from receiving reasonable compensation for professional, business, or other services rendered other than in the capacity of a Director.

Section 4. Quorum. A simple majority (at least 51%) of the members of the Board of Directors shall constitute a quorum for the transaction of business, but if less than a quorum shall be in attendance at the time for which a meeting shall have been called, the meeting may be adjourned from time to time by a majority of the Directors present, without notice other than by announcement at the meeting,

until a quorum shall attend; provided however, that if the Directors receive notice prior to the meeting date that there will not be a quorum present, the Directors may preemptively cancel or reschedule the meeting and provide notice to the members prior to the meeting date. A vote of sixty percent (60%) of those present at any meeting shall be sufficient authority for any action thereby taken. Board Members may participate in and be deemed present at the meeting by other than physical presence as authorized by applicable law.

Section 5. Annual Meetings and Notice Thereof. The annual meeting of the Board of Directors shall be held on the first Friday of May of each year in the Commonwealth of Virginia, or at such other time or place as the Board may prescribe from time to time and as may be designated in the notice thereof. Notice of the time, place and purpose of such meeting shall be sent by the Chairman, Vice Chairman, or Secretary, by hand delivery, regular mail, or electronic mail to each member of the Board at least ten (10) days prior to the day fixed for such meeting. Any member of the Board may, by writing signed by him, waive notice of any annual meeting, and his presence at any annual meeting shall constitute a waiver of notice of such meeting.

Section 6. Special Meeting and Notice Thereof. Special meetings of the Board for any purpose may be called at any time to be held at any place in the Central and Southern Virginia, Virginia, by any one of the Officers or any two (2) members of the Board. Notice of the time, place and purpose of such meeting shall be sent by hand delivery, regular mail or electronic mail to each member of the Board at least ten (10) days prior to the time fixed for such meeting. Any member of the Board, may by writing signed to him, waive notice of any special meeting, and his presence at any special meeting shall constitute a waiver of notice of such meeting. At a special meeting, no business shall be transacted and no corporate action shall be taken other than that referred to in the notice of such meeting.

Section 7. Action Without a Meeting. Unless the Articles of Incorporation or these Bylaws provide otherwise, action required or permitted to be taken at a Board of Directors' meeting may be taken without a meeting if the action is taken by the requisite number of members of the Board from whom consent is required for such action. The action shall be evidenced by one or more written consents stating the action taken (which may be executed in counterparts and may be evidenced by emailed approval or consent), signed by each Director either before or after the action taken, and included in the minutes or filed with the corporate records reflecting the action taken. Action taken under this section becomes effective when the requisite number of Directors executes the consent, unless the consent specifies a different effective date, in which event the action taken is effective as of the date specified therein provided the consent states the date of execution by each Director. A consent signed under this section has the effect of a meeting vote and may be described as such in any document.

ARTICLE V

Executive Committee

Section 1. Designation of Committee. The Board of Directors hereby creates an Executive Committee which shall be comprised of the Chairman, Vice Chairman, Secretary, Treasurer, and the immediate past Chairman and such additional persons as the Board of Directors may designate. Vacancies occurring in the Executive Committee shall be filled by the Board, provided that vacancies not so filled shall, for purposes of determining a quorum and transaction of business, automatically reduce the number of the Executive Committee members by the number of vacancies existing at the time.

Section 2. General Powers. The Executive Committee, when the Board of Directors is not in session, shall have all the powers vested in the Board by law, the Articles of Incorporation and these Bylaws for the control and management of the Corporation, except the Executive Committee shall have no authority to elect any member to the Board of Directors, to elect any member to the Executive Committee, to elect any member to any other committee of the Corporation, to elect any Officer of the Corporation, to amend the charter of the Corporation or adopt a plan of merger or consolidation, or to make, alter or repeal any of the Bylaws of the Corporation. Except as limited in the preceding sentence, each and every act of the Executive Committee shall have the same force and effect as if the same were taken by the Board of Directors. Included within these powers is the power to authorize the seal of the Corporation to be affixed to all papers that require it. The Executive Committee shall report at each meeting of the Board all actions that the Committee may have taken since the last meeting of the Board.

Section 3. Meetings and Notice Thereof. Meetings of the Executive Committee for any purpose may be called at any time to be held at any place in Virginia by any two (2) of its members of the Executive Committee. Notice of the time, place and purpose of such meeting shall be forwarded as provided in Section 5 of Article IV, above, and may be waived by any member as therein provided.

Section 4. Quorum. All acts of the Executive Committee shall be in meeting, duly assembled, at which a majority (but not less than sixty percent (60%) of the members) shall be present in order to constitute a quorum, and a vote of sixty percent (60%) of those present shall govern all matters coming before the meeting.

Section 5. Committees.

- a. Standing Committee. The following standing committees shall be formed to actively participate in the undertaking of the Corporation's activities in specific topical areas as detailed herein this section 5 of this Article V: Finance; Marketing; Special Events; and Nominating and Personnel. Committee members can be Standing Members or Supporting Members, as defined in Section 2 of Article III.
- b. Finance Committee. The Finance Committee shall be chaired by the Corporation's Treasurer and shall have the following primary responsibilities:
 - i. Overseeing the financial wellbeing of the Corporation.
 - ii. Preparing an annual budget.
 - iii. Other financial duties as assigned by the Board of Directors.
- c. Marketing Committee. The Marketing Committee shall be chaired by an appointee of the Corporation's Chairman and shall have the following primary responsibilities:
 - i. Development and implementation of an annual advertising calendar that, within budget constraints, coordinates print, voice, video, internet, and other acceptable advertising methods.
 - ii. Development of advertisements, logos, tag lines, and other marketing tools that will, as necessary, enhance and refresh the Corporation's tourist appeal.
 - iii. Creation and distribution of brochures as needed.
 - iv. Development of an annual trade show calendar.
 - v. Coordination of tradeshow logistics, including booth reservations and the recruitment of volunteer workers.
 - vi. Oversight of fulfillment activities.
 - vii. Website upgrades, enhancements and edits.
 - viii. Other marketing duties as assigned by the Board of Directors.
- d. Special Events. The Special Event Committee shall be chaired by an appointee of the Corporation's Chairman and shall have the following primary responsibilities:
 - i. Full coordination of all seminars, summits, and other educational and/or promotional meetings, including coordination of food, facilities, speakers, advertising and other associated activities.
 - ii. Full coordination of all groundbreaking, grand openings, and ribbon cutting events, including coordination of food, facilities, speakers, advertising and other associated events.
 - iii. Other special event duties are assigned by the Board of Directors.
- e. Nominating and Personnel Committee. The Nominating and Personnel Committee shall be chaired by an appointee of the Corporation's Chairman and shall have the following primary responsibilities:
 - i. Recruitment and interviewing of potential organizational officers.
 - ii. Presentation of slate officer candidates for approval by the full Corporation at its annual meeting.

- iii. Recruitment and interviewing of committee members.
 - iv. Recruitment and interviewing of potential staff members.
 - v. Development of compensation packages for staff members.
 - vi. Conducting performance evaluations for staff members.
 - vii. Other nominating and personnel duties as assigned by the Board of Directors.
- f. Ad Hoc Committees. Ad Hoc Committees may be created as necessary, either by appointment of the Chairman or by a majority of the Standing Members.

Section 6. Other Committees. The Board of Directors may from time to time create such other committees for such purposes as it may deem advisable or expedient. The Board of Directors may impose upon each of such committees such duties and responsibilities as said Board may, in its discretion, deem proper to further the purpose of the Corporation.

ARTICLE VI Officers

Section 1. Officers; Duties. The principal officers shall be the “Chairman,” “Vice-Chairman,” “Past Chairman,” “Secretary,” and “Treasurer” (the “Principal Officers” and collectively the “Executive Committee”). The Principal Officers of the Corporation shall have such duties as generally pertain to their respective offices as well as such powers and duties as from time to time may be conferred upon them by the Board of Directors or as may be prescribed by these Bylaws as amended from time to time. In particular, the Principal Officers shall have the following duties:

- a. Chairman: The primary duties of the Chairman shall be as follows:
 - i. Serve as chief executive officer of the Corporation and preside at all meetings.
 - ii. Call regular and special meetings of the membership.
 - iii. Conduct and direct meetings and operations according to the approved policies of the Corporation, these approved Bylaws, and Roberts Rules of Order.
 - iv. Act as official spokesperson for the Corporation.
 - v. Serve as the Corporation’s official representative on boards and commissions (i.e. Virginia’s Civil War Trail, Inc.), or appoint another member to represent the Corporation as necessary.
 - vi. Work in conjunction with the Nominating and Personnel Committee to appoint members of Standing Committees.
 - vii. Appoint other committees on an as-needed basis.
 - viii. Serve as ex-officio member on all committees.
 - ix. Ensure that officers and committees function according to their assigned duties.
 - x. Make or approve expenditures of up to \$1,000.00 for special contingencies without prior approval of the Standing Members.

- b. Vice-Chairman: The primary duties of the Vice-Chairman shall be as follows:
 - i. Assist the Chairman in conducting the activities of the Corporation.
 - ii. Perform the duties of the Chairman in his or her absence.
 - iii. Assume the position of Chairman and complete the unexpired term in the event of a vacancy.

- c. Secretary: The primary duties of the Secretary shall be as follows:
 - i. Notify all members of the Corporation where and when a regular or special meeting is to be held and provide any proposed agenda.
 - ii. Record attendance at all regular and special meetings.
 - iii. Record and distribute minutes of all regular and special meetings.

- iv. Maintain and distribute a current directory of all members of the Corporation.
 - v. Execute correspondence as directed by the Chairman.
- d. Treasurer: The primary duties of the Treasurer shall be as follows:
- i. Maintain custody of all of the Corporation's funds.
 - ii. Maintain a complete and accurate accounting of all funds.
 - iii. Submit a complete Treasurer's Report, including receipts, expenditures, and account balances at all regular meetings or otherwise upon request.
 - iv. Make all disbursements and withdrawals by check, subject to approval of voting members.
 - v. Submit invoices for membership dues at the beginning of each fiscal year.
 - vi. Submit a final financial report to the Corporation at the end of the fiscal year.
 - vii. Provide an annual financial audit upon request.

Section 2. Other Officers. The Board of Directors may create such other officers as it may deem necessary or convenient for the administration of the affairs of the Corporation. Such offices shall be filled by selection from among the members of the Board. The respective duties of officers elected pursuant to the provisions of this Section shall be such as may be directed by the Board or prescribed by amendment hereto.

Section 3. Election of Officers. Each Principal Officer shall serve for a one-year period. Chairman and Vice-Chairman shall not serve more than two years consecutively. The Officers comprising subsequent Executive Committees will be elected by the Board of Directors at large at the annual meeting from among a slate of nominees. These nominees will be named by a nominating committee whose members shall be appointed by the Chairman with the immediate past Chairman serving as chairperson of the committee; Standing Members may also nominate individuals prior to the annual meeting by notifying the immediate past Chairman of member names for consideration by the nominating committee. Any two offices (except those of Chairman and Secretary) may be combined in and performed by the same person.

Section 4. Removal and Resignation of Officers. Any Officer of the Corporation may be removed summarily with or without cause at any time by affirmative vote of a majority of the Board of Directors. Any Officer may resign as such by tendering his written resignation to the Chairman to be presented to the Board for action thereon. Such resignation shall be complete, and such Officer shall forthwith be relieved of all further duties of such office upon the acceptance of the resignation by the Board.

ARTICLE VII Indemnification and Elimination Or Limitation of Liability

Section 1. Indemnification of Directors and Officers. Except as provided in Section 2 of this Article, the Corporation shall indemnify every individual made a party to a proceeding because he is or was a Director or Officer against liability incurred in the proceeding if: (i) he conducted himself in good faith; and (ii) he believed, in the case of conduct in his official capacity with the Corporation, that his conduct was in its best interests, and in all other cases, that his conduct was at least not opposed to its best interests, and (iii) he had no reasonable cause to believe, in the case of any criminal proceeding, that his conduct was unlawful.

Section 2. Indemnification Not Permitted. The Corporation shall not indemnify any individual against his willful misconduct or a knowing violation of the criminal law or against any liability incurred by him in any proceeding charging improper personal benefit to him, whether or not by or in the right of the Corporation or involving action in his official capacity, in which he was adjudged liable by a court of competent jurisdiction on the basis that personal benefit was improperly received by him.

Section 3. Effect of Judgment or Conviction. The termination of a proceeding by judgment, order, settlement or conviction is not, of itself, determinative that an individual did not meet the standards of conduct set forth in Section 1 of this Article or that the conduct of such individual constituted willful misconduct or a knowing violation of the criminal law.

Section 4. Determination and Authorization. Unless ordered by a court of competent jurisdiction, any indemnification under Section 1 of this Article shall be made by the Corporation only as authorized in the specific case upon a determination that indemnification of the individual is permissible in the circumstances because: (i) he met the standard of conduct set forth in Section 1 of this Article and, with respect to a proceeding by or in the right of the Corporation in which such individual was adjudged liable to the Corporation, he is fairly and reasonably entitled to indemnification in view of all of the relevant circumstances even though he was adjudged liable; and (ii) the conduct of such individual did not constitute willful misconduct or a knowing violation of the criminal law. Such determination shall be made: (i) by the Board of Directors by a majority vote of a quorum consisting of Directors not at the time parties to be proceeding; or (ii) if such a quorum cannot be obtained, by a majority vote of a committee duly designated by the Board of Directors (in which designation Directors who are parties may participate), consisting solely of two or more Directors not at the time parties to the proceeding; or (iii) by special legal counsel selected by the Board of Directors or its committee in the manner heretofore provided or, if such a quorum of the Board of Directors cannot be obtained and such committee cannot be designated, selected by a majority vote of the Board of Directors (in which selection Directors who are parties may participate). Authorization of indemnification, evaluation as to reasonableness of expenses and determination and authorization of advancements for expenses shall be made in the same manner of the determination that indemnification is permissible, except that if the determination is made by special legal counsel, authorization of indemnification and evaluation as to reasonableness of expenses shall be made by those selecting such counsel.

Section 5. Advances for Expenses. The Corporation shall pay for or reimburse the reasonable expenses incurred by any individual who is a party to a proceeding in advance of final disposition of the proceeding if: (i) he furnishes the Corporation a written statement of his good faith belief that he has met the standards of conduct described in Section 1 of this Article and a written undertaking, executed personally or on his behalf, to repay the advance if it is ultimately determined that indemnification of such individual in the specific case is not permissible; and (ii) a determination is made that the facts then known to those making the determination would not preclude indemnification under this Article. An undertaking furnished to the Corporation in accordance with the provisions of this Section shall be unlimited general obligation of the individual furnishing the same but need not be secured and may be accepted by the Corporation without reference to financial ability to make repayment.

Section 6. Indemnification of Employees and Agents. The Corporation may, but shall not be required to, indemnify and advance expenses to employees and agents of the Corporation to the same extent as provided in this Article with respect to Directors and Officers.

Section 7. Definitions. In this Article:

“Director” and “Officer” mean an individual who is or was a Director or Officer of the Corporation, as the case may be, or who, while a Director or Officer of the Corporation is or was serving at the Corporation’s request as a Director, Officer, partner, trustee, employee or agent of another foreign or domestic Corporation, partnership, joint venture, trust, employee benefit plan or other enterprise.

“Individual” includes, unless the context requires otherwise, the estate, heirs, executors, personal representatives and administrators of an individual.

“Corporation” means the Corporation and any domestic or foreign predecessor entity of the Corporation in a merger or other transaction in which the predecessor’s existence ceased upon the consummation of the transaction.

“Expenses” includes but is not limited to counsel fees.

“Liability” means the obligation to pay a judgment, settlement, penalty, fine, including any excise tax assessed with respect to an employee benefit plan, or reasonable expenses incurred with respect to a proceeding.

“Official capacity” means: (i) when used with respect to a Director, the office of Director in the Corporation; (ii) when used with respect to an Officer, the office in the Corporation held by him; or (iii) when used with respect to an employee or agent, the employment or agency relationship undertaken by him on behalf of the Corporation. “Official capacity” does not include service for any foreign or domestic Corporation or other partnership, joint venture, trust, employee benefit plan or other enterprise.

“Party” includes an individual who was, is or is threatened to be made a named defendant or respondent in a proceeding.

“Proceeding” means any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative and whether formal or informal and whether or not by or in the right of the Corporation.

ARTICLE VIII

No Private Inurement and Dissolution

Section 1. No Private Inurement. It is the intent of the Corporation that no person serve as a Director or Officer of the Corporation, or appear to be or be induced to serve as a Director or Officer of the Corporation, for purposes of personal or pecuniary gain. Therefore, no part of the assets or net earnings of the Corporation shall inure to the benefit of, or be distributable to, any Director or Officer of the Corporation or any private individual, or otherwise benefit any person having a personal and private interest in the activities of the Corporation, except that reasonable compensation may be paid for services rendered to or for the Corporation affecting one or more of its purposes, and benefits may be conferred if in conformity with said purposes. In paying such compensation or conferring such benefits, however, the Board of Directors shall give mature consideration to any conflict, potential conflict, or appearance of conflict with the intent and purposes of the Corporation. No Director or Officer of the Corporation or any private individual shall be entitled to share in the distribution of any of the corporate assets on dissolution of the Corporation. No substantial part of the activities of the Corporation shall be carrying on of propaganda, or otherwise attempting to influence legislation. The Corporation shall not participate in, or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

Section 2. Dissolution. Upon dissolution of the Corporation, the Board of Directors shall, after paying or making provisions for the payment of all liabilities of the Corporation, distribute all assets for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code, or shall distribute all assets to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of pursuant to the order of any court of record with general equity jurisdiction in the city or county of the Commonwealth of Virginia where the registered office of the Corporation is then located, exclusively for such purposes or to such organization or organizations which are organized or operated exclusively for such purposes as such court shall determine.

ARTICLE IX

Miscellaneous Provisions

Section 1. Examination of Books. The minute book of the Corporation and all audited or unaudited financial statements shall at all times during normal business hours be open to inspection by the Board of Directors or a Committee appointed by the Board or by any voting Members.

Section 2. Checks, Notes and Drafts. Checks, notes, drafts and other orders for the payment of money shall be signed by such persons as the Board of Directors or the Executive Committee from time to time may authorize, and when so authorized by the Board of Directors or the Executive Committee, the signature of any such person may be a printed facsimile.

Section 3. Amendment of Bylaws. These Bylaws may be amended, altered or repealed at any meeting of the Board of Directors by affirmative vote of sixty percent (60%) of the Board of Directors.

Section 4. Fiscal Year. The fiscal year of the Corporation shall be from July 1 to June 30 of each year.

Section 5. Discrimination Prohibited. The Corporation shall not discriminate against any person on the basis of race, national origin, religion, gender, age, disabilities, or other protected classes.

Section 6. Conflict of Interest. The Board of Directors may draft and adopt a Conflict of Interest Policy which sets forth the policy with which all Directors, Officers, and members must comply.

In Re: County Administrator's Report – At Will Report

Mr. Bartlett said for FY19, the AT-WILL program has cost a total of \$73,510 which includes the FICA cost associated with the payroll expenditures. Fines actually collected for the Fiscal Year total \$188,621. As has been the case since the program began it is self-funded. The program continues to serve as a valuable law enforcement tool by increasing the number of deputies on shifts at no cost to the citizens. By having deputies working traffic enforcement under this program frees deputies on their normal shifts from conducting routine traffic duty. This allows them to concentrate on other law enforcement duties such as crime prevention, solving crime and increasing visibility and availability of law enforcement throughout the County.

In Re: County Administrator's Report – FY19 Budget Amendment

Mr. Bartlett stated the County received \$52,446 from the Fire Programs for the Aid to Localities Program. Per Board Policy, these funds are divided among the four Volunteer Fire Departments located in the County but outside the Town of Farmville – Darlington-Heights, Hampden-Sydney, Prospect and Rice. Thus, that would result in each Department receiving \$13,111.50. The County does not include the Farmville VFD because the Town of Farmville receives its own funding from the program (\$28,438) and provides that to the Farmville VFD. Meherrin and Pamplin VFD are located in neighboring Counties and receive funding through their host County.

Supervisor Townsend made a motion, seconded by Supervisor Jones, to approve the FY19 Budget Amendment and appropriate the same funds, as follows:

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	24040	0012	Fire Program Funds		52,446.00
4 (Exp)	100	32200	7012	Fire Programs / ATL – Rice	13,111.50	
4 (Exp)	100	32200	7013	Fire Programs / ATL – Prospect	13,111.50	
4 (Exp)	100	32200	7014	Fire Programs / ATL – Darlington	13,111.50	
4 (Exp)	100	32200	7015	Fire Programs / ATL – Hampden	13,111.50	

The motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Gene A. Southall Jerry R. Townsend James R. Wilck	Nay: None
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In Re: County Administrator’s Report – Meeting with Senator Peake

Mr. Bartlett reported the County received a letter from Senator Mark Peake requesting an opportunity to meet with representatives of the County regarding legislative matters. It may be helpful to coordinate a joint meeting with both the Senator and Delegate Edmunds.

Staff will determine dates to provide to Senator Peake regarding a meeting and invite Delegate Edmunds to participate.

In Re: County Administrator’s Report – Reassessment Update

Mr. Bartlett said the County’s six-year reassessment process will be kicking off within the next month. Representatives of Wampler-Eanes will be out and about all over the County conducting the reassessment. The County will put out public information to advise citizens of this eighteen-month process.

In Re: Public Hearing – Special Use Permit – Byler, Firewood Processing

Chairman Wilck announced that this was the date and time scheduled for a public hearing on the request by Joe Byler for a Special Use Permit to operate a wood processing operation located at 419 Singleton Road on a parcel owned by Joe S. Byler, identified as Tax Map 74-A-2; this is an A1, Agricultural Conservation Zoning District. Notice of this hearing was advertised according to law in the Wednesday,

June 26, 2019 and Wednesday, July 3, 2019 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Wade Bartlett, County Administrator, stated the County has received a special use permit application for the operation of a Firewood Processing facility to be located at 419 Singleton Road, on Tax Map Parcel 74-A-2, owned by Joe S. Byler.

The proposed facility will process and dry firewood to be wholesaled to a third party. The proposed operation will be on a family-run operation that will include Mr. Byler and his three sons and requested to operate from 7:00 a.m. to 6:00 p.m., Monday through Friday and 6:00 a.m. to 12:00 noon on Saturday.

The proposed operation will be located within a 40' x 104' building and utilize a diesel-operated machine and associated equipment and generate three tractor trailer loads per week. Staff went out to the property on May 16, 2019 at 10:00 a.m. and measured the sound levels of the equipment from various locations and recorded the following decibel readings:

- Front of the property at the driveway – 36.7 db.
- Darlington Heights Fire Department (BBQ Pitt) – 42.7 db. (only could hear the lawnmower across the road)
- (Approximately 300' across the road, grass was being cut and registered – 58.4 db.)
- Prince Edward County Convenience Center entrance located on Singleton Road – 35.6 db.
- Forty feet off of Singleton Road on Hall property located across from the location – 35.2 db.
- Approximately 40 feet from equipment – 60.1 db.
- Two feet from the equipment – 84.5 db.

For comparison, normal conversation is 60 db. while a lawnmower is approximately 90 db. During the inspection, staff did not observe any loud sound from the equipment from other adjacent properties.

The Planning Commission held a public hearing on June 18, 2019 at which six citizens living in the area spoke against the special use request. The major areas of concern were 1) Noise; 2) Truck traffic; 3) Possible expansion of the business; and 4) Hours of operation. Mr. Byler offered to reduce the hours of operation to 7:30 a.m. to 5:00 p.m. and no operations on Saturday or Sunday, and place the exhaust so it is facing away from Singleton Road and toward a wooded tract of land on his property to help absorb the noise. Mr. Byler stated besides the log cutter/splitter, he would be operating a log loader that would only operate as needed. He stated the wood would be dried using wood heat and small fans.

After discussion, the Planning Commission approved recommending the Special Use Permit to the Board of Supervisors on a vote of 7-2, with one member being absent, with the following conditions:

1. Hours of Operation: 7:30 a.m. – 5:00 p.m., Monday – Friday
2. Limit of 50 decibels at the property line, measured outside the building once it is built with the machine running.
3. Limit of three (3) deliveries of logs per week.
4. Exhaust directed into the woods.
5. Plant trees or tall evergreen shrubs around buildings to deaden noise.
6. No additional equipment can be added without a new special use request.

The day after the meeting, Mr. Byler contacted Supervisor Gilliam and Mr. Bartlett to report he had forgotten to mention he would be using a forklift at times and that he would also be running a Slab wood saw using a 40-hp diesel engine and the fans would be run by a 10-hp diesel motor which would run 24 hours a day when he was processing firewood. Additionally, Mr. Byler wants to request his hours of operation be 7:00 a.m. – 5:00 p.m. Monday – Friday and 8:00 a.m. – Noon on Saturdays.

Mr. Bartlett said that Mr. Byler is also working with Georgetown Hydraulics; they will put in some sound barriers and install “critical mufflers.”

Chairman Wilck opened the public hearing.

Randall Bremer stated he and his wife recently moved to the area and bought a farm which adjoins Mr. Byler’s. He said he is pleased to have Amish as neighbors, and that he is in support of Mr. Byler’s project.

Larry Hollowell expressed his concerns include noise, property values, and the impact the trucks will have on Singleton Road. He said the road is narrow, not well-paved and dangerous. Mr. Hollowell said when he was told the dump would be coming in, the County said the road would be cleaned once a month but it is not, and he wished the County could take a bit more care about commitments such as that. He said he has nothing against the Bylers, but there is concern for the road and his own property.

Mark Shepard stated he lives approximately one-half mile from the site. He said that trees are to be added as buffer and asked how fast the trees will grow, and asked where the decibels were measured. He said the numbers of the decibels are skewed and will be higher with another motor and an engine running all night. Mr. Shepard asked the Board to deny this request, stating it is not right for the quiet farming community. He said this is not a small business and the noise from the trucks will be much higher than the decibels measured.

Earl Lambert stated he has lived in Darlington Heights all his life and wood products are a part of farming. He said it is zoned agricultural. Mr. Lambert said the Bylers want nothing from the County or the government, he just wants to make a living and feed his family. He said he is 100% in support.

Avis Miller said he has heard the machine and it is not loud; he said a motorcycle is much louder. He said with the additional muffler, no one will be able to hear it. He said it is a farm community, and this is not a saw mill.

Bill Hamilton said this would be a great asset to Darlington Heights. He said there are big trees that fall down; a large log company won't come and cut them as it's not worth it to them. He said we can't stop all the log trucks from going down the road. He said the Bylers are good neighbors, and is in support of the proposed business.

Wilkie Chaffin stated he resides on Singleton Road and is concerned about the number of truck trips along the road. He said there is potential danger and a need to improve the condition of the road. He said the road is not wide enough to put a line down the center. He asked the Board to consider the condition of the road as they make their decision.

Bob Timmons stated that at the Planning Commission meeting, this issue was discussed at great length. He said a proposed consensus consisted of Items 1-6, and Item 7, mufflers were discussed. What was not mentioned was a 40hp engine sawing slabs, nor was another engine mentioned for a fan running 24 hours a day for the drying process. He said this is substantially different than what was discussed at the Planning Commission meeting. At a maximum, the project approval should only include what was presented at the Planning Commission meeting; if there is a change, then more study needs to be made to see how much noise and how it will affect the neighbors. He suggested the Board only accept the first seven items, or table the issue or send it back to the Planning Commission.

Joe S. Byler stated that at the Planning Commission meeting, he did address several items. He said he spoke with Mr. John Prengaman, Chairman of the Planning Commission, and Mr. Prengaman did not think there would need to be another hearing.

Supervisor Jones asked if the slab wood that would be cut is from the logs brought in and no additional trucks. Mr. Byler said that is correct.

Supervisor Jones then asked if the slab wood will be run at the same time, if the 10hp motor to do the drying will be done inside the building, and if the operation will continue year-round; Mr. Byler answered to the affirmative for all questions.

Mr. Bartlett said there is a concern about the number of trips leaving with the final product, and asked how Mr. Byler will send out the processed wood. Mr. Byler said they will use van trailers, three trailer loads a week.

Mr. Bartlett questioned how the operation will be soundproofed, and if the slab wood work will be done inside. Mr. Byler said there will be sound barriers inside the room, which will make a big difference. Mr. Byler said that will be on the motor that will run all night, and stated it will all be done inside.

Supervisor Gilliam questioned his neighbors in the audience if any heard anything the last few weeks late in the afternoon, for hours. He said there has been a 100hp-diesel engine pumping irrigation for hours. He said it only has a standard muffler. He said he was curious if anyone has heard it running.

Mark Shepard stated this operation is not a farming-related operation, it is a processing plant. He expressed his opposition to the proposed operation.

Mr. Bartlett stated the zoning is called Agriculture Conservation; it allows farming and forestal uses under certain conditions. He said some things do not have to have a special use permit and are allowed by right, some things need a special use permit and some are not permitted at all. Mr. Bartlett said this is one that requires a special use permit and that it is forestal.

Carolyn Shepard said their property is very close. She said she has been a farmer all her life and her main concern is the road. She said she cannot pass anyone on Singleton Road when driving her truck and that the road is unsafe. She said if more trucks are going to be on the road, what happens if someone gets killed. Discussion followed.

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

Supervisor Jones stated the Planning Commission discussed the trucks and as far as Mr. Byler's request to extend the hours, he felt they need to stick to the hours that the Planning Commission suggested. Supervisor Jones said the decibels were checked outside, and the motors will be operated inside a building. He said the operation of the forklift would be minimal.

Supervisor Jones made a motion, seconded by Supervisor Townsend, to approve the Special Use Permit request of Mr. Byler with the following conditions:

1. Hours of Operation: 7:30 a.m. – 5:00 p.m., Monday – Friday
2. Limit of 50 decibels at the property line, measured outside the building once it is built with the machine running.
3. Limit of three (3) deliveries of logs per week.
4. Exhaust directed into the woods.
5. Plant trees or tall evergreen shrubs around buildings to deaden noise.
6. Two additional pieces of equipment – forklift and an additional small motor
7. No additional equipment can be added without a new special use request.
8. Addition of mufflers and sound barriers inside the building.

Supervisor Cooper-Jones said the conditions placed by the Planning Commission said no additional equipment, but there are two pieces of equipment being added.

Supervisor Jones said he included the forklift and the other cutters would have a smaller motor and he is doing more soundproofing than what the Planning Commission has originally talked about. He said Mr. Byler could not add anything after this without another special use permit.

A vote was then taken on Supervisor Jones motion, seconded by Supervisor Townsend, to approve the Special Use Permit request of Mr. Byler with the following conditions:

1. Hours of Operation: 7:30 a.m. – 5:00 p.m., Monday – Friday
2. Limit of 50 decibels at the property line, measured outside the building once it is built with the machine running.
3. Limit of three (3) deliveries of logs per week.
4. Exhaust directed into the woods.
5. Plant trees or tall evergreen shrubs around buildings to deaden noise.
6. Two additional pieces of equipment – forklift and an additional small motor
7. No additional equipment can be added without a new special use request.
8. Addition of mufflers and sound barriers inside the building.

The motion carried:

<p>Aye:</p> <ul style="list-style-type: none"> Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend James R. Wilck 	<p>Nay: Gene A. Southall</p>
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In Re: FIRE-EMS Committee Report

Mr. Bartlett said the FIRE-EMS Committee met June 20 and June 28. The Committee comprises Supervisors Townsend, Chair; Gilliam and Southall. The Committee was joined by County Administrator Wade Bartlett and Assistant County Administrator Sarah Elam Puckett.

On June 20, 2019 the Committee met with representatives of the Prince Edward Volunteer Rescue Squad (PEVRS) and discussed the call volume, inventory of vehicles, important operational issues, funding and staffing. The Committee also reviewed the funding requests from the Volunteer Fire Departments. PEVRS reviewed the call volume, the status of their vehicles, collection efforts and future outlook. The bottom line is PEVRS needs assistance in purchasing ambulances and in funding the position of an Executive Director at a cost of approximately \$100,000.

PEVRS has five ambulances, four of the boxes are 1999 models and one is a 2011 model. The four 1999 boxes were rechassied in 2011, so all of their trucks are about nine years old. Two of the trucks have so many maintenance issues that they are out of service more than they are in service. PEVRS mortgaged their building in 2011 to buy the trucks and still owes more than \$400,000 from that loan. PEVRS estimates a truck will last on average 10 years. PEVRS is requesting two ambulances be purchased as soon as possible and then funding to purchase one ambulance every two years. Each ambulance costs approximately \$250,000.

The Committee is recommending the Board of Supervisors hold a public hearing on the creation of an Emergency Medical Service District encompassing all of Prince Edward County and levy a \$0.02 tax on all Real Property in the District. Such a levy would generate approximately \$300,000 each year and could only be used to support the operation of EMS agencies providing service in the County.

Mr. Bartlett reviewed a spreadsheet displaying the estimated revenues and expenses from the recommendation. The recommendation would allow the purchase of one ambulance this fiscal year, another one next fiscal year and then one every other year thereafter plus the funding of the Executive Director position and the funding of \$72,000 to assist Meherrin EMS in purchasing an ambulance every six years as they have requested. The first two fiscal years end with negative balances because of the need to establish the fund and to purchase an ambulance each of the first two years. If the Town of Farmville, Longwood and Hampden-Sydney assist in providing funding for PEVRS, as they have indicated they will, these shortfalls will not exist.

The Committee is also recommending the County increase funding for Rice VFD, Prospect VFD, Darlington Heights VFD, Hampden-Sydney VFD, Meherrin VFD and Pamplin VFD by \$10,000 each for a total of \$60,000. The County has \$125,000 in its current budget slated to be returned to the fund balance. Part of that money could be used to fund this recommendation without increasing the FY20 total budget.

Several years ago, the County advocated all the VFDs obtain Workers Comp for their volunteers and increase the coverage of their umbrella insurance policy, the VFD complied with this request which increase their insurance expense by more than \$10,000 annually. The increased liability insurance facilitates the County's management of the Line of Duty Act (LODA) and ensures adequate coverage of their equipment, property and volunteers. Providing the members Workers Comp insurance is vital in recruiting volunteers and guarantees these men and women will be taken care of in case they are injured while volunteering to protect their fellow citizens. The liability insurance costs at least \$10,000 for each department and workers comp cost several thousand more. With increased operational expenses the VFDs are experiencing strains on their budgets and have been discussing eliminating the Workers Comp Coverage and/or reducing their Liability Insurance Coverage. This would not be in the best interest of the residents of the County nor the volunteers.

The Committee is not recommending additional Funding for the Farmville VFD because they receive considerably more in funding from the Fire Programs fund - \$28,438 compared to slightly more than \$13,100 for the County departments. This puts the County departments on a more equal footing with Farmville VFD. In addition, Farmville VFD receives funding assistance from both the Town and Longwood.

The Committee asked what lead to the funding shortfall and what has PEVRS done to mitigate these issues. The primary reasons have been an increase in the cost of operations. The lack of volunteers has caused the increased use of paid staff to provide the response needed to cover over 3,500 calls each year. Also, non-transport calls, which are not paid by insurance or Medicaid/Medicare, are increasing at a faster rate than transport calls. These calls must be responded to but do not generate any revenue.

The Committee asked if hard billing would generate additional revenue. PEVRS stated they have discussed this with their collection vendor and have been informed hard billing would not generate very much additional revenue and would require a great deal of additional effort and cost. The vast majority of people for which PEVRS receives no revenue when they respond to a request for service are low income with no insurance. Even if you hard bill and take aggressive collection action, you can't collect if there is no money available.

Sections 15.2-2400 and 32.1-111.14:2 of the *Code of Virginia* allow Counties to create a service district for EMS by adoption of an ordinance. Per Section 15.2-2400 of the *Code of Virginia* the creation of a service district requires a public hearing. Notice of the public hearing must be published once a week for

three consecutive weeks and the hearing shall be held no sooner than ten days after the second notice appears in the newspaper. If the Board so desires such notices could be advertised in the July 25, August 2, and August 9 editions of the Herald and the public hearing held at the August 13, 2019 meeting of the Board of Supervisors. Section 15.2-2402 of the *Code of Virginia* describes what the ordinance creating a service district must include. All property, real and personal may be subject to such levy. The Committee is only recommending Real Property be subject to the district tax.

Per Section 58.1-3012 any County which levies its taxes on a calendar year basis, which Prince Edward County does, may change the rate during the calendar year provided such change is made prior to the personal property and land books being delivered to the Treasurer and a public hearing is held. The Commissioner hopes to deliver these books to the Treasurer by September 1, 2019. Notice of the public hearing must be run in the Herald at least seven days before the public hearing. Running this notice on August 2 and holding the public hearing on August 13, 2019 would meet this requirement.

The Committee feels the creation of a service district is the fairest way to ensure all citizens and businesses share in the cost of the provision of EMS throughout the County. Also, such a funding stream provides a dedicated revenue stream that cannot be used for any other purpose but at the same time can be adjusted each year depending on the needs of the service providers by the Board of Supervisors through the annual imposition of a tax levy.

Supervisor Jones said that he would like to add a penny on real property and ten cents on personal property. That would split the cost between people paying taxes on their homes and their automobiles. He said he feels that is a fairer thing to distribute some of the cost to each.

Chairman Wilck said he doesn't feel the Town is paying their fair share, and also, if the Board has to raise taxes for what it has to borrow for the reconstruction of the Courthouse and the other buildings, raising taxes for this would cause a lot of stress on the citizens out in the county.

Supervisor Jones said if this falls back in the lap of the County to have to fund, no matter what, the County's main revenue income is through Personal Property or Real Estate taxes. He said he also hates to put more stress on people but it will happen one way or the other.

Mr. Bartlett said the Board just had a meeting on borrowing VRA funds, and a way was presented that the County would not have to raise taxes to fund the 15-year loan on what is now known. He said the loan will be approximately \$507,000 for the debt payment annually and there is a way to pay the first two

years with the mobile revenue growth which would allow enough funds to support that. He said he can't say what may happen two or three years from now.

Supervisor Jones said that if the Board authorizes the Public Hearing, there will be more time to discuss it, and he wants the Board to support the Rescue Squad. He said it will come from the taxes no matter how you label it; this is one way that this can be earmarked for the Rescue Squad from now on. He said it can be increased or decreased throughout the years depending on what their needs might be, and he would like it divided between the Real Property owners and the Personal Property tax.

Supervisor Jones made a motion, seconded by Supervisor Emert, to authorize the creation of an ordinance establishing an EMS District encompassing the whole County and authorize the notice of a public hearing on August 13, 2019; and to authorize setting a tax levy of \$0.01 on Real Property, \$0.10 on Personal Property and leave out the Merchant's Capital Tax in the EMS District and to authorize the notice of a public hearing on August 13, 2019; the motion carried:

Aye:	J. David Emert	Nay:	Pattie Cooper-Jones
	Llew W. Gilliam, Jr.		
	Robert M. Jones		
	Odessa H. Pride		
	Gene A. Southall		
	Jerry R. Townsend		
	James R. Wilck		

In Re: Properties Committee Report

Mr. Bob Timmons, Chair, stated the Social Services building had some water intrusion from the heavy rain; the architect removed the wet drywall and will have an inspection to certify that it is dry. He said it is on track for completion by August 30.

Mr. Timmons said STEPS part of the building should be complete about two weeks after that. He said they will need to change lease to begin September 1. He said furniture has been ordered and will arrive the last week of August; it is anticipated Social Services will move into their new building the first week of September.

Mr. Timmons then said some unidentified cables, power lines and a drain have been found that were abandoned. Phase 1-A, the sally-port, is scheduled to be complete by December 18. In Phase 1-B, the atrium, the new stairs section has been ordered and the atrium should be complete by September 19. In Phase 1-D,

the Board Room renovation, or Alternate Courtroom, should be complete August 15. He said new schedules will be available Wednesday.

The Properties Committee, consisting of Mr. Timmons, Chair, and Supervisors Cooper-Jones and Townsend, met Monday, July 8, 2019. The Committee reviewed the proposal from Blair Construction for a change order in the amount of \$214,702 to rebuild the portion of the parking lot located between the new DSS building and the YAKATTACK building and the lot in front of the YAKATTACK building. This amount equates to the estimates the County received in February.

The Committee is recommending the Board approve a change order for \$214,702 to complete the work outlined in the attachment.

After performing proof rolling and subgrade analysis it was determined the entire parking lot on the North side of the YAKATTACK building and most of the lot in front of the building needed to be rebuilt to include the sub grade. This would include milling the existing asphalt, incorporating dry cement, compacting 2.5 inches of BM-25 binder and 1.5 inches of surface mix.

Blair Construction is using Lawhorne Brothers Paving a division of Adams Construction to do the paving work associated with the new DSS building. Approving this change order will allow Blair Construction to manage and inspect the entire paving requirements and provides the County with a single point of contact to hold responsible.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to approve a change order for \$214,702 to rebuild the parking lot areas outside the limits of construction for the new Social Services building and authorize the County Administrator to sign all necessary documents; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	J. David Emert		
	Llew W. Gilliam, Jr.		
	Robert M. Jones		
	Odessa H. Pride		
	Gene A. Southall		
	Jerry R. Townsend		
	James R. Wilck		

In Re: Rescue Squad Ambulance

Mr. Bartlett said the Board discussed buying an ambulance for the Rescue Squad that has already been delivered to Goodman Specialized Vehicle in Amelia; the date the funds are needed is July 18 [2019]. He said that would need to be acted upon so the Squad can buy the ambulance. He said they need half of the money immediately, which is \$128,000. He said this would be from the same fiscal year as the tax, if approved; he said if the district levy is not approved, this could be drawn from the Fund Balance.

Supervisor Wilck made a motion, seconded by Supervisor Emert, to appropriate \$128,000 to the Rescue Squad for one-half of the payment of an ambulance; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Gene A. Southall Jerry R. Townsend James R. Wilck	Nay: None
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In Re: USDA Grant

Mr. Bartlett said he received a telephone call Monday, July 8, from the USDA Area Specialist in Lynchburg advising us that due to the Federal Disaster Declaration for Hurricane Michael, the County of Prince Edward is eligible to apply for a 55%/45% match grant in an amount up to \$50,000 “to improve essential community facilities providing essential service primarily to rural residents and businesses.”

Mrs. Puckett said staff considered priorities or weaknesses that are known as of a result of Hurricane Michael, and other capital projects that are either forthcoming related to public safety or something that the County needs that may or may not have been in the budget. She said three items that rose to the top that the County Administrator requested information are 1) the County is vulnerable to power outages, especially at County facilities that are not at the Courthouse or the Ag Building which would be the secondary operations center if needed. She said in the event of a power outage, the diesel and gasoline pumps at the schools would not have power and would not be operable for Public Works, the Fire Departments or the Sheriff’s Office. She said the Animal Shelter, SCOPE Building and Cannery may not have power during an emergency situation. Generators needed would range from 2,400-watt, 240 volt; a 15,000-watt, 240 volt; and a 5,000-watt, 120 volt; these three generators are sized to be functional and would have multiple uses.

Mrs. Puckett said the State mandate for “Next Generation 911” is that by July 1, 2020, all of the public safety answering points within the Commonwealth of Virginia have to be prepared to receive text to 911. She said if a text to 911 comes in to the 911 Center, in order to transfer that call to the Sheriff’s Office, and in order to send back out from the Sheriff’s Office, there is an item known as a “Soft Terminal for 911 Transfers. She said the cost for that is \$20,000, and this item needs to be installed in the Sheriff’s Office for the transfer of the 911 call data for text and voice.

Mrs. Puckett said the County Administration needs to replace a County Administration staff vehicle; a Ford Explorer through state contract, for \$31,000. She said the current Ford Explorer is about 15 years old and there is only one other vehicle.

Mrs. Puckett said the County could purchase up to about \$90,000 of equipment and USDA would pay 55% of the cost. The deadline to apply is Wednesday, July 10. She said after more is known about this grant, the Board could choose not to accept the funds if so desired. She said the funds would pay up to \$50,000.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to authorize the County Administrator to apply for the USDA grant to improve essential community facilities; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Robert M. Jones	
	Odessa H. Pride	
	Gene A. Southall	
	Jerry R. Townsend	
	James R. Wilck	

In Re: Conflict of Interest Act Training

Mrs. Terri Atkins Watson, County Attorney, advised the Board that as of July 1, 2019, elected officials must receive training on State and Local Government Conflict of Interest Act provided through the Virginia Conflict of Interest and Ethics Advisory Council. She advised the Board there is an online access point or they may meet and do the course together. She said the current elected officials have until December 31 [2019] to complete the course; newly elected members will have to complete it within two months of

assuming office with a rolling deadline. Every local official must take this once every two years on a rolling deadline as to when they last completed the training.

Following some discussion, several of the Board members decided to take the course on their own, and several members will meet at 5:30 p.m., prior to the November [2019] Board meeting.

In Re: November 2019 Board Meeting Date

Supervisor Pride made a motion, seconded by Supervisor Townsend, to change the date of the November 2019 Board of Supervisors meeting from Tuesday, November 12 to Thursday, November 14; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Gene A. Southall Jerry R. Townsend James R. Wilck	Nay: None
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In Re: Closed Session

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, that the Board convene in Closed Session for the purpose of discussing boundary adjustment issues which would be subject to the review of the Commission on Local Government, pursuant to the exemption provided for in Section 15.2-2907 of the *Code of Virginia*; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Gene A. Southall Jerry R. Townsend James R. Wilck	Nay: None
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The Board returned to regular session by motion of Supervisor Townsend, seconded by Supervisor Emert and adopted as follows:

Aye: Pattie Cooper-Jones
J. David Emert
Llew W. Gilliam, Jr.
Robert M. Jones
Odessa H. Pride
Gene A. Southall
Jerry R. Townsend
James R. Wilck

Nay: None

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

Aye: Pattie Cooper-Jones
J. David Emert
Llew W. Gilliam, Jr.
Robert M. Jones
Odessa H. Pride
Gene A. Southall
Jerry R. Townsend
James R. Wilck

Nay: None

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

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

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

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

In Re: Animal Warden's Report

Mr. Adam Mumma, Animal Control Officer, submitted a report for the month of June 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Building Official's Report

Mr. Coy Leatherwood, Building Inspector, submitted a report for the month of June 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery Report

Ms. Patty Gulick, Cannery Manager, submitted a report for June 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery – Commercial

Ms. Allie Hill, Food Works Board President, submitted reports for June 2019, 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 June 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Dr. Barbara Johnson, Superintendent, submitted a financial summary report for the month of June 2019, which were reviewed and ordered to be filed with the Board papers.

In Re: Tourism

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of June 2019, 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.	
	Robert M. Jones	
	Odessa H. Pride	
	Gene A. Southall	
	Jerry R. Townsend	
	James R. Wilck	

the meeting was adjourned at 9:04 p.m.