

October 8, 2019

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 8th day of October, 2019; at 7:00 p.m., there were present:

Pattie Cooper-Jones

J. David Emert

Llew W. Gilliam, Jr.

Odessa H. Pride

Gene A. Southall

Jerry R. Townsend

James R. Wilck

Absent: Robert M. Jones

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Scott Frederick, PE, VDOT-Farmville Residency; and Terri Atkins Wilson, County Attorney.

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

In Re: Conflict of Interest Disclosures

(None)

In Re: Recognitions

Mr. Wade Bartlett, County Administrator, stated Recognitions is an opportunity for the Board of Supervisors to recognize achievements in our community, with a focus on the accomplishments of the students at the Prince Edward County Public Schools and Fuqua School, our employees and our citizen volunteers who serve the County of Prince Edward.

Mr. Bartlett said that on Tuesday, October 1, the Fuqua School Battle of the Brains Team prevailed over the team from Thomas Dale High School in Richmond in the first round of this year's Battle of the Brains competition. The team is coached by history teacher, Dr. Katherine Blank. On Thursday, October 10, the team will compete against Hermitage High School in Richmond during the second round of

competition. It should be noted that Thomas Dale High School has 2,307 students and Fuqua School has 105 students in the high school.

Ms. Blank stated she is very proud that the students did so well; she said this was her first year coaching for the Battle of the Brains.

The County is proud to recognize the following students for their outstanding achievement as part of the Battle of the Brains team:

- Zachary Eason (junior)
- Josh Huggard (sophomore)
- George Magnotti (sophomore)
- Hunter Melton (sophomore)

This team is supported by team alternates, including:

- Catherine Rutherford (junior)
- Margaret Walters (senior)
- Sebastian Cannady (junior)
- Aiden Schwerdtfeger (freshman)
- James Royal (freshman)

Supervisor Townsend stated the Board and VACo recognize Chairman James Wilck and presented the VACo Service Award for Mr. Wilck's ten years of service to County government.

In Re: Public Participation

(None.)

In Re: Board Comments

Supervisors Emert, Pride, Gilliam, Townsend, Cooper-Jones, and Southall thanked everyone for attending the meeting.

In Re: Consent Agenda

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

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

the Board accepted the August Treasurer's Report; the minutes of the meeting held September 10, 2019 at 7:00 p.m.; Accounts and Claims; and Salaries.

Prince Edward Treasurer's Report - August 2019

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	9,386,189.86	9,386,189.86
Wells Fargo Social Services	295,130.79	295,130.79
Benchmark School Fund	227,120.86	227,120.86
Benchmark Food Service	172,297.59	172,297.59
TOTAL		10,080,739.10
 Certificates of Deposit		
Benchmark		609,724.91
Farmers Bank		211,676.94
TOTAL		<u>821,401.85</u>
 GRAND TOTAL		 <u><u>10,902,140.95</u></u>

Accounts & Claims:

<u>BOARD OF SUPERVISORS</u>		
Gates Flag and Banner Company	PE County flags	1,936.00
Farmville Newsmedia	Advertising	245.80
Business Card	Meals	63.85
Sarah E. Puckett	Beverages	13.98
Benchmark Community Bank	Lodging	314.11
Verizon Wireless	Ipad service	465.54
 <u>COUNTY ADMINISTRATOR</u>		
VACORP	Workers compensation	74.67
Business Card	Notary fee	45.00
	Carbonless forms	707.62
University of Virginia	FY20 dues	1,000.00
Diamond Springs Water, Inc.	Water & equipment rental	16.20

Key Office Supply	Monitor stand	25.36	
	Files / envelopes	47.12	72.48

LEGAL SERVICES

Local Government Attorney of VA, Inc.	Membership renewal		425.00
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INDEPENDENT AUDITOR

Robinson Farmer Cox Associates	Cost allocation plan		4,000.00
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COMMISSIONER OF REVENUE

VACORP	Workers compensation		40.59
Farmville Newsmedia	Advertising		193.57
Treasurer of Virginia	Online service		71.10
Business Data of VA, Inc.	Norton Anti-virus		34.95

TREASURER

VACORP	Workers compensation		45.25
Computerplus Sales / Service	Printer maintenance		386.55
NeoFunds	Meter postage		1,000.00
Benchmark Community Bank	Payflow / Paypal		2.10
Treasurer of Virginia	Online service		71.10
Mail Finance	Postage machine lease		1,527.00
University of Virginia	TAV Fall meeting		80.00
STEPS, Inc.	Shredding services		35.00
DMV	DMV Stop fees		3,100.00

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel and expense	1,625.00	
	Contract agreement	4,500.00	6,125.00
SiteVision, Inc.	Web hosting		179.85
Computerplus Sales / Service	Printer service contract		79.00

REGISTRAR

VACORP	Workers compensation		13.91
U. S. Postal Service	PO Box J rent	150.00	
	Postage	550.00	700.00

CIRCUIT COURT

VACORP	Workers compensation		6.89
U. S. Postal Service	PO Box 351 rent		92.00
Key Office Supply	Bottle water	18.74	
	Cartridges / pens / files	325.91	344.65

GENERAL DISTRICT COURT

Mail Finance	Lease payment		376.17
Diamond Springs Water, Inc.	Water & equipment rental		4.70

CLERK OF THE CIRCUIT COURT

VACORP	Workers compensation		68.48
Mail Finance	Postage machine lease		407.13
CenturyLink	Phone		48.77

Diamond Springs Water, Inc.	Water & equipment rental		46.20
Key Office Supply	Pens / trays / envelopes	183.90	
	Tape	38.28	
	Copy paper	349.65	571.83
T&N Printing	Plats		19.40

LAW LIBRARY

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

VACORP	Workers compensation		117.81
Software Unlimited Corporation	Software maintenance agreement		3,832.56
Key Office Supply	Labels	36.86	
	Markers / flags / stapler / wo	55.70	
	Binder clips	4.44	97.00

VICTIM WITNESS ASSISTANCE PROGRAM

VACORP	Workers compensation		10.27
Cindy Sams	Mileage / lodging		318.16
Key Office Supply	Cartridges / legal pads		170.37

SHERIFF

VACORP	Workers compensation		5,706.52
East End Motor Company, Inc.	Replace headlight	116.37	
	Replace brakes	490.15	
	Replace brakes & axles	1,169.62	
Kenbridge Tire	Tires	268.87	2,045.01
	Calibration		25.00
Kustom Signals, Inc.	Radar repair		416.65
Rundstrom Auto, LLC	Freon & inspection		161.00
Third Street Wrecker, Inc.	Towed vehicles		200.00
Southern Copier Sales & Service	Maintenance agreement		613.09
Verizon Wireless	Vehicle modem	600.39	
	Wi-Fi service	64.24	664.63
	Box rent		92.00
U. S. Postal Service	Remote data backup		19.95
Kinex Networking Solution	Phone	10.36	
	Sheriff's VCIN	7.97	18.33
VA Homicide Investigators	Conference registration		300.00
Business Data of VA, Inc.	Norton Anti-virus		34.95
Diamond Springs Water, Inc.	Water & equipment rental		92.65
Key Office Supply	Trys/toner/chrmts	200.55	
	Hole pnch/fldrs/clps	41.83	242.38
	Office supplies	26.44	
Walmart Community / SYNCB	Office tools	46.84	73.28
	Virso electric service		15.87
Southside Electric Cooperative	AED pads		643.50
AED Superstore	Special identification		10.00
DMV	Gun holster		159.28
Town Police Supply - Richmond	Shirts	428.98	
American Uniform Sales	Armor skins	153.14	582.12

BKT Uniforms	Pants	281.94	
	Credit	-168.96	112.98
Galls, LLC	Boots		98.00
Jannear Jefferson	Sew patches		56.00
Premium Marketing & Sales	Badge & holder		152.45

SHERIFF - COURTS

VACORP	Workers compensation		1,944.56
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FARMVILLE VOLUNTEER FIRE DEPARTMENT

Fire Protection Equipment Company	Flow testing		3,441.21
Key Office Supply	Pens		19.04
Creative Monogramming	Shirts		150.00
Municipal Emergency Service	Fire hose		1,967.64
Taylor-Forbes Equipment Company	Motomix		35.80

RICE VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Truck payment		41,777.32
County Waste	Trash collection		51.00
Ellington's Lawn Service	Mowing		225.00
Hill & Davis, CPA, PC	Professional service Rice VFD		199.99
CenturyLink	Phone		192.46
Prince Edward Overhead Doors	Door replacement		875.00
Dominion Energy Virginia	Electric		427.42

PROSPECT VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Forestry truck repair	834.34	
	Replace lights	631.96	
	Pump repair & service	318.74	
	Replacement lights	2,514.67	4,299.71
C W Williams	SCBA Inspection & repair		1,236.63
Commtronics of Virginia	Hand held radio / antenna		229.27
Davis GMC Truck, Inc.	Inspections / oil changes	144.38	
	New batteries	205.90	350.28
Farmville Wholesale Electric	LED light upgrades		227.77
Goodman Specialized	Inspections / service / repairs		6,886.82
Price Supply Company, Inc.	370VAC Capacitor		37.23
Prince Edward County Public Schools	Diesel		399.38
Spotted Dog Technologies	Pager to cell service		300.00
Prince Edward County Treasurer	Gas		166.58
VACORP	Workers compensation		4,696.00

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Pest control		45.00
Darlington Heights Vol. Fire Department	Construction down payment	900.00	
	Internet service	99.05	999.05
Fisher Auto Parts, Inc.	Parts service charge		7.02
Mid-Atlantic Irrigation	Truck repair		254.38
Southside Electric Cooperative	Electric		753.68

PAMPLIN VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Body repair		6,526.83
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MEHERRIN VOLUNTEER FIRE DEPARTMENT

C W Williams	Hose		969.04
Fire & Safety Equipment Company	Fast Attack wipes		137.99
Parker Oil Company, Inc.	Fuel		1,162.37
Verizon Wireless	Wireless service		269.50
Verizon	Phone		203.41

FIRST RESPONDERS

Hampden-Sydney Vol Fire Depart	19-20 Support		1,250.00
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AMBULANCE AND RESCUE SERVICES

Prince Edward Volunteer Rescue	19-20 Support	18,700.00	
	Remaining 50% balance	127,193.00	
	Ambulance comm equipment	8,919.14	154,812.14
Meherrin Fire & Rescue	19-20 Support		3,250.00

FOREST FIRE PREVENTION

Virginia Department of Forestry	Fire suppression		11,716.38
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EMERGENCY SERVICES

VACORP	Line of Duty insurance		4,554.00
Korman Signs	Signs		764.39

BUILDING OFFICIAL

VACORP	Workers compensation		285.63
Coy Leatherwood	Meeting registration / meals		88.54

ANIMAL CONTROL

VACORP	Workers compensation		314.82
Cumberland Animal Hospital	Exam / office visits		1,265.64
Ridge Animal Hospital	Vet service	140.80	
	Exam / vet service	591.08	731.88
Four Paw Bed & Biscuit, LLC	Stray hold / over crwd		54.00
Town of Farmville	Unstop drain, animal shelter		397.00
CenturyLink	Phone		138.30
Business Card	VACA Conference		200.00
Southern States	Feed bags / canine wormer		108.96
Key Office Supply	Time clocks		259.99

SANDY RIVER RESERVOIR

Hurt & Proffitt, Inc.	Pump/spillway cap analysis		3,400.00
Piedmont Soil & Water	Mowing dam #12		2,500.00

GENERAL PROPERTIES

VACORP	Workers compensation		1,309.28
Business Card	Compactor motor rebuild		1,200.00
Dodson Brothers Exterminating	Pest control		237.00
Grainger	Air filters		67.32

NAPA of Farmville	AC unit belt	28.19	
	Belts	48.18	76.37
Putney Mechanical Company, Inc.	Repair heat pump	640.00	
	Replace blower motor	1,865.00	
	Service heat pump	1,990.00	4,495.00
Southside Electric Cooperative	Electric		31.48
Dominion Energy Virginia	SCOPE building	129.52	
	Courthouse	14,198.52	
	Lights at Rice	114.30	
	Ag bldg	1,054.03	15,496.37
Town of Farmville	Water & sewer		308.66
CenturyLink	Phone		159.03
O. O. Stiff, Inc.	Monthly service		100.00
Unifirst Corporation	Cleaning rentals		207.05
Diamond Springs Water, Inc.	Water & equipment rental		30.70
Farmville Wholesale Electric	Light bulbs		28.08
Lowe's	Hinges	12.44	
	Hinges return	-10.50	
	Pine board / knife blades	28.71	
	PVC plugs	6.30	
	Cable ties	21.87	
	Toilet seat / timer	40.82	
	Hitch pin	19.46	
	Staple gun / pine board	42.96	162.06
Cintas Corporation #524	Uniform rental		841.64
Sherwin Williams Company	Primer		12.30
Taylor-Forbes Equipment Company	Weed eater string & oil	75.78	
	Fuel cap	6.90	82.68
Prince Edward County Public Schools	Diesel		669.28
East End Motor Company, Inc.	Tire repair		10.30
Rundstrom Auto, LLC	Inspection Tahoe	20.00	
	State inspection	20.00	40.00

CANNERY

VACORP	Workers compensation		93.74
Virginia Food Works	Commercial contract		2,916.67
Town of Farmville	Water test kit		40.00
Southside Electric Cooperative	Electric		484.27
Ellington Energy Service	Heating fuel		825.34
Parker Oil Company, Inc.	Heating oil		608.13
CenturyLink	Phone		274.52

HEALTH DEPARTMENT

Prince Edward Health Department	19-20 Support		44,630.75
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COMPREHENSIVE SERVICES ACT

Acewall Scholars	Professional services		1,100.00
Centra Health	Professional services		15,372.00
Chestnut Hill Mental Health	Professional services		2,028.50
Faison School for Autism	Professional services		5,851.00
Family Preservation Service	Professional services		50.00

Grafton School, Inc.	Professional services		4,072.10
Janet Green	Professional services		1,442.00
Harbor Point Behavioral	Professional services		3,640.00
James River Therapy Services	Professional services		921.25
Morgan Carraway	Professional services		721.00
Gerald McClurkin, Jr.	Professional services		672.92

OTHER WELFARE / SOCIAL SERVICES

STEPS, Inc.	19-20 Support	5,000.00	
	19-20 Support (CAP)	5,542.75	10,542.75

PUBLIC LIBRARY

Farmville-PE Community Library	19-20 Support		64,023.75
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PLANNING

VACORP	Workers compensation		666.79
Farmville Newsmedia	Advertising		184.35

ECONOMIC DEVELOPMENT

VACORP	Workers compensation		10.33
Kate Eggleston	Mileage		123.08
Business Card	VML Broadband Summit	65.00	
	VEDA Fall Conference	350.00	415.00

TOURISM

VACORP	Workers compensation		11.81
Jamerson Heating and Air	Unit repair		1,600.00
Town of Farmville	Water & sewer		48.84
Business Card	UPS charges	25.57	
	Tourism summit	394.00	419.57
CenturyLink	Phone		399.96
Midtown Mailboxes	Banner		55.95

SOIL & WATER CONSERVATION DISTRICT

Piedmont Soil & Water	19-20 Support		2,960.00
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COOPERATIVE EXTENSION OFFICE

CenturyLink	Phone		121.54
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GENERAL EXPENSE

Lumos Networks	Phone		2,859.33
James River Solutions	Gas		15,839.93
Southern States - Amelia	Gas		7,444.98

CAPITAL PROJECTS

Taylor-Forbes Equipment Company	Zero turn mower		11,311.90
Blair Construction, Inc.	PJT 3269 (1) Courthouse	187,766.51	
	PJT 3269 (2) Courthouse	261,091.57	
	PJT 3251 (6) DSS building	773,101.12	
	PJT 3251 (7) DSS building	860,834.11	2,082,793.31
Hurt & Proffitt, Inc.	Materials testing		1,469.75

Hudson-Payne Electronics	Fire alarm YAK building	1,312.00	
	Fire alarm DSS building	1,312.00	2,624.00
Ellington Energy Service	Generator fuel DSS		1,068.29
Kinex Networking Solutions	Fiber connection	250.00	
	Phone connect	503.12	
	Cable installation	9,058.85	
	Phone hardware	1,605.50	
	Cables & hardware	8,298.00	
	Fiber installation	3,586.49	
	Server & install	1,400.00	24,701.96
Parker Oil Company, Inc.	Propane DSS building	2,327.29	
	Tank install / inspect	5,287.99	7,615.28
Ball Office Product, LLC	Furniture DSS building		171,507.20

DEBT SERVICE

Town of Farmville	Loan - principal	181,886.18	
	Loan - interest	24,536.97	206,423.15
McGuire Woods, LLP	Bond issuance		19,500.00
US Bank	Interest (Gen Oblig Refunding)	5,137.50	
	Interest (GO Refunding Principal)	70,000.00	
	Interest (Lease Revenue-Interest)	7,298.00	
	Principal (Lease Revenue-Princ.)	99,908.00	
	Principal (Bond Financing-Princ.)	12,341.00	
	Interest (Bond Financing-Inter.)	54,735.00	
	Bond finance interest	61,819.24	537,161.89

FORFEITED DRUG ASSETS

Key Office Supply	Chair		529.00
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WATER FUND

Town of Farmville	Water & sewer		27.28
US Bank	Unrefunded principal (VRA 2011B)	127,518.00	
	Unrefunded interest (VRA 2011B)	9,314.00	
	Unrefunded principal (VRA 2017B)	9,219.00	
	Unrefunded interest (VRA 2017B)	40,883.00	186,934.00

SEWER FUND

Dominion Energy Virginia	Sewer pump		43.05
US Bank	Unrefunded principal (VRA 2011B)	47,574.00	
	Unrefunded interest (VRA 2011B)	3,475.50	
	Unrefunded principal (VRA 2017B)	3,440.00	
	Unrefunded interest (VRA 2017B)	15,250.75	69,740.25

COLLECTIONS

VACORP	Workers compensation		2,772.53
East End Motor Company, Inc.	Truck inspection	51.00	
	Repair axle	1,780.19	
	Tire replacement & FC	835.44	
	Tire repair / boot	32.45	2,699.08
Watts Industrial Equipment	Repair Brke Mck truck		165.00
Republic Services #974	Trash collection		792.85

Emanuel Tire of Virginia	Tire recycling		338.00
STEPS, Inc.	Recycling fee		3,016.00
Synergy Recycling, LLC	Electronic recycling		2,459.00
Southside Electric Cooperative	Electric		120.63
Dominion Energy Virginia	Rice collection center		30.95
CenturyLink	Phone	236.51	
	Phone - Worsham	45.87	282.38
O. O. Stiff, Inc.	Monthly service		702.50
Prince Edward County Public Schools	Diesel		4,287.27
Excel Truck Group	String knuckle/bearing	5,506.01	
	Steering kit/pipe	822.86	
	Washer	39.68	
	Bearings	69.03	
	Lever	448.85	
	Lever cross	375.68	
	Steering gear/core	2,276.48	9,538.59
NAPA of Farmville	2-Cycled oil	11.94	
	Brake fluid/grease	130.87	
	Oil & brake fluid	215.80	358.61
Rod & Staff, LLC	Tire		90.50

LANDFILL OPERATIONS

VACORP	Workers compensation		2,018.07
Resource International	Landfill monitoring	12,442.41	
	Project management/update SWPPP	3,867.00	
	SWP PJT Compliance mgmt	1,452.50	17,761.91
ARC3 Gases	Cylinder rental	9.61	
	Oxygen & equipment	28.27	37.88
Diamond Springs Water, Inc.	Water & equipment rental		37.95
CenturyLink	Phone		114.87
Ellington Energy Service	Heating oil		5,100.00
Prince Edward County Public Schools	Diesel		811.71
Carter Machinery Company, Inc.	Cylinder/guard	1,117.90	
	V belt	116.20	
	Bolts & washers	314.20	
	Switch/valve/alarm backup	325.66	
	Filters/bolts/washers	442.42	
	Hose	70.71	
	U-joints	303.34	
	Blade tip/pns/retainer	722.40	
	Cutting edge	307.56	3,720.39
Cavalier Hose & Fittings	Oil		236.61
East End Motor Company, Inc.	Tires/mnt/blnce/rt		1,737.87
Ferguson Enterprises, LLC	Pipe nipple	5.78	
	Arbor snap/hole saw	63.31	69.09
Paul Langlois	Nuts & bolts		8.87
Llewellyn Metal Works, Inc.	Yoke		90.08
Lowe's	Pliers/bolt cutters		58.82
NAPA of Farmville	Spryt/grse/brke fld		263.07
Taylor-Forbes Equipment Company	Keys		26.30
Watts Industrial Equipment	Remove/install blncr		125.00

Key Office Supply	Time clocks	259.99
<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit	1,187.00
<u>ECONOMIC DEVELOPMENT FUND</u>		
Mecklenburg County	FY20 Growth Alliance	23,368.00
<u>PIEDMONT COURT SERVICES</u>		
VACORP	Workers compensation	75.05
Southside Messenger	Advertising	180.00
Dominion Energy Virginia	Electric	215.81
CenturyLink	Fax line	72.78
Lumos Networks	Phone	309.99
SRP Corporation, LLC	Rent	2,750.00
Zachary Ayoub	Mileage / subscription	117.72
Steve Elswick	Mileage / lodging	96.28
Connie Stimpson	Mileage / training	11.91
Renee T. Maxey	Mileage / supplies	169.24
Meri Dalton	Mileage	48.14
Amanda Doss	Mileage	167.04
Business Data of Virginia, Inc.	Norton Anti-virus	69.90
<u>PCS SUPERVISION FEES EXPENDITURES</u>		
Connie Stimpson	Mileage / training	899.00
<u>PCS DRUG TESTING FEES</u>		
Alere Toxicology Services, Inc.	Drug testing fees	38.96
<u>PIEDMONT COURT SERVICES FUND</u>		
Treasurer of Virginia	Grant# 19 W6345CC19	25,581.78

In Re: Properties Committee Report

Mr. Bob Timmons, Chair, reported construction, overall, is eight to ten days behind schedule; he said he requested a recovery schedule from the contractor to keep the project on schedule. He stated timing is critical because the J&D Court must be complete by the end of November; everything must be separate and functioning by December 31. Mr. Timmons said weather has been good for the construction, but there have been several change orders, all of which cost less than the contingency fund.

Mr. Timmons stated there have been no complaints and a lot of praise for the new Social Services building; he said the punch list was not completed and STEPS was delayed, but they expect to be moved in by October 15.

Supervisor Pride asked the reason for the delay. Mr. Timmons stated things arose that needed to be adjusted; he gave an example of a door not fitting in place properly and the time and steps needed to fix it.

In Re: Highway Matters

Mr. Scott Frederick, PE, VDOT-Farmville Residency, presented statistics on accidents statewide. He said that in 2018, there were 131,848 crashes in the state; 819 of those had fatalities. He said in Prince Edward County, there were 426 crashes; 204 with injuries and three fatalities. He said Prince Edward County has 11,752 licensed drivers and in calculating the death rate, the rate was 26 thousandths, or one in 4,000 people. Of those, 25 involved alcohol, with 13 injuries and two fatalities; 79 crashes involved speeding, with 44 injuries and two fatalities. He said 26 crashes had unbelted drivers or passengers, with 18 injuries and one fatality. He said people need to make safer choices when on the roads. He stated the National Highway Traffic Safety Administration website states that people are 45% more likely to survive a crash if buckled up.

Chairman Wilck questioned the effects legalized marijuana may have on impaired driving. Mr. Frederick said he is unsure of the effects and would look for information.

Mr. Frederick then reported crews are slightly behind on grass cutting. He stated everything east of Route 15 has been mowed. He said crews are working on Rural Rustics and mowing at the same time. Work will begin Thursday on areas west of Route 15 and should take about two weeks. He said tree trimming has been done on the eastern portion of the county and will continue.

Mr. Frederick said surface treatment is being done on Routes 613 and 661; he explained that after the roads are turned into "surface treated" roads, the speed limit on those roads will be changed and posted at 35mph.

Mr. Frederick reported brush-cutting was done on Dempsey Road; boom-axing and side trimming was done in the Prospect area all the way up to Buckingham County; spot-leveling was done on Oliver Road and Peaks Road, shoulder and ditch work is being done on Holiday Lake Road, trimming around many of the bridges was done by the inmate crews. He added the bridge on Route 652 is being replaced with an expected completion date of December 2019; Raccoon Creek (Route 622) bridge replacement is being done with an expected completion date of September 2020. He said the preliminary engineering and design work

on that bridge cost \$422,000. The right of way for that project was \$223,000; the construction was estimated to be \$2.8 million.

Mrs. Sarah Elam Puckett, Assistant County Administrator, said that bridge will cross both railroad lines; she said it is bigger than most bridges in the County because it crosses both the main line and Norfolk Southern line.

Mr. Frederick stated Supervisor Jones requested a speed study on Route 630 from Route 637 to Route 460.

Supervisor Pride thanked Mr. Frederick for the work done at the intersection at Route 15 and County Line Road. She then stated the outside white lines on Darlington Heights Road are being repainted, but they don't need it, while Abilene Road needs lines. She asked if there is a schedule that requires lines must be repainted. Mr. Frederick said painted lines are done yearly, "thermo-plastic mix" lines are re-done every five years.

Supervisor Pride asked about the cost for the repainting; Mr. Frederick he will look into it.

Supervisor Pride then stated Abilene Road is dangerous; she said the roads in Charlotte County are in excellent condition and Prince Edward County needs to do something similar. She then stated VDOT reduced the speed limit from 55mph to 50mph, but if someone else is speeding or over the line, "you have to take the ditch." She asked why the white lines on Abilene Road from Darlington Heights to Hampden Sydney College do not extend down Abilene Road.

Mr. Frederick stated Charlotte County used their County Safety Funds for the work over the last two years and the road was put in for surface treatment. He said if a road is 18' wide or less, there are no lines; 18' width would allow a center line; and 20' width and above, a road is painted with center and edge lines. Discussion followed.

Supervisor Gilliam stated the shoulders of Routes 686 and 700 are broken. He said a good job was done trimming the trees.

Supervisor Townsend reported a tree is leaning across New Bethel Road between Dempsey Road and the bridge; he thanked VDOT for the excellent job on removing debris from the bridges.

Supervisor Emert reported trimming is needed on Virso Road near the intersection of Routes 360 and 633; he said visibility to the left is obstructed when leaving the County's waste site.

Supervisor Southall thanked VDOT for fixing the potholes on Scott Drive.

In Re: Retirement of Commissioner of Revenue

Mr. Bartlett stated the retiring Commissioner of Revenue has submitted her request to VRS to retire with an effective date of December 1, 2019. This will leave a vacancy from December 1 to December 31, 2019. Section 24.2-228.1.E of the *Code of Virginia* states the following:

*“Notwithstanding any provision of law to the contrary, no election to fill a vacancy shall be ordered or held if the general election at which it is to be called is scheduled **within** 60 days of the end of the term of the office to be filled.”*

In addition, Section 24.2-228.1.B states the following:

“The highest ranking deputy officer, ... who is qualified to vote and hold that office, shall be vested with the powers and shall perform all of the duties of the office, and shall be entitled to all the privileges and protections afforded by law to elected or appointed constitutional officers, for the remainder of the unexpired term.”

Mr. Bartlett said he consulted with the County Attorney who has researched this issue, and said it is the combined opinion the Board of Supervisors (1) does not have to petition the Court to hold a special election and (2) the current highest-ranking deputy officer will automatically hold the position until the end of the term and (3) whomever wins the general election in November will fill that position on January 1, 2020 or whenever that person so qualifies.

In Re: County Hazardous Duty Retirement Program

Mr. Bartlett said that on June 9, 1998, the Board of Supervisors authorized the County to provide a locally funded Law Enforcement Supplement (LEOS) for persons retiring under the Virginia Retirement System. At that time, it was optional for localities to provide a retirement supplement for employees (except the Sheriff) who served in a Hazardous duty position.

On July 14, 1998, the Board adopted guidelines for the program. Item 5 of the guidelines state the supplement ceases at age 65. The County has one retiree remaining in the program who was born in 1954 and will reach age 65 in December when the supplement will cease.

Effective July 1, 2008, the Commonwealth mandated localities to provide the State Police Officers Retirement System (SPORS) benefits through VRS to each deputy sheriff and other employees in hazardous duty positions. Under SPORS, this supplement is to continue until the retiree reaches the full retirement age under Social Security. For people born in 1954 that age under Social Security is 66.

The retiree is requesting the policy for the locally funded enhanced retirement program be amended to match the SPORS system which would allow her to receive the supplement until age 66. This issue has never arisen because all previous retirees that qualified for the program obtained full retirement age for Social Security at 65. Because this program was established prior to the state mandate, the County is not obligated to provide such a supplement to employees who retired prior to July 1, 2008.

If approved, this would extend payment of the benefit until December of 2020 and would cost the County at least \$14,244. This could increase if the supplement amount increases next year.

Supervisor Townsend made a motion, seconded by Supervisor Southall, to approve the request and change Item 5 of the guidelines to read: "Supplement ceases upon attaining the full retirement age under Social Security." The motion carried:

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

In Re: County Administrator's Report – Request from Fuqua School

Mr. Bartlett stated a request has been received from Fuqua School to waive the landfill tipping fees of \$3,435.74. As the request states, this waste was from the demolition of three buildings and contained wood, sheet rock, roofing material, etc. With the type of debris, there was no choice but place this debris in the landfill. Based on an average of 0.6 tons per cubic yard which was last calculated using the waste disposed from 2015-2018, the 178,480 pounds would have filled 53.54 (179,480/2000* 0.6) cubic yards of air space in the County's landfill. Currently the daily waste stream fills approximately 167 cubic yards each day. The waste deposited by Fuqua represents 32% of an average day at the County Landfill. As this amount is significant, Mr. Bartlett said he does not feel he has the authority to make this decision.

Chairman Wilck made a motion, seconded by Supervisor Townsend, to approve the request from Fuqua Schools to waive the landfill tipping fees of \$3,435.74; the motion carried:

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

In Re: County Administrator's Report – Courthouse Hours

Mr. Bartlett said that with the relocation of the Department of Social Services, the Sheriff and he have discussed the possibility of changing the hours the Courthouse is normally open to the public to conduct normal business. When the Courthouse is open to the public, the Sheriff must provide manpower to staff the secure entrance. If the hours of public access can be reduced, the Sheriff can better manage his employees and reduce the cost to the County.

There will be times the Courthouse must be open outside of normal hours, such as when the Courts will be in session, when the registrar needs to be open to allow voting, etc., which will require the Sheriff to staff the entrances. These non-traditional hours will be coordinated between the Sheriff and the offices needing to be open outside of normal working hours.

Prior to the relocation of Social Services, the Sheriff manned the secure entrance from 7:00 a.m. – 5:00 p.m. This 10-hour period caused challenges to the Sheriff in scheduling employees and increased costs to the County. Currently, no office in the Courthouse opens to the public or requires its employees to be at work before 8:00 a.m. on a normal basis. The vast majority of offices in the Courthouse are closed to the public no later than 4:30 p.m. At this time, the only offices open to the public till 5:00 p.m. are the Commissioner of the Revenue, the County Administrator and the Juvenile Probation Office. The offices and departments have different hours for several reasons and some are state or courts that we have little to no control over.

Mr. Bartlett proposed the Board approve setting the normal operating hours the Courthouse is open to the public from 8:00 a.m. – 4:30 p.m. This 8.5-hour window will allow some flexibility for the various offices to choose when they will be open, but at the same time allow the Sheriff to decrease the hours he must man the secure entrance. The Sheriff proposes to man the secure entrance from 7:45 a.m. till 4:30 p.m. if the

Board accepts this policy. That would decrease the number of hours the Sheriff must man the entrance by 390 hours which would save, at a minimum, \$16,000 annually but most likely more depending on the salary of the deputies manning the station.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to set the hours the Courthouse is open to the public under normal conditions from 8:00 a.m. – 4:30 p.m.; the motion carried:

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

In Re: County Administrator’s Report – Reassessment Update

Mr. Bartlett reported the assessors are gearing up for the reassessment process. He said a press release will be sent out and photos of the assessor’s staff will be posted on the County’s web site, along with identifying information about their vehicles; they will also have a magnetic sign on their vehicles to identify them.

In Re: Resolution – Affirming Declaration of Local Emergency

Mrs. Sarah Elam Puckett, Assistant County Administrator, stated Section 44-146.21 of the *Code of Virginia* requires that a Declaration of Local Emergency be affirmed by the governing body at its next regularly scheduled meeting or at a special meeting within forty-five days of the declaration, whichever occurs first. She said the Local Emergency was put into place last Thursday, October 3, 2019, and shall continue until the County receives rainfall sufficient to reduce the fire danger to allow for it to be rescinded.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Emert, to approve the Resolution Affirming the Local Declaration of Emergency; the motion carried:

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

**A RESOLUTION OF THE
BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA
AFFIRMING DECLARATION OF LOCAL EMERGENCY AND BURN BAN**

WHEREAS, effective 2:00 p.m. on Thursday, October 3, 2019, W.W. Bartlett, County Administrator, as the Director of Emergency Management of the County of Prince Edward, found that the County of Prince Edward, Virginia, could face dangerous public safety conditions due to abnormally dry weather and resulting severe fire danger, which necessitated a Declaration of Local Emergency and the establishment of a ban on all open-air fires and outdoor burning; and

WHEREAS, the National Weather Service has moderate to high confidence that precipitation amounts will continue to be at or below normal over the next two weeks; and

WHEREAS, the forecasted dry conditions are creating continued, significant widespread fire hazards and elevated public safety risks for citizens and first responders; and

WHEREAS, Section 44-146.21 of the *Code of Virginia* requires that such Declaration of Local Emergency be approved and affirmed by the Board of Supervisors, as the governing body of the County of Prince Edward, Virginia, within forty-five days of the declaration;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County of Prince Edward, Virginia, that the Declaration of Local Emergency, dated October 3, 2019, attached hereto and incorporated herein fully by reference, be, and the same hereby is approved and affirmed; and

BE IT FURTHER RESOLVED, and affirmed by the Board of Supervisors of the County of Prince Edward, Virginia, that said Declaration of Local Emergency shall continue until the County receives sufficient precipitation to reduce fire danger to all for it to be rescinded.

**DECLARATION OF LOCAL EMERGENCY
County of Prince Edward, Virginia**

WHEREAS, as County Administrator/Director of Emergency Management of the County of Prince Edward, Virginia, I do hereby find:

1. The County of Prince Edward has received significantly less than normal precipitation over the past 60 days ending October 2, 2019; and
2. Abnormally dry to moderate drought conditions exist across Prince Edward County; and
3. The potential for significant wildland fires is above normal in Prince Edward County; and
4. The National Weather Service has moderate to high confidence that precipitation amounts will be at or below normal over the next two weeks; and
5. Due to the forecasted continued dry conditions, the County of Prince Edward could experience elevated public safety risks for citizens and first responders; and
6. The severely dry weather conditions have the potential to impact life safety, cause peril to property and create significant widespread fire hazard conditions, which necessitates the proclamation of the existence of a local emergency; and
7. Under the authority of Section 44-146.21 of the *Code of Virginia*, as Director of Emergency Management, I do hereby declare a Local Emergency for the County of Prince Edward, Virginia.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that effective the date and time below, an emergency exists throughout the County of Prince Edward, Virginia; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said emergency, the powers, functions, and duties of the Emergency Management Organization of the County of Prince Edward, Virginia, shall be those prescribed by State Law and the Ordinances, Resolutions, and approved plans of the Prince Edward County Board of Supervisors in order to mitigate the effects of said emergency.

Effective Date: October 3, 2019
Effective Time: 2:00 p.m.

In Re: Emergency Ordinance Banning Open-Air Fires and Outdoor Burning

Mrs. Puckett stated recent weather conditions have resulted in dangerous fire conditions in Prince Edward County. The Board is asked to consider adoption of an “Emergency Ordinance Banning Open-Air Fires and Outdoor Burning.”

Under state law, the emergency ordinance will expire 60 days from the date of enactment, unless sooner declared void by the Board of Supervisors or adopted following a properly advertised public hearing.

County staff will be monitoring the situation in the coming weeks to determine the continued necessity of the State of Emergency and open-burning ban. The public will be immediately notified of any change in the status of this emergency ordinance.

Mrs. Puckett stated the County has had three fires since the ban was put into effect, which were caught in time and managed. She said the proposed ordinance gives more authority to the Sheriff’s office to take action if the County does not have cooperative landowners or “fire starters.”

Mrs. Puckett said that Veronica Flick, Twin Lakes State Park, requested an exemption because campsites are booked. There are 33 sites at the campground which will be staffed 24 hours a day by a State Park Camp Host/Assistant, who will oversee the safe use of the fire rings; there will be no camp fires on the cabin side.

Mrs. Puckett said the Department of Forestry will support the Board’s action.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to adopt the Emergency Ordinance Banning Open-Air Fires and Outdoor Burning in the County of Prince Edward, Virginia, and to exempt Twin Lakes State Park to allow the use of the fire rings only under the monitoring of the State Park Camp Assistant; the motion carried:

Aye: Pattie Cooper-Jones
J. David Emert
Odessa H. Pride
Gene A. Southall
Jerry R. Townsend
James R. Wilck

Nay: Llew W. Gilliam, Jr.

Absent: Robert M. Jones

**EMERGENCY ORDINANCE
BANNING OPEN-AIR FIRES AND OUTDOOR BURNING
IN THE COUNTY OF PRINCE EDWARD, VIRGINIA**

WHEREAS, the Board of Supervisors of the County of Prince Edward does hereby find that:

1. The lack of rainfall, low humidity and potential for wind is causing the County of Prince Edward to face dangerous fire conditions; and
2. Due to the lack of moisture and the resulting elevated danger for life and property has necessitated a Declaration of Local Emergency; and
3. There is no appreciable amount of rain in the short-term forecast for the County of Prince Edward; and
4. On October 3, 2019, the Director of Emergency Management declared a local emergency to protect the citizens and their property located in the County of Prince Edward through a ban on open-air fires and outdoor burning on both public and private property; and
5. On October 8, 2019, the Board of Supervisors of the County of Prince Edward affirmed the Declaration of Local Emergency and declared that said Declaration of Local Emergency shall continue until the County receives sufficient precipitation to reduce fire danger to allow for it to be rescinded.

WHEREAS, §15.2-1427 of the *Code of Virginia* enables the Board of Supervisors of the County of Prince Edward to enact emergency ordinances without the normal public notice; and

WHEREAS, §15.2-922.1 of the *Code of Virginia* permits the Board of Supervisors of the County of Prince Edward to enact an ordinance that regulates the making of fires in street, alleys, and other public places and, when a declared emergency exists, pursuant to §44-146.21, regulate the making of fires on private property;

NOW THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Prince Edward, Virginia does hereby declare the lack of precipitation coupled with dry vegetation, warm temperatures and potential for windy conditions has created a high risk of forest and field fires, which endanger persons and property, and hereby declares a fire emergency and **ORDAINS** as follows:

1. Effective Tuesday, October 9, 2019 at 12:01 a.m., all outdoor burning and all outdoor fires on both public and private property, including camp fires, trash barrels and the like, are prohibited, except within a grill or stove designed and used for food preparation which contains fuel and fire within a metal or masonry container and except those open-air fires authorized and issued a permit by the County of Prince Edward;
2. An exemption from the open-fire ban shall be granted to Twin Lakes State Park for its campground area fire rings only, which have 24-hour per day/7 day per week supervision by a State Park “Camp Host,” who will oversee the safe use of the fire rings;
3. Any violation of this ordinance is a Class 1 misdemeanor, punishable by a fine not to exceed \$2,500;

4. This ordinance shall expire sixty (60) days from the date of enactment, unless sooner declared void by the County Administrator upon his determination that a fire emergency no longer exists, or unless lawfully extended by action of the Board of Supervisors; and
5. This ordinance shall be published in The Farmville Herald following enactment.

In Re: Agricultural Drought Disaster Declaration

Mrs. Puckett reviewed a proposed resolution requesting that the Governor declare a drought disaster for the County of Prince Edward. She stated the County received a letter from Katy Overby, Agricultural and Natural Resources Extension Agent for Prince Edward County; Ms. Overby and the County Emergency Board (for agriculture) met and reviewed the impact of the drought conditions on the County’s agricultural community.

The County has the Prince Edward County Emergency Board for agricultural purposes, which met and reviewed what was happening to the County’s agricultural producers. The Resolution shows the County farmers are experiencing a 35% loss of soybeans, a 50% loss of hay and pasture land, 75% loss of sorghum and other crops are facing drought effects. The farmers will continue to feel those effects. To that end, if approved, this would be sent to the Governor to ask him to declare Prince Edward County an agricultural disaster area and that would make federal relief available to the local farmers.

Supervisor Townsend made a motion, seconded by Supervisor Gilliam, to approve the Resolution of Agricultural Drought Disaster Declaration; the motion carried:

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

AGRICULTURAL DROUGHT DISASTER DECLARATION

WHEREAS, the continuing lack of significant rainfall has and will continue to inflict heavy financial losses on the agricultural community of the County of Prince Edward, Virginia; and

WHEREAS, during the growing season of this year, the County of Prince Edward has received considerably less rain than normal; and

WHEREAS, yields of the principal crops produced in the County including pasture hay, corn, soybean and grain sorghum have been seriously reduced; and

WHEREAS, an analysis of crop conditions by the Prince Edward County Emergency Board for agriculture estimates significant losses as follows: 35% loss of soybeans, 50% loss of hay and pastureland, 75% loss of grain sorghum, and other crops are also facing drought effects and losses; and

WHEREAS, the reduced yields will cause substantial economic losses for the County's agricultural producers; and

WHEREAS, it is incumbent upon the Board of Supervisors of the County of Prince Edward, Virginia, to request the Governor of Virginia declare the County of Prince Edward a drought disaster area and request federal relief;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Prince Edward does hereby affirm the aforementioned resolution and forwards said petition to the Governor of Virginia requesting an emergency agricultural drought disaster designation and federal relief for local farmers.

In Re: Water Supply – Drought Watch

Mrs. Puckett stated that on September 13, 2011, the Board of Supervisors adopted a Drought Response and Contingency Plan for those areas of Prince Edward County not served by the Town of Farmville's water system. Per that Plan, County staff are to advise the Board of Supervisors regarding the status of a county drought, based on the identified indicators.

Triggers for the declaration of a "Drought Watch" are when at least two of the four indicators meet threshold conditions: Precipitation levels are at or below normal precipitation; stream flows fall to between the 10th and 25th percentile; ground water levels fall to between the 10th and 25th percentile; and the water level in the Sandy River Reservoir is between 75% and 85% of total useable volume.

Mrs. Puckett stated two of the Drought Watch indicators have been triggered:

1) Precipitation: Thirty day observed rainfall totals show generally less than an inch of rainfall across most of Prince Edward County. (WFLO reported 0.64 inches of rainfall during the month of September, which typically renders 3.38 inches of rain.) Status: EMERGENCY (per Virginia DEQ).

2) Stream Flow: The flow in the Appomattox River has fallen to below normal flow and has remained below the 25th percentile for a number of days. The most recent instantaneous value (flow of the river) as read by USGS GAUGE #02039500 – Appomattox River at Farmville was at 42.4cfs (cubic feet per second) at 3:20 p.m. on October 7, 2019. This represents a flow that is below the 25th percentile. Status: WATCH.

3) Ground Water Levels: As measured at the state monitoring well (USGS Observation Well, USGS Local #41H 3) in Buckingham County at 23.55 feet, which is between the 50th and 75th percentile. Status: NORMAL.

4) The water level of the Sandy River Reservoir has fallen about 13-15 inches, which represents an estimated 10% reduction in total usable volume. Status: NORMAL.

As outlined in Appendix II of Drought Response and Contingency Plan, once the Board calls for a drought watch, the following actions should be taken:

- Staff will advise the Board of Supervisors regarding the declaration of a Drought Watch;
- the Board will issue a press release indicating the reasons for the declaration;
- notice of the voluntary use reduction shall be published in the Farmville Herald once each week during which the restrictions are in effect;
- Staff, under advisement from the Board, will notify the Town of Farmville, Hampden-Sydney College and any other community water systems of the Drought Watch status;
- Citizens and non-residential users will be asked to begin voluntary water conservation;
- Staff will continue to monitor conditions and provide monthly reports of drought conditions to the Board;
- The Board will make monthly reports of drought conditions available to media outlets;
- The Board will encourage all community water systems and self-supplied water users who withdraw more than 10,000 gallons per day to review existing drought water conservation methods as outlined in this document;
- The County will include water conservation information on their website and will distribute water conservation information as broadly as possible;
- Staff will monitor reports of water shortages and report problems to the Board on a monthly basis.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Emert, to declare a Drought Watch for Water Supply for the County of Prince Edward; the motion carried:

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

In Re: Request from Holiday Lake 4-H Center

Mr. Bartlett said the County received a letter and draft resolution from the Holiday Lake 4-H Center; the resolution is an endorsement from the Board of Supervisors for their request for funding assistance from the General Assembly.

Mr. Bartlett said the capital project would provide \$300,000 for upgrades to the medical clinic facilities, equipment upgrades including floor replacement and an AED, a PA System, and an ADA accessible building. There would be no cost to the County.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Emert, to approve a Resolution Supporting the Request by the Holiday Lake 4-H Educational Center to the Commonwealth of Virginia for Essential Capital Safety Improvement Projects; the motion carried:

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

**A RESOLUTION SUPPORTING THE REQUEST
BY THE HOLIDAY LAKE 4-H EDUCATIONAL CENTER
TO THE COMMONWEALTH OF VIRGINIA
FOR ESSENTIAL CAPITAL SAFETY IMPROVEMENT PROJECTS**

WHEREAS, Holiday Lake 4-H Educational Center, a non-profit 501c(3) organization is requesting funds for essential capital safety improvements from the Virginia General Assembly, in the amount of \$332,000 for the 2020/2022 biennial budget; and

WHEREAS, the mission of the 4-H Center is to improve quality of life by educating youth and adults in a natural setting; and

WHEREAS, the 4-H Center serves nineteen (19) Virginia localities which includes the Counties of Albemarle, Amherst, Appomattox, Amelia, Brunswick, Buckingham, Campbell, Charlotte, Cumberland, Fluvanna, Greene, Louisa, Lunenburg, Mecklenburg, Nelson, Nottoway, and Prince Edward, as well as the Cities of Charlottesville and Lynchburg; and

WHEREAS, the 4-H Center is located in the 20,000-acre Appomattox/Buckingham State Forest, the largest state forest in Virginia; and

WHEREAS, the 4-H Center leases 157.8 acres from the Virginia Department of Forestry on a long-term lease through the year 2080; and

WHEREAS, the objectives of the 4-H Center are: (1) To provide four seasons annually of educational camping programs for 4-Hers in Central, Southside and specialized camps across the state of Virginia; (2) To provide special programs and activities to include Natural Resource Education as a resource for school groups, 4-H clubs, the summer 4-H camping program as well as for adults; (3) To provide facilities, programs, and services necessary to serve as the Virginia 4-H Shooting Education Center; (4) To provide quality facilities and support services year-round for diverse groups from multiple geographical regions; and (5) To evaluate the effectiveness of educational programming on an ongoing basis and to revise programming to meet the changing needs of stakeholders; and

WHEREAS, today at the 4-H Center, over ten thousand participants, many of whom are underserved youth, benefit annually from a variety of programs; the 4-H Center has served youth and adults of Central/Southside Virginia and beyond since 1941; thousands of urban youth get to experience the “forest”

through 4-H and Natural Resource Education programs; and for almost eighty years, Prince Edward County has played an active part of the more than one hundred thousand lives that have been enriched through educational programs, friendships and a closeness to nature; and

WHEREAS, in 2011 the 4-H Center was registered as a Virginia Historic Landmark and listed on the National Register of Historic Places. The historic registration, which in part includes the 15 cabins built in 1937 by the WPA and are still used today, assures that the original character of the historic buildings will be preserved; and

WHEREAS, through a memorandum of understanding with the Appomattox County School Board, the 4-H Center serves as a designated evacuation site in the event of an emergency that would require students to be taken out of the Appomattox County Schools and be temporarily re-located;

NOW THEREFORE BE IT RESOLVED, the 4-H Center's capital improvement projects include: facility upgrades/installations to include Medical Clinic Facility and Equipment Upgrade (including floor replacement and AED), PA System (Active Shooter), ADA accessibility improvements, Emergency Generator, Exterior Security Lighting, Infrastructure Upgrades (drainage system, sidewalks, sewer lines and water storage and pressure tank repair/painting), HVAC units, Large Pavilion Upgrade, Roof, Gutter and Siding Replacements, Kitchen Floor Replacement, Challenge Course Repairs and Improvements and Platform Tents for Outdoor Skill Education;

BE IT FURTHER RESOLVED, upon receiving the funds and completing the necessary capital improvements, Holiday Lake 4-H Educational Center will be able to increase its useful life and continue to serve thousands of youth and adults for many years to come in Central and Southside Virginia.

In Re: VACo 2019 Annual Meeting Voting Credentials

Following some discussion, Supervisor Emert made a motion, seconded by Supervisor Pride, to name Vice-Chair Townsend as Voting Delegate and Supervisor Cooper-Jones as Alternate for the VACo 2019 Annual Meeting; the motion carried:

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

In Re: Assistant Registrar Position

Mr. Bartlett stated he received a request from Mrs. Lynette Wright, General Registrar/Director of Elections, to change the current part-time Deputy General Registrar position to a full-time position.

Mr. Bartlett stated he researched neighboring localities and found that while their population is lower than Prince Edward County, they had the same or more staff.

Mrs. Wright stated other localities have less population and two full time Deputy Registrar positions. She said there are five elections coming up in the next year that will require more time of the Deputy

Registrar; there will be early voting for the November 2020 election, which has been expanded to 45 days. She asked that this position be changed to full-time as soon as possible because of the work required on the deadline calendar, overlapping elections.

Mr. Bartlett asked if this position is made a full-time position, would the Registrar come back later to ask for part-time help in addition to the full-time position. Mrs. Wright said she will need volunteers or some kind of extra help during the presidential [election] because they always do.

Mr. Bartlett said that what has been done in the past, and every county he contacted stated they do also, is that the Registrar's office receives extra help during the busier part which is leading up to the election and a little after; he said they had two part-time [employees] and they worked quite a number of hours shortly before the election when people would start coming in to register and things like that. He said if the Registrar really wants additional hours, the greatest impact would be to have two part-time [employees] because the two part-timers could work almost full time during that busy part. If there is just the two full-time [employees], then another part-time would have to be added, and it is likely that the Registrar will return to ask for that.

Mrs. Wright said they worked about two years with the part-timers, and it was very inconsistent because there were a lot of absences; Mr. Bartlett said that was more of a personnel issue than it was the number of positions. He said she will have more room once her office is relocated across the hall from her current location. Discussion followed regarding the space that will be available in the new office.

Supervisor Cooper-Jones said the Registrar works very hard and has been proficient, has overcome some personal challenges and the County needs someone that can pick up and carry on when Mrs. Wright is not there. Supervisor Cooper-Jones said this woman has been faithfully coming to work and has learned quite a bit; Supervisor Cooper-Jones indicated the difference in population of the surrounding localities. Supervisor Cooper-Jones made a motion to approve the part-time position be changed to a full-time Deputy General Registrar position.

Supervisor Emert questioned the population being skewed due to the students at Longwood University and Hampden-Sydney College. Mrs. Wright said that during the 2008 Presidential election, the Registrar's office received 2,000 applications from Longwood University to register to vote in Prince Edward County. She said they have no way of knowing if they voted.

Supervisor Townsend questioned the proposed starting pay. Mr. Bartlett stated he would have to research but including health insurance and VRS, he estimated it would be a total cost of approximately \$47,000-\$50,000 including benefits.

Supervisor Pride asked if Mrs. Wright was the part-time employee before she became the Registrar; Mrs. Wright said she was. There were two part-time employees and Mrs. Wright had been hired to do both of their jobs, and then she was appointed Registrar after Mr. Bolt's passing the day before the election.

Mr. Bartlett said there were about the same number of hours, and there were never two full-time employees since Mr. Bartlett has been with the County.

Supervisor Gilliam asked if the part-time helper would be the person recommended for the full-time position; Mrs. Wright said yes and that she is very dependable and does great work; Mrs. Wright added she would hate to lose her to a full-time job somewhere else.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to approve the current part-time employee be changed to a full-time Deputy General Registrar employee, effective immediately; the motion carried:

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

In Re: Emergency Alerts

Mrs. Puckett presented the Farmville-Prince Edward Emergency Alert service forms, which allows for citizens to opt-in to receive notifications via phone, text messages and emails to notify users of imminent threats to health and safety. Some discussion followed.

In Re: Animal Warden's Report

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

On motion of Supervisor Townsend, seconded by Supervisor Cooper-Jones, and adopted by the following vote:

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

Nay:

the meeting was recessed at 8:24 p.m. until Thursday, November 14, 2019 at 5:30 p.m. for COIA Training.