

December 10, 2019

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 10th day of December, 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; Supervisor-Elect Beverly M. Booth; Kate Pickett Eggleston, Economic Development Director; Terri Atkins Wilson, County Attorney; and Scott Frederick, PE, VDOT-Farmville Residency.

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

Chairman Wilck said the Board of Supervisors recognizes the outstanding public service of retiring county officials.

Chairman Wilck presented a plaque to Beverly M. Booth for 12 years of service to Prince Edward County as Commissioner of Revenue, from September 4, 2007 to November 30, 2019.

Chairman Wilck then presented a plaque to retiring Sheriff Wesley W. Reed for eight years of service to Prince Edward County as Sheriff, from January 1, 2012 to December 31, 2019.

Chairman Wilck presented a plaque to Gene A. Southall, for serving as Board of Supervisors member for District 101, Farmville, from May 15, 2018 to December 31, 2019. Chairman Wilck added that Supervisor Southall previously served Prince Edward County as Sheriff for 24 years.

In Re: Board Comments

Supervisors Emert, Pride, Gilliam, Townsend, Cooper-Jones and Jones thanked everyone for attending the meeting, and congratulated the retiring County officials and thanked them for their service.

Chairman Wilck thanked the Board for making his year as Chair an easy year.

Supervisor Southall stated that he filled in after the passing of Howard Simpson and enjoyed his time on the Board. He expressed his confidence in the Board currently and upcoming, stating they all have the County and citizens at heart.

Chairman Wilck stated there would be no discussion regarding the Second Amendment Sanctuary situation during this meeting; he stated a special meeting is being held Tuesday, December 17, 2019 at 7:00 p.m. at the Prince Edward County High School Auditorium.

In Re: Public Participation

(None)

In Re: Consent Agenda

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

Aye:	Pattie Cooper-Jones	Nay:
	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 October Treasurer's Report; the minutes of the meeting held November 14, 2019 at 5:30 p.m., and November 14, 2019 at 7:00 p.m., with correction; Accounts and Claims; Salaries; and a Dance Hall Permit.

Prince Edward Treasurer's Report - October 2019

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	4,137,300.42	4,137,300.42
Wells Fargo Social Services	239,598.86	239,598.86
Benchmark School Fund	276,388.29	276,388.29
Benchmark Food Service	202,450.88	202,450.88
TOTAL		4,855,738.45
Certificates of Deposit		
Benchmark		609,724.91
Farmers Bank		211,676.94
TOTAL		<u>821,401.85</u>
GRAND TOTAL		<u><u>5,677,140.30</u></u>

Accounts & Claims:

<u>BOARD OF SUPERVISORS</u>		
Farmville Newsmedia	Advertising	616.04
Business Card	VACo Conference lodging	371.41
US Cellular	Cellular service	258.24
<u>COUNTY ADMINISTRATOR</u>		
US Cellular	Cellular service	126.12
Business Card	Lunch meeting Dominion	27.84
	Tax map books	220.50
	Halloween candy	81.75
Rochette's Florist	Ribbon	330.09
Matthew Bender & Company, Inc.	VA Code Rules VII Supp.	25.00
		24.39
<u>COMMISSIONER OF REVENUE</u>		
Farmville Newsmedia	Advertising	172.06
Treasurer of Virginia	Online service	71.10
J D Power & Associates	Subscription renewal	53.00
<u>TREASURER</u>		
TACS, P.C.	Title search fees	7,106.30
Benchmark Community Bank	Payflow/Paypal	8.20
	Lodging BAI training	279.26
	Meals	37.44
Treasurer of Virginia	Online service	324.90
H Becker	Check signer renewal	71.10
		437.50

BMS Direct	2019 PP bills	2,595.39	
	2019 Real Est. bills	2,416.29	5,011.68
STEPS, Inc.	Shredding services		35.00
DMV	DMV Stop fees		3,725.00

INFORMATION TECHNOLOGY

BAI Municipal Software	Technical support		6,400.00
ComputerPlus Sales/Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Gwendolyn Akers-Booker	Salary		1,106.32
Samuel A. Martin, Jr.	Salary		553.33
Charles D. Puckett	Salary		553.33
Election Systems & Software	Layout	307.75	
	Coding	1,801.69	
	Audio	1,175.00	3,284.44
Gail Acampora	Official		90.00
Patricia Adams	Official		90.00
Lauren Baird	Training		25.00
Barbara Barnes	Official	100.00	
	Training	25.00	125.00
Robert L. Barnes	Official	90.00	
	Training	25.00	115.00
Betty Baskin	Official	90.00	
	Training	25.00	115.00
Mary L. Baylis	Official		90.00
Wendell Brown	Official		90.00
Grace V. Burgess	Official	90.00	
	Training	25.00	115.00
Elizabeth Calhoun	Official		90.00
Lonnice Calhoun	Official		90.00
Dorothy Coles-Barksdale	Official	100.00	
	Training	25.00	125.00
Aretha Copeland	Official	100.00	
	Training	25.00	125.00
Ralph A. Crawley	Official	90.00	
	Training	50.00	140.00
Otis Dailey	Official	90.00	
	Mileage	10.00	100.00
Barbara W. Daniel	Official	90.00	
	Training	25.00	115.00
Rachael E. Dove	Official		90.00
Sarah Edmondson	Official	100.00	
	Training	25.00	125.00
Peggy Emert	Official	115.00	
	Training	25.00	
	Pick up	20.00	
	Mileage	15.00	175.00
Richard W. Erickson	Official		90.00
Vincent Eanes	Official		90.00
Dean Farmer	Official		50.00

Nancy D. Fawcett	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Pick up	20.00	
	Mileage	5.00	175.00
Maria Fernandez	Official		90.00
Moses Ford	Official		90.00
Jean G. Fowlkes	Official		90.00
Sheila D. Gibbs	Official		90.00
Yolanda Gladden	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Mileage	5.00	155.00
Jennifer J. Halladay	Official		90.00
Frances Hicks	Official		90.00
Fred Hill	Official		90.00
Esther W. Hollingsworth	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Pick up	20.00	
	Mileage	5.00	175.00
Frances D. Jasper	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Pick up	20.00	
	Mileage	15.00	185.00
Alice B. Johnson	Official	90.00	
	Training	25.00	115.00
Syni Johnson	Official		90.00
Barbara Jones	Official		90.00
Donald B. Kellum, Jr.	Official	100.00	
	Training	25.00	125.00
Cindy H. Koether	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Pick up	20.00	
	Mileage	5.00	175.00
James Junior Lee	Official		90.00
Ida M. Marcellin	Official		90.00
April McBride	Official	100.00	
	Training	25.00	125.00
Lora P. McElhenie	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Pick up	20.00	
	Mileage	15.00	185.00
Linda Medlin	Official		90.00
Andrea R. Milhouse	Official	90.00	
	Training	25.00	115.00
Aisha A. Muqit	Official	90.00	
	Training	25.00	115.00

Brenda Nash	Official		90.00
Whitfield Paige	Official		25.00
Nancy Phaup	Official		100.00
Rebecca L. Randolph	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Pick up	20.00	
	Mileage	15.00	185.00
Bertha E. Shepperson	Official		90.00
Donna Simpson	Official	100.00	
	Training	25.00	125.00
Claudia Somers	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Pick up	20.00	
	Mileage	10.00	180.00
Scott Sims	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Pick up	20.00	
	Mileage	15.00	185.00
Lynn Skakum	Official	100.00	
	Training	25.00	125.00
Joy C. Speakes	Official	100.00	
	Training	25.00	125.00
Margaret Stockton	Official	115.00	
	Training	25.00	
	Pick up	20.00	
	Mileage	15.00	175.00
	Official		90.00
Patricia Lynn Sturgis	Official		90.00
Shirley L. Taylor	Official		90.00
Chris Thackston	Official		90.00
Phyllis Tillerson	Official		90.00
Linda Timmons	Official		90.00
Joyce Mylum Trent	Official		90.00
Mary Evelyn Upshaw	Training		25.00
Virginia J. Watson	Official		90.00
Michael Wilson	Official	90.00	
	Training	25.00	115.00
Kasie R. Wright	Official	100.00	
	Training	25.00	125.00
Lucie Zehner	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Pick up	20.00	
	Mileage	15.00	185.00
Darlington Heights Fire Department	Rent		200.00
Elks Lodge #269	Rent		200.00
Farmville Volunteer Fire Department	Rent		200.00
Hampden-Sydney Fire Department	Rent		200.00
Mt Zion Second Baptist Church	Rent		200.00

Prospect Volunteer Fire Department	Rent		200.00
Rice Volunteer Fire Department	Rent		200.00
Mt Pleasant United Methodist Church	Rent		200.00

REGISTRAR

Gwendolyn Akers-Booker	Mileage		65.45
Lynette Wright	Mileage	62.64	
	Paper towels	11.05	
	Polling station supply	73.07	146.76
Farmville Printing	Bind poll books		134.68
Owen G. Dunn Company	Polling supplies		106.90

GENERAL DISTRICT COURT

Diamond Springs Water, Inc.	Water & equipment rental		14.50
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CLERK OF THE CIRCUIT COURT

CenturyLink	Phone		50.84
Jurors	Juror		1,080.00
Diamond Springs Water, Inc.	Water & equipment rental		46.20
Farmville Printing	Exhibit stickers		143.03
T&N Printing	Plats		19.40

LAW LIBRARY

Relx, Inc. DBA LexisNexis	Monthly subscription		366.00
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COMMONWEALTH'S ATTORNEY

STEPS, Inc.	Shredding services		35.00
Blue360 Media, LLC	Police Offenses/MV Law		649.88

VICTIM WITNESS ASSISTANCE PROGRAM

Key Office Supply	Cartridge / pens / label		123.12
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SHERIFF

Beale, Davidson, Etherinton	Legal fees		927.50
Medtox Laboratories, Inc.	Drug testing		50.00
B&G Auto, Inc.	Vehicle inspection		20.00
East End Motor Company, Inc.	Brakes / rotors / wipers	765.97	
	Inspection	20.00	
	Check coolant system	89.61	
	Tires	660.36	1,535.94
Express Care	Oil changes	456.42	
	Oil change / air filter	105.96	
	Oil change / cbn filter	110.96	673.34
Kenbridge Tire	Calibrations		50.00
Rundstrom Auto, LLC	Brake / rotor replacement	362.49	
	Bulb replacement	39.36	401.85
Verizon Connect NWF, Inc.	GPS service		454.80
Verizon Wireless	Vehicle modems	600.53	
	Phones	81.97	682.50
Business Card	Postage	262.60	
	Meals & lodging	1,314.03	

	Accreditation	0.99	
	Office supplies	48.00	
	Fuel	39.00	
	Police supplies	57.87	
	Uniform supplies	39.98	1,762.47
James K. Thorpe	Postage		4.39
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	Phone	10.36	
	Sheriff's VCIN	7.97	18.33
US Cellular	Cellular service		760.11
Sarah Meeks	Meals		38.17
Walmart Community / SYNCB	Lanterns / batteries	53.64	
	Coffee / filters / plates	37.70	
	Halloween candy	400.68	492.02
Commtronics of Virginia	Antennas & cable		200.99
Axon Enterprise, Inc.	Tasers / cartridges		2,440.00
Ennis, Inc. / Major Business	VA Uniform summons		1,076.07
Farmville Printing	Statement forms		340.39
Galls, LLC	Boots	217.10	
	Dammit	30.00	
	Shoes	156.96	
	Patches	1,005.00	1,409.06
Creative Monogramming	Shirts		135.00
Kustom Signals, Inc.	Radar unit		2,622.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Fire & Safety Equipment Company	Shirts	315.00	
	Brass valve	334.99	
	Embroidery shirts	110.00	759.99
ImageTrend	Annual fee		4,635.00
Key Office Supply	Board	82.59	
	Toner	151.29	
Municipal Emergency Service	Pants / vest		209.70
NAPA of Farmville	Gauge		40.98
Zuercher Technologies	Annual maintenance fee		540.00

RICE VOLUNTEER FIRE DEPARTMENT

Fisher Auto Parts, Inc.	Batteries		365.94
Goodman Specialized Vehicles, LLC	Diagnosis & repair		1,287.38
Hill & Davis, CPA, PC	Professional services	650.00	
	Professional services RVFD	199.99	849.99
CenturyLink	RVFD Phone		178.91
Creative Monogramming	Apparel w/logo		70.00
Southern States - Amelia	Diesel	275.76	
	Gas	163.72	439.48
Dominion Energy Virginia	RVFD Electric		216.89

PROSPECT VOLUNTEER FIRE DEPARTMENT

Prince Edward County Treasurer	Gas		136.85
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DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Pest control	45.00
Darlington Heights Fire Department	Via Sat internet	99.11
Southside Electric Cooperative	Electric	347.41

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Piedmont Fleet Service	Truck repair	8,583.11
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REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Detention Center	Juvenile detention	3,450.00
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BUILDING OFFICIAL

US Cellular	Cellular service	32.03
Treasurer of Virginia	2% Permit levy	352.26

ANIMAL CONTROL

Ridge Animal Hospital	Vet services	461.67
Dominion Energy Virginia	Electric	382.95
CenturyLink	Phone	138.40
US Cellular	Cellular service	76.06
Business Card	ACO Conference lodging	344.58
	Lenses for light bar	239.72
BMS Direct	2020 Dog tags	501.50
Witmer Public Safety Group	Duty jacket	240.00

GENERAL PROPERTIES

Air Conditioning Equipment	Annual service fee	3,840.00
Farmville Wholesale Electric	600 Amp fuse	341.28
	Breaker / rating plug	849.00
	Surge protector	4.93
	Flour lamp repair BX	1.10
	Light bulbs	2.97
	Nuts / ballast / crmp tl	57.61
	Pliers / cover	56.73
Southside Electric Cooperative	Electric	31.48
Dominion Energy Virginia	Roy Clark monument	14.34
	SCOPE building	64.06
	Courthouse	11,087.91
	STEPS Headquarters	663.39
	Sheriff shed	6.59
	Worsham Clerk's office	12.50
	Lights at Rice	114.30
	Ag building	704.19
	Shop	33.81
Ellington Energy Service	Heating oil	6,390.00
Town of Farmville	Water & sewer	135.63
AT&T	Shop phone	47.15
CenturyLink	Phone	65.55
US Cellular	Cellular service	106.11
O. O. Stiff, Inc.	Monthly service	100.00
Unifirst Corporation	Cleaning rentals	71.24
Arc3 Gases	Cylinder lease	288.00

Business Card	Replacement locks	173.00	
Hampden Sydney College	Bulb disposal	646.59	
Cintas Corporation #524	Uniform rental	592.08	
Rundstrom Auto, LLC	State inspection	20.00	
Mike Smith	State inspection	20.00	

CANNERY

Virginia Food Works	Commercial contract	2,916.67	
	Coverage	211.50	3,128.17
Southside Electric Cooperative	Electric		496.33
Parker Oil Company, Inc.	Heating oil		1,580.48
CenturyLink	Phone		282.01
Lowe's	Stretch wrap	21.84	
	Pipe wrench / nipple	34.70	56.54

COMPREHENSIVE SERVICES ACT

Acewall Scholars	Professional services		1,100.00
Building Blocks to Success	Professional services		40.00
Centra Health	Professional services		19,404.00
Chestnut Hill Mental Health	Professional services		8,597.00
Faison School for Autism	Professional services		7,658.00
Hallmark Youthcare - Richmond	Professional services		17,629.50
Harbor Point Behavioral	Professional services		16,106.00
Intercept Youth Services	Professional services		7,087.86
James River Therapy Services	Professional services		1,200.00

SUPERVISION OF PARKS & RECREATION

Prince Edward-Farmville Youth Association	19-20 Support		25,000.00
Southside VA Family YMCA	19-20 Support		20,000.00

PLANNING

Donald B. Gilliam	Commission meeting	100.00	
	Mileage	23.20	123.20
Preston Hunt	Commission meeting	100.00	
	Mileage	23.20	123.20
Timothy Mark Jenkins	Commission meeting	100.00	
	Mileage	12.76	112.76
Clifford Jack Leatherwood	Commission meeting		100.00
Whitfield Paige	Commission meeting	100.00	
	Mileage	9.28	109.28
John W. Peery, Jr.	Commission meeting	100.00	
	Mileage	1.74	101.74
John C. Prengaman	Commission meeting	100.00	
	Mileage	5.80	105.80
Teresa Sandlin	Commission meeting	100.00	
	Mileage	6.96	106.96
Brett Von Cannon Watson	Commission meeting		100.00
US Cellular	Cellular service		47.04

ECONOMIC DEVELOPMENT

US Cellular	Cellular service	44.51
Kate Eggleston	Mileage	45.47

TOURISM

Dominion Energy Virginia	Electric	147.40
Town of Farmville	Water & sewer	48.84
Business Card	UPS charges	11.19
Magi Van Eps	Lodging	455.44
Mountain Laurel Studio, LLC	Love Summer prize package	250.00
Sandy River Outdoor Adventure	Love Summer prize package	796.28
Uptown Coffee Café	Love Summer prize package	55.00
Healthy Living, LLC	Love Summer prize package	50.00
North Street Press Club	Love Summer prize package	25.00
Perini Pizza	Love Summer prize package	25.00
Green Front Furniture	Love Summer prize package	50.00
Sho-Gun Steakhouse	Love Summer prize package	125.00
Walker's Diner	Love Summer prize package	20.00

FLOOD & EROSION CONTROL

Hurt & Proffitt, Inc.	Storm water plan review	270.00
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COOPERATIVE EXTENSION OFFICE

Treasurer VA Tech	1st Quarter support	15,231.35
CenturyLink	Phone	125.68

GENERAL EXPENSE

James River Solutions	Gas	8,706.33
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CAPITAL PROJECTS

Blair Construction, Inc.	PJT 3269 Courthouse	794,790.57	
	PJT 3246 STEPS Renov	8,592.43	
	PJT 3251 DSS Bldg	246,014.14	1,049,397.14
Commtronics of Virginia	Console relocation		587.50
Crabtree, Rohrbaugh & Associates	CH Construction		1,706.85
Hurt & Proffitt, Inc.	Materials testing		1,156.25
BT Conferencing Video, Inc.	CH Construction equipment		11,047.08
Town of Farmville	Cost Plus 56 SMI Way		7,638.00

FORFEITED DRUG ASSETS

Thomson Reuters-West	Court screen access	60.00
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WATER FUND

Town of Farmville	Water & sewer	51.30
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SEWER FUND

Dominion Energy Virginia	Sewer pump	145.59
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COLLECTIONS

Emanuel Tire of Virginia	Tire recycling	231.00
STEPS, Inc.	Recycling	1,959.84
Southside Electric Cooperative	Electric	44.28

Dominion Energy Virginia	Rice collection center	34.39	
	Trashmore Road site	17.60	
	Green Bay electric	61.52	
	Scalehouse leachate pump	216.76	
	Prospect dump site	92.70	
	Scalehouse	129.96	
	Landfill shelter	52.50	605.43
CenturyLink	Phone	129.36	
	Phone - Worsham	47.93	177.29
US Cellular	Cellular service		32.02
Verizon	Phone		137.65
O. O. Stiff, Inc.	Monthly service		702.50

LANDFILL OPERATIONS

Resource International	Landfill monitoring	2,280.95	
	Project management expense	1,787.00	
	Storm water permit comp	990.00	5,057.95
Red Wing Business Advantage	Safety boots / oil - 4 pr		789.92
Carter Machinery Company, Inc.	Filter / gasket	29.45	
	Blades	75.81	
	Gasket /cap / ring / rtnr	77.59	
	Hyd oil & dye	608.55	791.40
Ferguson Enterprises, LLC	Coupling / tape / pipe / caulk		51.07
Lowe's	Roof ctng / seal / caulk	155.37	
	Knife & blades	30.80	186.17
Mid-Atlantic Irrigation	Check valve		14.48
US Cellular	Cellular service		44.51
Arc3 Gases	Tank rental		15.81
Cavalier Hose & Fittings	Bulkhead adapter		6.82
Ronald Van Eps	DMV registration fee		5.00

RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit		1,187.00
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PIEDMONT COURT SERVICES

Southside Messenger	Advertising		180.00
Zachary Ayoub	Mileage / subscriptions		256.91
Amanda Doss	Mileage		285.36
Alexis Edmonds	Mileage		61.48
Renee T. Maxey	Mileage		126.79
Matt Vitale	Mileage		397.88

PCS SUPERVISION FEES EXPENDITURES

SRP Corporation, LLC	Rent		2,750.00
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PCS DRUG TESTING FEES

Alere Toxicology Services, Inc.	Drug testing fees		58.44
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In Re: Properties Committee Report

Mr. Wade Bartlett, County Administrator, stated Bob Timmons, Chairman of the Properties Committee, was unable to attend the meeting to present the Properties Committee report.

Mr. Bartlett stated all renovation work is on schedule. He said the Clerk of the Circuit Court office is now located on the first floor; the furniture and files have been moved, and the public records and computers are being set up. The office will reopen Thursday. Mr. Bartlett said the Commonwealth Attorney will move to the second floor in the vacated Clerk of Court offices. Juvenile Court area is completed and personnel are in the offices and are working.

Mr. Bartlett said work is being done on the atrium; new railings are being installed and painted.

In Re: Highway Matters

Mr. Scott Frederick, PE, VDOT-Farmville Residency, reviewed issues reported previously. He stated the right turn lane at Lowe's is properly signed and marked and will not be changed. He said the culvert at 7221 Five Forks Road has been cleared and the pothole at the corner of Douglas Church Road has been filled. Mr. Frederick stated he pulled a report from August when a study on Douglas Church Road had been done and learned "Hill Blocks View" signage had been installed and there is no recommendation for more signage. He then reported studies had been done on Meherrin Road; one in December 2016-January 2017 provided analysis stating the traffic review showed that of the seven and a half miles of road, only one and a half miles, not consecutive, marginally exceed or meet the requirements of 18-foot width and over 500 vehicles per day (vpd). He said the three-year crash data showed there were nine accidents; of those, two involved animals, six were road departures with two of them being due to icy conditions, one was due to a drunk-driver, and one angle type crash at the intersection of Route 360. There were no sideswipes or head on collisions. Mr. Frederick stated the recommendation is to not place center line markers at this time. In another study from 2017-2018, it was determined that curve warning signs were recommended and were placed in seven locations.

Mr. Frederick then reported the bridge on Route 729, from Route 360 the state maintenance goes one-tenth of a mile prior to the bridge; he said he is not sure who owns the land around the bridge but it is not VDOT.

Mr. Frederick updated the Board on the current activities; the bridge replacement on Route 652 is behind schedule due to the time it has taken to cure and strengthen the concrete. He said this project should be complete by February 1, 2020. He said crews are cutting brush on Route 360, and work will be done on the shoulders of Darlington Heights Road, Five Forks Road, and Abilene Road. He said they will machine the shoulders and then do ditching operations on Douglas Church Road and Washout Road (Route 701). Following those, brush cutting will be done on the secondary routes around the Twin Lakes State Park area.

Supervisor Emert asked for clarification on the Harris Creek Road project; Mr. Frederick said that will be complete February 1, 2020.

Supervisor Pride thanked Mr. Frederick for his attention to the concerns that she has brought forward.

Supervisor Jones asked for the status of the traffic study for Route 630, Oak Ridge Road. Mr. Frederick said he hasn't received that report yet.

Supervisor Townsend asked if the County could add lines on the entire length of Meherrin Road. Mr. Frederick stated he did not believe it would be beneficial or safe to stripe a road that is under 18-feet wide.

Supervisor Emert asked if the brush has been cut at the convenience center. Supervisor Townsend said it has, but it still needs to be done on both sides of the Virso bridge.

Chairman Wilck asked about the forms requesting funding for the Route 460/Third Street Interchange. Mrs. Sarah Elam Puckett, Assistant County Administrator, said that the forms will come in after the first of the year; she said the CRC will assist with the preliminary application and the final application.

In Re: Citizen Volunteer Appointments

The terms of office for the following positions expire December 31, 2019, except the Piedmont Senior Resources position, which expires January 14, 2020. All positions have been advertised in *The Farmville Herald*. Listed by each position are the terms of office, the name of the individual currently holding the position and the name(s) of all applicants filing a Citizen Volunteer Application.

Position	Term of Office	# of Terms Expiring / Vacancies	Individual Currently Holding the Office	Citizen Volunteer Applicants
Prince Edward County Planning Commission	4 Years	1 County Position	Whitfield Paige	Brad Fuller Whitfield Paige
Prince Edward County Board of Zoning Appeals*	5 Years	1	John Townsend	John Townsend
Piedmont Senior Resources	3 Years	1	LeAnne Emert	Girish Purohit, MD

*Note: The Board makes a recommendation to the Circuit Court Judge for appointment to the BZA.

A vote was taken on the candidates for Planning Commission:

<u>Candidate</u>	<u>Vote</u>
Brad Fuller	(None)
Whitfield Paige	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Gene A. Southall Jerry R. Townsend Jim R. Wilck

Mr. Whitfield Paige will be re-appointed to the Planning Commission for a term of four years beginning January 1, 2020 and ending December 31, 2023.

A vote was taken on the recommendation to the Circuit Court Judge for an appointment to the Board of Zoning Appeals:

<u>Candidate</u>	<u>Vote</u>
John Townsend	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Gene A. Southall Jerry R. Townsend Jim R. Wilck

The Board will recommend John Townsend to the Circuit Court Judge for appointment to the Board of Zoning Appeals for a term of five years beginning January 1, 2020 and ending December 31, 2024.

A vote was taken on the candidates for the Piedmont Senior Resources Board:

<u>Candidate</u>	<u>Vote</u>
Girish Purohit	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Gene A. Southall Jerry R. Townsend Jim R. Wilck

Girish Purohit, MD, will be appointed to Piedmont Senior Resources for a term of three years beginning January 14, 2020 and ending January 14, 2023.

In Re: Health Department Funding

Mr. Bartlett stated the Prince Edward County Board of Supervisors has received a request from the Director of the Piedmont Regional Health District for an increase in funding of \$2,902.62 for 2020 from Prince Edward County. This is the County’s portion of the total increase of \$53,782 for the Prince Edward County Health Department. The letter outlines several reasons for the funding increase; some of these reasons are increased emergency management operations, increased infectious disease outbreaks, increased immunizations, increased costs associated with maternal and infant care, nutrition, education and training. All of these items provide increased services for our citizens and the formula only requires to contribute approximately 5% of the additional funding.

The County has received a refund of \$6,397 from the Commonwealth due to savings in expenditures from the Health Department in last year’s budget. This refund will more than cover the increased cost.

The Budget Amendment adjusts the County Budget to show both the refund received and the additional expenditure requested. The bottom line is a savings of \$3,494 which is being placed in the fund balance.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	19020	0001	Health Department		6,397
4 (Exp)	100	51100	5610	Health Department	2,903	
4 (Exp)	100	41050	0100	To General Fund Balance	3,494	

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

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

In Re: Public Hearing – Amendments to County Precinct Ordinance

Chairman Wilck announced that this was the date and time scheduled for a public hearing on a proposed amendment to the Prince Edward County Precinct Ordinance to include changing the location of the polling place (voting location) for Precinct #502 within District 501 (Buffalo) from the Piedmont ASAP Building, 4026 West Third Street, Farmville, VA to the County Department of Social Services Building, 56-B SMI Way, Farmville, VA. Notice of this hearing was advertised according to law in the Wednesday, November 27, 2019, and Wednesday, December 4, 2019 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated that as the Board is aware, the Registrar received a letter from the Director of Piedmont ASAP indicating their building is no longer available for use as a County voting precinct for Precinct 502. The Electoral Board has requested, and the Director of Social Services had no objections, for the County’s new Social Services building located at 56-B SMI Way, Farmville, VA, be approved as the new location for the 502 Voting Precinct.

At its November meeting, the Board of Supervisors authorized a public hearing on an amendment to Section 42-32 of the County Precinct Ordinance for the relocation of #502 Voting Precinct to the County Social Services Building. Staff updated the 911 address for each polling place, which also represent amendments to the ordinance.

Chairman Wilck opened the public hearing.

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

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to adopt the amendments to the County Precinct Ordinance for the relocation of #502 Voting Precinct to the County Social Services Building and to update the 911 addresses for each polling place; the motion carried:

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

In Re: VGA Agreement

Mr. Bartlett said the Board of the Transtech Alliance, doing business as the Virginia Growth Alliance (VGA), has voted to amend both the Regional Development Agreement and the By-Laws.

Mr. Bartlett stated the only substantive change in the By-Laws can be found in Article II, Item 2. The existing By-Laws state “Additional members may be added by an affirmative two-thirds vote of the Board of Directors.”

In the proposed new By-Laws, that section would read “Additional members may be added to the Alliance as provided in the Agreement.” The agreement states that localities ... “may become members of the Alliance by the adoption of a resolution to that effect adopted by all of the members of the Alliance.” This language is the same as it always has been in the Agreement. This action merely aligns the By-Laws and the Agreement.

Mr. Bartlett stated the only substantive change proposed in the Agreement can be found in Item 9, Withdrawal of Membership. The existing agreement states that members can withdraw by merely giving a six month’s written notice to the other members. The proposed change requires the leaving Jurisdiction to adopt a resolution of withdrawal and still requires a six-month written notice to the other members.

In addition, the following statement is proposed to be added to Item 9: “Further, any Member Jurisdiction that withdraws from the Alliance shall pay for the costs associated with removing said Member Jurisdiction from print and electronic media, including but not limited to, letterhead and websites, and any other materials used by the Alliance that includes the name of the withdrawing Member Jurisdiction.”

Section 15.2-1300 of the *Code of Virginia*, requires joint agreements to be approved by ordinance.

Chairman Wilck stated it is a moot point and that the County has paid in excess of one quarter of a million dollars on dues and over \$150,000 loaned to a company that went defunct, along with travel expenses for the County Administrator and the two different Economic Development people, and the County has received nothing out of it. Chairman Wilck said that when the Board wanted to get out of [the organization], Mr. Bartlett said the Board has to give six months' notice; at that time, the Board agreed that was it. He said the Board doesn't want to spend another dollar on it and wants out of it. He said the main problem is that the county hasn't had a good economic developer in-house, so the Board wants to throw the money at someone else to come up with something, but they don't.

Chairman Wilck made a motion to remove Prince Edward County from the Alliance. The motion failed for lack of a second to the motion.

Supervisor Jones made a motion, seconded by Supervisor Townsend, to authorize a public hearing on the VGA Ordinance to be held during the January 14, 2020 Board meeting.

Supervisor Emert requested clarification and said that previously, the Board discussed getting out of the VGA if there was no benefit. Mr. Bartlett said that is correct. Mr. Bartlett stated he as County Administrator could not make the decision if there had been sufficient benefit to stay in the VGA, that that is a Board of Supervisors decision.

Mr. Bartlett stated the next item [on the agenda], about leaving the VGA or to remain in, must be received prior to January 1, 2020; it must be done by resolution so there is no question as to the Board's intent. Mr. Bartlett noted that although the Board of Supervisors voted earlier not to leave the VGA when Chairman Wilck made the motion, the item could be brought up a second time in the same meeting by someone on the winning side of the vote, which in this case could be any supervisor except Chairman Wilck.

Supervisor Gilliam asked what the cost would be to the County. Mr. Bartlett said that is unknown but estimated between \$3,000 - \$4,000.

Chairman Wilck said the cost would be \$23,600. Mr. Bartlett said the cost to leave the VGA, to replace letterhead, marketing materials and to update their website may cost \$3,000-\$4,000 at most.

Supervisor Cooper-Jones questioned what the VGA has done for the County. Mr. Bartlett stated that over the last two years, VEDP has presented over 100 leads to the VGA. He said Prince Edward County has been in the running for several but hasn't yet landed any yet. He said Prince Edward County has been a finalist on several occasions. He said a company that makes aerospace components is looking for a 45,000

to 50,000 square-foot building; Prince Edward County doesn't have one. He said the county is in the running for a manufacturing company that needs a 10,000 square-foot building; another company manufactures eco-friendly charcoal from waste wood and also need a 10,000 square-foot building. He said part of the problem has been a lack of space that is ready to go.

Mr. Bartlett continued: there have been recent trade shows and VGA has located some processing facilities for multiple agricultural products such as sweet potatoes and hemp; he said in the Heartland Park, which is owned by an Authority of which Prince Edward County is a part, there are two sites under contract now. He said VGA partnered with Gateway Virginia's manufacturing region to market the entire region as a whole and has contracted with consulting firms. He said one marketing mission in October brought back two prospects for this site.

Mr. Bartlett said the VGA is asking for funding from GoVirginia. Ms. Kate Eggleston, Prince Edward County's Economic Development Director, said VGA has received at least one year's worth of grant funding for that which will go toward paying the consultant doing work for all three regions as a whole, the manufacturing region; she said that is at no extra cost to the County or the other regions. Mr. Bartlett said that means going to trade shows and presenting marketing materials about our region to various manufacturers.

Mr. Bartlett said VEDP Certified Sites Initiative allows localities to submit economic development sites to be reviewed, analyzed and labeled in various tiers of development. He said after determining the tier, VEDP then helps the localities understand what is needed to bring the site to a higher tier. He said that as a member of VGA, Prince Edward County was given priority in this program at the state level. Ms. Eggleston reported at last month's meeting that the County has several sites at levels four and five.

Mr. Bartlett then reported the County has had drone flights over the Business Park to take pictures to use in marketing which was done by VGA at no additional cost to the County; a prospective IT company came in March 2019 seeking to expand in several phases and wants to locate in rural Virginia and Prince Edward County is one of the finalists in the second round. He added that VGA has ads in various national economic development and business magazines, including trade and industry development magazines, site selection magazines, and business and facilities magazines, all of which cost approximately \$15,000 and as a member, the County doesn't pay anything additional.

Mr. Bartlett said the County has been working with both VGA and MidAtlantic Broadband to determine and analyze whether Prince Edward County meets the criteria to be the location of data center sites. He said Mr. Hines appeared before the Board for an initiative that began in VGA and has expanded statewide.

Mr. Bartlett said the VEDP has made it clear that they will work with regional alliances instead of local governments. He said the Board can withdraw but the County will not see these companies come to Prince Edward County.

Chairman Wilck said he spoke with the Chairman of Amelia [County], the first to pull out [of VGA], and was told that this is a good thing for Mecklenburg [County] and every business that goes into another county is one that is not going to go in here. He said Prince Edward County is funding the competition, and nothing has come in for six years. Chairman Wilck said he understands that Nottoway will pull out and more counties will. He said Prince Edward County pays more than most counties because it is based on population. He said the County could use the money somewhere else. He said FACES was appealing for help; he added he would rather feed people in the county. He said these people do nothing, indicating the VGA.

Supervisor Emert called for the question.

Supervisor Cooper-Jones asked Supervisor Pride what she sees when she attends the VGA meetings that will benefit Prince Edward County.

Supervisor Pride said that based on what was brought up at the last meeting, Prince Edward County is close to being one of the selected areas, and she has seen a lot of positive things in the last six months and is impressed. She said she has listened to Chairman Wilck and he makes some excellent points, but said she has seen progress in the last six months with strong possibilities. She said there is a particular business that she cannot speak about currently, but they are working and she has seen improvement.

Supervisor Gilliam asked if there is another economic development venue to look at.

Chairman Wilck stated the CRC, who the County also pays, has been active and has done things that can be seen and touched. He said they assisted on the Third Street ramp situation, and Melody Foster has been instrumental in getting Bert Dodson, a member of the Commonwealth Transportation Board, to inspect the situation.

Mr. Bartlett said the CRC does not do economic development; they did that twelve years ago and voted to get out of economic development ten years ago. They had an economic developer position which

was un-funded. He said the work on Third Street ramp is through Transportation and a grant. He added CRC doesn't do economic development, marketing, does not go to trade shows, and does not represent localities.

Supervisor Emert said the CRC continues to work for the County. Discussion followed.

Supervisor Southall asked if the other localities leaving the VGA would increase Prince Edward County's chances.

Chairman Wilck said Prince Edward County isn't being selected because the County doesn't have what is needed, such as four-lane highways running east and west, rail, the workforce. He said Mecklenburg and other places have those things. Chairman Wilck said Prince Edward County finishes in the top two of three, but never get anything; he said the money could be spent locally and tie in with Longwood and the Town and go after things just for Prince Edward County. He said Prince Edward County has strong assets, just not in the industrial economic area.

Supervisor Jones made a motion, seconded by Supervisor Townsend, to authorize a public hearing to be held during the January 14, 2020 Board meeting; the motion carried

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

In Re: VGA Membership

Mr. Wade Bartlett presented a history of the VGA membership:

- On November 14, 2013, the Board of Supervisors approved to join the Virginia Growth Alliance through June 30, 2014 to allow time to review the By-Laws, Protocols, Agreement and any other relevant documents.
- On June 15, 2014, the Board of Supervisors agreed to remain in the VGA and become a permanent member of the Alliance.
- On April 3, 2018, the Board of Supervisors voted not to renew membership in VGA and request permission to waive the six-month notice.
- On June 12, 2018, the Board was notified that VGA declined to waive the six-month notice requirement because it had not done so on a similar request from another County.

- On April 16, 2019, the Board of Supervisors voted to remain in VGA and continue the contract with Retail Strategies for another year.

Mr. Bartlett said that based on the six-month notice requirement, if the Board wishes to withdraw the County’s membership from the Virginia Growth Alliance, the County must provide written notice to the other member jurisdictions. This notice must be received prior to January 1, 2020. Based on the proposed change to the VGA agreement requiring a member jurisdiction who desires to leave the Alliance to do so by the adoption of a resolution, a resolution has been drafted for review.

Supervisor Emert made a motion, seconded by Chairman Wilck, to adopt the resolution to withdraw from the Virginia Growth Alliance; the motion failed:

Aye: J. David Emert
James R. Wilck

Nay: Pattie Cooper-Jones
Llew W. Gilliam, Jr.
Robert M. Jones
Odessa H. Pride
Gene A. Southall
Jerry R. Townsend

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

WHEREAS, at its December 10, 2019 meeting, the Board of Supervisors of the County of Prince Edward, Virginia, voted to withdraw as a member of the Virginia Growth Alliance; and

WHEREAS, as required in Section #9 of the TRANSTECH ALLIANCE (d.b.a. Virginia’s Growth Alliance) REGIONAL DEVELOPMENT AGREEMENT, the County of Prince Edward must give six month’s written notice to the other members of the organization;

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of the County of Prince Edward, does hereby adopt this resolution of withdrawal to formally terminate the County’s membership with the Virginia Growth Alliance effective June 30, 2020 and directs the County Administrator to provide the required notice to the other member jurisdictions.

In Re: County Administrator’s Report – VASAP Request

Mr. Bartlett stated that to make the VASAP building ADA compliant when it served as the polling place for District 502, the County purchased a short (three feet) ramp. This ramp was specially made because the step-up was not a normal size. The ramp cost the County \$145. Because of the unusual height, the

County has no other place this small ramp can be used. The Director of the local VASAP has requested the County gift the ramp to VASAP but she is willing to “provide something” for the ramp.

Mr. Bartlett recommended that as the County has no other use for the ramp and it has been used for 13 years for the facility and VASAP serves a valuable purpose for the citizens of Prince Edward County, the Board of Supervisors declare the ramp surplus and gift the ramp to the local VASAP.

Supervisor Emert made a motion, seconded by Supervisor Cooper-Jones, to declare the ramp surplus and to gift the ramp to the local VASAP; the motion carried:

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

In Re: County Administrator’s Report – IDA Funding

Mr. Bartlett stated the IDA hasn’t yet received all requests from the companies Prince Edward County has provided some incentive packages for, but all of the hotels and J.R. Tharpe Trucking that were provided an incentive package, this will be the first full year they can apply. He said the incentives will be considerable and will threaten the balance in the IDA fund, and funds may need to be moved from the General Fund into the IDA [fund]. He said the jobs and taxes from those companies overall are a positive.

In Re: County Administrator’s Report – Solid Waste

Mr. Bartlett reported the Solid Waste Budget contains \$125,000 to buy a bulldozer; the County purchased one for \$75,000 leaving \$50,000 unexpended. Mr. Bartlett said that at this time, the County does not have a reliable truck for the Solid Waste Manager to use. The truck he is using has over 300,000 miles on it and the transmission is failing, and he cannot use the overdrive and it falls out of fourth gear under load. A new ¾-ton truck off of state contract will cost \$31,500. Mr. Bartlett requested permission to buy a new truck for Solid Waste; this will not impact the budget.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Pride, to authorize the County Administrator to purchase a ¾-ton truck for the Solid Waste Department for a cost of not more than \$31,500; the motion carried:

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

Mr. Bartlett then said the County has painted 17 open-top bins, 12 more are cleaned and ready to paint when the weather warms. He said the County is in the process of buying metal direct from a metal wholesaler, and once the metal arrives, staff will begin repairing the bins. Mr. Bartlett said electricity is being installed in two new sheds and once they are complete, the sheds will be insulated, sheet rock will be installed and they will be ready for use. He said he will meet with a paving contractor to explore possible entrance and exit improvements, changing the access points, and the use of asphalt and/or concrete to improve site travel lanes.

Supervisor Emert asked that the convenience site at the landfill to be open [all week]. Mr. Bartlett said it was discussed but never voted on; he said it would increase costs to keep it open an additional two days a week.

Mr. Bartlett said that on Thanksgiving, a 20-yard bin was placed outside the gates at Worsham, Tuggle and Rice sites at Thanksgiving; he said he drove by the Animal Shelter and there were three people throwing away trash at the Worsham site. He said it would be unmanned, and could be placed on the days the site is closed, and would be an inexpensive way to allow people to discard their trash.

Supervisor Emert said that since that site is literally at the opening [to the landfill], why could it not be “unmanned” because the employees at the landfill are there all day and could go [to the convenience site] twice a day. He said it wouldn’t cost a dime more. Mr. Bartlett said the site could be left open seven days a week, and will close it at 5:00 p.m. on the two days it is currently closed. The Board concurred.

In Re: Appropriation - Clerk of Circuit Court, Technology Trust Fund

Mr. Bartlett stated the Clerk of Circuit Court has requested \$4,480 from the State Compensation Board as reimbursement from the Technology Trust Fund (TTF) that has been collected in Prince Edward County. The funds will be used to pay for the Maintenance of records Management and Secured Remote Access Systems.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	23000	0080	Technology Trust Fund		4,480
4 (Exp)	100	21600	5880	Clerk of Circuit Court - TTF	4,480	

Supervisor Jones made a motion, seconded by Supervisor Emert, to approve the FY20 Budget Amendment as presented and appropriate those same funds; 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 Gene A. Southall Jerry R. Townsend James R. Wilck | <p>Nay:</p> |
|--|-------------|

In Re: Appropriation - Animal Control

Mr. Bartlett said the County’s Animal Control Officer, in conjunction with the Lunenburg Animal Control Officer, had a friendly competition to see who could raise the most money for the Southside Society for the Prevention of Cruelty to Animals (SSPCA). The event was held on Thanksgiving Day with each officer staying in an animal run from 6:00 a.m. to 6:00 p.m.

Prince Edward County has so far raised approximately \$3,194. Most of those funds were made payable directly to the SSPCA and required no action on the County’s part, but \$1,394.21 was either given as cash or written to the County. These donations were solicited and given for the direct purpose of supporting the SSPCA, thus they need to be given to the SSPCA.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	18990	0003	Gifts and Donations		1,394.21
4 (Exp)	100	53501	5614	Southside SSPCA	1,394.21	

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to approve the FY20 Budget Amendment as presented and to appropriate those same funds; 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:

In Re: Upcoming Meetings and Training

Mrs. Puckett said there are several upcoming VACo training sessions and opportunities; she asked the Board members to contact staff to allow staff to register them for the various training sessions. Some discussion followed.

In Re: Closed Session

Supervisor Townsend made a motion, seconded by Supervisor Jones, that the Board convene in Closed Session for consultation with legal counsel regarding the provision of legal advice by such counsel related to properties adjoining the County boundary, pursuant to the exemption provided for in Section 2.2-3711(A)(8) of the *Code of Virginia*; the motion carried:

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

Nay: None

The Board returned to regular session by motion of Supervisor Emert, seconded by Supervisor Cooper-Jones, 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 Chairman Wilck, and seconded by Supervisor Cooper-Jones, and carried by the following roll call 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 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.

Mr. Bartlett said the Board asked for salary information; he presented a listing of employees working under the County Administrator's office, plus a few others, such as the Registrar and Circuit Court employees for information. He said he did not include Constitutional Officers because they do not work for the Administrator or the Board. There are 34 employees that work for the County; nine of those work for Piedmont Court Services, which is a slightly different organization, but they are County employees.

Supervisor Gilliam stated that at the last meeting this topic was discussed and since that time had received feedback from several other people; Supervisor Gilliam made a motion that all applicants for county positions with a salary of \$40,000 or more must be interviewed by a quorum of the Personnel Committee as well as the County Administrator, and for the recommendations of both the Administrator and the Committee will be forwarded to the full Board of Supervisors, and that the Board will review the findings and make recommendations for hiring the applicant. He said this would allow the Board to meet the applicants and

learn a bit about them. He said he learned from research that the Administrator does the hiring. Supervisor Gilliam said the Board should be a little more involved because salaries are going up and the Board was elected to look after individuals' money for the County.

Mr. Bartlett said that if the \$40,000 is used, after July [2020] and if any pay raise is given, 20 of the 34 employees will be making \$40,000 or more. When they leave and new employees are hired, the salaries will be dependent on the position and their skill set. He said some are in the \$50,000 range and some are just barely at \$40,000; all this depends on the skills of the employee. He said if the Board wishes to be more involved, the Board will be spending a lot of time. He recommended amending the amount to \$50,000; he said using \$40,000, the Board of Supervisors would be interviewing positions such as Building and Grounds, Administrative Associates, Animal Control Officers, Heavy Equipment Operators, and others.

Chairman Wilck said he has no interest in interviewing laborers, clerks, and maybe the amount needs adjusted, but he said he is interested in the fact that the County has not hired anyone to train anyone for higher positions. He said that is wrong and he would like that changed.

Mr. Bartlett said that if the amount is raised to \$50,000 it would apply to mostly directors but not only directors. He said it would apply mainly at the landfill, which would be the Solid Waste Manager, the Solid Waste Foreman and the Mechanic; the Economic Development Coordinator; and the Building Official. Further discussion followed.

Mr. Bartlett asked for clarification on the term "recommendation."

Supervisor Townsend said since the employee will report to the Administrator, the employee must understand that the Administrator is responsible for their performance. He said the Board holds the Administrator accountable. Supervisor Townsend said the Personnel Committee was appointed by the Board, and along with the Administrator, should say if the prospective employee is recommended for the position. Once the person has been hired, he would like the person to come and introduce themselves to the Board. He said if the Board is more involved, it would muddy the water as to who the employee works for, so the County. Discussion followed.

Supervisor Emert said the employees report to the Administrator but they work for the Board. Mr. Bartlett said that is the opposite; he said however, the Board approves the budget annually, and in that budget is every position in the County, to include Constitutional Officers. He said if the money is not appropriated for a certain position, then that employee is gone.

Supervisor Gilliam said this would take some pressure off the Administrator; he said if there is an issue with the employee, this would show that the Board went the extra step to employ the right person.

Mr. Bartlett said that the Board voted to do that with Directors, that the Personnel Committee would assist; this has only happened once with Mr. Rob Fowler.

Chairman Wilck said that his interest is in hiring someone that can be trained to move up; he said the County is in a situation where if Mr. Bartlett is in an accident, there is no one else that can handle it. He said Mrs. Puckett can handle the Administration; he said when he spoke to her about it, she wasn't sure she would want to be the County Administrator because her daughter is her first commitment. He said he wants to see some people positioned with training and experience that can move up if something happens or if he retires.

Mr. Bartlett said some of the applicants for the Director of Planning and Community Development have experience or managers; he said the cost will be higher for people with experience being managers. Discussion followed.

Supervisor Gilliam made a motion, seconded by Supervisor Emert, that all applicants for county positions with a salary of \$50,000 or more must be interviewed by a quorum of the Personnel Committee as well as the County Administrator, and for the recommendations of both the Administrator and the Committee will be forwarded to the full Board of Supervisors, and that the Board will review the findings and make recommendations for hiring the applicant, but the County Administrator will make the final decision; the motion carried:

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

Supervisor Emert questioned the cost for a cremation. Mr. Bartlett said the body was unclaimed; by State Code the County must take care of it.

In Re: Animal Warden's Report

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

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

Aye:	Pattie Cooper-Jones	Nay:
	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 recessed at 9:28 p.m. until Tuesday, December 17, 2019 at 7:00 p.m. at the Prince Edward County High School Auditorium, 1482 Zion Hill Road, Farmville, Virginia.