

October 9, 2018

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 9<sup>th</sup> day of October, 2018; at 7:00 p.m., there were present:

Pattie Cooper-Jones

J. David Emert

Robert M. Jones

Odessa H. Pride

Gene A. Southall

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

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

Chairman Cooper-Jones called the October meeting to order.

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

In Re: Conflict of Interest Disclosure

(None)

In Re: Recognitions

(None)

In Re: Public Participation

**Renee Maxey**, Piedmont Court Services Director, presented an overview of Piedmont Court Services (PCS) and their function, stating it is the local probation agency to supervise adult non-violent offenders for nine counties. She then reviewed the PCS annual report. She stated PCS is celebrating 35 years of service this month, and thanked Prince Edward County for acting as fiscal agent.

Supervisor Timmons asked if the instructional courses they offer include soft work skills. Ms. Maxey stated they offer a job seeking skills class, and encourage their clients and give structure to their lives.

Supervisor Timmons said the County is growing, employment opportunities are gaining every day; he then suggested working with SVCC. Ms. Maxey said she will look into collaborating with SVCC. Discussion followed.

In Re: Board Comments

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

In Re: Consent Agenda

On motion of Supervisor Pride, seconded by Supervisor Timmons, and carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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the Board accepted the Treasurer’s Report for August 2018; the minutes of the meeting held September 11, 2018 at 6:00 p.m., September 11, 2018 at 7:00 p.m., and September 18, 2018; Accounts and Claims and Board Mileage Sheets; Salaries; and appropriations as follows:

<b>FY19 Budget Amendment</b>						
<b>Rev/Exp</b>	<b>Fund</b>	<b>Dept</b>	<b>Object</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
3 (Rev)	100	24040	0012	Fire Program Funds		\$50,655
4 (Exp)	100	32200	7012	Fire Programs/ATL-Rice	\$12,663.75	
4 (Exp)	100	32200	7013	Fire Programs/ATL-Prospect	\$12,633.75	
4 (Exp)	100	32200	7014	Fire Programs/ATL-Darlington	\$12,633.75	
4 (Exp)	100	32200	7015	Fire Programs/ATL-Hampden	\$12,633.75	
3 (Rev)	100	41050	0100	General Fund Balance		\$151,650
4 (Exp)	100	31200	1100	Salary & Wages	\$65,606	
4 (Exp)	100	31200	1300	Part-Time	\$41,400	
4 (Exp)	100	31200	2100	FICA	\$ 8,186	
4 (Exp)	100	31200	2210	VRS	\$ 5,328	
4 (Exp)	100	31200	2300	Group Life	\$ 860	
4 (Exp)	100	31200	2301	Health Insurance	\$16,176	
4 (Exp)	100	31200	2600	Unemployment	\$ 100	

4 (Exp)	100	31200	2700	Workers Comp	\$ 2,482	
4 (Exp)	100	31200	5810	Dues	\$ 1,500	
4 (Exp)	100	31200	6011	Uniforms	\$10,012	

**Prince Edward Treasurer's Report - August 2018**

<b>Name of Bank</b>	<b>Bank Balance</b>	<b>Available Balance</b>
Benchmark Pooled Fund Account	10,059,520.51	10,059,520.51
Wells Fargo Social Services	233,870.69	233,870.69
Benchmark School Fund	859,150.67	859,150.67
Benchmark Food Service	350,223.25	350,223.25
<b>TOTAL</b>		<b>11502765.12</b>
 <b>Certificates of Deposit</b>		
Benchmark		609,724.91
Farmers Bank		210,882.92
<b>TOTAL</b>		<b>820,607.83</b>
 <b>GRAND TOTAL</b>		 <b>12,323,372.95</b>

REVENUE FROM USE OF PROPERTY

Kimberly Jones	Reimbursement SCOPE deposit	100.00
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BOARD OF SUPERVISORS

Farmville Newsmedia	Advertising	1,689.89
VACORP	Public Official liability insurance	3,232.00
Verizon Wireless	iPad service	465.54

COUNTY ADMINISTRATOR

VACORP	Workers compensation	82.00	
	Motor vehicle insurance	1,642.00	
	Public official liability	606.00	2,330.00
US Cellular	Phone	276.46	
Business Card	E-Z Pass	35.00	
Diamond Springs Water, Inc.	Water & equipment rental	8.95	
Farmville Printing	Landfill tickets	1,014.00	

LEGAL SERVICES

VACORP	Workers compensation	15.00
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COMMISSIONER OF REVENUE

VACORP	Workers compensation		40.00
Treasurer of Virginia	Online service		81.59

TREASURER

VACORP	Workers compensation		45.00
ComputerPlus Sales/Service	Service contract - printers		602.55
BMS Direct	Postage - RE bills	1,100.00	
	Postage - PPTY bills	2,700.00	3,800.00
NeoFunds	Postage		2,000.00
Benchmark Community Bank	Payflow/Paypal		2.00
Treasurer of Virginia	Online service		81.59
Mail Finance	Postage meter lease		1,527.00
University of Virginia	Fall district meeting	240.00	
	Certification program	75.00	315.00
Key Office Supply	Post-it tabs	11.70	
	Sheet protectors	36.78	48.48
DMV	DMVStop fees		225.00

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Contract agreement	3,900.00	
	Travel expense	1,750.00	5,650.00
SiteVision, Inc.	Web hosting		179.85
ComputerPlus Sales / Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Election Systems & Software	Maintenance service contract		198.75
Lynette Wright	Postage	26.56	
	Folders	5.23	31.79
Key Office Supply	File folders		14.40

REGISTRAR

VACORP	Workers compensation		15.00
Lynette Wright	Book binding		22.46
U. S. Postal Service	Box rent	144.00	
	Postage	571.00	
	Box	3.41	718.41
Key Office Supply	Label maker	162.53	
	Ink cartridges	146.37	
	Copy paper	63.90	
	Sheet protectors / files	25.76	398.56

CIRCUIT COURT

VACORP	Workers compensation		7.00
U. S. Postal Service	Box rent		90.00
Key Office Supply	Sharpies / highlighters	18.05	
	Ink cartridge / paper	128.46	146.51

GENERAL DISTRICT COURT

Diamond Springs Water, Inc.	Water / equipment rent - 2 mo.		60.15
STEPS, Inc.	Shredding service		35.00
Mail Finance	Equipment lease		376.17
US Cellular	Phone		48.17
Key Office Supply	9-volt battery		7.66

CLERK OF THE CIRCUIT COURT

VACORP	Workers compensation		72.00
AtWork Franchise, Inc.	Part-time employee		3,422.80
Margaret Taylor Collins	Buy out		400.00
Mail Finance	Lease payment		407.13
CenturyLink	Phone (2 months)		101.52
Gwendolyn Akers-Booker	Juror		30.00
Taikein Cooper	Juror		30.00
Teresa Davis	Juror		30.00
Fred R. Gearhardt, III	Juror		30.00
Tolama Paige	Juror		30.00
Mitzi Thackston	Juror		30.00
Jennifer Wall	Juror		30.00
Key Office Supply	HP cartridges	509.85	
	Tabs / water pitcher / filter	108.26	
	Laser cartridges	999.34	
	Copy paper	199.80	
	Labels	28.98	
	Staples	4.63	1,850.86
T&N Printing	Plats		27.39

LAW LIBRARY

Relx, Inc. DBA LexisNexis	Monthly subscription		578.00
Matthew Bender & Company, Inc.	VA Code Special Supp		15.66

COMMONWEALTH'S ATTORNEY

VACORP	Workers compensation		106.00
Software Unlimited Corporation	Annual software maintenance		3,832.56
Key Office Supply	Binders / pens	86.17	
	Ink cartridge	58.65	144.82
STEPS, Inc.	Shredding service		35.00

VICTIM WITNESS ASSISTANCE PROGRAM

VACORP	Workers compensation		11.00
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SHERIFF

VACORP	Workers compensation	6,177.00	
	Motor vehicle insurance	15,321.00	21,498.00
B&G Auto, Inc.	Inspection		16.00
Burkeville Body Shop	Auto repair	4,161.04	
	Vehicle repairs	957.00	5,118.04
Express Care	Oil changes		575.15
Fourth Street Motor Company	Auto repair		1,500.55
Haley Auto Mall	Rotors / inspection / blades		769.80

Kenbridge Tire	Calibrations		100.00
Rundstrom Auto, LLC	Inspection		16.00
Business Card	Postage	23.12	
	Charger / dash port	61.22	
	Meals	169.83	
	Armorers course	550.00	
	VALEAC Conference	103.20	
	Gas	139.01	
	Ammunition	105.26	
	Shoes	34.99	1,186.63
U. S. Postal Service	Box rent		90.00
Chris Joyner	Postage		8.88
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	Phone	10.36	
	VCIN	7.97	18.33
US Cellular	Phone		760.43
Sarah Coen	Meals		10.64
Robert Womack	Meals		17.58
Virginia Homicide	Conference registration		300.00
VA Sheriffs Association	Dues		1,590.00
Diamond Springs Water, Inc.	Water & equipment rental		60.20
Farmville Printing	Stamped envelopes		721.55
Key Office Supply	Labels	19.47	
	Phone cords / detanglers	27.04	
	Return phone cord	-6.00	
	Chairs	538.00	578.51
Walmart Community / SYNCB	Office supplies	144.29	
	Key for battery	5.98	
	Police supplies	53.71	203.98
William Cary	Staple gun		15.77
Creative Product Source	Pumplin/ghost tattoo		367.39
Southside Electric Cooperative	Electric service		15.15
Galls, LLC	Belt / flashlights / cuff	1,204.47	
	Boots	714.16	
	Uniforms	324.98	
	Credit	-115.00	
	Shoes	235.28	
	Return	-20.00	
	Belt keepers	57.00	2,400.89
Sirchie Finger Print Labs	Evidence boxes		332.41
Town Police Supply	Ammunition		1,888.00
American Uniform Sales	Shirts		528.23
BKT Uniforms	Uniforms		486.95
Janneer Jefferson	Sew on patches		105.00
Premium Marketing & Sales	Badge / nameplates	193.50	
Signs@Work, Inc.	Vehicle decals		2,400.00
	<u>SHERIFF - COURTS</u>		
VACORP	Workers compensation		1,529.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Truck lettering		3,070.67
C W Williams	Straight tip		117.13
Fire & Safety Equipment Company	Fusion gloves		300.55
Fire Protection Equipment Company	Flow test & parts		4,245.35
Key Office Supply	Ink cartridge		149.95
Municipal Emergency Service	Two-way valve		296.85
Witmer Public Safety Group	Name tapes		50.00

RICE VOLUNTEER FIRE DEPARTMENT

County Waste	Trash collection		32.34
Ellington's Lawn Service	Mowing		525.00
Goodman Specialized Vehicles	Sensor / solenoids		2,710.97
CenturyLink	Phone		392.99
New London Technology	Labor charge		525.00
Michael Strasburg	HVAC fan motor		246.49
Dominion Energy Virginia	Electric service		366.60

PROSPECT VOLUNTEER FIRE DEPARTMENT

Battery Barn of Virginia, Inc.	Batteries		417.17
C W Williams	Valve	616.42	
	SCBA annual inspection	1,113.49	
	SCBA Flow test	171.00	1,900.91
Davis GMC Truck, Inc.	Inspection / oil change	154.38	
	AC repair	124.34	278.72
Ferguson Enterprises, Inc.	Hydraulic lug cap	56.85	
	Concrete mix / plug	45.91	102.76
Fire & Safety Equipment Company	Recharge extinguisher	67.95	
	Axe	171.98	
	Turnout gear	5,608.48	
	Fire retardant	132.10	
	Gloves	316.00	6,296.51
Fisher Auto Parts, Inc.	Oil dry / brush / handle		61.06
Goodman Specialized	Sensor / wiring / valve	1,954.73	
	Inspection & service	906.92	2,861.65
Key Office Supply	Paper		8.99
Liberty Mutual Insurance	Workers compensation		6,694.00
Mid-Atlantic Irrigation	Valve kit / tank bracket		200.00
Pamplin Exxon	Fuel		111.01
Prince Edward County Public Schools	Diesel		234.50
Prince Edward Overhead Doors	Door repair		735.00
Spotted Dog Technologies	Rover subscription		300.00
Prince Edward County Treasurer	Gas		215.15
Dominion Energy Virginia	Electric service		332.94
VA State Firefighters Association	Dues		145.00

DARLINGTON VOLUNTEER FIRE DEPARTMENT

Darlington Heights Vol. Fire Department	Internet	97.72	
	Chainsaw repair	82.10	
	Battery	151.62	331.44

Ellington Energy Service	Serviced generator	184.06	
Luck Stone Corporation	Gravel	189.21	
Southside Electric Cooperative	Electric service	470.39	

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Diesel	1,200.73	
	Propane	287.92	1,488.65
Safe Air Systems, Inc.	Air test		919.31
Verizon Wireless	Phone		268.06
Verizon	Phone		192.93
Dominion Energy Virginia	Electric service		1,124.66

FIRST RESPONDERS

Hampden-Sydney Volunteer Fire Dept.	18-19 Support		1,250.00
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AMBULANCE AND RESCUE SERVICES

Prince Edward Volunteer Rescue	18-19 Support		18,700.00
Meherrin Fire & Rescue	18-19 Support		3,250.00

EMERGENCY SERVICES

VACORP	Line of Duty insurance		4,087.50
Commtronics of Virginia	Remove antenna		6,640.00
Town of Farmville	Appomattox River gauge		7,500.00
Walmart Community / SYNCB	Emergency shelter water		262.80

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		1,620.00
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BUILDING OFFICIAL

VACORP	Workers compensation	361.00	
	Motor vehicle insurance	547.00	
	Public official liability	202.00	1,110.00
Davis GMC Truck, Inc.	Inspection		16.00
Rod & Staff, LLC	Starter	218.18	
	Rear brakes	93.10	311.28
US Cellular	Phone		49.42

ANIMAL CONTROL

VACORP	Workers compensation	264.00	
	Motor vehicle insurance	1,094.00	1,358.00
Jennifer Kingsley, DVM	Vet service		65.00
Ridge Animal Hospital	Vet service		302.20
Lowe's	Door knob		13.76
Dominion Energy Virginia	Electric service		507.03
CenturyLink	Phone		132.33
US Cellular	Phone		359.45
BMS Direct	2019 Dog tags		570.00
Walmart Community / SYNCB	Ink cartridge	28.97	
	Cleaning supplies	77.68	106.65
Southern States	Insect repellent		5.99



<u>MEDICAL EXAMINER</u>		
Treasurer of Virginia	Coroner	20.00
H & S Removal Service	Removal & transport	285.00
<u>GENERAL PROPERTIES</u>		
VACORP	Workers compensation	1,029.00
	Boiler insurance	1,939.00
	Fire insurance	28,063.00
	Motor vehicle insurance	2,736.00
		33,767.00
Cummins Atlantic, LLC	Serviced generator	1,203.09
Dodson Brothers Exterminating	Pest control - Cannery	38.00
	Pest control - Worsham	38.00
	Pest control - SCOPE	38.00
	Pest control - CH	85.00
	Pest control - Visitors Center	38.00
		237.00
Hickey Electric Heating	Generator repair	3,000.00
East End Motor Company, Inc.	Tie rods / align / inspection	428.91
	Mower tire	74.61
	Mower tube	16.75
		520.27
Flameless Specialties	Mower clamps	4.98
Rundstrom Auto, LLC	Inspection / repair lights	48.50
Southside Electric Cooperative	SRR lights	30.04
Dominion Energy Virginia	Roy Clark monument	7.32
	SCOPE building	110.91
	Courthouse	14,654.75
	Sheriff Department shed	13.18
	Worsham Clerk office	26.29
	STEPS Centre	2,338.38
	Lights at Rice	113.84
	Ag blog	980.84
	Shop	44.37
		18,289.88
Town of Farmville	Water & sewer	156.28
AT&T	Phone	44.43
CenturyLink	Phone	149.77
US Cellular	Phone	239.19
O. O. Stiff, Inc.	Monthly service	100.00
Diamond Paper Company	Towels / toilet tissue	510.46
	Trash bags / tissue	606.74
	Janitorial supplies	586.96
		1,704.16
Handi-Clean Products, Inc.	Stainless steel cleaner	142.74
Unifirst Corporation	Janitorial supplies	129.14
Diamond Springs Water, Inc.	Equipment rental	8.95
Farmville Wholesale Electric	AHU connector/washers	4.10
	Generator fuses	52.50
		56.60
Fisher Auto Parts, Inc.	Towels & cleaner	21.43
	Oil	58.08
	Wiper blades	9.02
		88.53
Hudson-Payne Electronics	Fire alarm panel / detc	2,239.63
Lowe's	Sump pump / lopper	234.62

	Gloves	18.98	
	Flush handle	7.60	261.20
Phelps Locksmith Service	Keys		18.00
Poulston's	Oven rack - SCOPE Building		28.95
Cintas Corporation #524	Uniform rental		511.15
Prince Edward County Public Schools	Diesel		380.86
Baldwin's Small Engine	Install mower blades		18.00
NAPA of Farmville	Battery		133.99
Rod & Staff, LLC	Tires	830.00	
	Tire patch	15.00	845.00

CANNERY

VACORP	Workers compensation		68.00
Virginia Food Works	Commercial contract		2,916.67
Lowe's	Tape / seal / plug / pipe	44.21	
	Pipe nipple	1.79	46.00
Southside Electric Cooperative	Electric service		458.08
Parker Oil Company, Inc.	Heating oil		1,083.79
CenturyLink	Phone		258.30
Diamond Paper Company	Dish detergent		63.64
Grainger	Buffer solution	13.66	
	Hairnets	29.90	43.56

HEALTH DEPARTMENT

Prince Edward Health Department	Local support		40,506.08
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COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional service		3,330.00
Centra Health	Professional service		35,938.00
Elk Hill	Professional service		4,200.00
Grafton School, Inc.	Professional service		11,168.00
James River Therapy Services	Professional service		745.00
Christopher Doyle Jones	Foster care		767.74
Keystone Newport News, LLC	Professional service		5,220.00
National Counseling Group	Professional service		1,168.02
STEPS, Inc.	Professional service		450.00
Voices Speech Therapy	Professional service		1,033.36

OTHER WELFARE / SOCIAL SERVICES

STEPS, Inc.	18-19 Support	5,000.00	
	18-19 Support (CAP)	3,622.00	8,622.00

SUPERVISION OF PARKS & RECREATION

Southside Virginia Family YMCA	18-19 Local Support		10,000.00
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PUBLIC LIBRARY

Farmville-Prince Edward Community Library	18-19 Support		58,519.50
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PLANNING

VACORP	Workers compensation		916.00
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Donald B. Gilliam	Commission meeting	100.00	
	Mileage	21.80	121.80
Preston Hunt	Commission meeting	100.00	
	Mileage	21.80	121.80
Timothy Mark Jenkins	Commission meeting	100.00	
	Mileage	11.99	111.99
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.45	105.45
Clifford Jack Leatherwood	Commission meeting		100.00
Whitfield Paige	Commission meeting	100.00	
	Mileage	8.70	108.70
John W. Peery, Jr.	Commission meeting	100.00	
	Mileage	1.63	101.63
John C. Prengaman	Commission meeting	100.00	
	Mileage	5.45	105.45
Teresa Sandlin	Commission meeting	100.00	
	Mileage	6.54	106.54
Brett Von Cannon Watson	Commission meeting		100.00
Farmville Newsmedia	Advertising		122.90
US Cellular	Phone		106.68
Commonwealth Regional Council	18-19 Dues		19,000.00

ECONOMIC DEVELOPMENT

VACORP	Workers compensation		11.00
US Cellular	Phone		142.67
Kate Eggleston	Mileage		271.30

TOURISM

VACORP	Workers compensation		10.00
Dominion Energy Virginia	Electric service		508.99
Town of Farmville	Water & sewer		50.03
Business Card	UPS		38.22
CenturyLink	Phone		352.61

FLOOD & EROSION CONTROL

Hurt & Proffitt, Inc.	Stormwater plan review		600.00
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SOIL & WATER CONSERVATION DISTRICT

Piedmont Soil & Water Conservation District	18-19 Support		2,960.00
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COOPERATIVE EXTENSION OFFICE

CenturyLink	Phone		111.84
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GENERAL EXPENSE

Lumos Networks	Phone		3,014.69
Treasurer of Virginia	INS termination		4,025.32
Southern States - Amelia	Gas		19,718.77
Martin Monument Company, Inc.	WWI Monument		6,250.00

CAPITAL PROJECTS

Compro Computers	Keyboards / hard drive	532.55	
Hurt & Proffitt, Inc.	Inspection / grant administration	1,132.50	
Crabtree Rohrbaugh & Associates	STEPS Roof replacement	2,719.30	
	<u>DEBT SERVICE</u>		
Town of Farmville	Loan - principal	173,562.57	
	Loan - interest	28,199.74	201,762.31
	<u>FORFEITED DRUG ASSETS</u>		
Piedmont Regional Task Force	Dues		3,000.00
	<u>WATER FUND</u>		
Town of Farmville	Water		22.46
	<u>SEWER FUND</u>		
Dominion Energy Virginia	Sewer pump		47.24
	<u>COLLECTIONS</u>		
VACORP	Workers compensation	2,309.00	
	Motor vehicle insurance	547.00	2,856.00
East End Motor Company, Inc.	Tow DH shed	154.50	
	Inspection / lens	41.73	196.23
Lowe's	Entry latch	6.62	
	Screws / plywood / board	77.78	
	A/C & lamp / cord / bulb	271.46	
	Lumber	9.97	365.83
Southern States	Weed spray		159.60
Grainger	Relay		28.08
NAPA of Farmville	Towels / glass cleaner	7.18	
	Def	112.41	119.59
Republic Services #974	Trash collection		619.43
Emanuel Tire of Virginia	Tire recycling		3,370.50
STEPS, Inc.	Recycling fee		1,456.56
Synergy Recycling, LLC	Electronic recycling		2,815.25
Southside Electric Cooperative	DH site	51.74	
	Virso site	65.39	117.13
Dominion Energy Virginia	Rice site	25.28	
	Cell C pump station	63.55	
	Green Bay site	54.44	
	Leachate pump	330.11	
	Worsham site	65.23	
	Prospect site	79.39	
	Scalehouse	140.98	
	Landfill site	49.53	808.51
CenturyLink	Phone		309.67
US Cellular	Phone		248.16
Verizon	Phone		289.57
O. O. Stiff, Inc.	Monthly service		702.50
Prince Edward County Public Schools	Diesel		2,288.94
Taylor-Forbes Equipment Company	Oil / filters / clamp	56.62	

	Oil	7.56	64.18
	<u>LANDFILL OPERATIONS</u>		
VACORP	Workers compensation	2,951.00	
	Motor vehicle insurance	1,642.00	4,593.00
Resource International	Assessment monitoring	10,643.73	
	Miscellaneous work tasks	2,576.00	
	Storm water compliance	1,122.00	14,341.73
Bailey's Parts	Putty & silicone		81.75
Arc3 Gases	Oxygen	22.00	
	Helmet / gloves	101.89	123.89
Carter Machinery Company, Inc.	Element / gasket / filter	312.38	
	V-belt	21.56	
	Front-end loader	82,500.00	82,833.94
Cavalier Hose & Fittings	Pressure washer parts		101.05
Goodman Truck & Tractor	Truck repairs		1,673.19
Leachator Pumping Systems	Leachate pump		1,634.21
Lowe's	Pliers / gloves / bolt cutter		132.35
NAPA of Farmville	Coupling / adapters	56.56	
	Brake drums / water pump	1,946.26	
	Vacuum pump / towels	745.92	
	Fuel treatment	31.99	
	Grease	59.10	
	Oil	151.13	
	Brake fluid	24.99	
	Batteries	640.97	
	Manifold / adapter	82.25	3,739.17
Rod & Staff, LLC	Tires		521.00
	<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit		1,156.11
	<u>PIEDMONT COURT SERVICES</u>		
VACORP	Workers compensation		80.00
Redwood Toxicology Lab	Drug tests		89.51
Alere Toxicology Services, Inc.	Drug testing		77.92
Classified Marketplace	Advertising		76.77
Crewe-Burkeville Journal	Advertising		75.00
News & Record	Advertising		48.00
Dominion Energy Virginia	Electric service		596.55
CenturyLink	Fax line		74.40
Lumos Networks	Phone		315.16
Zachary Ayoub	Mileage	145.08	
	Newspapers	1.75	146.83
Renee T. Maxey	Mileage		117.45
Andy Mays	Mileage		109.00
Chris Riviere	Mileage		37.60
Rachel Stahlman	Mileage	277.95	
	Newspapers	1.88	279.83
Rebecca Staton	Mileage		60.39

PCS SUPERVISION FEES EXPENDITURES

SRP Corporation, LLC	Rent	2,750.00
Renee T. Maxey	Paint samples	25.71

In Re: Clerk of Circuit Court Request

Mr. Bartlett stated the following request, if approved by the Board, is contingent upon the outcome of the November 6<sup>th</sup> election for the Office of Clerk of Circuit Court. The timing of the election, the anticipated rescheduling of the November Board meeting to November 20, coupled with the County holiday schedule for Thanksgiving will provide only two- and one-half days for the County's entire payroll to be updated and then completed; thus, the reason for this request prior to the election.

Mr. Bartlett said that following the November election, adjustments will have to be made to the personnel compliment for the Clerk of Circuit Court. Due to timing issues and the fact that the interim clerk, Lynnette Coe, is running unopposed, he requested the Board make decisions involving salaries in the Clerk's office at the October Board meeting so that the County Administrator's Office will have adequate time to make the appropriate adjustments to payroll.

Mrs. Coe has already been in contact with the Comp Board and has received approval, contingent on the outcome of the election, for the Comp Board changes mentioned below. Because the proposed changes merely realign existing comp board funds, the changes can be approved at the technician level and are not subject to approval by the Compensation Board. Mrs. Coe had served as the Chief Deputy prior to being named the Interim Clerk. That position has remained open with the comp board funds for the position being used to hire temporary help. After the election the Chief Deputy position must be filled in order to continue receiving the funding from the Comp Board. Mrs. Coe plans on promoting from within with each existing employee, except one, being moved to a different position.

Mr. Bartlett reviewed the proposed adjustments and impacts. The total impact to the County when comparing County costs before Mrs. Eppes retirement to the County's cost after the election is a decrease in cost of \$29,398 when including all benefit costs and Comp Board reimbursements.

Supervisor Jones made a motion, seconded by Supervisor Townsend, to approve the request from the Interim Clerk of the Court to adjust personnel and salaries within the Clerk’s Office, contingent upon the November election, the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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In Re: Construction Appropriations

Mr. Bartlett stated the renovation project of the Courthouse has been a constantly shifting program that has expanded to include the STEPS CENTRE and an MOU with STEPS and a location for Social Services. The Board has approved four contracts associated with the renovation of the Courthouse and the renovation of the STEPS CENTRE. The first contract approved on November 21, 2017 in the amount of \$235,297 consisted of \$165,079 for A&E work for Courthouse renovations and \$70,200 for A&E work for the STEPS CENTRE. This was a revision to the original A&E contract with Crabtree, Rohrbaugh & Associates, Architects approved in July 2017. The second contract approved by the Board on December 12, 2017 in the amount of \$4,500 was for an infrared inspection of the STEPS CENTRE roof to determine the extent of moisture penetration. The third contract was approved by the Board on February 6, 2018 in the amount of \$32,750 for the A&E for the STEPS roofing project. The fourth contract was for the reroofing of the STEPS CENTRE originally approved on May 8, 2018 but inability to reach an agreement with the low bidder delayed the award of the contract until August 2018 in the amount of \$744,628.

Mr. Bartlett reviewed the budget amendments and adjustments to the FY18 and FY19 Budgets for the A&E and infrared inspection costs for the Courthouse and STEPS building.

<b>FY18 Budget Amendment</b>						
<b>Rev/Exp</b>	<b>Fund</b>	<b>Dept</b>	<b>Object</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
3 (Rev)	100	41050	0100	General Fund Balance		\$237,551
4 (Exp)	100	94000	0034	Courthouse Renovation A&E	\$207,505	
4 (Exp)	100	94000	0050	STEPS CENTRE A&E	\$ 30,046	

FY19 Budget Amendment						
Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	41050	0100	General Fund Balance		\$37,452
4 (Exp)	100	94000	0034	Courthouse Renovation A&E	\$33,016	
4 (Exp)	100	94000	0050	STEPS CENTRE A&E	\$ 4,436	

Mr. Bartlett said Section 15.2-2507 of the *Code of Virginia* requires a public hearing to be conducted prior to amending a budget by greater than one percent. The County's adopted FY19 budget is \$54,174,847. The roofing contract of \$744,628 exceeds the threshold and will require a public hearing prior to amending the budget to reflect that expenditure.

FY19 Budget Amendment						
Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	41050	0100	General Fund Balance		\$744,628
4 (Exp)	100	94000	0051	STEPS CENTRE Roofing	\$744,628	

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to approve the FY18 and FY19 Budget Amendments as presented and appropriate the same; the motion carried:

Aye: Pattie Cooper-Jones  
 J. David Emert  
 Robert M. Jones  
 Odessa H. Pride  
 Gene A. Southall  
 C. Robert Timmons, Jr.  
 Jerry R. Townsend  
 Jim R. Wilck

Nay: None

Supervisor Wilck made a motion, seconded by Supervisor Emert, to authorize advertising for a public hearing on the FY19 Budget Amendment as presented to be held at the November board meeting; the motion carried:

Aye: Pattie Cooper-Jones  
 J. David Emert  
 Robert M. Jones  
 Odessa H. Pride  
 Gene A. Southall  
 C. Robert Timmons, Jr.  
 Jerry R. Townsend  
 Jim R. Wilck

Nay: None



In Re: Highway Matters

Supervisor Jones said the mowing along secondary roads has been very poor, and must be addressed and taken care of. Supervisor Pride agreed; Supervisor Timmons said he requested a status update on the mowing schedule and was told VDOT would start in Pamplin area and move across to the other end of the county. Discussion followed.

Supervisor Jones said VDOT quickly repaired the washed-out areas after the flooding. He said any road with a bridge must be inspected before the road is reopened.

Supervisor Pride stated nothing has been done on County Line Road. Discussion followed.

Supervisor Emert said he is still waiting for information on Sulphur Springs Road. Sarah Elam Puckett, Assistant County Administrator, said guardrails will not be installed on Sulphur Springs Road.

In Re: Public Hearing – Special Use Permit – Par 5 Development Group, LLC

Chairman Cooper-Jones announced that this was the date and time scheduled for a public hearing on a request by Par 5 Development Group, LLC for a Special Use Permit to operate a Retail Sales Establishment and have illuminated signage located on Tax Map Parcel 019-A-68E. This is an Agricultural Conservation District. Notice of this hearing was advertised according to law in the Wednesday, September 26, 2018, and Wednesday, October 3, 2018 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated the County has received a special use permit application from Par 5 Development Group, LLC to permit the construction of a retail establishment along with illuminated signage located at the northwest corner of the intersection of Prince Edward Highway (US 460) and Harris Creek Road, located on Tax Map Parcel 019-A-68E, owned by Steven and Susan Bower.

The proposed Dollar General store will be approximately 9,100 square feet, provide 38 parking spaces and have illuminated signage. This is an allowed use in the A1, Agricultural Conservation District by Special Use Permit. The store will operate between the hours of 8:00 a.m. and 10:00 p.m., Monday through Sunday, receive one delivery by tractor trailer once a week during normal operation hours, and utilize “Night Friendly” LED lighting. The developer is working with VDOT staff to address traffic controls, safety concerns and necessary road improvements.

The Planning Commission conducted a Public Hearing on September 18, 2018. One person spoke in opposition to the request.

The applicant provided the following information regarding the concerns:

- The sales model for Dollar General is convenience, with a goal of stores every two to five miles.
- Extensive site market research team looks at areas to make sure the store will provide what the community needs.
- Dollar General Market Research has proven that the stores can stand alone; it will not take away from adjacent convenience stores. Dollar General will provide goods currently not available at local convenience stores.
- The site will be developed in a manner that 60% of stormwater will be treated onsite and that they will purchase 40% in nutrient credits allowed by the code.
- The store will use approximately 200 gallons of water a day, which is far less than the usage of a household or adjoining livestock.
- The lighting will be Night Sky friendly LED and will face downward.
- The site will comply with all landscape regulations.
- Dollar General offers rapid advancement career opportunities and people may transfer to the distribution center in Danville where pay is higher.
- Dollar General assists the local population by providing scholarships for students within a ten-mile radius for both college and technical schools.

The Planning Commission recommended forwarding the matter to the Board of Supervisors for approval with the following conditions:

- Landscape buffer consisting of Leland Cyprus trees along the side and rear of the property lines
- Monument sign internally illuminated with no changeable copy
- Brick veneer front with wainscoting trim (similar to the Rice store location)
- VDOT approval
- Final Site Plan approval from County Staff
- Approved Erosion & Sediment Control/Stormwater plan

Mr. Bartlett said several people have indicated they would like a store at that location, especially at night and during inclement weather. He said the conditions recommended are more than what is required by the Zoning Ordinance.

Chairman Cooper-Jones opened the public hearing.

Zach Ivey, Par 5 Development Group and Project Manager, introduced himself and said they also build in Virginia, North Carolina, South Carolina and Georgia. In addition to Dollar General stores, they build pet resorts, restaurants, and other commercial retail establishments. He said he and Matt Hastings, an Engineer with Summit Engineering, are available for questions.

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

Supervisor Wilck made a motion, seconded by Supervisor Timmons, to approve the Special Use Permit application from Par 5 Development Group, LLC to permit the construction of a retail establishment along with illuminated signage located at the northwest corner of the intersection of Prince Edward Highway (US 460) and Harris Creek Road, located on Tax Map Parcel 019-A-68E with the conditions recommended by the Planning Commission; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	J. David Emert		
	Robert M. Jones		
	Odessa H. Pride		
	Gene A. Southall		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

In Re: Virginia's Growth Alliance Update

Mr. Bartlett introduced Jeff Reed, Executive Director of Virginia's Growth Alliance. Mr. Reed provided an update on the work of the organization, including programs, funding opportunities and prospects for the County.

Mr. Reed stated the VGA assists the County's Economic Development and markets the region as a whole. He said they recently completed the certification process to start the Workforce Certification Program. He said Prince Edward County is participating in that program through a grant that was received; he said there is difficulty in articulating the Workforce and its availability to prospects. He said there are no benchmarks or criteria, and this program provides the baseline on how large the workforce is and the capabilities of the workforce. Mr. Reed said the testing can begin as early as high school and includes the incumbent workforce. He said a National Certification can be obtained and this certification is transportable to any state in the nation. This is being done in all localities in VGA, as well as partnering with five counties within the Southern Virginia Regional Alliance. He said when site selection consultants are out benchmarking community against community, one of the things they look for is that national certification.

Mr. Reed said they are also working with the Center for Innovation & Technology (CIT); he said this region is the first in the state to be approved to do a broadband assessment. He said the Tobacco Commission grants for rural broadband turned into loans and after pushback from communities, they are now going to offer more grant opportunities, coming in May 2019. One of the fundamentals is understanding the

fundamentals of where the area is on the broadband hierarchy and needs. He explained several other projects and initiatives, such as internet, web sites and GIS services.

Mr. Reed presented a synopsis of what is spent in Prince Edward County. Mr. Reed stated they have spent just over \$48,000 in Prince Edward County over the last five years. He said they have contracted with Timmons to have access to natural gas, and with the Atlantic Coast Pipeline, they inquired how to build upon that investment. He said the contract will review 204 miles of pipeline in the VGA region; they will identify sites of 100 acres or more that have the potential for industrial development. There are 12-14 in Prince Edward County that met the criteria that they sought with a cost savings of \$30,000. He said a regional contract for retail strategies was done to assist with retail recruitment for the region; two properties are currently being developed or are being purchased to be developed, and three are being evaluated. He said to do that on its own, would have cost the County \$60,000-\$70,000.

Supervisor Wilck said that over the last five years, the County has spent approximately \$108,000 and hasn't got any companies. He said Prince Edward County isn't like other counties, with no rail or north-south four-lane roads, or power capabilities; he said he is impressed with what Longwood has to offer regarding cybersecurity. He said Prince Edward County pays more because of population, and said he would rather put the money into working with the Town, Longwood University and Hampden-Sydney and promoting the local hotspots.

Mr. Reed said Prince Edward County has a great deal to offer, and is right for certain industrial opportunities. He said Route 460 is an excellent route and rail is not critical for every project; natural gas is more important. Mr. Reed stated two retail projects are ongoing currently that would not have occurred without being involved with VGA; three additional sites are being evaluated. Prince Edward County has been able to respond to over 40 RFPs and RFIs and has been a finalist for three of those. Prince Edward County won one and is still competing for another.

Supervisor Timmons asked that the information regarding the benefits be put on a spreadsheet for review. He said the County has heard nothing from the VGA in a long time and needs to know what is happening on the County's behalf. He also asked for a summary of benefits and stated the Board needs to look at whether the County will continue with VGA.

Mr. Reed said he will provide the information, and said to be a finalist for three projects is good and the Board should be proud of the staff for getting that result.

Supervisor Pride asked if VGA is working with GO Virginia. Mr. Reed said the VGA is part of that with the Southern Virginia Regional Alliance; it is one of the geographically larger regions with the smallest population, which means it gets the smallest allotment of funding per capita. He said the VGA just received \$750,000 from the Tobacco Commission to assist in marketing throughout the tobacco footprint; Prince Edward County is one of 21 counties.

In Re: Local Emergency Management Planning Grant

Mr. Bartlett said the County has received notification of the upcoming Local Emergency Management Program Grant (LEMPG). This is a small, annual grant in the amount of \$9,436 through the Virginia Department of Emergency Management. The grant requires a dollar for dollar match which the County matches in-kind. The majority of the grant funds are used to supplement the salary of the County Emergency Management Coordinator to compensate the office holder for the 24-hour/7-day on-call duty status, additional work requirements, and the ongoing educational requirements, and about \$750 is used for equipment/training needs of the Coordinator.

These funds have already been budgeted in the FY19 County Budget.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to authorize the County Administrator to submit all necessary documentation to VDEM to receive the grant funds and approve the attached resolution authorizing the Chair, Vice-Chair, County Administrator and Assistant County Administrator to execute grant documents on behalf of the County; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Robert M. Jones	
	Odessa H. Pride	
	Gene A. Southall	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

**GOVERNING BODY RESOLUTION**  
**County of Prince Edward, Virginia**

BE IT RESOLVED, by the Board of Supervisors of the County of Prince Edward, that

*Pattie Cooper-Jones, Chair, or James R. Wilck, Vice-Chair,*

*W. W. Bartlett, County Administrator, or*

*Sarah Elam Puckett, Assistant County Administrator*

are hereby authorized to execute for and on behalf of the County of Prince Edward, Virginia (named applicant), a public entity established under the laws of the Commonwealth of Virginia, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and sub-granted through the Commonwealth of Virginia.

In Re: County Administrator's Report – Voting Credentials for VACo Annual Meeting

Mr. Bartlett said the Board will wish to designate its voting delegate and alternate for the VACo Annual Business Meeting.

Chairman Cooper-Jones made a motion, seconded by Supervisor Wilck, to appoint Supervisor Townsend as Voting Delegate and Supervisor Pride as Alternate; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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In Re: County Administrator's Report: November Board Meeting Date

Mr. Bartlett said the November Board meeting is scheduled for Tuesday, November 13, 2018, which conflicts with the VACo annual meeting. The Board will wish to consider changing the date of the November Board meeting; the Chair has recommended Tuesday, November 20, 2018.

After some discussion, Supervisor Jones made a motion, seconded by Supervisor Emert, to hold the November Board meeting on Thursday, November 8, 2018; the motion carried:

Aye: Pattie Cooper-Jones  
J. David Emert  
Robert M. Jones  
Odessa H. Pride  
Gene A. Southall  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Nay: None

In Re: County Administrator's Report: Citizen Alerting System

Mr. Bartlett said the Town of Farmville has invited the County to participate in a public safety citizen alerting system contract with them with Everbridge. This enables the Town and County to work together and coordinate citizen alerts and gives each jurisdiction full access and use of the program. The capabilities of the system include: National Weather Service severe weather warnings, GIS targeting, flexible group management, multiple options for contact data management, with voice recording, text to speech conversion, text formatting, and SMS. This program could be used for public safety incidents to include: severe weather (tornado, flash flooding), evacuations, shelter in place, missing persons/search and non-emergency communications. The total cost of the system is \$6,480/year. Everbridge is on state contract.

Mr. Bartlett said the total cost would be \$6,480; Prince Edward County's cost would be \$4,202 based on population taken from census data, with the Town paying the balance of \$2,238.

Mr. Bartlett said he looked at the first three months of tax revenues and currently there is \$240,000 more than budgeted; he said that will cover the increased cost in the Sheriff's Office for increased security positions but there is enough for this also. Discussion followed.

Supervisor Jones made a motion, seconded by Supervisor Emert, to approve participation with the Town of Farmville in a public safety citizen alerting system contract with Everbridge, at a cost of \$4,202 per year; the motion carried:

Aye: Pattie Cooper-Jones  
J. David Emert  
Robert M. Jones  
Odessa H. Pride  
Gene A. Southall  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Nay: None

In Re: County Administrator's Report: WWI Monument Dedication Ceremony

Mr. Bartlett said Fuqua School has kindly invited the County to participate with them in a Veteran's Day Ceremony. The Fuqua School program will be held at Crute Stage in downtown Farmville at 11:00 a.m. on Monday, November 12, 2018. At the conclusion of their approximately 50-minute program, the audience will be invited to join the County on the Courthouse Lawn for the dedication of the County WWI Monument. This program is anticipated to span about 20 minutes, which will include brief remarks by a Board member, followed by the unveiling of the monument and then a benediction. The arrival of the monument and name plaque for the event has been confirmed. County staff is in the process of finalizing the coordination and details with Fuqua School. The Board will wish to select a member to speak on behalf of the Board.

Supervisor Wilck volunteered to make remarks on behalf of the Board; Supervisor Timmons offered to be backup.

Mr. Bartlett said Fuqua band will lead everyone to the Courthouse lawn; the Board member will speak, someone from the American Legion will speak, and then the unveiling will occur. Discussion followed.

In Re: County Administrator's Report: Structure of Planning Commission Membership

Mr. Bartlett said members of the Board have indicated an interest in possibly restructuring the County Planning Commission so there is representation from each County voting district. Currently the members are selected at large with general consideration for geography; however, Farmville District #801 and Hampden District #401 do not have a citizen on the Planning Commission. The Planning Commission comprises 10 members (nine citizens/one Board member). The allocation of the nine citizen members is six "County representatives" and three "Town representatives." The Board adopted a Resolution on April 11, 2006 changing the structure of the Planning Commission to require three of the nine citizen members to be residents of the Town of Farmville.

Following discussion, the Board concurred to have staff work on a plan for transition to a membership based on districts.



In Re: Closed Session

Supervisor Wilck made a motion, seconded by Supervisor Emert, that the Board convene in Closed Session for consideration of the disposition of real property, where discussion in an open meeting could adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; and for the discussion of a business prospect, where no previous public announcement has been made, pursuant to the exemption provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*; and for discussion of a public contract for legal services and discussion of the terms and scope of said contract, where discussion in an open session would adversely affect the bargaining position of the public body, pursuant to the exemptions provided for in Section 2.2-3711(A)(29) of the *Code of Virginia*; the motion carried:

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

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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On motion of Supervisor Emert and seconded by Supervisor Wilck, and carried by the following roll call vote:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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the following Certification of Closed Meeting was adopted in accordance with the Virginia Freedom of Information Act:

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

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

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

Supervisor Timmons advised the County Attorney of several items she needed to be fully apprised about.

Supervisor Timmons said the low bidder for the roofing repair rejected the contract and has been put on notice; the insurance company is taking care of that issue. He said Mr. Bartlett will follow up on that.

Supervisor Timmons then said that, for a few years, work has been ongoing on The Manor issue. In order to get VDOT to take the road and get access, the cost has been shared with Hampden-Sydney on an engineering study. The roads do comply with the state codes to accept the roads into VDOT's system but that is not finalized. Mr. Bartlett has the contact with Hampden-Sydney.

Supervisor Timmons added that the County Codes need updated.

Supervisor Emert said there are trespassing issues regarding cattle being on someone else's property; he said the ordinance needs to be amended to allow the owner permission to go get the cattle from a property. Discussion followed.

Supervisor Townsend requested the Properties Committee convene to discuss the maintenance of the landfill and convenience sites; the meeting will be held Tuesday, October 16, 2018 at 5:30 p.m. in the County Administrator's Office.

Mrs. Puckett said the Properties Committee will also meet Thursday, October 11, 2018 at 9:00 a.m. at the STEPS building.

In Re: Animal Warden's Report

Mr. Adam Mumma, Animal Control Officer, submitted a report for the month of September 2018, 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 2018, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery – Home Canning

Ms. Pattie Gulick, Cannery Manager, submitted reports for August 2018 and September 2018, which were reviewed and ordered to be filed with the Board papers.

In Re: Cannery – Commercial Operations

Ms. Allie Hill, Virginia Food Works, submitted a report for September 2018, which were 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 August 2018, which was reviewed and ordered to be filed with the Board papers.

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

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Robert M. Jones	
	Odessa H. Pride	
	Gene A. Southall	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

the meeting was recessed at 9:36 p.m. until Wednesday, October 24, 2018 at 8:00 a.m. for the Strategic Planning Meeting, at Crawley Forum, Hampden Sydney College.