

December 12, 2017

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 12<sup>th</sup> day of December, 2017; at 7:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; and James Ennis, County Attorney.

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

In Re: Conflict of Interest Disclosure

(None)

In Re: Public Participation

**Cornell Walker**, Prospect District, expressed his concern for the noise level at the asphalt plant. He said noise level readings were taken on October 13 [2017] and he wishes to know what the readings were. He said the noise level was greatly reduced on October 13, but was at normal levels on October 12 and 14, and has been at the higher noise level ever since. Mr. Walker added that the natural vegetation buffer is not surrounding the plant and asked if the asphalt plant is out of compliance as set forth in the Special Use Permit.

Supervisor Timmons stated County staff did check and noticed more buffer was cleared than should have been.

Mr. Bartlett stated the noise level was measured on October 13 at the Dry Bridge and Tuggle Roads intersection; the noise was at the 60-decibel range. He said that is equal to normal conversation range, and when he spoke during the measurement, the reading increased. He said the plant is well within compliance but he can go to the plant again for more readings.

Supervisor Timmons asked Mr. Walker to contact Mr. Bartlett when the noise level is higher than normal and someone can go out to get a reading then.

Mr. Bartlett stated construction at Luck Stone was being done during that time period and could have contributed to noise levels. The Special Use Permit outlines they are to have a natural buffer and one area was cleared more than it should have been. Mr. Bartlett said the asphalt plant will plant more Leyland Cypress but they have to find out the best time to plant them. Action was taken on both issues by County Staff.

**Lloyd Seely**, Buffalo District, stated he sent registered letters to all Board members and to Mr. Bartlett requesting that they act to investigate the \$53,940 of public funds that are missing. He stated while Supervisor Pride contacted him, no one responded about the missing money in writing to his letter.

Supervisor Wilck stated there was no telephone number included in his letter. Mr. Seely said he does not have a land-line telephone.

Mr. Bartlett stated he has been researching the matter and will provide a response. He said there is no missing money; the amount in question was a line of credit. There has been no theft of any money, no embezzling or loss of funds.

Supervisor Timmons said he asked Mr. Bartlett to meet with Mr. Ennis regarding this issue; he said he met with Mr. Witschey twice to discuss this issue. Mr. Bartlett and Mr. Ennis are conducting research regarding the line of credit, and how the letter of credit expired and how the contractor went bankrupt. He said Mr. Bartlett will send the whole history to Mr. Seely and Mr. Witschey.

Supervisor Pride stated she did respond and met with Mr. Bartlett; she asked for a copy of the information sent to Mr. Seely and Mr. Witschey.

Supervisor Gray, Supervisor Cooper-Jones, and Supervisor Simpson stated they contacted Mr. Bartlett and have full confidence that Mr. Bartlett is handling the issue.

Supervisor Timmons added his own initial research two years ago found that there was no money missing; it was a part of the line of credit which expired, and said the entire history of the situation will be written out.

**Walter Witschey**, Buffalo District, stated that he has had conversations with Mr. Bartlett and Supervisor Timmons and he understands the difficulty paving Hampden Lane. The letter of credit was posted in Benchmark Bank in favor of County in order to assure that the road would be paved. Benchmark Bank notified the County well before the expiration of the letter of credit which would have provided \$53,940 to the County to go toward the road had the County taken the step of taking the credit. He said the County would have been better off in terms of paving the road. He asked what happened to the money and who received the benefit of the \$53,940 from it not being withdrawn from Benchmark Bank.

Mr. Bartlett said the County has no record that the Bank informed the County of the expiration date of the line of credit. He requested to view it if Mr. Witschey has a letter of notification. Mr. Bartlett said the expiration of the line of credit would either have benefitted the bank or developer. The bank puts up the line of credit and they have a guarantee against the developer, and they would have benefitted from the line of credit not being drawn. He said the developer went bankrupt. Mr. Bartlett said the road in question was not all the way from Five Forks to the subdivision; that was never the agreement. It was from about half-way. For several hundred feet, the road from Five Forks is an easement. VDOT will never accept a road that is just an easement. It has to be dedicated. The \$140,000 only was enough money to pave from the end of the easement through the subdivision. Mr. Bartlett added it was never meant to be paved all the way to Five Forks Road. He said he isn't sure what the developer told the buyers of the lots.

Chairman Jones said when the County Administrator and County Attorney get all of the facts together, they will be in touch to meet for discussion on this matter.

**Michael & Nadine Manzella**, Leigh District, stated there has been an ongoing issue with a neighbor's barking dogs. Mr. Manzella said they have pleaded with the neighbors; he said the neighbors used a bark collar for a bit but discontinued its use, and the non-stop barking has been affecting their sleep. He added a neighbor living on Meherrin Road can hear the barking also. They have installed a 256-foot privacy fence, and tried to use ultrasonic barking monitors, but the neighbors confiscated one and then put up a metal wall to block the other monitor. The Manzellas requested reinstatement of the noise ordinance.

He said they have been in touch with Animal Control and the Administrator's Office regarding the noise and the neighbor's dogs running on the Manzella's property.

Mrs. Sarah Elam Puckett, Assistant Administrator, said that in June 2008, after a neighborhood dispute on Green Bay Road, the Board formed a Noise Ordinance Committee to study the animal portion of the noise ordinance. It was removed from the ordinance since it was determined to be unenforceable.

Mr. Jim Ennis, County Attorney, stated the ordinances were written in terms of what a reasonable person would consider to be detrimental to peace and quiet, or health. He cited a case in Virginia Beach regarding a night club; Virginia Beach's ordinance has two standards. One was from across the street, and the other was based entirely on subjective judgement of the officer dispatched to the complaint as to whether the music was too loud. The city litigated with the nightclub owner and the Supreme Court found that it was unconstitutionally vague to be enforced. Subsequently, localities have gone to specific noises during specific times of the day that are deemed to be disturbing; some have gone to using a certain decibel level from a predetermined point, such as a boundary line of a property or specific number of feet where the decibel level exceeds that [limit] stated in the ordinance. Localities do not generally favor using the instruments to measure the decibels because of the expense of the instruments and having them calibrated, which must occur on a fairly regular basis to be deemed to be accurate. He said most localities use the specific sounds, with certain exceptions such as religious activities, church bells, high school athletic events that involve marching bands or take place at night. Prince Edward County's ordinance also exempts agricultural activity because of the number of farms. There was a feeling of the Board at the time that cows moo and dogs bark, and they didn't want to distinguish between those particular animal noises; the question of animal noises was removed from the ordinance.

Mrs. Puckett said the Sheriff's Department does not own the decibel meters. She said a Sheriff's deputy would have to be the person to respond to the call since Animal Control Officers are not sworn officers of the Sheriff's office.

Supervisor Timmons questioned the term "reasonable person" and specific noises and times. Mr. Ennis stated the Supreme Court drew a distinction and when they struck down the Virginia Beach ordinance, the language of a "reasonable person" was found to be too vague and too subjective. The Virginia Beach ordinance at the time listed specific noises that were deemed to be per se violations; the rationale of the Court

was that they were not willing to sever those two standards and they struck the whole ordinance down, but based on their interpretation that it was unconstitutionally vague because of the “reasonable person” standard. Rather than go in and sever the language and rule that the second portion of the ordinance was not unconstitutionally vague, they simply chose to strike the whole ordinance down.

Supervisor Timmons stated it is reasonable to require the owners of these dogs to keep them quiet at night. He said there should be something on our books for cases such as these. Discussion followed.

Mr. Ennis said he will contact other County Attorneys that are members of the Local Government Attorneys Association for rural counties similar to ours to see what they have in their ordinance that addresses the issues, specifically a barking dog or animals in general, to see if any of them have litigated their ordinance and that it has passed constitutional muster. Mr. Ennis said the current ordinance states there must be two complaints from two separate households about the same noise, as well as a warning from Animal Control or Law Enforcement; this is to avoid neighbors that just don’t get along and want to file complaints.

Mr. Bartlett said that Mr. Ennis will research other localities and suggested the use of a petition.

Major David Wilmoth asked the Manzellas to call and they will send someone out. Discussion followed.

In Re: Board of Supervisors Comments

Supervisor Gray stated:

*Mr. Chair, and Madame Vice-Chair, as this is my last month in the seat, I must say that there are moments in life that we are granted the honor and the privilege to serve on higher levels of office and service. And I believe that is the will of the Lord. This for me has been one of those wonderful moments of serving, and because of that, tonight, I thank the Prospect District, Prince Edward County for allowing me this distinction and privilege. To this entire Board, and to Wade and his entire staff, I appreciate the opportunity to have worked with each and every one of you, collectively and individual cases. May God grant you and our County prosperity and continued progress. May my predecessor, Mr. Emert, be blessed and may he continue to represent well the Prospect District and the County that we serve and we love. Finally, may the Lord bless each and every one of you, may you continue to be diligent, may you continue to be focused, may you continue to be committed to the progress and the prosperity of our great and wonderful County, Prince Edward County. Thank you and may you all have a Merry Christmas and enjoy the season of giving.*

Chairman Jones presented a plaque to Supervisor Gray, commemorating his service on the Board of Supervisors, representing District 601 – Prospect, from July 17, 2014 through December 31, 2017.

Chairman Jones said, “Calvin, those are mighty kind words and it’s been an honor to work with you over the past three and a half years. I learned a lot from you and your guidance, and the Board wants to give you this plaque that you can display with pride, and thanks a whole lot.”

Supervisor Pride welcomed all in attendance; she thanked Supervisor Gray for his guidance, support, and professionalism during her past two years on the Board. She asked him to come to the meetings as he has much to offer. She wished everyone a Merry Christmas.

Supervisor Timmons said there have been some tough issues come before the Board and the Board will work to find a resolution to these issues. He wished all a Merry Christmas, and said he appreciates the time Supervisor Gray has been on the Board.

Chairman Jones said the year has gone by fast; when the County went to rotating the Chairmanship, he was reluctant because he wasn’t sure if he’d have time to fulfill his duties properly. He said it has been very easy to do because of the Board that surrounds him and their support, and the support of the committees that we’ve had. Chairman Jones said the committees have really worked hard on the issues at the Courthouse, moving Social Services to the STEPS building, the Properties Committee has worked hard and made his job easy. He thanked the Board for all that it has done and he is sure that the Board will support Ms. Cooper-Jones just as well as they did for him. He said it has been an honor to be Chairman.

Supervisor Cooper-Jones welcomed all and said it has been a great year under the direction of Chairman Jones. She said he has handled the meetings very well and has given everybody his undivided attention and answered questions. She thanked Supervisor Gray for his service on the Board and in the committees, and said that people don’t realize being on the Board is a job. She wished everyone a Merry Christmas and Happy New Year.

Supervisor Townsend wished everyone Happy Holidays. He said Chairman Jones did an outstanding job as chairman, and thanked Supervisor Gray for his dedication to the cause and always wanted what is best for the citizens. He said the Board cannot do it alone; it takes others. Supervisor Townsend then thanked Supervisor Gray and asked that he continue to attend.

Supervisor Wilck advised the Board and citizens about a telephone scam stating to be the IRS. He said for everyone to be careful.

Supervisor Simpson thanked all for attending; he thanked Supervisor Gray for all he has done and serving on the committees. Supervisor Simpson then thanked Chairman Jones and recognized Supervisor Cooper-Jones, stating that as she is going into the chairman’s position next year, he knows she will do a good job. He said the Board members need to stick together and work together to help the Chairman get things done. Supervisor Simpson wished everyone a Merry Christmas and a Happy New Year.

Chairman Jones then congratulated Supervisor Pride on completing the Supervisor Training Program; he said it takes a lot of time and effort, and the Board appreciates her doing it.

In Re: Consent Agenda

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

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
------	---	-----------

the Board accepted the Treasurer’s Report for October 2017; the minutes of the meetings held November 16, 2017 and November 21, 2017; Accounts and Claims and Board Mileage Sheets; Salaries; and Dance Hall Permit Applications for New Fevers Restaurant & Lounge, and The Fishin’ Pig.

**Prince Edward Treasurer's Report - October 2017**

<b>Name of Bank</b>	<b>Bank Balance</b>	<b>Available Balance</b>
Benchmark Pooled Fund Account	5,743,652.21	5,743,652.21
Wells Fargo Social Services	241,278.04	241,278.04
Benchmark School Fund	424,422.49	424,422.49
Benchmark Food Service	236,394.72	236,394.72
<b>TOTAL</b>		<b>6,645,747.46</b>

**Certificates of Deposit**

Benchmark	361,158.10
Citizens Bank Recreation	16,518.43
Farmers Bank	437,383.74
TOTAL	<u>815,060.27</u>
GRAND TOTAL	<u><u>7,460,807.73</u></u>

**BOARD OF SUPERVISORS**

Howard F. Simpson	Mileage	291.04
Jerry R. Townsend	Mileage	294.25
Business Card	Water / soft drinks	20.85
Verizon Wireless	iPad monthly service	465.54

**COUNTY ADMINISTRATOR**

US Cellular	Phone	138.48
Sarah E. Puckett	Mileage	307.09
	Meals	42.95
	Batteries	44.82
		87.77
C W Warthen	Board minutes books	828.50
Diamond Springs Water, Inc.	Water & equipment rental	22.93
	Equipment rental	8.95
		31.88
Farmville Printing	Landfill tickets	158.00
Walmart Community / SYNCB	Halloween candy	196.08
Matthew Bender & Company, Inc.	Code V11 11/17 Supp	22.94

**LEGAL SERVICES**

Business Card	Casefinder subscription	589.00
---------------	-------------------------	--------

**COMMISSIONER OF REVENUE**

Key Office Supply	Copier service contract	585.00
	Add rolls / whiteout	26.95
		611.95
Chocklett Press	Postage	245.00
	Envelopes	254.00
		499.00
Treasurer of Virginia	Online service	81.59
Commissioner of Revenue Association	Dues	25.00
VALTA	Membership dues	10.00

**TREASURER**

H. Becker	2 Year Lease-CK Signtr	589.50
BMS Direct	Postage - Property	2,112.73
	Postage - Real estate	2,537.49
		4,650.22
Business Card	UPS	6.25
Neofunds by Neopost	Postage for machine	688.95
Benchmark Community Bank	Payflow / PayPal	1.20
Treasurer of Virginia	Online service	81.59



Key Office Supply	Copy paper	75.98	
	Blue bar paper	335.94	
	Ink cartridges	412.96	824.88
Rocky Top Locksmith	Serv safe / terror drawers		65.00
STEPS, Inc.	Shredding service		35.00
Wells Fargo Banks	Analysis charge		71.65

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Monthly contract	3,900.00	
	Travel expense	500.00	4,400.00
ComputerPlus Sales & Service	Printer service contract		79.00
Thomas Brothers Software	Maintenance support		163.00

ELECTORAL BOARD AND OFFICIALS

Gwendolyn Akers-Booker	Salary	1,068.75	
	Mileage	52.43	1,121.18
Samuel A. Martin, Jr.	Salary		534.66
Gordon V. Smith	Salary	534.66	
	Mileage	34.77	569.43
Beverly Abdus-Sabur	Official	90.00	
	Training	50.00	140.00
Gail Acampora	Official	90.00	
	Training	50.00	140.00
Patricia Adams	Official	90.00	
	Training	50.00	140.00
Edward L. Bailey	Official	100.00	
	Training	50.00	150.00
Barbara Barnes	Official	100.00	
	Training	50.00	150.00
Robert L. Barnes	Official	90.00	
	Training	50.00	140.00
Betty Baskin	Official	90.00	
	Training	50.00	140.00
Mary L. Baylis	Official	100.00	
	Training	50.00	150.00
Robert D. Bradshaw	Official	90.00	
	Training	50.00	140.00
Patricia A. Brandt	Official	90.00	
	Training	50.00	140.00
Wendell Brown	Official	90.00	
	Training	50.00	140.00
Elizabeth Calhoun	Training		25.00
Dorothy Coles-Barksdale	Training		50.00
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	
	Training	50.00	140.00
Rachael E. Dove	Official	90.00	

	Training	50.00	140.00
Sarah Edmondson	Official	100.00	
	Training	50.00	150.00
Richard W. Erickson	Official	90.00	
	Training	50.00	140.00
Vincent Eanes	Official	90.00	
	Training	25.00	115.00
Dean Farmer	Set up polls		50.00
Nancy D. Fawcett	Official	115.00	
	Training	50.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	200.00
Maria Fernandez	Training		25.00
Moses Ford	Official	90.00	
	Training	25.00	115.00
Jean G. Fowlkes	Official	90.00	
	Training	50.00	140.00
Sheila D. Gibbs	Official	90.00	
	Training	50.00	140.00
Mary Jane Ghee	Training		50.00
Yolanda Gladden	Official	115.00	
	Training	50.00	
	Phone	10.00	
	Mileage	5.00	180.00
Jennifer J. Halladay	Official	90.00	
	Training	25.00	115.00
Frances Hicks	Official	90.00	
	Training	50.00	140.00
Fred Hill	Official	90.00	
	Training	50.00	140.00
Jane Newman Hines	Official	90.00	
	Training	50.00	140.00
Esther W. Hollingsworth	Official	115.00	
	Training	50.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	200.00
Frances D. Jasper	Official	115.00	
	Training	50.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	210.00
Syni Johnson	Official	90.00	
	Training	50.00	140.00
Barbara Jones	Official	90.00	
	Training	50.00	140.00
Donald B. Kellum, Jr.	Official	90.00	
	Training	50.00	140.00
Peggy Kelsey	Training		25.00

Cindy H. Koether	Official	115.00	
	Training	50.00	
	Phone	10.00	
	Ballots	10.00	
	Mileage	5.00	190.00
James Junior Lee	Official	90.00	
	Training	50.00	140.00
Jean W. Lee	Official	115.00	
	Training	50.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	210.00
Ida M. Marcellin	Official	90.00	
	Training	25.00	115.00
April McBride	Official	100.00	
	Training	50.00	150.00
Lora McElhenie	Official	115.00	
	Training	50.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	210.00
Linda Medlin	Official	90.00	
	Training	25.00	115.00
Alice A. Miller	Official	90.00	
	Training	50.00	140.00
Rita O. Moseley	Training		25.00
Brenda Nash	Official	90.00	
	Training	50.00	140.00
Lee J. Owens	Official	90.00	
	Training	25.00	115.00
Paige Whitfield	Tech support	150.00	
	Training	125.00	275.00
Patsy Pelland	Official	90.00	
	Training	25.00	115.00
Nancy Phaup	Official	100.00	
	Training	25.00	125.00
Rebecca L. Randolph	Official	100.00	
	Training	50.00	150.00
Rosalie B. Robertson	Official	100.00	
	Training	50.00	150.00
Bertha E. Shepperson	Official	90.00	
	Training	50.00	140.00
James Somers	Official	90.00	
	Training	50.00	140.00
Donna Simpson	Official	90.00	
	Training	25.00	115.00
Claudia Somers	Official	115.00	
	Training	50.00	
	Phone	10.00	
	Ballots	20.00	

	Mileage	10.00	205.00
Scott Simms	Official	115.00	
	Training	50.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	210.00
Lynn Skakum	Official	100.00	
	Training	50.00	
	Ballots	10.00	160.00
Joy C. Speakes	Official	90.00	
	Training	50.00	140.00
Margaret Stockton	Official	100.00	
	Training	50.00	150.00
Patricia Lynn Sturgis	Official	90.00	
	Training	50.00	140.00
Shirley L. Taylor	Official	90.00	
	Training	25.00	115.00
Linda Timmons	Training		25.00
Crystal Glenn Townsend	Official	115.00	
	Training	50.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	10.00	205.00
Joyce Mylum Trent	Official	90.00	
	Training	50.00	140.00
Virginia J. Watson	Official	90.00	
	Training	25.00	115.00
Kasie R. Wright	Official	100.00	
	Training	50.00	150.00
Lucie Zehner	Official	115.00	
	Training	50.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	210.00
Printelect	Express vote stock	9.00	
	Ballots	2,373.32	
	Paper rolls	38.50	
	Shipping & handling	15.26	2,436.08
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
Key Office Supply	Envelopes / paper / labels	91.43	
	Folders / supplies	26.76	
	Surge protector / clipboard	50.33	
	Magnify sheet / pens	203.60	

Color ink cartridge	45.99	
Sheet protectors	24.75	442.86

REGISTRAR

Whitfield Paige	Mileage	9.63	
Lynette Wright	Mileage	52.43	
Tina Aubin	Election folders	6.30	
Farmville Printing	Binding poll books	70.00	
Printelect	Privacy screens	1,135.54	
	Cage keys	35.69	1,171.23

GENERAL DISTRICT COURT

US Cellular	Phone		24.21
-------------	-------	--	-------

CLERK OF THE CIRCUIT COURT

Charlotte Gaines	Juror	30.00	
Bernard Garrett	Juror	30.00	
Ladybird Ligon	Juror	30.00	
Queen Lyles	Juror	30.00	
Karen Newman	Juror	30.00	
Marcia Smith	Juror	30.00	
Cannon Watson	Juror	30.00	

COMMONWEALTH'S ATTORNEY

STEPS, Inc.	Shredding service	35.00	
Bruce H. Paulette, III	Certified copies	25.10	
Planet Depos, LLC	Transcript	199.75	

VICTIM WITNESS ASSISTANCE PROGRAM

Cindy Sams	Mileage	125.19	
	Lodging - balance due	24.00	149.19
Farmville Printing	Posters		12.00
Key Office Supply	Appointment book / card holder		21.98

SHERIFF

Kustom Signals, Inc.	Radio / radar repair		315.60
East End Motor Company, Inc.	Battery & oil change	246.90	
	Engine repair	880.34	
	Inspection	16.00	
	Brake pads & rotors	367.96	
	Oil changes (2)	147.55	
	Wrecker service	80.00	1,738.75
Haley Auto Mall	Oil sensor light / switch		423.77
Computer Projects of IL	Messenger license		173.40
CenturyLink	Phone	10.36	
	VCIN	7.97	18.33
US Cellular	Phone		891.31
Robert Goldman	Meals		13.16
Southside Electric Cooperative	Electric service		14.72
B&G Auto, Inc.	Headlight		84.23

Andy Cary	Wiper blades		61.05
Galls, LLC	Lockout tool	68.00	
	Handcuff case	57.00	
	Shoes	124.50	
	Straw hats	1,615.00	1,864.50
Sirchie Finger Print Labs	Sterile swabs		188.05
David Wilmoth	Shadow box		20.00
American Uniform Sales	Carrier vest		76.70
Esitech, Inc.	Multiplexor		750.00
Sheehy Ford	Outfit equipment		20,392.74

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Fire Protection Equipment Company	SCBA Hydro-testing		261.90
-----------------------------------	--------------------	--	--------

RICE VOLUNTEER FIRE DEPARTMENT

County Waste	Trash collection		64.68
Ellington's Lawn Service	Mowing		150.00
Farmville Printing	Copies		33.20
Fisher Auto Parts, Inc.	Service charges	4.98	
	Battery charger	189.53	191.51
Hicks General Contractors	Repair / paint building		9,117.46
CenturyLink	Phone		196.05
Stallion Air, Incorporated	Compressor service		550.00
Dominion Energy Virginia	Electric service		283.59
Witmer Public Safety Group	Shirts	301.80	
	Turnout coats	1,026.68	
	Turnout coats & pants	4,412.07	
	Turnout coat	1,067.74	
	Lettering	66.34	
	Turnout pants	594.95	
	Credit	-71.60	7,397.98

PROSPECT VOLUNTEER FIRE DEPARTMENT

Prince Edward County Public Schools	Diesel		110.43
Prince Edward County Treasurer	Gas		104.78

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Berklynet Assigned Risk	Workers compensation		4,224.00
Ellington Energy Service	Diesel	586.75	
	Gas	548.74	1,135.49
Southside Electric Cooperative	Electric service		336.71

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Truck repair		10,163.46
C W Williams	Vehicle repair - valve	648.01	
	Vehicle repair	95.52	
	SCBA Maintenance	93.97	837.50
Elecom, Inc.	Radio		1,007.80
Fire & Safety Equipment Co.	Fire extinguisher		119.80
Fire Programs	Software subscription		1,605.00

CenturyLink	Phone		71.13
Mid-Atlantic Irrigation	Vehicle repair		2,061.59
NAPA of Farmville	Exhaust elbow / cap	22.05	
	Plug / license kit	9.38	
	Vehicle maintenance parts	96.36	127.79
Spotted Dog Technologies	Annual subscription		300.00
Travelers	Workers compensation		9,537.00
Dominion Energy Virginia	Electric service		611.55

PAMPLIN VOLUNTEER FIRE DEPARTMENT

C W Williams	Boots / gloves / hood	662.35	
	Vehicle maintenance part	52.03	714.38
Foster Fuels, Inc.	Propane		1,114.29
Verizon	Phone		141.51
Dominion Energy Virginia	Electric service		319.57

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Diesel		567.67
Dominion Energy Virginia	Electric service		195.74

EMERGENCY SERVICES

Korman Signs	Signs & hardware		329.79
--------------	------------------	--	--------

REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Detention	Juvenile detention		3,225.00
---	--------------------	--	----------

BUILDING OFFICIAL

East End Chevron	Oil change		40.15
Fisher Auto Parts, Inc.	Wheel bearing assembly	153.62	
	Heater actuator	47.53	201.15
Rod & Staff, LLC	Install wheel bearing	97.50	
	Install heater blndr	409.50	507.00
US Cellular	Phone		27.71
Coy Leatherwood	Meal	8.86	
	Meeting registration	15.00	23.86

ANIMAL CONTROL

Ridge Animal Hospital	Vet service	156.80	
	Cephalexin capsules	12.00	168.80
Farmville Wholesale Electric	Wall heater		174.37
Dominion Energy Virginia	Electric service		416.86
CenturyLink	Phone		120.15
US Cellular	Phone		110.68
Prince Edward Health Department	Immunizations		296.85
Southern States	Canine dewormer		53.95
Lowe's	Mops / towels / shelving		89.25
Rod & Staff, LLC	Tires		562.00

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		20.00
-----------------------	---------	--	-------

REFUSE DISPOSAL

Resource International	Assessment monitoring	706.75	
	Misc. work tasks	4,373.32	
	Storm water compliance	952.50	6,032.57
Business Card	Motor rewind	1,200.00	
	Training	475.00	1,675.00
Farmville Wholesale Electric	Fixture & bulbs	50.49	
	Bulb & battery	6.66	
	Wire	12.30	69.45
Fisher Auto Parts, Inc.	Hydraulic oil		41.98
Moore Scale Service - Western VA	Balance / test scales		200.00
Southern States	Gloves / sledge hammer		47.42
James P. Childress, Jr.	Truck maintenance		646.69
Rod & Staff, LLC	Oil change	15.00	
	Repaired dumpster	402.00	
	Tire	290.50	707.50
Rohr Mechanical, LLC	Compactor capacitors		28.65
Republic Services #974	Trash collection		428.30
Wright's Excavating, LLC	Landfill operation		54,826.83
Emanuel Tire of Virginia	Tire recycling		1,299.60
STEPS, Inc.	Recycling fees		1,869.00
Southside Electric Cooperative	DH site	62.88	
	Virso site	78.46	141.34
Dominion Energy Virginia	Rice site	42.60	
	Cell C pump station	19.25	
	Green Bay site	83.79	
	Leachate pump	335.82	
	Worsham site	106.12	
	Prospect site	67.11	
	Scalehouse	96.66	
	Landfill site	55.44	806.79
CenturyLink	Phone		152.09
US Cellular	Phone		24.21
Verizon	Phone		140.53
O. O. Stiff, Inc.	Monthly service		959.16
Ronald Van Eps	Training		30.00
Prince Edward County Public Schools	Diesel		959.16
NAPA of Farmville	Def / washer fluid		68.67

GENERAL PROPERTIES

Air Conditioning Equipment	Annual service fee		3,520.00
Poulston's	Range - SCOPE building		449.95
East End Motor Company, Inc.	Inspection	16.00	
	Re-inspection	1.00	17.00
Servicemaster	Water mitigation		15,116.58
Southside Electric Cooperative	SRR lights		29.18
Dominion Energy Virginia	Roy Clark monument	7.58	



	SCOPE building	79.62	
	Courthouse	11,042.32	
	Sheriff Department shed	6.59	
	Worsham Clerk Office	67.72	
	Lights at Rice	111.74	
	Ag building	758.99	
	Shop	24.25	12,098.81
AT&T	Phone		43.95
CenturyLink	Phone		56.11
US Cellular	Phone		120.14
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Springs Water, Inc.	Equipment rental		8.95
Lowe's	Pry bar / hammer / blades	77.38	
	Glue / spring / caulk	29.07	
	Cable	9.00	
	Screws	93.90	
	Electronic door knob	122.54	
	Tool set / screws / bits	335.97	
	Gloves / flashlight / battery	59.80	
	Gas can / generator	331.54	1,059.20
Price Supply Company, Inc.	Water cooler repair kit		235.11
Rod & Staff, LLC	Handrails		250.00
Cintas Corporation #524	Uniform rental		397.05
Sherwin Williams Company	Step ladder / paint		168.33
Southern States	Posted signs		32.99
Taze & Hewitt - Virginia	Sink valves	502.44	
	Credit	-502.44	0.00
East End Chevron	Gas & mix		8.72
Prince Edward County Public Schools	Diesel		128.66
Fisher Auto Parts, Inc.	Oil & filter		20.91

CANNERY

Virginia Food Works	Contract payment		2,916.67
Farmville Wholesale Electric	Wire / box / connectors		17.65
NAPA of Farmville	Air compressor belt		22.97
Southside Electric Cooperative	Electric service		428.47
Ellington Energy Service	eating oil		758.55
CenturyLink	Phone		247.67

CHAPTER X BOARD

Crossroad Services Board	2nd Quarter local support		15,000.00
--------------------------	---------------------------	--	-----------

COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional service		4,070.00
Blue Ridge Autism & Achievement Center	Professional service		6,000.00
Center for Pediatric Therapies	Professional service		880.00
Centra Health	Professional service		33,825.50
Family & Community Support	Professional service		4,759.50
Grafton School, Inc.	Professional service		24,705.00
James River Therapy Services	Professional service		1,017.50

Ashley Long	Foster care	3,756.00
Jean Napier	Foster care	700.00
Partners in Parenting PC	Professional service	300.00
Ifetayo Tun	Foster care	3,279.64
Virginia Keys School	Professional service	7,140.00

SUPERVISION OF PARKS & RECREATION

Prince Edward-Farmville Youth Assoc.	17-18 Support	25,000.00
Southside VA Family YMCA	17-18 Support	20,000.00

PLANNING

Business Card	Postage	67.59
US Cellular	Phone	

ECONOMIC DEVELOPMENT

Business Card	Meeting refreshments	19.91
---------------	----------------------	-------

TOURISM

Dominion Energy Virginia	Electric service	156.97
Business Card	UPS	15.23
CenturyLink	Phone	357.40
Magi Van Eps	Gas	23.46
	Lodging	369.70
	Meal	47.86
		441.02

COOPERATIVE EXTENSION OFFICE

CenturyLink	Phone	109.56
-------------	-------	--------

GENERAL EXPENSE

Lumos Networks	Phone	2,851.42
James River Solutions	Gas	16,619.73

CAPITAL PROJECTS

Crabtree Rohrbaugh & Assoc.	CH - Schematic design	4,261.50
-----------------------------	-----------------------	----------

FORFEITED DRUG ASSETS

Business Information	Interview room equipment	3,559.37
----------------------	--------------------------	----------

SEWER FUND

Dominion Energy Virginia	Sewer pump	37.63
--------------------------	------------	-------

RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit	1,132.00
----------------	-----------------	----------

PIEDMONT COURT SERVICES

Redwood Toxicology Lab	Drug tests	1,537.38
Farmville Newsmedia	Advertising	194.40
Nottoway Publishing Company	Advertising	88.00
Dominion Energy Virginia	Electric service	152.06
Lumos Networks	Phone	312.46

Connie Stimpson	Mileage	12.11	
	Meals	51.19	63.30
Taylor Herndon	Mileage	374.47	
	Newspapers	6.75	381.22
Renee T. Maxey	Mileage	3.21	
	Meals	64.09	67.30
Andy Mays	Mileage	217.20	
	Meals	51.49	268.69
Treasurer of Virginia	Registration		60.00
Sam's Club	Membership		45.00
Rebecca Staton	Newspapers		3.15
Commworld	Phone repair		202.50

PCS SUPERVISION FEES EXPENDITURES

SRP Corporation LLC	Rent		2,500.00
---------------------	------	--	----------

PCS DRUG TESTING FEES

Alere Toxicology Service, Inc.	Drug testing		194.80
--------------------------------	--------------	--	--------

In Re: Highway Matters

Mrs. Sarah Elam Puckett, Assistant County Administrator, recorded the following highway concerns to report to Mr. Scot Shippee, P.E., VDOT-Dillwyn of the Hampden-Sydney Area Headquarters:

Supervisor Pride stated the hump in Abilene Road is still a concern; she stated she spoke to Mr. Shippee about this several times and at the last meeting, she was told it wouldn't be worked on until spring. She said the people in Hampden District are upset because it was to be addressed prior to this.

Supervisor Timmons said the Board members relay the information to their constituents and when it doesn't happen, the Board members look as though they don't know what they're talking about. He said the Board members do not have any control over these things.

Supervisor Townsend requested two or three chevrons be installed along Route 633 and Route 634; he said he will provide Mrs. Puckett with the address in the near future.

In Re: Citizen Volunteer Appointments

The terms of office for the following positions expire December 31, 2017. 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.

APPOINTMENT	TERM OF OFFICE	# OF VACANCIES	INDIVIDUAL CURRENTLY HOLDING THE OFFICE	CITIZEN VOLUNTEER APPLICANTS
Prince Edward County Planning Commission	4 Years (1-1-18 – 12-31-21)	2 County Positions	Mark Jenkins John Townsend	Mark Jenkins Teresa Sandlin Tony Williams
Prince Edward County Board of Zoning Appeals*	5 Years (1-1-18 – 12-31-22)	1	William Porterfield	John Pregelman Tony Williams

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

A vote was taken on the candidates for the four-year terms of Planning Commission:

<u>Candidate</u>	<u>Vote</u>
Mark Jenkins	Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
Teresa Sandlin	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
Tony Williams	Pattie Cooper-Jones

Mark Jenkins and Teresa Sandlin will be appointed to the Planning Commission for a term of four years beginning January 1, 2018 and ending December 31, 2021.

In Re: Appointment – Prince Edward County Board of Zoning Appeals

Mr. Bartlett advised the Board that the Board of Zoning Appeals must have a member of the Planning Commission. He stated that Mr. William Porterfield is vacating the position that needs to be filled; Mr. John Townsend, currently on the BZA, will not be a member of the Planning Commission as his term expires December 31, 2017.

A vote was taken on the candidates for the five-year term for the Prince Edward County Board of Zoning Appeals:

<u>Candidate</u>	<u>Vote</u>
------------------	-------------

John Prengaman

Pattie Cooper-Jones  
Calvin L. Gray  
Robert M. Jones  
Odessa H. Pride  
Howard F. Simpson  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Tony Williams

(none)

The Board will recommend John Prengaman to the Circuit Court Judge for appointment to the Board of Zoning Appeals for a term of five years beginning January 1, 2018 and ending December 31, 2022.

In Re: Board of Supervisor Rules – Proposed Amendment

Mr. Bartlett stated that in January 2016, the Board of Supervisors adopted an amendment to their Rules. This amendment began a rotational process for the election of the Chairman. The Board established the rotation based on seniority. Thus, the Supervisor for District 101 served as Chair for 2016, the Supervisor for District 201 served for 2017, and now, based on the schedule, the Supervisor for District 801 will serve as Chair with the Supervisor for District 701 serving as Vice-Chair.

Below is the proposed amendment to Section II of the Rules based on the procedure adopted. This amendment only updates the last portion of the section to reflect an updated rotation of which Supervisor would serve as Chair and Vice-Chair.

Mr. Bartlett said the Supervisor for District 601 will be ahead of the Supervisor of District 401 even though the Supervisor for District 401 will have more seniority. This possible outcome was discussed by the Board in 2016 and due to the unpredictability of the outcome of elections and the possible decision by Board members not to seek re-election it was decided the only changes to the schedule would occur if the Supervisor for the District to serve as Chair had less than two years of service on the Board or the member to serve as Vice-Chair had less than one year of service. Neither is the case in this instance.

Mr. Bartlett said no action is required at this time but the Board will wish to review and consider the proposed amendment and be prepared to act in January 2018.

## II. CHAIRMAN AND VICE-CHAIRMAN

Annually at the first meeting in January of the Board of Supervisors, the Board shall elect from its membership a Chairman and Vice-Chairman, each of whom shall serve a term for one year expiring on December 31 of the year elected, or until their respective successors shall be elected. In the case of the absence of the Chairman, the Vice-Chairman shall preside at the meeting; in the absence of both the Chairman and the Vice-Chairman, the members present shall choose one of its members as temporary Chairman.

The position of the Chairman and Vice-Chairman of the Board shall be rotated annually among the Board members. The rotation will commence with the most senior member, that is being the member from District 101 serving as Chairman and the member from District 201 serving as Vice-Chairman. Seniority will be based on cumulative time served which need not be consecutive. In keeping with this policy, the selected Vice-Chairman will be elevated the next year to serve as Chairman. Upon completion of serving a term as Chairman, that district Board member would move to the end of the rotation list. A Board member shall have a minimum of one year of service on the Board prior to election as the Vice-Chairman and two years of service prior to election as the Chairman. Should a member not meet the service requirement they would be moved to the end of the rotation list. Should a member of the Board decline to seek the nomination as Chairman or Vice-Chairman, that district Board member would move to the end of the rotation list of seniority and the rotation would proceed to the next higher district number.

Commencing with the organizational meeting held on January of 2018, the following would be the rotation based upon the members in office as of January 2018.

<u>Chairman District Number</u>	<u>Vice-Chairman District Number</u>	<u>YEAR</u>
801	701	2018
701	301	2019
301	501	2020
501	601	2021
601	401	2022
401	101	2023
101	201	2024
201	801	2025

### In Re: Memorandum of Agreement with Innovation & Entrepreneurship Investment Authority

Mr. Bartlett stated Jon Greene, Associate Director, Strategic Development Institute for Critical Technology and Applied Science at Virginia Tech has been tasked with leading the effort for Virginia in responding to a Federal Aviation Administration (FAA) solicitation called Unmanned Aircraft Systems Integration Pilot Program (Program). The purpose of the Program is to develop partnerships with industry, state and local governments to conduct research and develop operational policies for use of Unmanned Aircraft Systems (UAS).

With the increasing proliferation of UAS and the desire on the part of private companies to use such technology, the FAA is attempting to develop procedures and policies on the integration of UAS into the National Airspace System (NAS). To accomplish this, the FAA has announced the Program and is seeking

partnerships of Industry, Government and Academia to work on UAS integration into the NAS. In particular, the pilot will seek to facilitate operations beyond line of sight, operations over people and operations at night, all of which are essential to commercial viability of UAS operations.

The Commonwealth views the participation in the Program as a means to cement Virginia's leading role in UAS and to attract this industry to the Commonwealth. The Innovation & Entrepreneurship Investment Authority (IEIA) will be the lead applicant for Virginia with Virginia Tech and Mr. Greene leading the proposal effort and expected to provide the technical expertise from the government side. The IEIA was created by the General Assembly in 2009 with the consolidation of the Innovation Technology Authority and the Virginia Research & Technology Advisory Commission. This Authority created a single entity with a focus both on guiding Research & Development as well as accelerating innovation and supporting the development of emerging technology companies. The IEIA has teamed up with representatives from Industry and a number of state agencies (Secretary of Technology, Department of Aviation, Unmanned Systems Center of Excellence, Department of Emergency Management, VDOT and Virginia State Police) all of which will be team members on the application. The Commonwealth has also assembled an impressive industry team with leaders in the manufacture and operation of UAS and end users of information well represented.

The Commonwealth has worked diligently to place Virginia in a favorable position to attract investment and jobs from this new and expanding industry. In May 2016, the Governor announced the Virginia Tech Mid-Atlantic Aviation Partnership had received a Certificate of Authorization from the FAA for research flights in an area of nearly 5,000 square miles in central Virginia and budgeted almost \$1 million for equipment for the new test range. Prince Edward County is located in the heart of this range.

The objectives of the Program shall be to (i) test and evaluate various models of State, local, and tribal government involvement in the development and enforcement of Federal regulations for UAS operations; (ii) encourage UAS owners and operators to develop and safely test new and innovative UAS concepts of operations; and (iii) inform the development of future Federal guidelines and regulatory decisions on UAS operations nationwide.

The Presidential Memo that ordered the Program specifically mentions the involvement of local communities / governments. To strengthen their application, the IEIA would like to add localities as team members. Becoming a team member will expose the County to this new industry.

To become a team member requires the County to agree to the attached Memorandum of Agreement (MOA).

This program originated in response to a congressional effort to delegate the authority for control of the airspace at low altitudes to states and localities. Most states and localities are ill prepared to take this role; therefore, the pilot was created to experiment with engaging states and localities in the process. Per Mr. Greene, the role of localities in this process will be to act as an end user of information that will be created through traffic management situations. It is anticipated this information will be pushed to law enforcement and fire agencies to provide situational awareness and to other agencies to permit deconfliction when multiple agencies are conducting flight operations, such as in an emergency response environment.

After review from the County's Attorney, the MOA was slightly revised to make it clear the County's responsibility is only to provide information. Item 3 of the MOA makes it clear team members are only responsible for their own expenses.

Supervisor Timmons questioned the cost of participation. Mr. Bartlett said there is no cost; they cannot force the County to make any financial expenditure. Mr. Bartlett said the cost will be volunteer staff time.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to agree to Prince Edward County becoming a team member for this project and to authorize the Board Chairman and/or County Administrator to sign the MOA; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Odessa H. Pride		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		



**MEMORANDUM OF AGREEMENT  
BETWEEN  
INNOVATION AND ENTREPRENEURSHIP INVESTMENT AUTHORITY  
AND  
PRINCE EDWARD COUNTY**

This agreement (hereinafter referred to as the “Agreement”) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2017 (“Effective Date”) by and between the Innovation and Entrepreneurship Investment Authority (“IEIA”), a political subdivision of the Commonwealth of Virginia with offices at 2214 Rock Hill Rd., Suite 600, Herndon, VA 20170, and the County of Prince Edward, Virginia, (“Team Member”) having its offices at 111 South St., Farmville VA 23901, both of which shall also hereinafter be referred to as the “Party” or “Parties,” respectively.

WHEREAS, The Federal Aviation Administration hereinafter referred to as (“FAA”) has released Screening Information Request DTFAWA-18-R-0001, Unmanned Aircraft Systems Integration Pilot Program, hereinafter referred to as (“Solicitation” or “Program”); and

WHEREAS, it has been determined that IEIA will act as the Lead Applicant and Lead Participant hereinafter referred to as (“Lead”) for the Solicitation and any subsequent selection by the FAA for a pilot program; and

WHEREAS, IEIA and the Team Member desire to set forth the scope of their collaboration by this Memorandum of Agreement hereinafter referred to as (“MOA”).

NOW THEREFORE, the parties agree as follows:

1. **PURPOSE.** The above identified Parties, because of their diverse capabilities, have determined that they would benefit from entering into a Memorandum of Agreement, between their respective organizations in order to develop the best technical proposal in response to the Solicitation, leading to the selection by the FAA of the Commonwealth of Virginia for a pilot program. In addition to this MOA, the Parties may agree to negotiate and enter into subsequent agreements consistent with each Party’s specific roles and responsibilities with respect to the requirements of the Solicitation.
2. **SCOPE.** IEIA will be the responsible party to coordinate, prepare and submit all information required by the Solicitation. Team Member agrees that it will named as a team member to IEIA for the furnishing of support, as it relates to providing information requested by IEIA in responding to the Solicitation and any subsequent subject pilot program.
3. **BURDEN OF COSTS.** Each party will be solely and individually responsible and liable for its own expenses and costs, and will bear all risks and liabilities incurred by it, arising out of its obligations and efforts under this MOA. Neither party shall have any right to any reimbursement, payment or compensation of any kind from the other for any work performed or services rendered pursuant to this MOA.
4. **PUBLICITY.** Any news releases, public announcements, advertisement or publicity released by either party concerning this MOA will be subject to prior written approval of the other. Said approval will not be unreasonably denied by either party.

5. TERMINATION.
  - a. This MOA shall remain in force from the effective date hereof and shall terminate upon the earliest of the following, unless extended by mutual agreement of the parties.
    - i. Upon notification by the FAA that the Solicitation submitted will not be considered for a subsequent selection by the FAA for a pilot program; or
    - ii. Upon thirty (30) days written notice by either party; or
    - iii. Official announcement of notice by the FAA on the cancellation of the Solicitation; or
    - iv. The receipt of official notice from the FAA that the Team Member will not be approved as a team member under a pilot program; or
    - v. The expiration of a one (1) year period commencing on the date of the Agreement except as such period may be extended by mutual agreement; or
    - vi. The insolvency, bankruptcy or reorganization under bankruptcy laws or assignment for the benefit of creditor of either party; or
    - vii. The suspension or debarment by the U.S. Government of IEIA or the Team Member; or
    - viii. Upon entering into a subsequent agreement in support of selection by the FAA for a pilot program.
6. ARRANGEMENT. This MOA is not intended by the parties to constitute or create a joint venture, pooling arrangement, partnership, or formal business organization of any kind, and the rights and obligations of the parties shall be only those expressly set forth herein.
7. ASSIGNMENT OF MOA. This MOA may not be assigned or otherwise transferred by either party in whole or in part without the express prior written consent of the other party.
8. MODIFICATION OF MOA. This MOA shall not be amended or modified, nor shall any waiver of any right hereunder be effective unless set forth in a document executed by duly authorized representatives of both IEIA and Team Member. The duly authorized waiver of any subsequent breach of the same or any other term, covenant or condition herein.
9. ENTIRE MOA. This MOA contains all of the agreements, representations and understandings of the parties hereto and supersedes and replaces any and all previous understandings, commitments or arrangements, oral or written, not herein incorporated.
10. COUNTERPARTS. This MOA may be executed by the parties hereto in separate counterparts, each of which when so executed and delivered shall be an original for all purposes, but all such counterparts shall together constitute but one and the same instrument.
11. SECTION AND PARAGRAPH HEADINGS. The section and paragraph headings herein are for convenience only and shall not limit in any way the scope of any provision of this MOA.
12. EFFECTIVE DATE. This MOA shall become effective upon the date of the last signature hereto.

IN WITNESS WHEREOF, the parties set forth their agreement by signing below:

INNOVATION AND  
ENTREPRENEURSHIP INVESTMENT  
AUTHORITY

PRINCE EDWARD COUNTY

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

In Re: Property & Community Development Committee Report

Mr. Bartlett stated that on November 21, 2017, the Board of Supervisors approved entering into an MOU with STEPS. The STEPS Board had approved the MOU on November 20.

The Architect conducted a walk-through of the STEPS building on November 22. He spent several hours in the building, taking detailed measurements and visual inspections of the facility. On November 29, we met the architect and reviewed the revised scope of work for the Courthouse and the work required at the STEPS building. In addition, the architect met with the Director of Social Services to interview her on the needs of that department.

On November 30, we met with a contractor at the STEPS building to view the interior of the building and discuss roofing issues. On December 5, 2017, I accompanied Mr. Rob Moore, the roofing consultant the County used for both the School Roofing contract and the Courthouse Roofing contract for a review of the STEPS roof. He has developed a proposal and scope of work for his services as they pertain to the STEPS building. This proposal includes an inspection of the existing roof, development of a roofing plan, development of the specs and bidding documents, solicitation of bids, review of bids and a recommendation of bid acceptance for a cost of \$4,500.

Mr. Bartlett said that because of time constraints imposed by the Supreme Court in separating the General District and J&DR Courts, this project needs to move forward.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to accept the proposal from Six Sides Building Enclosure Consulting and to authorize the County Administrator to sign all necessary documents; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Odessa H. Pride		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

In Re: Jail Cost Per Inmate Day

Mr. Bartlett stated the state has released its annual Jail Cost Report and once again, our Regional Jail had the lowest operating cost per inmate day. This report covers Fiscal Year 2016. The full report is 140 pages and can be found on the State Compensation Board's web site under the Publications and Forms portion of their site.

Piedmont Regional Jails operating cost per inmate day in FY16 was \$46.17, compared to a state average of \$85.17. In addition, only three other Jails had a lower percentage of local funding and only one had a higher percentage of Federal Funding.

These statistics show our Jail is operated more efficiently than any other in the Commonwealth and the Jail Superintendent is doing an outstanding job at winning contracts with the Federal system to house its inmates.

In Re: Closed Session

Chairman Cooper-Jones made a motion, seconded by Supervisor Timmons, that the Board convene in Closed Session for discussion to consider the acquisition of real property for a public purpose, 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*; the motion carried:

Aye: Pattie Cooper-Jones  
Calvin L. Gray  
Robert M. Jones  
Odessa H. Pride  
Howard F. Simpson  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Nay: None

The Board returned to regular session by motion of Supervisor Cooper-Jones, seconded by Supervisor Gray and adopted as follows:

Aye: Pattie Cooper-Jones  
Calvin L. Gray  
Robert M. Jones  
Odessa H. Pride  
Howard F. Simpson  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Nay: None

On motion of Chairman Jones and seconded by Supervisor Gray, and carried by the following roll call vote:

Aye: Pattie Cooper-Jones  
Calvin L. Gray  
Robert M. Jones  
Odessa H. Pride  
Howard F. Simpson  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Nay: None

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

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

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

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

Supervisor Timmons stated the Commonwealth Regional Council is considering increasing the membership cost from \$15,700 to \$19,000 beginning the next fiscal year, with no additional grant writing and management fees. The monthly meeting is next week and he asked the Board if it supports that change. The Board concurred.

In Re: Animal Warden's Report

Mr. Adam Mumma, Animal Control Officer, submitted a report for the month of November 2017, 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 2017, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery Report - Commercial

Ms. Allie Hill, Virginia Food Works, submitted a report for the month of November 2017, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery

Mrs. Patty Gulick, Cannery Manager, submitted a report for November 2017, 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 2017, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of November 2017, which was reviewed and ordered to be filed with the Board papers.

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

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

the meeting was adjourned at 9:16 p.m.