



**County of Prince Edward
Board of Supervisors
Agenda Summary**

Meeting Date: July 12, 2016
Item No.: 7-b
Department: County Administration
Staff Contact: Karin Everhart
Issue: Approval of Minutes

Summary: Attached are draft minutes for the Board's review and approval.

Attachments: June 8, 2016 Draft Minutes
June 9, 2016 Draft Minutes
June 14, 2016 Draft Minutes at 5:30 p.m.
June 14, 2016 Draft Minutes at 7:00 p.m.

Recommendation: Approval.

Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	

June 8, 2016

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 8th day of June, 2016, at 6:00 p.m., there were present:

Pattie Cooper-Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Absent: Calvin L. Gray, Robert M. Jones

Also present: Wade Bartlett, County Administrator; David E. Whitus, Mayor; A. D. Chuckie Reid, Vice Mayor; Thomas M. Pairet; Daniel E. Dwyer; Sally B. Thompson; Donald L. Hunter; and Gerry Spates, Farmville Town Manager.

In Re: Boundary Adjustment

Mr. Gerry Spates, Farmville Town Manager, announced that this was the date and time scheduled for a joint public hearing on the Boundary Adjustments. Notice of this hearing was advertised according to law in the Wednesday, May 25, 2016 and Wednesday, June 1, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Simpson called the reconvened meeting to order as a joint public hearing with the Town of Farmville.

Carol Fauci, 1401 Gillam Drive, questioned the taxes on the property taken into the Town limits, services provided and who will pay to run water and sewer to the properties.

Mr. Spates stated the property is undeveloped, it would be upon the developer or the person that owns the property to pay for the utilities.

Mayor Whitus and Chairman Simpson closed the joint public hearing.

Supervisor Timmons made a motion to take no action on the issue but to add it to the agenda for the regular meeting scheduled Tuesday, June 14, 2016.

Supervisor Wilck asked if Supervisor Timmons was not comfortable with the annexation or if it was due to issues with the road. Supervisor Timmons said he would like to have discussion with the Board regarding a few issues that came up and to review further information.

Supervisor Timmons called for the question. Supervisor Timmons restated his motion, seconded by Supervisor Townsend, to take no action on the issue but to add it to the agenda for the regular meeting scheduled Tuesday, June 14, 2016; the motion carried:

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

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

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

the meeting was recessed at 6:07 p.m. until Thursday, June 9, 2016 at 6:00 p.m. for a special called meeting in the Board of Supervisors Room.

June 9, 2016

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 9th day of June, 2016, at 6:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Absent: Robert M. Jones

Also present: Wade Bartlett, County Administrator.

Chairman Simpson called the reconvened meeting to order to discuss protocol and criteria for the funding of donations.

Mr. Bartlett, County Administrator, said that during the May 31, 2016 meeting, the Board of Supervisors directed County Staff to research the policies of other local governments concerning funding of non-profit or outside organizations. Several members of the Board of Supervisors have expressed an interest in creating a policy or specific criteria to help guide the Board when determining which organizations to fund.

Staff research has determined the majority of localities had few if any formal policies or criteria. Governing bodies more often than not want to maintain maximum flexibility on such funding decisions. Due to the recession that began in 2009 most localities had agreed to stop adding new organizations to the list receiving tax-payer funds, in fact, many had begun a process to decrease either the amount provided or the number of organizations receiving funds or both.

Of those that had policies, the following were some of the stipulations:

1. The majority required the organizations receiving funds to be a 501(c)(3) organization.
2. Many required the organizations to provide audited financial statements.
3. A few required the organizations to be existing, example: be at least three years old.

4. Some required the organizations to be community based service organizations which must provide a direct service to the citizens. This would be a service that if the non-profit didn't provide would require the County to increase spending to provide the service.
5. One locality had a policy of providing a set percent of the real estate tax (one-half of one cent) as the total amount of funding set aside for such contributions. Then the various organizations would compete for funding. The amount usually provided to each non-profit was based on past funding. Because this policy was tied to the real estate tax, the amount would increase or decrease based on the change in assessments.

Supervisor Timmons stated that in their process, the Board would be prudent to limit donations to 501(c)(3) designated organizations; the Board could not be construed as giving to a for-profit organization.

Supervisor Wilck questioned the status of the YMCA and the Farmville Chamber of Commerce.

Mr. Bartlett said the YMCA is a 501(c)(3) organization; the Chamber may be a 501(c)(7).

Supervisor Townsend asked how they are validated and it would "knock out" rural areas, as the organizations there don't have the resources like the ones in town. He said that may be too stringent.

Supervisor Timmons stated a pot of funds could be set aside for discretionary funding for all small non-profits that are not 501(c)(3).

Supervisor Gray suggested designating certain organizations as recreational programs.

Supervisor Townsend agreed the Board needs to come up with categories, such as Education and Recreation, and they would be required to list how the money is spent. If there is any left, they would need to show that. He said he doesn't want to cut the benefit to citizens.

Supervisor Timmons said there is no issue with the 501(c)(3) and other non-profits. He said a fund could be set up for discretionary recreation organizations; they would still be required to provide a financial report. Some new organizations could be added, but just because someone has a passion for doing something, it doesn't necessarily mean that the government or the citizens should fund it.

Supervisor Wilck stated he has been approached by 15 citizens, each one stating they do not like their tax dollars going to any charity. He said no one said to keep the practice.

Supervisor Gray said one thing that makes us, as a nation, so relevant is our willingness to help others. He said he understands the importance of considering where the money goes as the Board is responsible for how the Board spends the County's money; but the Board needs to be considerate of those

that can't help themselves and the organizations and agencies that help such people. He said the Board needs to consider the needs of the people who legitimately need help. He advised the Board to let that never to be taken from our character as leaders and those that are responsible for the well-being of the entire community.

Supervisor Wilck said he is in agreement because of organizations such as Meals on Wheels and FACES, but speaking generally, as in the Chamber, there is no effect when the Board doesn't donate.

Supervisor Gray said they must look at the criteria for legitimate requests. He said the criteria would hold as a benchmark for giving.

Supervisor Timmons said he has no problem giving to the smaller groups; there can be two sets of designations but they still have to have monitoring and criteria. The larger organizations need to present audited financial statements. He stated Legal Aid has a budget of over \$100 million annually and asked why they need the \$3,000 from the County. He said they need to look at the organizations that provide a service to the citizens, such as SVCC, which provides job training; they also have the documents and scrutiny the Board would need them to have. Supervisor Timmons then pointed out the Chamber isn't a donation; it is a membership. That could be contained in the criteria for discussion.

Supervisor Timmons proposed the reclassification of the Fire Departments and the EMS as Safety classification and as a part of the budget. He suggested the reclassification of the Library as a standing contribution, along with SVCC, as Education.

Chairman Simpson stated that every item named by the other Board members, the main items listed that would be funded each year. For the other items on the donations list, if Board saves 1 ¼ cents of the real estate tax revenue, put it in a category for the donations, the Board would have funding available. He said in the coming year, make it known to those on the donation list there will be no increase unless they can show a benefit to the County and the money from the real estate tax could provide funds to something else that would come in.

Mr. Bartlett stated SVCC's request varies as it is contingent upon the number of students enrolled. One cent equals \$146,000; 1 ¼ cents equals \$182,500 this year. He said Farmville is classified "Government"; the Farmville Area Bus is the largest recipient, along with the airport and the fireworks. He added the Heart of Virginia festival is a function of the Chamber.

Supervisor Wilck questioned the purpose of the meeting, adding that it was to cut back on donations.

Supervisor Gray said the purpose was to establish criteria and then determine whether or not those areas can be funded. Discussion followed.

Supervisor Wilck asked the function of the Cooperative Extension. Mr. Bartlett stated it provides space for several organizations, including Master Gardeners, 4-H, Cloverbuds, and Manpower. The County is responsible to pay one-third of the cost of the employees, and the County receives rent on the building from the Federal government. He said the Extension Office provides many services to the County residents.

Supervisor Cooper-Jones stated the citizen organizations can use the building at no cost for various functions; Mr. Bartlett added the Cooperative Extension manages conference and meeting rooms, and is affiliated with Virginia Tech.

Supervisor Cooper-Jones added SVCC provides helpful and valuable services to the students, and transportation is provided from the high school to the college campus for their dual-enrollment students.

Supervisor Pride said the one cent doesn't cover each entity.

Supervisor Townsend asked if the Board grants a donation, before they return for another the following year, the organization must validate their spending.

Mr. Bartlett stated the current request form, questions include how many citizens the organization helped. He said some provide audits or financial reports.

Supervisor Townsend said the Board needs to spread the wealth around and not give the same organizations year after year.

Supervisor Timmons said the "new" organizations to be considered would need a super-majority vote to receive funding, not a simple majority.

Supervisor Wilck stated the Town [of Farmville] eliminated all funding donations.

Supervisor Timmons said that if an entity or organization come in that does a noteworthy service, that policy would eliminate the Board being able to help them. He said the goal isn't to spend nothing, but to be prudent in what is spent. He agreed with Chairman Simpson's recommendation in spending a limited amount.

Supervisor Wilck said the donations are like a see-saw. He said he hears from people that need money and services, and presented an example of a citizen that had to sell her property to cover the taxes. For some, their only income is social security and they must choose between food or medicine. He stated

that whenever the Board spends money on something like that, there are people in need and in poverty that are paying taxes and it is just as difficult there as the other end of it.

Supervisor Timmons stated several districts are heavily populated with retired people, most asking for no tax increases. He said at \$566,000, if the Board adds the library and SVCC as annual expenditure in the budget, that leaves a discretionary funding of about \$150,000, which equates to about 1 cent. Total contributions, when adding the Fire Departments and everything else, is at about \$1.5 given to Public Safety and the other categories. Supervisor Timmons stated the Board needs to plan for the costs of public safety, SVCC and the library, and quasi-governmental agencies.

Mr. Bartlett stated Crossroads is a political subdivision of the state and is established in the *Code of Virginia*. It is a regional Community Service Board, of which every community in the state is a member. They provide, mainly, mental health services for the residents in the region; they serve nine counties. Funding from the County is used as a match for a grant and is based on the population; the match is 10%, which equates to about \$350,000-\$400,000. For every dollar reduced from the County in donations, they lose \$10 in funding. The Region makes up the governing body; two members from each County are appointed, one Board member and one citizen. He stated most of its funding is federal and it provides a valuable service.

Supervisor Timmons listed the criteria that should be required: 501(c)(3) non-profit; three years of operation; financial audits; provide service to the citizens. Discussion followed on the number of citizens served by the various agencies and organizations.

Supervisor Gray said it would be best to set categories and then the logistics. He suggested:

1. Requests come from all affiliated groups, agencies, or institutions within the County or serving citizens in the county.
2. Funds used for educational, social, health and safety purposes.
3. An updated report must be given on request by Board of Supervisors at least annually.
4. All funding requests must fall under the 501(c)(3) and/or non-profit category or must present a fiscal or financial disclosure.
5. All funds are subject to modification, reduction and can be rescinded by the Board without prior notification.
6. No request can be contested; all decisions are final.

Discussion followed.

Supervisor Townsend stated a financial report must be received or they will be removed from the list.

Supervisor Wilck recommended the Board buy no tables for [events held by] STEPS, the Chamber [of Commerce], Moton Museum or other organizations; if the members wish to attend, they should pay for the attendance themselves.

Supervisor Gray suggested a rotation; if someone received funding for 10 years, new organizations need to be given the opportunity. Following some discussion, Mr. Bartlett stated some are legacy organizations; the decision was made years ago to continually fund PEFYA which serves the county for recreation. It is more economical for the citizens to fund PEFYA as “recreation departments” are far more expensive.

Discussion followed regarding PEFYA, the YMCA, and various other organizations that benefit the citizens and the rotation to enable new organizations to benefit from donations.

Supervisor Cooper-Jones said FACES and Piedmont Senior Resources provide valuable services to the citizens and should be considered in the “Quality of Life” category.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to add Southside Virginia Community College to the permanent funding list and to fund the SVCC at \$5,000 this fiscal year; the motion carried:

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

Supervisor Cooper-Jones stated that at the last meeting, Chairman Simpson announced that there is extra money coming in and the rest of the Board members were dumbfounded. She requested that an email or other notification be made to all Board members on any pertinent information. Discussion followed.

Chairman Simpson stated he questioned Mr. Bartlett just prior to the meeting about finding funding for several donations. Mr. Bartlett stated he had located the information for the schools; he said there wasn't

much because the schools had taken most of the available funding reserves. Mr. Bartlett stated he does understand the issue but every Board member comes to ask for information from himself, Mrs. Puckett, or Mr. Fowler. They work to provide the information; most of the time it's not something the rest of the Board wishes to know. If they are required to send it out to every Board member, it would put an administrative burden on all staff.

Supervisor Cooper-Jones stated it isn't for every question but for financial and funding issues such as that. Discussion followed.

Supervisor Townsend stated transparency is needed to implement and communication; if it covers expending funds, all members need to know.

Supervisor Pride stated she agrees with Supervisor Cooper-Jones; however, Chairman Simpson's rationale was to see if there was money available.

Discussion regarding categories followed: Education; Health (Meals on Wheels, Piedmont Senior Resources, FACES, Free Clinic); Safety; Recreation.

Supervisor Timmons recommended the need for a "super majority" vote for new organizations; it would require six votes.

Supervisor Timmons recommended setting a maximum amount available for funding, e.g., one cent of the Real Estate tax set aside for donations. Discussion followed.

Any request made after the budget has been set, the organization must wait until the following budget year. Discussion followed.

Mr. Bartlett stated it would require a two-thirds majority vote to add any new organization for funding; limit donations to \$150,000 for FY17 and FY18, and then set the target for FY19 based on the assessments; once the budget is approved, there will be no new funding provided to any organization outside of an emergency, which would require a two-thirds vote. Mr. Bartlett said the Board will enforce the statement requiring financial audits on the request form. He then reviewed the criteria to date:

- Only Educational, Social, Health and Safety organizations
- All requests must be from 501(c)3 or non-profit organizations
- Presentation of fiscal disclosure, updated annually
- All funds subject to modification, reduction and can be rescinded without prior notification
- Donations or lack of donation cannot be contested
- Once the Board makes a decision, no further consideration until the next fiscal year
- Donations only to agencies that provide services to Prince Edward County citizens

Mr. Bartlett advised the Board the HVAC in the Visitor's Center broke down; he received three estimates with Ellington Energy providing the low bid of \$8,317. Mr. Bartlett reported the duct system needs to be resized as well. Mr. Bartlett stated that with the fuel oil costs having been low due to the mild winter, the funding is available.

Mr. Bartlett then reported the roof is nearly complete; the "close out" meeting will be held in the next couple of weeks as the manufacturer of the sealant cannot come for several weeks.

Mr. Bartlett said once the roof is complete, work will be done on the sidewalk. Discussion followed regarding ADA compliance of the sidewalk.

Supervisor Pride questioned the after-prom parties; discussion followed. She then asked the status of the door repair and the carpet replacement in the Visitor's Center, and in the Courthouse. Mr. Bartlett stated he is waiting on a bid for a private company to replace the carpet.

Supervisor Townsend stated the inmates could be brought into replace the carpet and tile. Discussion followed.

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

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

the meeting was recessed at 8:29 p.m. until Tuesday, June 14, 2016 at 5:30 p.m. for a VDOT work session in the Third Floor Conference Room.

June 14, 2016

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 14th day of June, 2016, at 5:30 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 Scot Shippee, VDOT.

Chairman Simpson called the meeting to order as a Six Year Plan Work Session.

Scot Shippee, Resident Engineer, Dillwyn Residency, VDOT, reviewed the status of the current projects. He stated Route 725, Watson Boulevard, which was fully funded, is complete. Route 628, Campbell Crossing Road, is now Priority #1 for FY17.

Mr. Shippee then reviewed the Secondary System Construction Program, and reported the Commonwealth Transportation Board (CTB) announced the District Grant Unpaved Fund which is the result of State HB2, HB1887 process. Starting in FY21, Prince Edward County will receive \$343,000 each year; the funding is allocated to each district, and the district allocates the funding to each county based on the miles of unpaved roads in that county.

Mr. Shippee stated Prince Edward County Unpaved Road Funding has a balance to complete of \$425,613, which means every project in the current Six Year Plan is fully funded and the County has that funding left over to program for “out” years. He stated a workshop should be scheduled for late winter or early spring; a list of projects will be compiled. Based on traffic counts and residences per mile, the Board

will decide which to need a add to the Project list and in which order. Mr. Shippee stated that at next month's public hearing, VDOT will resolution approving the priorities in this year's plan.

Mr. Shippee then advised the Board the Lynchburg District scored higher than anticipated and had the most number of projects funded in the HB2 process. Discussion followed regarding the projects and the estimated work schedule for the projects.

Supervisor Pride stated a petition has been received from Ms. Betty Baskin regarding Route 701, Washout Road; discussion followed on Washout Road. Mr. Bartlett said she had been told previously that Washout Road does not meet the traffic count criteria; there were also issues with right of ways.

Mr. Shippee stated if it would meet the requirements for Rural Rustic, it would purely be resurfacing. This could be added into discussion for the Six Year Plan. Discussion followed.

Supervisor Timmons requested information regarding the study on Bell Road. Due to the increase in residents along that road, Supervisor Timmons requested another traffic study to be done.

Chairman Simpson asked about the status of Greentown Road. Mr. Shippee said it is on the Six Year Plan, scheduled for FY18 which begins July 1, 2017. Mr. Shippee said that in theory, if the money holds as is currently projected, that project will be able to begin in FY18. Discussion followed.

Supervisor Timmons requested information on Route 628 and Route 702. Mrs. Puckett asked that Board members identify roads that need to be added to the study list and notify her; she will forward those to Mr. Shippee so he may do the research for the additional funding. Discussion followed.

Mr. Shippee stated that once a road is on the Plan, it remains there until the Board removes it or it is completed. He said the project must be fully funded to begin work; discussion followed regarding the Priority List to be added to the Six Year Plan. Mr. Shippee stated the Priority List has been dismantled.

Mrs. Puckett asked if Rural Addition funds will be available; Mr. Shippee said technically, the Rural Addition funds are still there but is only five percent of the tele-fees and accumulate that for five years to apply that to Rural Addition. He said the tele-fees are \$55,000, and five percent of that multiplied by five years might provide an entrance.

Supervisor Pride then asked if the study has been done on Abilene Road to increase the 45 mph speed limit; Mr. Shippee stated it has begun.

Supervisor Jones made a motion, seconded by Supervisor Townsend, to authorize advertisement of the FY17-FY22 Six Year Plan Public Hearing to be held at the July 12, 2016 Board of Supervisors meeting; 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: Potential Safety Projects

Mr. Shippee stated there is little funding this year for safety projects:

- Shoulder-widening on Route 360
- Intersection and sight improvement at Hendrick's Store
- Route 630 in Meherrin, the road is crumbling; Mr. Shippee stated some engineering to do some spot widening on that road. The plan is to bring it to standard width.
- Passing zone beyond the Worsham Clerk's Office. Mr. Shippee stated VDOT is reevaluating older passing zones and this may be added.
- Route 664, Morris Creek Road where the guardrail was put in, the pavement needs repair
- Abilene Road, Route 604 and 671, sight issue, difficult to see traffic approaching. Mr. Shippee said that in March, VDOT did a study which came back with no recommendation to reduce the speed limit, but there are signage items to look at and shoulder drop-offs.
- Meherrin Road and Mill Creek Road status; Mr. Shippee said he has not yet received notice.

Mr. Shippee then reported mowing work continues; VDOT is taking work orders and repairing potholes.

In Re: Review of Revenue Sharing Program

Mrs. Puckett stated the Revenue Sharing Program is now a two-year cycle; applications are due this summer but then won't accept applications again until August 2018.

Mr. Shippee stated the Program is getting more and more competitive; for example, a community can put up funding for Revenue Sharing, citizens can raise the match funding and the County can funnel that funding through Revenue Sharing.

Mr. Shippee stated he will introduce the new Resident Assistant Engineer, set to begin on June 27, at the next meeting.

Supervisor Pride stated there is a safety issue on Douglas Church Road; Mr. Shippee stated it has been reviewed and they may be able to shave off the knoll.

On motion of Supervisor Gray, seconded by Supervisor Cooper-Jones, 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 6:26 p.m.

June 14, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 14th day of June, 2016, 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; James R. Ennis, County Attorney; Brian Butler, Deputy County Attorney; and Sharon Lee Carney, Economic Development Director.

Chairman Simpson called the meeting to order. Supervisor Gray offered the invocation and led the Pledge of Allegiance.

In Re: Public Participation

Richard Altice, Hampden District, stated he attended the School Board meeting where it was announced they would use leftover funds to finance reconstruction of the football stadium. He stated he understood the agreement in 2008 that leftover money was to be returned to the taxpayers. He stated a stadium is a luxury and should be funded by voluntary donations rather than use the tax money.

Joe Grace stated his concerns regarding national security and requested the Board prepare for a loss of federal and state government.

Kenneth Jackson, Lockett District, stated he requested information five months ago regarding a road and sewer and water system that is being put into the Industrial Park, and the jobs created, proposed tax revenue and proposed cost to the County. He said he has not received an answer except that he still owes for

a previous FOIA request. He then questioned the transfer of three properties to be relocated within the Town boundaries, stating the County would lose much needed revenue from the taxes.

Supervisor Timmons stated the taxes will still come to the County for those properties; moving the properties within the town boundary does not change that.

Mr. Jackson stated his support for Dr. McWee for School Board; he stated the school board can apply for grants to help the schools. He stated he was told that color plays a part in the selection but it must be based on qualifications. He said he wants a meeting for the chance to hear from the candidates.

Supervisor Wilck stated there have been meetings and public hearings to hear from the candidates. Mr. Jackson stated a lot of the meetings are not known. He requested bi-weekly meetings of the Board.

Supervisor Timmons stated there have been public hearings to hear from the School Board candidates. He then stated the road, water and sewer into the Industrial Park will have no county funds applied to that project; that is State funds through grants that are available to the County. If this County doesn't apply for and receive them, the funds would go to another county. In order to get some of this County's tax money back, the County must apply for it and then the grant funding must be used for that designated purpose. In this case, the designated purpose is for the upgrade to the Industrial Park; it cannot be used for anything else, and if it is, the money needs to be paid back to the State.

Mr. Jackson asked if there is a proposed business going in. Supervisor Timmons stated there is not, not at this time; he said he told Mr. Jackson that when he first asked the question. This is being built for the future and there will likely be a building put out there owned by the County, as an investment by the County trying to entice someone to come in.

Bemeché Hicks, Lockett District, expressed his concern regarding a lack of economic development in the County, and the Board not promoting and working with developers to do so. He stated the Board needs to run the County and not be micro-managed by the Town Council; virtually all the businesses are placed in the Town of Farmville and not in the County except for Lowe's and Tri-Boro, which did not hire all of the employees it should have. He said the citizens must go to town and pay the high taxes placed on fast food places and other entities to keep the Town on survival mode. The County must act as a cohesive Board for the citizens and not the chosen few. Mr. Hicks then stated the Board should work with the Town and region but done so the County can be developed for the citizens as a whole. Mr. Hicks then stated the County needs

recreation for the children and adults for all districts, for all citizens, not parks that are geared to just one sector of people or that you feel uncomfortable attending because of the atmosphere it portrays. He asked why the County has not helped the State Park division to put in pools and waterparks for the summer. He said the County needs a community center for the citizens to use for functions, or each district needs one such as the one Virso has. He said he sees people retiring with high salaries on taxpayers' money. He said he would not mind paying more taxes if the citizens could see a return on them and not just see the money being funneled into special interest organizations, companies, departments and those who operate them to get higher salaries, but the citizens get less. He asked what is the plan to make this happen, and asked when the Board will start operating in the best interest of the citizens, and when will the citizens see tax dollars at work for the citizens of the County.

In Re: Board of Supervisors Comments

Supervisor Timmons and Supervisor Townsend welcomed all and thanked all for their attendance.

Supervisor Wilck requested the Board and County staff purchase locally.

Supervisor Cooper-Jones stated she hopes the citizens see the progress being made in the County.

In Re: Consent Agenda

On motion of Supervisor Cooper-Jones, seconded by Supervisor Wilck, 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
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the Board accepted the Treasurer's Report for April 2016; the minutes of the meetings held May 10, 2016 and May 31, 2016; Accounts and Claims; Salaries; and appropriations as follows:

FY 2016 Budget Amendment						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	23000	0080	Technology Trust Fund		\$ 1,162
4 (Exp)	100	21600	5880	Circuit Court Clerk –TTF	\$ 1,162	

Prince Edward Treasurer's Report - April 2016

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	11,537,719.56	11,537,719.56
Wells Fargo Social Services	97,852.13	97,852.13
Bank of America School Fund	92,427.31	92,427.31
Bank of America Food Service	4,425.06	4,425.06
Benchmark School Fund	61,718.31	61,718.31
Benchmark Food Service	352,203.21	352,203.21
TOTAL		122,146,345.58
 Certificates of Deposit		
Benchmark		357,397.98
Citizens Bank Recreation		16,518.43
Farmers Bank		434,112.82
TOTAL		808,029.23
 GRAND TOTAL		 12,954,374.81

BOARD OF SUPERVISORS

VEPGA	Energy negotiations		163.00
Farmville Newsmedia Business Card	Advertising		1,886.00
	Meals / snacks	253.28	
	Training	350.00	603.28
Sarah E. Puckett	Meals		133.60

COUNTY ADMINISTRATOR

Business Card	UPS	12.94	
	Software / supplies	117.71	130.65
US Cellular	Phone		138.00
Sarah E. Puckett	Mileage / tolls	206.50	
	Meals	25.77	
	Gas	10.00	242.27
VEMA	Dues		75.00
Business Data of Virginia, Inc.	Norton update	59.90	
	AP/PR checks	2,003.03	2,062.93
Matthew Bender & Company, Inc.	Session summary		95.08

COMMISSIONER OF REVENUE

Farmville Newsmedia	Advertising		266.52
Treasurer of Virginia	Online service		76.86
Key Office Supply	Post-it flags	9.78	
	Copy paper	119.80	129.58

<u>TREASURER</u>		
Benchmark Community Bank	Payflow / Paypal	7.50
Treasurer of Virginia	Online service	78.86
BAI Treasurers User Group	Dues	500.00
Key Office Supply	Office supplies	8.78
	Greenbar paper	230.36
	Calculator ribbon	22.53
	HP cartridge	82.99
		344.66
Bank of America	Analysis fee	850.26

<u>INFORMATION TECHNOLOGY</u>		
Business Data of Virginia, Inc.	Contract agreement	3,700.00
	Travel expense	1,375.00
BAI Municipal Software ComputerPlus Sales / Service	Annual maintenance	4,742.00
	Printer maintenance contract	79.00
		227.72

<u>ELECTORAL BOARD AND OFFICIALS</u>		
Key Office Supply	Copy paper / tape	153.95

<u>CIRCUIT COURT</u>		
Key Office Supply	Office supplies	33.65
Donald C. Blessing	Reference book	193.75

<u>GENERAL DISTRICT COURT</u>		
US Cellular	Phone	24.00

<u>CLERK OF THE CIRCUIT COURT</u>		
CenturyLink	Phone	48.55
Machelle J. Eppes	Mileage	81.22
	Meals	47.93
	Lodging	267.00
		396.15
Virginia Court Clerk's Association	Annual dues	470.00
Caskie Graphics, Inc.	Fiduciary files	296.73
Key Office Supply	Laser cartridges	449.85
	Copy paper	193.88
T&N Printing	Plats	643.73
		33.00

<u>LAW LIBRARY</u>		
AT&T	Phone	43.04
CenturyLink	Phone	40.83
Relx Inc., DBA LexisNexis	Monthly subscription	268.00
Matthew Bender & Company, Inc.	2016 Session summary	95.08
	Rules 2016 RV11	63.93
		159.01

<u>COMMONWEALTH'S ATTORNEY</u>		
Treasurer of Virginia	IPad service	131.22
Megan Clark	Mileage	119.83
STEPS, Inc.	Shredding service	35.00
Jane Hensley	Transcripts	75.40

Compro Computers	Monitors (4)		659.80
	<u>SHERIFF</u>		
Medtox Laboratories, Inc.	Drug testing		50.00
East End Motor Company, Inc.	ABS Module	762.99	
	Mount / balance tires	34.00	
	Oil change / washer tank	410.10	
	Inspection	16.00	
	Tires	544.25	
	Fog light bulb	38.14	
	Headlight bulb	18.00	1,823.48
Express Care	Oil change	819.08	
	Air filter	22.99	842.07
Grant's Glass	Windshield repair		50.00
Kenbridge Tire & Auto	Calibrations		275.00
Business Card	Service contract	134.10	
	Postage	54.36	
	Meals	131.93	
	Cards	13.98	
	Gas	101.65	
	Voice recorder / batteries	1,699.98	2,136.00
Treasurer of Virginia	VCIN		52.74
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	Phone	10.36	
	VCIN	7.97	18.33
US Cellular	Phone		851.76
Andy Cary	Meals		80.30
Kimberly Hartwell	Meals		24.11
Farmville Printing	Envelopes		692.60
Key Office Supply	Folders	261.69	
	Card file	26.99	
	USB adaptor	14.95	
	Stool	269.00	
	Desk / chair	1,207.00	
	Chairs	1,177.98	2,957.61
Staples Advantage	Office supplies		403.96
Walmart Community / RFCSLLC	Coffee / creamer / sugar	46.02	
	Creamer / sugar / cups	31.57	
	Condiments / plates	19.51	97.10
Southside Electric Cooperative	Virso Community Center		9.47
O. O. Stiff, Inc.	5.5 Month service		467.97
Chris Joyner	Headlight		28.20
DMV	Special ID		20.00
Southern Police Equipment Company	Mag charger battery		70.99
Creative Monogramming	Uniforms		114.00
Premium Marketing & Sales	Badge	94.45	
	Name badges / cases	675.80	770.25
Quality Uniform Company, Inc.	Uniforms	7,209.00	
	Uniform patches	825.00	8,034.00
Commtronics of Virginia	Base / antenna system	14,400.00	

	Radios & batteries	2,497.52	16,897.52
Signs @ Work, Inc.	Decals		750.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Fire Protection Equipment Company	HUD transmitter		489.69
Key Office Supply	Ink cartridges		39.98
Municipal Emergency Services	Adapter	188.28	
	Axe handles	50.65	238.93

RICE VOLUNTEER FIRE DEPARTMENT

C. W. Williams	Turn-out gear		2,173.09
Dominion Virginia Power	Electric service		249.75

PROSPECT VOLUNTEER FIRE DEPARTMENT

Prince Edward County Public Schools	Diesel		177.76
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DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Exterminating service (April-May)		90.00
Darlington Heights Fire Department	Concrete drive		9,350.00
Southside Electric Cooperative	Electric service		531.84
Travelers - RMD	Workers comp		525.00

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		42.73
C. W. Williams	Vehicle repair	1,109.46	
	Helmets	5,291.97	
	Chrome cap w/ chain	94.47	6,495.90
Dodson Pest Control	Exterminating service		684.00
Fire & Safety Equipment Company	Light	304.96	
	Gas detector	880.63	1,185.59
Jamerson Building Supply	Paint / supplies		70.42
Pamplin Exxon	Fuel		223.38
Verizon	Phone		130.22
Dominion Virginia Power	Electric service		302.98

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Diesel	918.54	
	Propane	145.38	1,063.92
Verizon	Phone		371.99
Dominion Virginia Power	Electric service		279.53

EMERGENCY SERVICES

Timmons Group	911 Addressing		270.00
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REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		3,676.25
Piedmont Regional Juvenile Detention Center	Juvenile detention		13,050.00

BUILDING OFFICIAL

East End Chevron	Oil change	39.58
Fisher Auto Parts, Inc.	Oxygen sensor	48.79
Rod & Staff, LLC	Oxygen sensor & fuse	169.24
US Cellular	Phone	24.00

ANIMAL CONTROL

East End Motor Company, Inc.	Inspection	16.00
Dominion Virginia Power	Electric service	134.45
CenturyLink	Phone	99.15
US Cellular	Phone	74.75
Jennifer Kingsley, DVM	Euthanasia certification	100.00
NAPA of Farmville	Oil & filters	80.86
Galls, LLC	Uniforms	1,028.67
Pairet's, Inc.	Caps	80.00

MEDICAL EXAMINER

Treasurer of Virginia	Coroner	60.00
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REFUSE DISPOSAL

Resource International	Groundwater monitoring	18,149.01	
	Misc. work tasks	2,009.25	
	Storm water compliance	1,057.25	21,215.51
C & L Machine & Welding	Repair compactor	1,861.25	
	Repair tarp bracket	600.80	2,462.05
Lowe's	Bug spray / mouse trap	32.08	
	Rake / shovel	48.41	80.49
Cavalier Equipment Corporation	Tarp for hook-lift		737.02
East End Motor Company, Inc.	Patched tire	32.99	
	Tire	495.83	528.82
NAPA of Farmville	Def		29.97
Republic Services #974	Trash collection		396.93
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		2,029.20
STEPS, Inc.	Recycling fee		2,033.84
Southside Electric Cooperative	DH site	55.43	
	Virso site	103.18	158.61
Dominion Virginia Power	Rice site	94.34	
	Cell C pump station	13.33	
	Green Bay site	54.76	
	Leachate pump	277.23	
	Worsham site	53.12	
	Prospect site	57.66	
	Scalehouse	44.01	
	Landfill site	24.01	618.46
AT&T	Phone		87.23
CenturyLink	Phone		460.94
US Cellular	Phone		24.00
Verizon	Phone		131.34
O. O. Stiff, Inc.	Monthly service		702.50

Prince Edward County Public Schools	Diesel	1,294.82
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GENERAL PROPERTIES

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
Fire Sprinkler, Ltd.	Annual service contract		1,500.00
Hudson-Payne Electronics	Fire alarm testing		650.00
Land Tech Group of Virginia	50% Deposit		1,500.00
Southside Electric Cooperative	SRR lights		30.02
Dominion Virginia Power	Roy Clark monument	12.34	
	SCOPE Building	134.38	
	Courthouse	10,928.34	
	Sheriff Department shed	6.59	
	Worsham Clerk office	27.15	
	Lights at Rice	111.00	
	Ag building	797.75	
	Shop	39.15	12,056.70
Town of Farmville	Water & sewer		166.52
AT&T	Phone		43.03
CenturyLink	Phone		217.44
US Cellular	Phone		123.56
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Janitorial supplies		1,208.62
Unifirst Corporation	Janitorial supplies		121.98
Walmart Community / RFCSLLC	Janitorial supplies		75.15
Ayers Building & Supply Company	Sink strainer / tube		9.38
Farmville Wholesale Electric	Lightbulbs		38.70
Grainger	Tone generator		104.10
Lowe's	Thermometer	9.49	
	Drain cleaner / saw blades	33.94	
	Gloves	12.33	
	Lumber	27.78	
	Paint / caulk / bolts	95.90	
	Landscape cloth / tarp	47.67	
	Lightbulbs	25.63	
	Nozzle	33.23	
	Return	-36.96	
	Locknuts	2.28	251.29
NAPA of Farmville	Belts		23.38
Rod & Staff, LLC	Angle iron		171.00
Cintas Corporation #524	Uniform rental		391.91
Prince Edward County Public Schools	Diesel		218.16
East End Motor Company, Inc.	Mower tire tube		18.49
Haley Auto Mall	Inspection		16.00

CANNERY

Virginia Food Works	Contract payment	2,916.67
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Southside Electric Cooperative	Electric service	299.67
CenturyLink	Phone	243.27
Key Office Supply	Ink cartridge	30.54
Can Corporation of America, Inc.	Cans & lids	4,150.63
Patty Gulick	Stools / airhose / pliers	172.60
Hubert Company	Cut bds / thermometers	210.98
Virginia Department of Taxation	Sales use tax on cans	219.97

CHAPTER X BOARD

Crossroads Services Board	4th Quarter support	15,000.00
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COMPREHENSIVE SERVICES ACT

Accurate Interpretation	Foster care	400.00
Bear Creek Academy	Professional service	3,300.00
Blue Ridge Autism & Achievement Center	Professional service	5,510.00
Rescare / Braley & Thompson	Professional service	6,030.00
Center for Pediatric Therapies	Professional service	880.00
Centra Health	Professional service	28,930.00
Elk Hill	Professional service	3,400.00
Family & Community Support	Professional service	2,400.00
Grafton School, Inc.	Professional service	30100
Hallmark Youthcare - Richmond	Professional service	396.00
Ifetayo Imanchinello	Foster care	2,085.00
Keystone Newport News, LLC	Professional service	6,650.00
Ashley Long	Foster care	4,222.00
Mountain Youth	Professional service	2,625.00
Northstar Academy, Inc.	Professional service	3,340.00

MUSEUMS

Lowe's	Return	76.77
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PLANNING

Donald B. Gilliam	Commission meeting	100.00	
	Mileage	21.60	121.60
Preston Hunt	Commission meeting	100.00	
	Mileage	21.60	121.60
Timothy Mark Jenkins	Commission meeting	100.00	
	Mileage	11.88	111.88
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.40	105.40
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	9.72	109.72
John W. Peery, Jr.	Commission meeting	100.00	
	Mileage	1.62	101.62
John C. Prengaman	Commission meeting	100.00	
	Mileage	5.40	105.40
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.10	108.10
Brett Von Cannon Watson	Commission meeting	100.00	
Farmville Newsmedia	Advertising	143.50	

US Cellular	Phone	56.76	
Key Office Supply	Pens / clips / folders / envelopes	223.64	
Walmart Community /RFCSLLC	Flash drives	27.93	

ECONOMIC DEVELOPMENT

Business Card	Postage	100.84	
	Meals	66.79	167.63
Sharon Lee Carney	Mileage		163.62
Farmville Printing	Envelopes		141.35

TOURISM

Dominion Virginia Power	Electric service		150.47
Town of Farmville	Water & sewer		48.42
Business Card	UPS		9.26
CenturyLink	Phone		354.71
Magi Van Eps	Meal		11.79

COOPERATIVE EXTENSION OFFICE

CenturyLink	Phone		107.78
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GENERAL EXPENSE

Lumos Networks	Phone		2,796.12
Petroleum Traders Corporation	Gas		2,433.29

CAPITAL PROJECTS

Business Data of Virginia, Inc.	Software / domain renewal		89.99
Compro Computers	Printers		554.92
Teamcraft Roofing, Inc.	Courthouse roofing work		50,000.00
W. W. Associates, Inc.	Cannery planning grant		6,000.00

DEBT SERVICE

SCOPE / Meals on Wheels	Building payment		12,000.00
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SCHOOL CONSTRUCTION FUND

Dunlap & Partners	Roofing inspection		1,300.00
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LANDFILL CONSTRUCTION FUND

Resource International	Cell E bidding serv	1,302.50	
	CQA Cell E Bidding	508.00	1,810.50

WATER FUND

Town of Farmville	Water		209.55
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SEWER FUND

Dominion Virginia Power	Sewer pump		39.18
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RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit		1,129.00
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PIEDMONT COURT SERVICES FUND

Redwood Toxicology Lab	Drug tests		772.22
Alere Toxicology Service, Inc.	Drug testing		97.40
ServiceMaster	Clean carpets		450.00
Southern Copier Sales & Service	Maintenance contract		300.00
Farmville Herald	Advertising		105.60
Southside Messenger	Advertising		48.00
Dominion Virginia Power	Electric service		282.48
CenturyLink	Phone		63.48
Lumos Networks	Phone		297.01
SRP Corporation, LLC	Rent		2,500.00
Stacy Ayers	Mileage		51.84
Connie Stimpson	Mileage	11.50	
	Safe / stool / supplies	371.06	382.56
Jessica Harding	Mileage	73.44	
	Newspapers	2.00	75.44
Renee T. Maxey	Mileage	131.85	
	Planner	16.79	148.64
Ashley Nash	Mileage		281.88
Megan Newman	Mileage		273.24
Joshua Williams	Mileage		135.54
Fred Pryor Seminars	Seminar registration		297.00
Prince Edward County Treasurer	Training		60.00
VCCJA	Registration		675.00
CMI, Inc.	Alco-sensor / mouthpiece		400.00
Key Office Supply	Stamp rack	9.49	
	2-Drawer file	355.99	
	Receipt books / clipholder	234.48	
	Copy paper	911.60	
	Chairs	617.98	
	Mobile file	179.95	
	Hole punch / dispenser	40.30	
	Printer	376.88	
	Nameplate	12.00	
	Security box	64.19	
	Desk	404.00	3,206.86
PAS International, Inc.	Mouthpieces	48.47	
	Calibrate alco-sensor	42.42	90.89
Patterson Medical Supply	Infectious waste bags		41.45
Phelps Locksmith Service	Replace locks / keys		106.50
Quill Corporation	Shredder / labels / towels		250.43
STEPS, Inc.	Shredding service		96.00
Business Data of Virginia, Inc.	Software		399.00
Kinex Networking Solutions	Remote backup		130.00
Quill Corporation	Card files		131.18

In Re: Appropriation of FY17 Prince Edward County Budget

Mr. Bartlett stated that on April 28, 2016, the Board of Supervisors approved the FY17 Budget for Prince Edward County. The resolution adopted on that date listed a total budget of \$51,983,395 which included a School budget of \$24,887,185 and a School Cafeteria budget of \$1,088,427. He added that the amounts are presented by department and fund; he stated the Board will make the amendment in July for the SVCC appropriation.

Supervisor Gray made a motion, seconded by Supervisor Townsend, to approve the Annual Resolution of FY17 Appropriations and to appropriate the FY17 Budget for each County Department and Fund; the motion carried unanimously:

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		

**ANNUAL RESOLUTION OF APPROPRIATIONS
OF THE COUNTY OF PRINCE EDWARD
FOR THE FISCAL YEAR ENDING JUNE 30, 2017**

A resolution to appropriate designated funds and accounts from specified estimated revenues for FY 2017 for the operating budget and the Capital Improvements Program for the County of Prince Edward, Virginia, and to authorize and empower County officers to expend funds and manage cash assets; and to establish policies under which funds will be expended and managed.

The Prince Edward County Board of Supervisors does hereby resolve on this 14th day of June 2016 that, for the fiscal year beginning on July 1, 2016, and ending on June 30, 2017, the following sections are hereby adopted.

- Section 1. The cost centers shown on the attached letter labeled FY 2016-2017 Appropriations are hereby appropriated from the designated estimated revenues as approved by the Board of Supervisors on April 28, 2016 for FY 2016-2017.
- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors, only if deemed appropriate and there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3. All appropriations herein authorized shall be on the basis of cost centers for all departments and agencies and by Category.
- Section 4. The Social Services Board is separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the Social Services

Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within its respective funds in any amount.

- Section 5. The School Board is separately granted authority for implementation of the appropriated funds for their respective operations. Appropriations for the School Board are by Category. By this resolution the School Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within or between a category.
- Section 6. The County Administrator is expressly authorized to approve transfers of any unencumbered balance or portion thereof from one classification of expenditure to another within the same Fund with the exception of Constitutional Officers for the efficient operation of government. Transfers into or out of a department of a Constitutional Officer requires prior approval of the Board of Supervisors.
- Section 7. All outstanding encumbrances, both operating and capital, at June 30, 2016 shall be re-appropriated to the FY1027 fiscal year to the same cost center and account for which they are encumbered in the previous year.
- Section 8. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than those involving ongoing operational projects, or programs supported by grants or County funds, which must be preapproved by the County Administrator or his designee and submitted to the Board of Supervisors for final approval. Such funds must be applied to the purpose for which they were originally approved.
- Section 9. Appropriations previously designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project if funding is available from all planned sources, or until the Board of Supervisors, by appropriate ordinance, resolution or other action changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and return to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2016 and appropriations as they are made in the FY 2017 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to an increase of \$10,000.00 as long as funds are available from the funding sources and approve all change orders for reduction of contracts.
- Section 10. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate action, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may approve necessary accounting transfers between departments and funds to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and return to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2016 and appropriations in the FY 2017 Budget.
- Section 11. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.

- Section 12. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds as deemed necessary up to amounts budgeted or in accordance with any existing bond resolutions that specify the manner in which transfers are made.
- Section 13. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance. The Treasurer is authorized and directed to credit all interest received from the investment of all County funds to the General fund, with the exception of the School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E.Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.
- Section 14. All procurement activities with funds appropriated herein shall be made in accordance with the County purchasing policy and applicable state statutes.
- Section 15. It is the intent of this resolution that funds be expended for the purpose indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.
- Section 16. The County Administrator is authorized, pursuant to State statute, to issue orders and checks for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A listing of vendor payments shall be presented to the Board of Supervisors for information not less frequently than monthly.
- Section 17. Subject to the qualifications contained in this resolution, all appropriations are declared to be maximum, conditional and proportionate appropriations – the purpose being to make the appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues collected and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportions as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.
- Section 18. All revenues received by an agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained, and those sums appropriated to the budget. Any grant approved by the Board for application shall not be expended until the grant is approved by the funding agency for drawdown. Nor may any of these agencies or boards make expenditures which will exceed a specific item of an appropriation.
- Section 19. Allowances out of any of the appropriations made in this ordinance by any or all County departments, commissions, bureaus, or agencies under the financial control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the internal revenue service and shall be subject to change by the County Administrator from time to time to maintain like rates.

Section 20. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this ordinance shall be and the same are hereby repealed.

Section 21. This ordinance shall become effective on July 1, 2016.

Listed below are the appropriations for each County Department and Fund:

	<u>FUND AND FUNCTION</u>	<u>AMOUNT</u>
	<u>General Fund</u>	
11010	Board of Supervisors	\$ 125,225
12110	County Administrator	514,967
12210	Legal Services	47,035
12240	Independent Auditor	42,988
12310	Commissioner of Revenue	289,947
12320	Assessor	14,000
12410	Treasurer	333,652
12510	Information Technology	87,253
13100	Electoral Board & Officials	40,520
13200	Registrar	92,763
21100	Circuit Court	54,916
21200	General District Court	7,450
21300	Magistrates	3,525
21600	Clerk of Circuit Court	508,688
21800	Law Library	6,000
22100	Commonwealth's Attorney	568,383
22200	Victim Witness Assistance Program	67,913
31200	Sheriff	1,923,843
31201	Sheriff – Courts	383,912
32200	Volunteer Fire Departments	536,600
32300	Ambulance & Rescue Squad	84,000
32400	Forest Fire Prevention	12,000
32500	Emergency Services	45,415
33200	Regional Jail/Juvenile Detention	1,285,000
34100	Building Official	55,360
35100	Animal Control	119,052
35300	Medical Examiner	500
42300	Refuse Disposal	1,200,382
42600	Litter Control	7,452
42610	Sandy River Reservoir	8,000
43200	General Properties	648,919
43400	Cannery	80,986
51100	Health Department	162,734
52500	Crossroads Services Board	60,000
53500	Comprehensive Services Act	1,103,000
53501	Other Welfare/Donations	69,533
68100	Contributions to Colleges	6,750
71100	Parks & Recreation	63,000
72200	Museums	9,000
73500	Public Library	204,663
81100	Planning	191,502
81200	Community Development	48,850
81500	Economic Development	66,840

81600	Tourism	84,189
82300	Flood & Erosion Control	6,000
82400	Soil & Water Conservation	11,840
83500	Cooperative Extension Office	67,420
91000	General Expense	168,026
93000	Transfers Out	9,308,514
94000	Capital Projects	22,000
95000	Debt Service	876,645
TOTAL GENERAL FUND		\$ 21,727,152

Forfeited Assets Fund \$ 0.00
(To be expended only on order of the Board of Supervisors)

Recreation Fund \$ 6,000
(To be expended only on order of the Board of Supervisors)

CDA Special Levy Fund \$ 110,709
(To be expended only on request of the Poplar Hill CDA)

Granite Falls CDA \$ 1,551
(To be expended only on order of the Granite Falls CDA)

D.A.R.E. Fund \$ 0.00
(To be expended only on order of the Board of Supervisors)

Welfare Fund \$ 2,838,685
(To be expended only on order of the Social Services Board)

School Fund
(To be expended only on order of the School Board)

61000 – Instruction	\$17,982,676
62000 – Administration, Health, Attendance	1,517,144
63000 – Pupil Transportation	1,882,742
64000 – Operation & Maintenance	1,669,023
66000 – Facilities	150,000
67000 – Debt Service	599,330
68000 – Technology	1,086,270
Total	\$ 24,887,185

School Cafeteria Fund \$ 1,088,427
(To be expended only on order of the School Board)

Landfill Construction Fund \$ 304,000
(To be expended only on order of the Board of Supervisors)

Water Fund \$ 301,613

Sewer Fund \$ 116,800

Retiree Benefits Fund \$ 13,819
(To be expended only on order of the Board of Supervisors)

<u>Economic Development Fund</u>	\$	23,368
(To be expended only on order of the Board of Supervisors)		
<u>Revenue Sharing Fund – VDOT</u>	\$	0.00
(To be expended only on order of the Board of Supervisors)		
<u>Piedmont Court Services Fund</u>	\$	564,086
(To be expended only on order of the Board of Supervisors)		
TOTAL		
APPROPRIATIONS	\$	51,983,395

The Treasurer is authorized and directed to transfer from the General Fund to the Welfare Fund, School Fund, and Retiree Benefits Fund such sums as may be needed to meet the foregoing appropriations. The Treasurer is authorized and directed to credit all interest received from the investment of all county funds to the General Fund, with the exception of the School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E. Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.

Supervisor Timmons questioned the necessity of the Board to approve the School making adjustments to their budget categories. Mr. Bartlett said that is included in Section 5 of the Resolution and the Schools would have to come back to the Board.

In Re: Courthouse Landscape Design

To prepare for the Vice-Presidential Debate in October, the Board of Supervisors has decided to improve the appearance of the outside of the Courthouse grounds. The front steps have been re-caulked, the brickwork has been tuck pointed and the damaged part of the columns has been repaired.

On April 12, 2016, the Board agreed to hire LandTech to develop a landscape design for the Courthouse grounds. LandTech has completed the design and has provided two options for the front of the Courthouse. The Board was provided schematics of the entire design to include the two options.

Both designs maintain the current brick columns with the black chain that runs parallel to the sidewalk on Main Street. Both options call for the existing brick of the front walk to be removed and be replaced by new pavers that match what the Town has used. The main difference between the two options is one allows for secondary walkways using the existing pavers and running parallel to Main Street. At the

end of the secondary walks are the Light of Reconciliation Marker and the Granite Memorials. Benches are provided in this plan to allow seating.

The second design eliminates the secondary walks. The Light of Reconciliation Marker and the Granite Memorials would be moved close to the Main Street sidewalk. Existing pavers will be used to create small patios adjacent to the Marker and Memorials for the public to use.

A representative from LandTech presented and reviewed the two options, providing detail on placement of the options and plants used. She also stated a bronze casting of the County Seal may be added to the design.

Following the presentation, Supervisor Timmons stated the County is also in the process of evaluating Courthouse security measures; he stated if in that process they restrict access to all but one entrance on the north side, several of the other entrances would not be used, and the Board must consider that change. Discussion followed.

Mr. Bartlett stated the estimates provided are for all portions of the design.

Supervisor Timmons asked when the report from the consultant may be expected. Mr. Bartlett said it should be received within the next two to four weeks. Discussion followed.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to table action until the County receives the information regarding the security plan for the Courthouse; 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	

Mr. Timmons asked how long it would take LandTech to come up with construction plans once the Board decides on action; the representative stated it would be approximately a week.

In Re: FY17 County Budget – Revisited

Mr. Bartlett stated that upon closer review, the Board may wish to eliminate the last sentence in Section 5 of the Annual Resolution of Appropriations of the County of Prince Edward for the Fiscal Year Ending June 30, 2017.

After some discussion, Supervisor Timmons made a motion, seconded by Supervisor Townsend, to strike the last sentence in Section 5 of the Annual Resolution of Appropriations of the County of Prince Edward for the Fiscal Year Ending June 30, 2017, to read as follows:

Section 5. The School Board is separately granted authority for implementation of the appropriated funds for their respective operations. Appropriations for the School Board are by Category. ~~By this resolution the School Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within or between a category.~~

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
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In Re: Public Hearing – Amendments to the County Precinct Ordinance

Chairman Simpson announced that this was the date and time scheduled for a public hearing on the Amendments to the County Precinct Ordinance. Notice of this hearing was advertised according to law in the Friday, June 3, 2016 and Friday, June 10, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

At its May 10, 2016 meeting, the Board authorized a public hearing on amendments to the County Precinct Ordinance. Two of the County's eight election districts have more than one precinct: Buffalo District and Leigh District. Each of these voting Districts has two precincts. Election boundaries (voting districts or precincts) must be drawn using physical features (roads, creeks, etc.) that are discernible from the ground. Based on this legal requirement, the boundaries of the precincts in the Leigh District will require

minor changes in order to bring them into compliance. No changes are necessary on the precincts in the Buffalo District.

Chairman Simpson opened the public hearing.

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

Brian Butler, Deputy County Attorney, stated the ordinance had not been updated when the redistricting took place; this would ensure the ordinance lawfully complies. He added no one will vote for a new supervisor.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to approve the proposed amendments to the County Precinct Ordinance; 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		

Sec. 42-31. – Boundary descriptions of election precinct areas.

- (a) Each of the county election districts, with the exception of districts 301 and 501, has one precinct. The boundaries for precinct districts 101, 201, 401, 601, 701 and 801 are the same as for the corresponding election districts described in this article.
- (b) Election district 501 has two precincts located within its boundaries. These are precincts 501 and 502. The boundary descriptions are as follows:
 - (1) Boundary description of precinct 501. Commencing at a point where Secondary Highway 667 (Bloomfield Road) intersects Secondary Highway 671 (County Line Road) at the Charlotte County line; thence in a northerly direction along said Secondary Highway 667 (Bloomfield Road) until it intersects Secondary Highway 699 (Carter Road); thence in an easterly direction along said Secondary Highway 699 (Carter Road) until it intersects with Carey Creek; thence in a northerly direction down said Carey Creek until it intersects with Buffalo Creek; thence in a northeasterly direction along said Buffalo Creek until it intersects Secondary Highway 648 (Hard Times Road) at Lockett Creek’s confluence with Buffalo Creek; thence in a westerly and southwesterly direction along said Lockett Creek until said creek’s point of beginning at the intersection of Secondary Highway 658 (Five Forks Road) and Secondary Highway 664 (Singleton Road); thence in a westerly and northwesterly direction along said Secondary Highway 658 (Five Forks Road) until it intersects U.S. Highway 460 until it intersects Secondary Highway 627 (Hixburg Road); thence in a southwesterly direction along the Appomattox County and Charlotte County line until said line intersects with Secondary Highway 671 (County Line Road); thence in an easterly and southeasterly direction along said Secondary Highway 671 (County Line Road) at the point of beginning, including all territory encompassed within said lines, and being further described as including Census Blocks; (Tract 9302) 22065, 23060-23062, 23068, 23069, 23072-23074, 23082; (Tract 9303) 1000, 1001, 1007-10011, 1018-1020, 1022, 1023-1034, 1038-1050, 1052-1091, 2018-2050, 3023, 2036, 3038, 3047, 3049, 3052-3082, 3093, 3094.

- (2) Boundary description of precinct 502. Commencing at a point where Buffalo Creek intersects Secondary Highway 658 (Five Forks Road); thence in an easterly direction along said Secondary Highway 658 (Five Forks Road) until it intersects with Secondary Highway 643 (Back Hampden-Sydney Road); thence in a northerly direction along said Secondary Highway 643 (Back Hampden-Sydney Road) until it intersects with Secondary Highway 642 (Germantown Road); thence in an easterly direction along Secondary Highway 642 (Germantown Road) until its intersection with Secondary Highway 628 (Commerce Road); thence in a northerly direction along Secondary Highway 628 (Commerce Road) until it intersects with U.S. Highway Bypass 15-460; thence in an easterly direction along said U.S. Highway Bypass 15-460 until it intersects Little Buffalo Creek; thence in a northerly direction along said Little Buffalo Creek until it intersects with the corporate limits of the Town of Farmville; thence in a westerly, northerly, northwesterly, and easterly direction along said corporate limits of the Town of Farmville until said corporate limits intersect with High Bridge Trail State Park (formerly Norfolk-Southern railroad tracks); thence in an easterly direction along High Bridge Trail State Park (formerly Norfolk-Southern railroad tracks) until it intersects with Buffalo Creek at the corporate limits of the town of Farmville; thence in a northeasterly direction along said Buffalo Creek and corporate limits until said Buffalo Creek enters the Appomattox River; thence in a westerly and northwesterly direction along said Appomattox River until it intersects U.S. Highway 15 (Sheppards Road); thence in a southeasterly direction along said U.S. Highway 15 (Sheppards Road) until it intersects with the U.S. Highway 15-460 Bypass; thence in a southeasterly direction along said U.S. Highway 15-460 Bypass until it intersects with the High Bridge Trail State Park (formerly the Norfolk-Southern railroad tracks); thence in a westerly direction along said High Bridge Trail State Park (formerly Norfolk-Southern railroad tracks) until said Park intersections with Secondary Highway 648 (Hard Times Road); thence in a southerly direction along Secondary Highway 648 (Hard Times Road) until it intersects Lockett Creek at Lockett Creek's confluence with Buffalo Creek; thence in a southerly direction along Buffalo Creek to the point of beginning, including all territory encompassed within said lines, and being further described as including Census Blocks; (Tract 9302) 11000-11034, 11044-11050, 11087, 11089, 11095, 11096, 11103-11108, 11110, 12034, 12035, 12038, 21040, 21073, 22029-22032, 22034-22038, 22058-22064, 22087, 22088, 22101.
- (c) Election District 301 has two precincts located within its boundaries. These are precincts 301 and 302. The boundary descriptions are as follows:
- 1) Boundary description of precinct 301. Commencing at a point where Secondary Highway 621 (Grape Lawn Road) intersects the Nottoway County line; thence proceeding in an westerly direction along said Secondary Highway 621 (Grape Lawn Road) until it intersects with Secondary Highway 641 (Williams Road); thence in a northwesterly direction along said Secondary Highway 641 (Williams Road) until it intersects Secondary Highway 612 (Sandy River Road); thence in a westerly direction along said Secondary Highway 612 (Sandy River Road) until it intersects with Secondary Highway 696 (Green Bay Road); thence in a northwesterly direction along said Secondary Highway 696 (Green Bay Road) until it intersects with Secondary Highway 636 (Poorhouse Road); thence in a northwesterly direction along said Secondary Highway 636 (Poorhouse Road) until it intersects with Secondary Highway 637 (Worsham Road); thence in a westerly direction along said Secondary Highway 637 (Worsham Road) until it intersects with Secondary Highway 630 (Old Ridge Road); thence in a northerly direction along said Secondary Highway 630 (Old Ridge Road) until it intersects Secondary Highway 628 (Zion Hill Road); thence in a westerly direction along said Secondary Highway 628 (Zion Hill Road) until it intersects Briery Creek; thence up Briery Creek in a southwesterly direction until it intersects with U.S. Highway 15; thence in a southeasterly and southerly direction along U.S. Highway 15 until it intersects with Secondary Highway 630 (Meherrin Road) at New Witt Church;

thence along said Secondary Highway 630 (Meherrin Road) until it intersects with Rice Creek; thence in a northeasterly direction along Rice Creek until its confluence with Bush River; thence in a southerly direction along Bush River to its branch with Camp Creek; thence in a southeasterly direction along Camp Creek and the eastern border of Census Tract 9303, Block 5048 to the intersection of Secondary Highway 632 (Schultz Mill Road) and Secondary Highway 630 (Meherrin Road); thence in a southeasterly direction along Meherrin Road to the Lunenburg County line; thence generally easterly along the Lunenburg County line until the Lunenburg County line intersects with the Nottoway County line; thence in a northerly direction along said Nottoway County line until it intersects with Secondary Highway 621 (Grape Lawn Road), the point of beginning, including all of the territory encompassed within said lines and being further described as including Census Blocks: (Tract 9301) 3054, 3046 (Tract 9303) 4000-4008, 5002-5047, 4040-5135, 4142-5151, 5166-5183, 5187-5192.

- 2) Boundary description of precinct 302. Commencing at a point where Secondary Highway 630 (Meherrin Road) intersects with Rice Creek; thence in a northeasterly direction along Rice Creek until its confluence with Bush River; thence in a southerly direction along Bush River to its branch with Camp Creek; thence in a southeasterly direction along Camp Creek to the intersection of Secondary Highway 632 (Schultz Mill Road) and Secondary Highway 630 (Meherrin Road); thence in a southeasterly direction along Meherrin Road to the Lunenburg County line; thence generally westerly along the Lunenburg County and then Charlotte County lines to its intersection with U.S. Highway 15 (Farmville Road); thence in a northerly direction along U.S. Highway 15 (Farmville Road) to its intersection with Secondary Highway 647 (Loman Road); thence in an easterly direction along Secondary Highway 647 (Loman Road) to its intersection with Secondary Highway 630 (Meherrin Road); thence in a northerly direction along Secondary Highway 630 (Meherrin Road) to the point of beginning, including all of the territory encompassed within said lines and being further described as including Census Blocks: (Tract 9303) 4010-4015, 4014, 4031-4035, 4038-4040, 4042-4046, 4048, 4056-4080, 4091-4096, 4098-4119, 5048, 5049, 5136-5141, 5152-5165, 5184-5186, 5193.

Sec. 43-32. – Description of polling places.

The description of the county’s polling places is as follows:

Election District Number	District Name	Polling Place Location
101	Farmville	Farmville Bus Shop on Doswell Street
201	Lockett	Rice Fire House on Highway 600 in Rice
301	Leigh District 301 Mount Zion	Second Mount Zion Baptist Church on Highway 696 near Green Bay
	Leigh District 302 Mount Pleasant	Mount Pleasant United Methodist Church on Highway 633
401	Hampden	Hampden-Sydney Fire House off State Primary Route 133 on South Boundary Road
501	Buffalo Precinct 501 Darlington Heights	Fire House in Darlington Heights on Highway 665

	Precinct 502 Buffalo Heights	Piedmont ASAP Building on West Third Street, U.S. Highway 460 Business
601	Prospect	Fire House in Prospect on Highway 655
701	West End	P. F. Gay Fire Station at Highway 460 Bridge over Buffalo Creek
801	Center	Elks Lodge on South Main Street

In Re: Public Hearing – Amendments to the County 2016 Tax Rate Ordinance

Chairman Simpson announced that this was the date and time scheduled for a public hearing on the Amendments to the County 2016 Tax Rate Ordinance. Notice of this hearing was advertised according to law in the Friday, June 3, 2016 and Friday, June 10, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Section 58.1-3965 of the *Code of Virginia* enables localities to adopt an ordinance which will authorize the sale of land for delinquent special tax levies within any district covered by a community development authority if the property is delinquent on the first anniversary of the date on which the special tax becomes due. The special tax levy requested by the Poplar Hill CDA is only assessed on properties within the Poplar Hill CDA District. This expedites the collection of special tax levies, but does not impact other taxpayers of the County.

Mr. Butler stated the Special Assessment that was assessed against the properties in the Poplar Hill Community Development Authority and has no application beyond those properties and will not affect taxes paid by anyone else. This will allow acceleration of the process of collection of overdue taxes from three years to one year. There are protections for anyone living on CDA property; this only affects unoccupied land of the CDA.

Chairman Simpson opened the public hearing.

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

Supervisor Gray made a motion, seconded by Supervisor Townsend, to approve the amendments to the County 2016 Tax Rate Ordinance; 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

An Ordinance to Amend the Ordinance to Impose Tax Levies For Calendar Year 2016

Whereas, the Prince Edward County Board of Supervisors established the levies for Calendar Year 2016 for the County of Prince Edward, Virginia by ordinance adopted April 28, 2016; and

Whereas, the Prince Edward County Board of Supervisors desires to amend said ordinance to expedite the collection of any delinquent Special Levy taxes in the Poplar Hill Community Development Authority District, in accordance with the provisions of Section 58.1-3965.2 of the *Code of Virginia*;

Now, Therefore, Be It Resolved, by the Board of Supervisors of the County of Prince Edward that the Ordinance to Impose Tax Levies for Calendar Year 2016 be amended to include the following language:

Be It Further Resolved, that an additional special tax shall be levied on real property located in the Poplar Hill Community Development Authority (CDA) District at the request of the Poplar Hill Community Development Authority, pursuant to the authority granted by Section 14.2-5158(A)(3) of the *Code of Virginia*; and that, pursuant to Section 58.1-3965.2 of the *Code of Virginia*, proceedings be instituted to sell any such real property when this special tax on the property is delinquent on the first anniversary of the date on which the tax became due.

Additional Special Tax Levy – Poplar Hill CDA District Only

Levy	Nominal Tax Rate (per \$100 of assessed valuation)	Value Used for Assessment Purposes	Effective Tax Rate (per \$100 of assessed valuation)
Poplar Hill CDA District Real Estate Special Tax Levy	\$1.00	Fair Market Value	\$1.00

In Re: School Board Appointments

At its May 10, 2016 meeting, the Board of Supervisors held a public hearing on the candidates for School Board for Districts #301 and #501, as required by Section 22.1-29.1 of the *Code of Virginia*.

A vote was taken on the candidates for the four year term of School Board representative for District 301.

<u>Candidate</u>	<u>Vote</u>
Timothy W. Corbett, Sr., MD	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
Wayne E. McWee, Ed.D.	(None)

Timothy W. Corbett, Sr., MD will serve a four-year term as the School Board representative for District 301, commencing July 1, 2016.

A vote was taken on the candidates for the four year term of School Board representative for District 501.

<u>Candidate</u>	<u>Vote</u>
Patricia A. Bobenreith	Robert M. Jones Howard R. Simpson
Wilkie W. Chaffin, Ph.D.	Pattie Cooper-Jones Calvin L. Gray Odessa H. Pride C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck

Wilkie W. Chaffin, Ph.D. will serve a four-year term as the School Board representative for District 501, commencing July 1, 2016.

In Re: Appointment – Board of Appeals for Building Code

Chairman Simpson requested the Board consider the statement contained in the Virginia Uniform Statewide Building Code prior to voting. The USBC states:

“Members of the LBBCA (local board of building code appeals) shall be selected by the locality on the basis of their ability to render fair and competent decisions regarding application of the USBC and shall to the extent possible, represent different occupational or professional fields relating to the construction industry.”

Discussion followed regarding the qualifications of Ms. Walker for the position. Mr. James Ennis, County Attorney, stated the USBC statement does not disqualify Ms. Walker as a candidate; it is a question of qualification to interpret building code as goes to familiarity with building code and custom and usage in the construction industry. The language “to the extent possible” would not limit the candidacy to someone who is a licensed contractor.

Mr. Bartlett stated the purpose of the Board of Appeals for Building Code.

A vote was taken on the candidates for the five-year term of Board of Appeals for Building Code.

<u>Candidate</u>	<u>Vote</u>
Southard Brumfield	Robert M. Jones Howard R. Simpson
Lanay S. Walker	Pattie Cooper-Jones Calvin L. Gray Odessa H. Pride C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck

Lanay S. Walker will be appointed to the Board of Appeals for Building Code for a term of five years beginning July 1, 2016 and ending June 30, 2021.

In Re: Appointment – Poplar Hill Community Development Authority

A vote was taken on the candidates for the one-year terms for the Poplar Hill Community Development Authority:

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

Lanay S. Walker

(None)

John Gantt and Karen Schinabeck will be appointed to the Poplar Hill Community Development Authority for a term of one year beginning July 1, 2016 and ending June 30, 2017.

In Re: Appointment – Prince Edward County Industrial Development Authority – Four Year Term

A vote was taken on the candidates for the unexpired term for the Prince Edward County Industrial Development Authority:

<u>Candidate</u>	<u>Vote</u>
Gwen Eddleman, Ed.D.	Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
Michael B. Montgomery	Calvin L. Gray Pattie Cooper-Jones Odessa H. Pride C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
Fred E. Russell	Robert M. Jones Howard R. Simpson
Lanay S. Walker	(None)

Gwen Eddleman, Ed.D. and Michael B. Montgomery will be appointed to the Prince Edward County Industrial Development Authority for a term of four years beginning July 1, 2016 and ending June 30, 2020.

In Re: Appointment – Prince Edward County Industrial Development Authority – Unexpired Term

A vote was taken on the candidates for the one-year term opened by the resignation of a member of the Prince Edward County Industrial Development Authority:

<u>Candidate</u>	<u>Vote</u>
Fred E. Russell	Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
Lanay S. Walker	(None)

Fred E. Russell will be appointed to the Prince Edward County Industrial Development Authority to fill an unexpired term ending June 30, 2017.

In Re: Appointment – Social Services Board

A vote was taken on the candidate for the four-year term for the Prince Edward Social Services Board.

<u>Candidate</u>	<u>Vote</u>
Shirley Wallace	Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck

Shirley Wallace will be appointed to the Social Services Board for a term of four years beginning July 1, 2016 and ending June 30, 2020.

In Re: Appointment – Central Virginia Regional Library Board

A vote was taken on the candidates for the four-year term for the Central Virginia Regional Library Board:

<u>Candidate</u>	<u>Vote</u>
Susan M. Smith, Ph.D.	Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
L. Rae Moore-Reed	(None)
Lanay S. Walker	(None)

Susan M. Smith, Ph.D. will be appointed to the Central Virginia Regional Library Board for a term of four years beginning July 1, 2016 and ending June 30, 2020.

In Re: Appointment – Central Virginia Regional Library Board (Unexpired Term)

A vote was taken on the candidates for the two-year, unexpired term for the Central Virginia Regional Library Board:

<u>Candidate</u>	<u>Vote</u>
L. Rae Moore-Reed	Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
Lanay S. Walker	(None)

L. Rae Moore-Reed will be appointed to fill an unexpired term until June 30, 2018.

In Re: Regional Emergency Communications Grant

Mr. Bartlett stated the Commonwealth Regional Council is spearheading an application for a grant from VDEM. The grant will be used to assist in providing communication coverage for areas that lack such coverage now. The grant will be used to erect eight communication towers. Three of the towers will be purchased with funds from the grant and Mid-Atlantic Broadband, who is partnering with the CRC, will donate five towers.

Lunenburg and Prince Edward County each would receive one tower. Amelia will receive two and Charlotte County will receive four towers. The tower in Prince Edward County is proposed to be placed on land owned by the Darlington-Heights Volunteer Fire Department and would provide communication in dead zones in the western and southern portion of the County. The grant request is for approximately \$866,000 and there is no match requirement. Charlotte County has agreed to serve as the fiscal agent for the grant.

Mr. Bartlett stated the Regional Preparedness Advisory Committee (RPAC) is supportive of this regional grant and will be providing a letter of support. The RPAC recommends the participating counties also provide a letter of support and state if the grant is awarded the County will be committed to providing the required radio equipment so that Towers are actually used. There is no timeline for the purchase of this radio equipment.

Supervisor Timmons clarified there is no cost to the County. Mr. Bartlett stated the County has to fund the tower and then would receive reimbursement. He stated the CRC is already looking for grants for equipment. He then questioned if the County wishes to own the tower or sell or lease it back to MidAtlantic Broadband.

Supervisor Townsend questioned the cost for the radio equipment. Mr. Bartlett said it would be approximately \$100,000.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to authorize the County Administrator to sign and deliver the Letter of Support for the regional grant application; 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: Boundary Line Adjustment

Chairman Simpson said three property owners wish to be included within the Town limits; they are Blue Sky Development, LLC, Barry Dowdy and Cedar Level, LLC.

Section 15.2-3106 et. seq. of the *Code of Virginia* allows a county and town to relocate and change the boundary lines between them. At present, there are three County property owners with parcels contiguous to the existing corporate limits of the Town of Farmville, who have requested in writing a boundary adjustment whereby their property would be within the town limits. They are Blue Sky Development, LLC (231 acres +/-, adjacent to Crestview Subdivision/Germantown Road); Barry Dowdy (2 acres +/-, adjacent to Germantown Road); and Cedar Level, LLC (48.52 acres +/-, located on Milnwood Road).

The Board of Supervisors and Town Council have held the required public hearing. The draft Voluntary Boundary Agreement was prepared by the Town Attorney. Once approved, a joint petition will be filed with the Prince Edward County Circuit Court to obtain an order approving the boundary change.

Mr. Ennis stated there is one issue with the legal descriptions presented by Blue Sky Development and Mr. Dowdy; he said it is not possible to ascertain whether or not portions of these properties would go to centerline of State Route 628. As long as the properties are in the County, that road is under the control of the Virginia Department of Transportation. There may be deeded right of ways to VDOT for State Route 628 and some portions of it, the right of way has been acquired by prescription and not in a deeded right of way. The boundary would be about 25 feet from the center line of State Route 628 and may fall short of the actual property line according to the legal descriptions provided in the proposed boundary adjustment. It would not affect the landowner; it would set the boundary between the Town and County, 25 feet from the centerline on the eastern side of State Route 628.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to approve the Voluntary Boundary Agreement subject to the addition of specific language which clarifies the new western boundary line between the Town and the County which affects the properties of Blue Sky Development and Barry Dowdy will be aligned 25 feet east of the existing center line of State Route 628 and that no portion of said State Route will become part of the Town of Farmville; 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	

Mr. Ennis stated he will notify the Town Attorney and will work out the language in the Agreement and subsequent petition which will be filed with the Circuit Court.

In Re: Landfill Operations Contract

Mr. Bartlett stated the County's existing contract with the Contractor for landfill operation services expires June 30, 2016. The original contract expired on June 30, 2015 but allows the County to negotiate up to two additional one-year renewals. The Board of Supervisors renewed the contract for one year on May 12, 2015.

Mr. Bartlett recommended renewal for the following reasons:

- By focusing on compacting the trash to a greater extent than normal and the effective use of daily cover, and the willingness to work in the restrictive airspace at the top of the highest cell, the Contractor has greatly extended the life of the landfill.
- During the last advertisement the only contractor willing to obtain a Class II Certified Waste Management Facility Operator's License was the current operator.
- The Contractor has full knowledge of Virginia Solid Waste Management Regulations, the County's Facility Permit issued and approved by DEQ and the County's operation manual.
- The Contractor has a long history of working at the County Landfill which provides it specific knowledge of the soils, types of refuse deposited, specific requirements imposed by DEQ and the County's Engineers and the County itself.
- DEQ has found no flaws in the operations conducted by the Contractor.
- DEQ has stated the Contractor is proactive, not reactive which ensures small problems are resolved before DEQ must issue any notice of non-compliance.
- The Contractor has a long history of working with County residents and meeting their needs and expectations.
- The Contractor has provided services not contained in the contract for no additional cost – collecting water samples, clearing land for a new cell, etc.
- The current Contractor has not issued a single change order nor billed the County for the additional work mentioned above.

If for any reason the contractor fails to provide the same level of service, the existing contract allows the County to terminate the Contract with 90 days notice with or without cause.

Supervisor Gray made a motion, seconded by Supervisor Cooper-Jones, to authorize the County Administrator to negotiate a one-year contract extension in accordance with the existing contract and authorize the Chairman of the Board of Supervisors and the County Administrator to sign all necessary documents after review by the County Attorney; 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

In Re: Prospect Depot Restoration – Memorandum of Agreement Resolution

Mrs. Sharon Lee Carney, Economic Development Director, stated over the years, beginning in 2001, Prince Edward County contracted with the Prospect Historical Society as the fiduciary agent for the restoration of the old Prospect Depot. The Depot Project has been able to accumulate a total of \$600,019; VDOT Enhancement Grants ((\$501,000) and a Tobacco Commission Southside Economic Development Grant (\$99,019).

In December 2013, there was a failed contractor bid as a result of bids coming in much higher than the allowable budgeted amount. This initiated the need to virtually start over and modify the Depot scope of work. At the direction of the Enhancement Grant Funding Agent, the Federal Highway Administration (FHWA), extensive negotiations ensued with the various agencies involved in the Depot Project, resulting in a Memorandum of Agreement (MOA). As part of the acceptance of the MOA, the FHWA requests the approval of a Resolution of Support from Prince Edward County. In addition, all agencies involved in the Depot Project will also have to approve these documents: Virginia Department of Transportation (VDOT); Virginia Department of Conservation and Recreation (DCR); Virginia Bureau of Capital Outlay Management (BCOM); the Virginia Department of Historic Resources (DHR) and the Prospect Historical Society.

Approval by Prince Edward County will allow the Depot Project to move forward toward another contractor bid. Revised 90% plans have already been prepared, with anticipated construction to commence by late summer/early fall. As of this date, Prince Edward County has been fully reimbursed for expenses associated with this project. As required by VDOT, Hurt & Proffitt Engineering has been contracted to oversee the Project to completion and within budget. This will include verification of the contractor draws, and documentation acceptable for expense reimbursement to Prince Edward County. There are still sufficient

grant funds available to construct the revise Depot, utilizing modern materials and the proposed modifications as outlined in the MOA. There are no additional funds necessary for this project amendment.

Supervisor Timmons made a motion, seconded by Supervisor Gray, to approve the MOA Resolution of Support and to authorize the County Administrator to sign any and all documents associated with the MOA submittal to the FHWA following a review by the County Attorney; 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
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**MEMORANDUM OF AGREEMENT
AMONG THE FEDERAL HIGHWAY ADMINISTRATION,
THE VIRGINIA STATE HISTORIC PRESERVATION OFFICER,
PRINCE EDWARD COUNTY, THE VIRGINIA DEPARTMENT OF
TRANSPORTATION, THE PROSPECT HISTORICAL SOCIETY, AND
THE VIRGINIA DEPARTMENT OF CONSERVATION AND RECREATION,
REGARDING RECONSTRUCTION OF THE PROSPECT DEPOT,
PRINCE EDWARD COUNTY, VIRGINIA**

WHEREAS, Prince Edward County (the County) proposes to reconstruct the Prospect Depot (VDHR) Inventory No. 073-5050), located in the Village of Prospect, Prospect, Virginia, for the purposes of a trail head for the High Bridge Trail and a transportation museum (VDOT Project No. EN01-073-116, PE101, RW201, C501, UPC 59780), hereinafter referred to as the Project (Attachment A-Location Map); and

WHEREAS, the County anticipates receiving Federal financial assistance for the Project from the Federal Highway Administration (FHWA) through the FHWA's Transportation Enhancement Program, administered in the Commonwealth of Virginia by the Virginia Department of Transportation (VDOT); and

WHEREAS, the Project is being administered by the County, on behalf of the Prospect Historical Society (PHS), pursuant to a Project Administration Agreement executed with the VDOT's Commissioner of Highways; and

WHEREAS, the FHWA has determined that the provision of financial assistance for the Project is an undertaking, as defined in 36 CFR 800.16(y); and

WHEREAS, the FHWA, with assistance from the County, has consulted with the Virginia State Historic Preservation Officer (SHPO) on the Project, pursuant to Section 106 of the National Historic Preservation Act (54 U.S.C. 306108); and

WHEREAS, the FHWA, with assistance from the County and in consultation with the SHPO, has defined the Area of Potential Effects (APE) for the Project in accordance with 36 CFR 800.4(a)(1); the APE for direct effects (Attachment B) encompasses the footprint of the original Prospect Depot building; and

WHEREAS, and archaeological survey of the Project area, conducted in 2003 by Dr. Jordan, Archaeologist at Longwood University, found no archaeological artifacts or remains; and

WHEREAS, the FHWA, with assistance from the County and in consultation with the SHPO, has determined that the Project lies outside of the American Battlefield Protection Program's Potential National Register boundaries for the Appomattox Station Battlefield (DHR Inventory No. 165-5001) but the existing Prospect Depot (VDHR Inventory no. 073-0061) is a contributing element to the Prospect Historic District (073-5050), which is eligible for the National Register of Historic Places; and

WHEREAS, the FHWA, with assistance from the County and in consultation with the SHPO, has determined that the Project, which will require the complete demolition and removal of the ruins of the original Prospect Depot, will have an adverse effect on the Prospect Historic District; and

WHEREAS, the FHWA, with the assistance of the County, has consulted with the SHPO to resolve the adverse effects of the Project on historic properties in accordance with Section 106 of the National Historic Preservation Act, 54 U.S.C. 306108, and is implementing regulations, 36 CFR Part 800; and

WHEREAS, the FHWA has notified the Advisory Council on Historic Preservation (ACHP) of the adverse effect of the Project by letter dated _____, and the ACHP, by letter dated _____, has chosen not to participate in consultation; and

WHEREAS, the County is administering the Project and is responsible for implementing certain stipulations under this Agreement, and the FHWA has invited the County to be a signatory to the Agreement pursuant to 36 CFR 800.6(2)(iii); and

WHEREAS, the VDOT, as administrator of the FHWA's Transportation Enhancement Program in the Commonwealth of Virginia, has participated in this consultation pursuant to 36 CFR 800.2(c)(4), and the FHWA has invited the VDOT to be a signatory to this Agreement pursuant to 36 CFR 800.6(2)(iii); and

WHEREAS, the PHS is participating in the development of the Project with the County, and is responsible for implementing certain stipulations under this Agreement; and the FHWA has invited the PHS to be a signatory to the Agreement pursuant to 36 CFR 800.6(2)(iii);

WHEREAS, the Project is located on Virginia Department of Conservation and Recreation (DCR) property known as High Bridge Trail State Park and DCR is responsible for implementing certain stipulations under this Agreement; and the FHWA has invited the DCR to be a signatory to this Agreement pursuant to 36 CFR 800.6(2)(iii); and

NOW, THEREFORE, the FHWA, the SHPO, the County, VDOT, PHS, and DCR agree that the Project shall be implemented in accordance with the following stipulations in order to take into account the effects of the Project on historic properties.

STIPULATIONS

The FHWA shall ensure that the following measures are carried out:

- I. Treatment of Prospect Historic District (VDHR Inventory No. 073-5050)
 - A. The County shall erect the reconstructed Prospect Depot within the footprint of the original depot (VDHR Inventory No. 073-0061) and shall ensure that the reconstructed depot is similar in size, plan, and appearance to the original depot, although the reconstruction will be implemented using readily available modern materials. The County will make some modifications to the interior plan of the original depot so that two bathrooms, a janitor closet, and a mechanical room may be constructed at the east end of the reconstructed depot.

The County shall provide the SHPO the opportunity to review and comment on preliminary and final reconstruction plans for the depot with respect to the design's similarity to the original depot and the compatibility of the reconstruction with the historic setting and character of the Prospect Historic District. Prior to initiating demolition of the remains of the original depot and initiating its reconstruction, the County shall provide VDOT a copy of any comments received from the SHPO and documentation evidencing how these comments were taken into consideration.

- B. DCR shall construct and install on the grounds of the reconstructed Prospect Depot an interpretive sign about the history of Prospect Village and the Prospect Depot during the Civil War and the role it played leading up to General Lee's surrender to General Grant at Appomattox Courthouse. Prior to the completion of the Project, DCR shall provide documentation to the County evidencing installation of the interpretive sign, and the County shall provide the SHPO and VDOT a copy of that documentation.
- C. Within the transportation museum they will develop in the reconstructed Prospect Depot, the PHS and DCR shall include a brief history of the Village of Prospect and the role the original depot played in its development, an explanation of why the original depot had to be reconstructed rather than rehabilitated, a visual reference showing the original depot, and information about the design of the original depot (alterations, segregated waiting rooms, etc.). Prior to completion of the Project, the PHS and DCR shall provide documentation to the County evidencing installation of these portions of the transportation museum, and the County shall provide the SHPO and VDOT a copy of that documentation.

II. Professional Qualifications

All archaeological and architectural documentation carried out pursuant to this Agreement shall be conducted by or under the direct supervision of an individual or individuals who meet, at a minimum, the Secretary of the Interior's Professional Qualifications Standards (48 FR 44738-9, September 29, 1983) in the appropriate discipline.

III. Preparation and Review of Documents

- A. All technical materials prepared pursuant to this Agreement shall be consistent with the federal standards entitled Archaeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines (48 FR 44716-44742, September 29, 1983) and with the SHPO's Guidelines for Conduction Historic Resources Survey in Virginia (rev. 2011), or subsequent revisions or replacements to these documents.
- B. The SHPO agrees to provide comments to the County on all technical materials and other documentation arising from this Agreement within thirty (30) calendar days of receipt. If no comments are received from the SHPO within this review period, the County may assume that the SHPO has no comment. The County shall ensure that all comments received within the thirty (30) calendar-day review period are addressed in the final documentation.

IV. Post- Review Discoveries

- A. In the event that a previously unidentified archaeological resource is discovered during ground-disturbing activities associated with construction of the Project, the County shall require the construction contractor to halt all construction work involving subsurface disturbance in the area of the resource and in surrounding areas where additional subsurface remains can reasonably be expected to occur. Work in all other areas of the Project may continue.
- B. The County shall notify the FHWA, the SHPO, VDOT, PHS, and DCR within two (2) working days of the discovery. In the case of prehistoric or historic Native American sites, the FHWA

shall also notify any federally recognized Indian tribes with an interest in the area and the County shall notify appropriate Indian tribes recognized by the Commonwealth (hereinafter “Virginia Indian tribes”) within two (2) working days of the discovery.

- C. The County shall ensure that an archaeologist meeting the Secretary of the Interior’s Professional Qualifications Standards (48 FR 44739) shall investigate the work site and the resource, and then the County shall forward to the FHWA, the SHPO, VDOT, PHS, DCR, the federally recognized Indian tribes, and the appropriate Virginia Indian tribes an assessment of the HRHP eligibility of the resource (36 CFR 60.4) and proposed treatment actions to resolve any adverse effects on historic properties. The SHPO, VDOT, PHS, and DCR the federally recognized Indian tribes, and the appropriate Virginia Indian tribes shall respond within five (5) working days of receipt of the VDOT’s assessment of NRHP eligibility of the resource and proposed action plan. The County, in consultation with the FHWA, shall take into account the recommendations of the SHPO, VDOT, PHS, DCR, the federally recognized Indian tribes, and the appropriate Virginia Indian tribes regarding NRHP eligibility of the resource and the proposed action plan, and then carry out appropriate actions.
- D. The County shall ensure that construction work within the affected area does not proceed until appropriate treatment measures are developed and implemented or the determination is made that the located resource is not eligible for inclusion on the NRHP.

V. Treatment of Human Remains

- A. The County shall treat all human remains and gravesites in a manner consistent with the ACHP “Policy Statement Regarding Treatment of Burial Sites, Human Remains and Funerary Objects” (February 23, 2007); <http://www.achp.gov/docs/hrpolicy0207.pdf>.
- B. Human remains and associated funerary objects encountered during the course of actions taken as a result of this Agreement shall be treated in a manner consistent with the provisions of the Virginia Antiquities Act, Section 10.1-2305 of the *Code of Virginia* and its implementing regulations, 17 VAC5-20, adopted by the Virginia Board of Historic Resources and published in the Virginia Register on July 15, 1991, and the Native American Graves Protection and Repatriation Act (25 U.S.C. 3001) and its implementing regulations, 36 CFR Part 10. In accordance with the regulations sated above, the County may obtain a permit from the SHPO for the archaeological removal of human remains should removal be necessary.
- C. In the event that the human remains encountered are likely to be of Native American origin, whether prehistoric or historic, the FHWA shall immediately notify any federally recognized Indian tribes with an interest in the area, and the County shall immediately notify appropriate tribal leaders of Virginia Indian tribes. The FHWA and the County shall determine the treatment of Native American human remains and associated funerary objects in consultation with the federal Indian tribes and appropriate tribal leaders of Virginia Indian tribes.
- D. The County shall make all reasonable efforts to ensure that the general public is excluded from viewing any Native American gravesites and associated funerary objects. The Signatories to this Agreement shall release no photographs of any Native American gravesites or associated funerary objects to the press or to the general public.

VI. Dispute Resolution

A. Objection by Signatory

- 1. Should any Signatory to this Agreement object in writing to the FHWA regarding any plans provided for review pursuant to this Agreement, or should any Signatory to this Agreement object in writing to the FHWA regarding the manner in which measures stipulated in this Agreement are being implemented, the FHWA shall first consult with the objecting party to resolve the objection.

If the FHWA determines that the objection cannot be resolved through such consultation, the FHWA shall then consult with all Signatories to this Agreement to resolve the objection. If the FHWA then determines that the objection cannot be resolved through consultation, the FHWA shall forward all documentation relevant to the objection to the ACHP, including the FHWA's proposed response to the objection. Within thirty (30) calendar days after receipt of all pertinent documentation, the ACHP shall exercise one of the following options:

- a. Advise the FHWA that the ACHP concurs in the FHWA's proposed response to the objection, whereupon the FHWA will respond to the objection accordingly; or
 - b. Provide the FHWA with recommendations, which the FHWA shall take into account in reaching a final decision regarding its response to the objection; or
 - c. Notify the FHWA that the objection will be referred for comment pursuant to 36 CFR 800.7(a)(4), and proceed to refer the objection and comment. The FHWA shall take the resulting comment into account in accordance with 36 CFR 800.7(c)(4).
2. Should the ACHP not exercise one of the above options within thirty (30) calendar days after receipt of all pertinent documentation, the FHWA may assume the ACHP's concurrence in its proposed response to the objection.
 3. The FHWA shall take into account any ACHP recommendation or comment provided in accordance with this stipulation with reference only to the subject of the objection; the FHWA's responsibility to carry out all actions under this Agreement that are not the subjects of the objection shall remain unchanged.

B. Objection from Public

At any time during implementation of the measures stipulated in this Agreement, should a member of the public object to the FHWA or the County regarding the manner in which the measures stipulated in this Agreement are being implemented, the FHWA shall notify the Signatories to this Agreement and consult with the objector to resolve the objection. The Signatories may request that the FHWA notify the other consulting parties to this Agreement about the objection as well.

VII. Amendments and Termination

- A. Any Signatory to this Agreement may propose to the FHWA that the Agreement be amended, whereupon the FHWA shall consult with the other Signatories to consider such an amendment. 36 CFR 800.6(c)(7) shall govern the execution of any such amendment. Any Signatory to this Agreement may terminate it in accordance with the provisions of 36 CFR 800.6(c)(8).
- B. If the FHWA, the County, and VDOT decide they will not proceed with the Project, they may so notify the Signatories and then this Agreement shall become null and void.
- C. In the event that this Agreement is terminated or rendered null and void, the County shall submit to the SHPO a technical report on the results of any archaeological investigations conducted prior to and including the date of termination, and shall ensure that any associated collections and records recovered from VDOT right of way are curated in accordance with 36 CFR Part 79.

- D. In the event of termination, the FHWA shall either execute a memorandum of agreement with the Signatories under 36 CFR 800.6(c)(1) or request the comments of the ACHP under 36 CFR 800.7(a).

VIII. Duration

This Agreement shall continue in full force and effect for five (5) years after the date of the last signature of a Signatory party. At any time in the six (6)-month period prior to such date, the County may request that the Signatory parties consider an extension of this Agreement. No extension or modification shall be effective unless all Signatories to the Agreement have agreed with it in writing.

IX. Execution

This agreement may be executed in counterparts, with a separate page for each Signatory. The FHWA shall ensure that each Signatory is provided with a copy of the fully executed agreement.

Execution of this Agreement by the FHWA and the SHPO and its submission to the ACHP in accordance with 36 CFR 800.6(b)(1)(iv), shall, pursuant to 36 CFR 800.6(c), be considered to be an Agreement with the ACHP for the purposes of Section 110(1) of the NHPA. Execution and submission of this Agreement, and implementation of its terms, evidence that the FHWA has afforded the ACHP an opportunity to comment on the proposed undertaking and its effect on historic properties, and that the FHWA has taken into account the effect of the undertaking on historic properties.

In Re: County Administrator's Report

Mr. Bartlett stated that with the retirement of the County's Economic Developer there is the need to move forward to fill the vacancy. During the budget process, the Board was informed of plans to hire an Economic Development Specialist. This would be a Grade 15 and funds are in the FY17 budget to offer up to a Step 3 to provide some flexibility in the hiring process. This grade and step calls for an annual salary of \$43,365. This is the amount contained in the FY17 budget. This grade is shared by the Registrar and senior probation officer in the County's grading system.

Mr. Bartlett said the position has not been advertised because questions by Board members have caused him to believe that some members are looking to move in a different direction.

Mr. Bartlett said the type of duties envisioned for the new position would be handling the day to day administrative and office management duties associated with the economic development function. The position would manage the Enterprise Zone, grants, executed incentive packages; conduct research, produce promotional and marketing material, etc. This position would have slightly less autonomy than the current position but complete the majority of the routine work. The County Administrator and Assistant County Administrator would increase their visibility and involvement in the economic development process. The County Administrator has always been involved in the Economic Development function for the County and has approved all recommendations made to the Board of Supervisors prior to their submission to the Board.

This adjustment would involve the highest level of County staff increasing their involvement with the VGA and becoming involved in the economic development process slightly earlier than before. This change sends a signal to the VGA and VEDP that Prince Edward County has increased its interest and commitment to economic development.

In the VGA, only Prince Edward County and Mecklenburg County have a position dedicated to economic development. The remainder either have no one and the duty is handled by the County or Assistant County Administrator or they have someone that handles Economic Development along with other duties.

Supervisor Townsend made a motion, seconded by Supervisor Gray, to authorize advertisement of the Economic Development Specialist position as approved in the FY17 budget; 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: Strategic Plan Committee Report

Mr. Bartlett stated the Strategic Plan Committee met May 23, 2016; the committee comprises Supervisor Calvin Gray, Committee Chair, and Supervisors Howard Simpson, Bob Timmons and Jerry Townsend.

Mr. Bartlett stated the Committee presents the following recommendations to the Board of Supervisors:

1. Draft Vision Statement for the County of Prince Edward
2. Revised Mission Statement for the Board of Supervisors
3. Draft Priorities for the County of Prince Edward

Anticipated Next Steps:

- Following Board action on the Committee's recommendations regarding the vision, mission and priorities, staff will develop a draft three-year Strategic Work Plan.
- The draft Strategic Work Plan will be reviewed by the Strategic Plan Committee.
- A final draft Strategic Work Plan will be presented to the Board of Supervisors for approval.

Supervisor Timmons made a motion, seconded by Supervisor Jones, to review and act on the Strategic Plan review, and to accept the Vision, Mission, and Strategic Direction Priorities, and to direct staff to complete the next tasks ahead and report back to the Strategic Plan Committee; 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	

VISION STATEMENT

“A progressive, diverse and inclusive county that honors its heritage and collaborates with our citizens to achieve prosperity, educational excellence and lasting public safety, which ensuring fiscal responsibility.”

MISSION STATEMENT

“The mission of the Board of Supervisors of the County of Prince Edward is to represent all citizens, provide leadership, create vision and set policy to accomplish positive change and planned growth and to provide essential services, enhancing the quality of life and maintaining fiscal responsibility.”

STRATEGIC DIRECTION & PRIORITIES

Economic Development:

1. Establish collaborative partnerships for a “community economic development effort”.
2. Roles and focus of economic development function.
3. Inventory of business-ready sites and buildings.
4. Expansion of agricultural and forestry / timber industries.
5. Access to high-speed internet / broadband and other critical infrastructure.

Mobility:

1. Work strategically and collaboratively with VDOT on identifying County road priorities to enable the Board to implement an effective Six-Year Plan process and take advantage of VDOT funding opportunities like HB2 and Revenue Sharing.
2. Develop a project tracking system for county road maintenance and upgrades and other related projects.
3. Annual review of public transportation in the County.

Fiscal Responsibility:

1. Work collaboratively with county departments, Constitutional Officers and other county-funded agencies to provide the most efficient County services for our citizens; requiring accountability for spending.
2. Ensure the Board's knowledge of the County's fiscal health (i.e. fund balance, cash flow, etc.)
3. Identify and promote greater usage of County owned properties that are underutilized in the achievement of our goals.
4. Maintain a budgeting process that supports the County's competitive tax structure and balanced budget.

Cultural Center:

1. Expand the collaboration of the Visitors Center with community and regional partners to promote the full spectrum of cultural events, festivals, museums, sites, and activities such as the Visual Arts Center, Longwood University and Hampden-Sydney College events, state parks, the Waterworks Theater, etc.

Education:

1. Develop and implement specific strategies to enhance the trust, understanding and communications between the Board of Supervisors and School Board.
2. Implement a County / Schools budgeting process that assures fiscal responsibility and accountability from the School Board and equitable funding from the Board of Supervisors to support the community's goals for the Prince Edward County Public Schools.

Public Safety:

1. Develop a collaborative anti-crime commission to explore and implement innovative public safety strategies to encompass the journey from at-risk youth to offenders returning to the community.
2. Assess the County's public safety communication systems and develop an achievable long-term plan to provide maximum county-wide coverage for law enforcement, fire, and EMS.
3. Work with the Board of Supervisors, Courthouse Security Committee, Judges, Sheriff, and other courthouse offices to create and implement a cost-effective courthouse security plan that will provide for the safety of our employees and the public.

Collaboration:

1. Identify opportunities to engage collaborative partners to achieve mutual goals.

In Re: Funding Policy for Outside Agencies

Mr. Bartlett stated that during the Board’s strategic planning sessions and again during the Budget development process the Board of Supervisors voiced their desire to create a formal funding policy for non-county agencies often referred to as “outside organizations.”

The Board met on June 9, 2016 and developed a policy to help guide funding decisions for such agencies in the future. Mr. Bartlett reviewed the Policy for Funding Non-County Agencies and Organizations.

Supervisor Townsend made a motion, seconded by Supervisor Gray, to adopt the Policy for Funding Non-County Agencies and Organizations; 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		

PRINCE EDWARD COUNTY BOARD OF SUPERVISORS
POLICY FOR FUNDING NON-COUNTY AGENCIES AND ORGANIZATIONS
EFFECTIVE DATE: June 14, 2016

I. Purpose

The Board of Supervisors of Prince Edward County receives numerous funding requests from non-county agencies. The Board is aware many of these organizations provide valuable services to citizens of Prince Edward County. These organizations either enhance the lives of County citizens or support operations of County government. At the same time the Board is cognizant of its fiduciary responsibility to the tax payers of Prince Edward County. This policy is intended to guide the Board with its fiduciary duties and responsibilities and aid in the prudent and consistent evaluation of funding requests.

II. Definition

In the past, all organizations that were not under the direct control of the County were lumped into one category in the County budget often called “outside organizations.” These organizations followed the same policy regarding requesting funds from the County during the County’s budget development process. After careful deliberation the Board has determined these organizations are best divided in to three distinct categories.

First, is a Public Safety Category. This category includes firefighting and emergency medical service response. Providing Public Safety is a core function of government. These organizations cannot be established without the approval of the governing body (15.2-955). Additionally, the governing body has the authority to dissolve such fire/EMS agencies if for any reason it deems it advisable (27-10). These responsibilities and duties codified in the Code of Virginia document these services are a core function of government. In small/rural communities these services are often performed by volunteer organizations. These volunteer agencies provide these core functions at the least cost to the citizens. But because these are core functions and are vital to the well-being of the citizens, the Commonwealth has developed certain controls and criteria these agencies must meet if they are to exist.

In Prince Edward County Firefighting services are performed by the Volunteer Fire Departments while emergency medical service is provided by a combination of volunteer non-profit organizations and for-profit agencies. The volunteer organizations provide the majority of the service to Prince Edward citizens while the for-profit agencies serve primarily as a backup service. The Board does not believe the use of taxpayer dollars to support for-profit organizations providing emergency medical service is appropriate. Prince Edward County has authorized the creation of the volunteer fire/EMS agencies in the County and as such has a special relationship to these organizations. These agencies will no longer be considered as outside organizations. Instead they will be treated the same as a County department during the budget process. They will still submit funding requests and those will be considered by the Board of Supervisors the same as other County departments.

The second category contains organizations that are either state agencies, political subdivisions of the state, agencies created by the County and the Town of Farmville. For many of these organizations the County appoints members to their governing boards or the agency provides services to the citizens the state has deemed a core function and the state and local governments have a long history of sharing costs. These agencies are listed in Attachment A. These agencies will also be treated as a County department during the budget process. They will still submit funding requests and those will be considered by the Board of Supervisors the same as other County departments.

The final category contains all other agencies which perform services for citizens but which are not deemed to be a core function of local government. Or, if providing a core service, is ancillary to the primary provider of such service. To assist the Board with their fiduciary duties and responsibilities and aid in the prudent and consistent evaluation of funding requests received from such organizations the Board has created the following policies and criteria which must be met before the Board will consider funding request and which will guide the decision process. The agencies currently receiving funds are listed in Attachment A.

1. The agency must be affiliated with the County by providing services directly to County residents.
2. Only organizations providing educational, health, safety or social services will receive funding consideration. Health includes agencies that provide food to citizens.
3. Only 501c(3) organizations or non-profits that provide financial statements will be considered.
4. No new organization can receive funding unless two-thirds of the Board of Supervisors approve. All members must be present for such a vote.
5. For FY17 and FY18 the total amount reserved for allocation to such agencies will be no more than \$150,000. The Board of Supervisors will establish a new spending limit for FY19 and beyond.
6. Once the budget is approved for any fiscal year, the Board will not consider any new or additional funding requested by any organization or Board member except in case of an emergency. Additional funding provided due to an emergency will not be provided unless approved by two-thirds of the Board of Supervisors. All members must be present for the vote.
7. All funds provided are subject to modification, reduction, or can be completely rescinded without prior notification. Such action will require approval of two-thirds of the Board of Supervisors. All members must be present for the vote.

These procedures will be used during the development of the annual budget and cannot be amended or abolished without the approval of two-thirds of the Board of Supervisors. All members must be present for the vote. The Board of Supervisors understands that one Board cannot bind a future Board. It is envisioned this policy will be ratified or amended during the organizational meeting of each new Board.

In Re: Public Safety

Supervisor Townsend made a motion, seconded by Supervisor Gray, to request a Public Safety Briefing for the Board of Supervisors from the Public Safety Unified Command Staff for the anticipated impact on the County and First Responders during the Vice-Presidential debate; 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
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In Re: Other Business

Mr. Bartlett stated a camera crew filmed for Virginia Homegrown, shown on PBS, at the Cannery; the focus was on the preparation of blackberry jam for the Westmoreland Berry Farm. The host interviewed Allie Hill regarding the commercial and home canning opportunities at the Cannery. The episode will air Tuesday, June 28 [2016] at 8:00 p.m.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to change the name of the “Properties Committee” to the “Property & Community Development Committee”, with the same members and reporting; 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
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In Re: Animal Warden's Report

Mr. Mark Cronk, Animal Warden, submitted a report for the month of May 2016, 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 May 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery (Commercial)

Mr. Brian Serway, Commercial Manager, submitted a report for May 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Dr. K. David Smith, School Superintendent, submitted a financial summary report for the month of May 2016, 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 May 2016, which was reviewed and ordered to be filed with the Board papers.

On motion of Supervisor Cooper-Jones, seconded by Supervisor Townsend, 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 9:04 p.m.