February 10, 2015

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 10th day of February, 2015; at 7:00 p.m., there were present:

Pattie Cooper-Jones
Calvin L. Gray
Robert M. Jones
Charles W. McKay
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; Sharon Lee Carney, Director of Economic Development; Jim Ennis, County Attorney; and Dr. David Smith, Superintendent, Prince Edward County Schools.

Chairman Simpson called the meeting to order. Reverend Earl Wallace offered the invocation and led the Pledge of Allegiance.

In Re: Public Participation

Lauren Andrews, Field Representative for Congressman Robert Hurt, introduced herself and invited the Board and citizens to contact her at the Clark House for information or assistance.

Richard Altice, Hampden District, questioned if the proposed improvements at the Prince Edward County Schools will be put to competitive bid. Chairman Simpson stated Dr. Smith will address the full details in a few minutes.

Mr. Altice stated there needs to be competitive bid process. Supervisor Timmons repeated Dr. Smith will report on the process.

Betty Baskin, Hampden District, stated the specifications for getting Washout Road paved include a traffic count of 50 vehicles per day; she stated it is currently at 34. She reported she has appealed
to Delegate Edmund’s office to revise the traffic count condition, and requested assistance on a resolution on getting the road [Route 701] paved.

In Re: Board of Supervisors Comments

Supervisor Gray welcomed the citizens and thanked the Board and Mr. Bartlett for their participation in the Local Government Day at the General Assembly. He expressed his appreciation for Mr. Bartlett for speaking on the issues faced by Prince Edward County. Supervisor Gray also thanked the Citizen Committee serving to find school board candidates.

Supervisor Timmons welcomed the citizens and expressed his appreciation for the many calls received from his constituents.

Chairman Simpson stated his appreciation to Supervisor Cooper-Jones for her attendance at the meeting.

Supervisor Cooper-Jones welcomed those in attendance and thanked God for being able to travel back to Prince Edward County for the meeting; she stated she is still recuperating from surgery and staying with family out of the area.

Supervisor Townsend welcomed the citizens.

In Re: Consent Agenda

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

<table>
<thead>
<tr>
<th>Aye:</th>
<th>Pattie Cooper-Jones</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Calvin L. Gray</td>
</tr>
<tr>
<td></td>
<td>Robert M. Jones</td>
</tr>
<tr>
<td></td>
<td>Charles W. McKay</td>
</tr>
<tr>
<td></td>
<td>Howard F. Simpson</td>
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<tr>
<td></td>
<td>C. Robert Timmons, Jr.</td>
</tr>
<tr>
<td></td>
<td>Jerry R. Townsend</td>
</tr>
<tr>
<td></td>
<td>Jim R. Wilck</td>
</tr>
</tbody>
</table>

| Nay: | None |

the Board accepted the Treasurer’s Report for December, 2014; the minutes of the meetings held January 13, 2015 at 5:30 p.m., January 13, 2015 at 7:00 p.m., January 27, 2015 and January 29, 2015; Accounts and Claims; and Salaries.

Supervisor Cooper-Jones stated she could only attest to the January 13, 2015 meetings as she was not able to attend the others.
### Prince Edward Treasurer's Report - December 2014

<table>
<thead>
<tr>
<th>Name of Bank</th>
<th>Bank Balance</th>
<th>Deposit in Transit / Adj.</th>
<th>Outstanding Checks</th>
<th>Available Balance</th>
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<tr>
<td>Benchmark Food Service</td>
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<tr>
<td><strong>TOTAL</strong></td>
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### Certificates of Deposit

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<td>Benchmark</td>
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<td>Citizens Bank Recreation</td>
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<td>Citizens Bank Underground Storage</td>
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<td>Wells Fargo Advantage Fund</td>
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**GRAND TOTAL**  
**14,911,385.57**

### BOARD OF SUPERVISORS

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<th>Description</th>
<th>Amount</th>
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<tr>
<td>Farmville Herald</td>
<td>Advertising</td>
<td>133.25</td>
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<tr>
<td>Pattie Cooper-Jones</td>
<td>Mileage</td>
<td>308.00</td>
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<tr>
<td>Calvin Gray</td>
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<td>Robert M. Jones</td>
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### COUNTY ADMINISTRATOR

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<td>Diamond Springs Water, Inc.</td>
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<td>Farmville Printing</td>
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<td>HR Direct</td>
<td>Attendance cards / folders</td>
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<tr>
<td>Key Office Supply</td>
<td>Calendar refill</td>
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<tr>
<td>Description</td>
<td>Quantity</td>
<td>Unit Price</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
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</tr>
<tr>
<td>Index cards / pencils</td>
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<td>Rochette’s Florist Ribbon</td>
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<td>Visible Window envelopes</td>
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<tr>
<td>Walmart Community / RFCSLLC USB / charger</td>
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<tr>
<td>Scissors</td>
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<tr>
<td>Matthew Bender &amp; Company, Inc. Adv Crt Rules</td>
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**INDEPENDENT AUDITOR**

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**COMMISSIONER OF REVENUE**

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<td>Key Office Supply Binder / correction tape</td>
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**TREASURER**

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<td>Prepay RE postage</td>
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<td>Donna Nunnally Mileage</td>
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<td>Carol Overstreet Mileage</td>
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<td>Stephanie Bappert Mileage</td>
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<td>Sheridan Curtis Mileage</td>
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<td>Key Office Supply Batteries / ribbons</td>
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<td>STEPS, Inc. Shredding service</td>
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**INFORMATION TECHNOLOGY**

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<td>BAI Municipal Software Technical support</td>
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<td>ComputerPlus Sales / Service Printer service contract</td>
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**ELECTORAL BOARD AND OFFICIALS**

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<tbody>
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**REGISTRAR**

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<tr>
<td>VRAV Dues</td>
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<td>Business Data of Virginia, Inc. Norton update</td>
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</tr>
<tr>
<td>Farmville Herald Advertising</td>
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<tr>
<td>Key Office Supply Planner / binder</td>
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<td>48.15</td>
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<tr>
<td>Calendars</td>
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**CIRCUIT COURT**

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<td>Kimberley White Meals / mileage / parking</td>
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<td>Donald C. Blessing Judicial robe</td>
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<tr>
<td>Description</td>
<td>Description</td>
<td>Amount</td>
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<td>-------------------------------------</td>
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<tr>
<td>Farmville Printing</td>
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<td>Cheryl A. Baker</td>
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<tr>
<td>Michael W. Baldwin, Sr.</td>
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<td>Nathaniel L. Barksdale</td>
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<td>Gertrude E. Bass</td>
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<td>Judith J. Bolt</td>
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<td>Susan L. Booker</td>
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<td>Brian T. Burns</td>
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<td>Rebecca F. Davis</td>
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<td>Janice T. Fariss</td>
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<td>Paul F. Giordano</td>
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<td>David S. Harrison</td>
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<td>Ruth Higgs-Allen</td>
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<td>Eddie Hurt</td>
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<td>Wesley R. Inge</td>
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<td>Charles W. Ironmonger, Jr.</td>
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<tr>
<td>Elizabeth J. Johnson</td>
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<td>Brenda C. Jones</td>
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<td>David E. Pruitt</td>
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<td>Janet W. Rogers</td>
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<td>Scott H. Schrader</td>
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<tr>
<td>Cheryl A. Baker</td>
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<td>Judith J. Bolt</td>
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<tr>
<td>Givhonor D. Copeland</td>
<td>Juror</td>
<td>30.00</td>
<td></td>
</tr>
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**FARMVILLE VOLUNTEER FIRE DEPARTMENT**

| Atlantic Emergency               | Serviced compressor | 1,364.81 |
| C. W. Williams                   | Hose                | 300.66 |
| Fire Protection Equipment Company| Flow testing        | 628.42 |
| Grainger                         | Absorbent           | 67.40 |
| Creative Monogramming            | Shirts              | 1,319.00 |
| NAFECO, Inc.                     | Shirt               | 34.10  |
|                                 | Pants               | 60.06  |
|                                 | 94.16               |

**RICE VOLUNTEER FIRE DEPARTMENT**

| CenturyLink                      | Phone              | 186.14 |
| Dominion Virginia Power          | Electric service   | 351.35 |

**PROSPECT VOLUNTEER FIRE DEPARTMENT**

<p>| Benchmark Community Bank         | Truck payment      | 3,500.00 |
| Foster Fuels, Inc.               | Propane            | 229.56  |
| Pamplin Exxon                    | Fuel               | 74.05   |</p>
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<td>Korman Signs Signs &amp; hardware</td>
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**BIOSOLIDS MONITORING**

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**REFUSE DISPOSAL**

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**GENERAL PROPERTIES**

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<td>Pest control - Worsham</td>
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**COMPREHENSIVE SERVICES ACT**

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**PLANNING**

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**ECONOMIC DEVELOPMENT**

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**SOIL & WATER CONSERVATION DISTRICT**

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**COOPERATIVE EXTENSION OFFICE**

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In Re: Update from Commonwealth Regional Council (CRC)

Mary Hickman, Executive Director of the Commonwealth Regional Council (CRC) presented an update on the programs and activities of the CRC. She reviewed the Annual Report and gave a brief history of the CRC. Ms. Hickman thanked the Board for its support and participation.

In Re: School Board Appointments

The terms of the following School Board members expire June 30, 2015:

District 201 – Susan Lawman (Supervisor Bobby Jones)
District 601 – Darin Thomas (Supervisor Calvin Gray)

Supervisor Jones stated the Citizen Committee for District 201 comprises:

Betsy Jenkins, Chair
465 Boot Hill Lane
Green Bay, VA 23942
(434) 390-3112

Richard Stoner
1174 Holly Farms Road
Rice, VA 23966
(434) 392-5364

Sonya Walker
456 Piney Grove Road
Rice, VA 23966
(434) 607-3312

Supervisor Gray announced the Citizen Committee for District 601 comprises:

Sam Campbell, Chair
288 Harvey Jones Lane
Pamplin, VA 23958
(434) 660-1663

David E. Hackney
2050 Tuggle Road
Farmville, VA 23901
(434) 390-3868

Dione Jennings
3343 Five Forks Road
Pamplin, VA 23958
(434) 390-4632

Patricia S. Kelsey
838 Simpson Road
Prospect, VA 23960
(434) 392-6286

Thomas Tillerson
318 Tuggle Road
Prospect, VA 23960
Supervisor Cooper-Jones made a motion, seconded by Supervisor Wilck, to authorize the advertisement of the Citizen Committees for the purpose of encouraging citizens to submit nominations to the Committees and to authorize the advertisement of a Public Hearing to be held on March 10, 2015, at which time citizens will have an opportunity to submit names of candidates to be considered for appointment to the School Board; the motion carried:

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

Nay: None

In Re: Schools Energy Performance Contract

Dr. David Smith, Superintendent of the Prince Edward County Schools, stated that during the joint meeting of the Board of Supervisors and the School Board, representatives of Honeywell gave a presentation regarding an Energy Performance Contract for the Schools. Honeywell has performed a “back of the envelope” study of the school facilities and has estimated $212,949 in savings could be achieved annually for 15 years if certain renovations or upgrades were made to various facilities.

The following items could be completed at an estimated cost of $4,987,735:

- Roof replacement (Middle School & Career Tech)
- Replace obsolete controls (High School)
- Upgrade HVAC controls for energy efficiency
- Replace HVAC Units (Middle School, Career Tech, Elementary)
- Chiller replacement (High School)
- Boiler replacement (Middle School)
- Domestic hot water replacement (High School)
- Lighting control (Elementary School)
- Enclose Fifth Grade wing entryway
- Athletic field lighting

The Technical audit could result in a different scope of work being recommended. Honeywell could finance the work over 15 years at a rate of 3%. The annual cost to the County for the first three years would be $186,163, plus $26,786 for assurance services. This cost could be offset from the annual savings mentioned above. In years 4-15, the debt service would increase an additional $250,000 to about $436,000
plus the $26,786 for assurance services. It is proposed the additional amount could be funded from a scheduled reduction in debt service. The last payment of a VPSA bond is scheduled for July 15, 2017 in the amount of $253,750.

Dr. Smith requested the School Board be allowed to authorize Honeywell to proceed and complete a technical energy audit at a cost of $28,151. This technical audit would provide a detailed review of both the cost of the projects and the anticipated savings and would allow the proposed project to move to the bidding stage. If the County approves the project, the cost of the technical audit could be rolled into the cost of the project and paid through the financing of the project. If the County does not move forward with the Performance Contract, the County would have to pay for the cost of the technical review.

Dr. Smith stated the Performance Contracting rules, regulations and stipulations set forth that all firms that participate must be approved at the state level. Prince Edward County School Board requested proposals from four firms; one declined to participate immediately and another request was made to a fifth firm. The others declined to submit proposals; two firms explained their firms tend to work with larger scale projects and this project didn’t meet their threshold. All firms were well within the time frames.

Supervisor Timmons questioned the number of firms to submit proposals; he said he has an issue with spending money without competitive bidding.

Dr. Smith explained the schools already have Honeywell HVAC equipment and they would like to stay with Honeywell and not have the expense of switching to another system. Dr. Smith stated every other area of the project will be subject to the full procurement requirement as set forth by the State of Virginia.

Mr. Wayne Verlander, representative for Honeywell, stated this is an energy program which enables the reallocation of utility funds to make improvements. He stated Honeywell will figure out the solutions, do the assessments, bring in the appropriate people to develop the program such as funding and financing. All elements are bid out. It is the role of Honeywell to compete on the School’s behalf and present the information to the School Board for their input.

Supervisor Timmons asked if the School Board is privy to all documentation with regard to cost; Mr. Verlander stated they are, the prices are public.

Mr. Bartlett added Honeywell would be operating on behalf of the School Board to bring bids and prices back to the School Board.
Mr. Verlander stated the program would be built to self-fund. The requirement from the Energy Performance Contract Legislation states Honeywell must come within 85% of savings projection and 110% of cost that was given in the preliminary presentation or the County could walk away from the program with no breakage fee. The technical audit will refine the scope, if other things are found that are to be included or deleted; firm prices and firm energy savings are then sought and the end result will be a contractual document that records all of that information. Further discussion followed.

Mr. Bartlett questioned the procedure if the County finds better financing. Mr. Verlander stated Honeywell doesn’t finance this directly but will facilitate or assist in finding the best financing for the School Board.

Supervisor Jones asked if the proposal is expected by April 10 [2015] and if the information will be available to the school; Mr. Verlander affirmed his questions.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Wilck, to authorize assurance of the $28,151 to the Schools to continue the Schools Energy Performance Contract; the motion carried:

Aye: Patty Cooper-Jones
Calvin L. Gray
Robert M. Jones
Charles W. McKay
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck
Nay: None

Supervisor Timmons asked about the policy for closing the school due to an issue such as the norovirus, which has closed Hampden-Sydney [College] and has been documented at Longwood University. Dr. Smith reviewed the normal instance of absences; he added there has only been one confirmed case of norovirus at the Prince Edward County Schools. Dr. Smith advised the Board the schools are cleaned and sanitized daily as a precaution. He then stated there is no “magic number” of absences, but they are in touch with the Department of Health regarding this issue.

In Re: STEPS – Community Action Agency

Ms. Sharon Harrup, CEO of STEPS, Inc., announced the airing of an episode of “Shark Tank” will include a product, Carry A Country, being produced at STEPS, Inc.; she stated two Virginia Tech
students began the venture to aid people in Third World countries and also disabled people here in the United States. The episode will air Friday, February 20 on ABC.

Ms. Harrup thanked the Board of Supervisors for their support and stated the Virginia Department of Social Services (VDSS) has selected STEPS to serve as the Community Action Agency (CAA) for our region. STEPS will serve the Counties of Amelia, Buckingham, Cumberland, Lunenburg, Nottoway and Prince Edward. Due to the problems of the previous organization and the de-designation of that organization, Prince Edward County and the region have not received the funding and services provided by a CAA for several years.

Ms. Harrup said the goal is to provide for emergency services and to move people from poverty. She said STEPS is asking the Board to take three actions: 1) provide contact information of citizens willing to assist in developing a needs assessment to understand the community’s needs; 2) appoint a member to the new Tripartite Board of Directors which will oversee the operation of the CAA, hopefully seated by June 15 [2015]; and 3) appropriate $14,487.92 to assist in providing the required 25% local match for the Community Services Block Grant funds. Ms. Harrup explained that the match of County dollars is required; she added that in addition to the annual budget request for the job training, STEPS will also request the match for the CSBG.

Supervisor Wilck asked if the funds must come from the County. Ms. Harrup stated the first two years are critical for the match funds, possibly in the future it could come from production or commercial revenue that’s been generated, or building or office space. She said right now, STEPS needs to demonstrate the communities are fully behind the Community Action designation. The request will be $14,488 for FY15, and the request will be the same next fiscal year as the same data is expected next year. She added STEPS operates on the State fiscal year.

Supervisor Timmons made a motion, seconded by Supervisor Gray, to send the issue to the Finance Committee and to gather more information from Ms. Harrup; the motion carried:

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

Nay: None
In Re: Letter from Board of Equalization

Mr. Bartlett reported a letter has been received from the Board of Equalization regarding their wish to not be compensated for their public service. At its November 18, 2014 meeting, the Board of Supervisors established the stipend rate for the BOE members at $100 per meeting. He stated no action was necessary.

Supervisor Timmons thanked the Board of Equalization for their service and dedication.

In Re: Enterprise Zone Boundary Adjustment

Mrs. Sharon Lee Carney, Economic Development Department Director, stated that in 2012, Prince Edward County was granted a boundary zone adjustment by the Virginia Department of Housing and Community Development (DHCD) for Prince Edward County’s Enterprise Zone (#48). This represented a net increase of 210.128 acres +/-, for a grand total of 2,609 acres. There are still 1,231 acres remaining that can be added to the existing zone area. The original zone designation in 2000 was for 3,840 acres.

Over the past months there has been increased interest in properties for commercial and industrial use that are not currently within the Prince Edward Enterprise Zone. Businesses or industries, who want to locate on property not within the designated zone area, are not able to take advantage of the Virginia Enterprise Zone Program. Mrs. Carney presented a spreadsheet showing that businesses in Prince Edward County have received $3,431,081.85 from this program from 2004 to 2013.

Mrs. Carney requested authorization from the Board of Supervisors to prepare a Boundary Zone Amendment application for 2015. She said authorization for a Public Hearing and recommendations of areas to be added will be required at a later date once the individual proposed properties have been identified. The Boundary Amendment application will then be submitted to DHCD for their final approval.

Mr. Bartlett stated that in the past, some confusion has arisen due to its name; the Enterprise Zone has to do with development and not zoning or the Corridor Overlay District. Mr. Bartlett said this is to allow businesses to avail themselves to the local incentives to foster economic development, the Real Property Investment Grant program and the Job Creation Grant program, they have to be included in the Enterprise Zone. The requested action is to begin the application process; people will be asked if they
would like to be in the Enterprise Zone and why, and then this will come to the Board and public hearings will be held; the Board will make its final decision at that time.

Supervisor Wilck made a motion, seconded by Supervisor Cooper-Jones, to authorize the preparation of an Enterprise Zone Boundary Amendment application; the motion carried:

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

In Re: Mottley Lake

Chairman Simpson made a motion, seconded by Supervisor Cooper-Jones, to approve the Town of Farmville’s use of Mottley Lake as a temporary emergency water supply for one year, effective January 1, 2015 through December 31, 2015, and to add the topic to the December 2015 Board of Supervisors agenda.

Supervisor Jones asked if DEQ had to give permission for the Town to use Mottley Lake as a temporary water source. Mr. Bartlett stated the Health Department controls and grants approval for its use as a water supply, and the DEQ controls if you can draw down a body of water. They are both involved, but the actual approval of a water supply is the Health Department.

Supervisor Jones asked if the Town has ever proceeded getting any of these approvals. Mr. Bartlett stated he is unaware of action by the Town, and that it is the Town’s responsibility to obtain the approvals. Mr. Bartlett added that the State Code states that if one community develops a water supply that is located in a second community, the first community has to approve its use. After that, State regulations apply.

The motion carried:

Aye: Pattie Cooper-Jones  Nay: None
Calvin L. Gray
Robert M. Jones
Charles W. McKay
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck
In Re: Appropriations

Mr. Bartlett reported the Prince Edward County Schools received a School Safety and Security grant from the Department of Education in the amount of $79,029. This grant requires a 25% local match which will be provided from funds already contained in the FY15 budget. Therefore, no additional local dollars need to be appropriated.

Supervisor McKay made a motion, seconded by Supervisor Jones, to approve the budget amendment and appropriate the same funds, as follows; the motion carried:

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FY 2015 Budget Amendment

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In Re: Animal Warden’s Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of January 2015, 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 January 2015, which was reviewed and ordered to be filed with the Board papers.

In Re: Commercial Cannery Report

Ms. Emily Wells, Commercial Manager, submitted a January 2015 report, which was reviewed and ordered to be filed with the Board papers.
In Re: Prince Edward County Public Schools

Mr. K. David Smith, School Superintendent, submitted a financial summary report for the month of January 2015, which was reviewed and ordered to be filed with the Board papers.

In Re: Cooperative Extension Report

Ms. Jennifer R. Bowen, Senior Extension Agent, submitted the Fourth Quarter/Year End Report (2014) for the VCE Prince Edward County Office, which was reviewed and ordered to be filed with the Board papers.

In Re: PERT Ridership Report

The Board reviewed the August 2014, September 2014, October 2014, November 2014 and December 2014 ridership reports from PERT and ordered them 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 January 2015, 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
    Calvin L. Gray
    Robert M. Jones
    Charles W. McKay
    Howard F. Simpson
    C. Robert Timmons, Jr.
    Jerry R. Townsend
    Jim R. Wilck

Nay: None

the meeting was adjourned at 8:39 p.m.