Public Display

PITTSYLVANIA COUNTY

BOARD OF SUPERVISORS

ADJOURNED MEETING

BOARD PACKET

JANUARY 19, 2016

PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
ADJOURNED MEETING
TUESDAY, JANUARY 19, 2016
GENERAL DISTRICT COURTROOM
EDWIN R. SHIELDS COURTHOUSE ADDITION

AGENDA

1. Call to Order – 7:00 p.m.
2. Roll Call

Barber	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Barber	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

3. Moment of Silence
4. Pledge of Allegiance
5. Items to be added to the Agenda
   (a)

APPROVAL OF AGENDA

Barber	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Barber	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

HEARING OF CITIZENS

CONSENT AGENDA

6. (a) Proclamation – Black History Month – February 2016 - *Pages 14-15*

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

PUBLIC HEARINGS

Rezoning Cases

Case 1: Wanda Kay Adkins – Dan River Election District: R-16-001

R-1, Residential Suburban Subdivision District to A-1, Agricultural District

Open: _____ ***Close:*** _____

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

Roll Call Vote

	Y	N	A
Barber			
Hagerman			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

Case 2: Benny R. Saunders, Sr. – Staunton River Election District: R-16-002

R-1, Residential Suburban Subdivision District to A-1, Agricultural District

Open: _____ ***Close:*** _____

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

Roll Call Vote

	Y	N	A
Warren			
Barber			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

Case 3: Carl Mayo – Banister Election District: R-16-003
A-1, Agricultural District to R-1, Residential Suburban Subdivision District

Open: _____ ***Close:*** _____

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

Roll Call Vote

	Y	N	A
Barber			
Hagerman			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

Case 4: Beatrice E. Robertson & Kimberly E. Rice – Staunton River Election District: R-16-004
B-2, Business District, General to RC-1, Residential Combined Subdivision District

Open: _____ ***Close:*** _____

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

Roll Call Vote

	Y	N	A
Barber			
Hagerman			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

Public Hearing

7. Public Hearing to receive citizen input on the proposed amendment to Chapter 6-6.3, Property Exempt by Classification or Designation, of the Pittsylvania County Code. The proposed amendment would establish a tax exempt status for real property to include Parcels #1377-87-3469 and #1377-87-4402 owned by Bachelors Hall Volunteer Fire Department. *– Pages 17-26*

Open: _____ ***Close:*** _____

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

Roll Call Vote

	Y	N	A
Barber			
Hagerman			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

UNFINISHED BUSINESS

8. Expenditure Refunds – November 2015 – *At the Board's meeting on December 7, 2015, a motion was made by Mr. Blackstock, seconded by Mr. Harville, which required a 10-Day Layover that has now been met.* ***Roll Call Vote required.*** *– Pages 28-31*

Roll Call Vote

	Y	N	A
Barber			
Hagerman			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

NEW BUSINESS

9. Recommendations from Animal Welfare Facility Committee – *The Animal Welfare Facility Committee met at 3:30pm on Tuesday, January 19, 2016 and any recommendations from that meeting will be submitted to the full Board of Supervisors* *- Pages 33-34*

   (a) Remarks by County Administrator
   (b) Presentation by Dominion7 Staff
   (c) Presentation by Pittsylvania County SPCA
   (d) Discussion/Comments/Questions from Committee
   (e) Recommendations to Board of Supervisors from Committee

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

Financial Matters

10. (a) Recommendations from Finance Committee – *The Finance Committee met at 4:30pm on Tuesday, January 19, 2016 and any recommendations from that meeting will be submitted to the full Board of Supervisors - Pages 35-36*

   (i) Presentation of FY2015Audit
   (ii) Discussion of School Debt Pending Financing
   (iii) Year-to-Date Financial Report
   (iv) Discussion & Approval of Budget 2016/17 Calendar
   (v) Guidance to Staff for FY 2016/17 Budget

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

(b) Technology Trust Funds – Clerk of Circuit Court ***Roll Call Vote required.*** *- Pages 37-38*

Roll Call Vote

	Y	N	A
Barber			
Hagerman			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

(c) J.T. Minnie Maude – EMS Grant ***Roll Call Vote required.*** *– Pages 39-41*

Roll Call Vote

	Y	N	A
Barber			
Hagerman			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

(d) Expenditure Refunds for December 2015 - *Pages 42-44*
Requires a Motion and Second, and a 10-Day Layover

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

(e) WorkForce Investment Act (WIA) Grants ***Roll Call Vote required*** *– Pages 45-54*

Roll Call Vote

	Y	N	A
Barber			
Hagerman			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

(f) Year-to-Date Finance Report *(If the Board desires to hear the report as presented to the Finance Committee) - Pages 55-60*

(g) Virginia Department of Fire Programs Grant – Riverbend - *Pages 61-63*
Roll Call Vote required.

Roll Call Vote

	Y	N	A
Barber			
Hagerman			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

---

11. Pittsylvania County Mount Hermon Library – *Pages 64-66*

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

---

12. Pittsylvania County Fire & EMS Study – Next Steps - *Page 67*

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

---

13. Annual Conference Policy - *Page 68*

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

---

14. Presentation Policy - *Pages 69-72*

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

APPOINTMENTS

15. Tri-County Lake Administrative Commission – Pittsylvania County Citizen Representative - *Page 74*

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

---

16. Pittsylvania County Beautification Committee - Appointments – *Page 75*

Motion by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***
Seconded by:	***Barber***	***Barksdale***	***Blackstock***	***Davis***	***Hagerman***	***Scearce***	***Warren***

BOARD ANNOUNCEMENTS

_____

_____

_____

_____

_____

REPORTS FROM LEGAL COUNSEL

_____

REPORTS FROM COUNTY ADMINISTRATOR:

1. Letter from Town of Hurt dated January 4, 2016 – *Pages 79-80*
2. Out of State Travel – *Page 81*

_____

_____

_____

ADJOURNMENT

Time:_____

TO BE ADDED

HEARING OF CITIZENS

CONSENT AGENDA

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Proclamation – Black History Month	**AGENDA DATE:** 01-19-2016	**ITEM NUMBER:** 6(a)
	ACTION:	**INFORMATION:**
SUBJECT/PROPOSAL/REQUEST: Proclamation for Black History Month	**CONSENT AGENDA:** **ACTION:** Yes	**INFORMATION:**
STAFF CONTACT(S): Mr. Monday	**ATTACHMENTS:** Proclamation **REVIEWED BY:** GM	

BACKGROUND:
Each year the Pittsylvania County Board of Supervisors passes a Proclamation in the month of February to commemorate Black History Month.

DISCUSSION:
Attached hereto, you will find a Proclamation for Black History Month for February 2016.

RECOMMENDATION:
The staff recommends to the Board of Supervisors to approve the attached Proclamation for Black History Month and authorize the County Administrator to notify the necessary news media.

Pittsylvania County Board of Supervisors

Proclamation

BLACK HISTORY MONTH

"Hallowed Grounds: Sites of African American Memories"

Whereas, *the Board of Supervisors of Pittsylvania County takes pride in joining Americans throughout the country in recognizing February 2016 as National Black History Month; and*

Whereas, *Black History Month pays tribute to the contributions that African Americans have made to America in their struggles for freedom and equality to enhance our awareness and understanding of our Nation's history; and*

Whereas, *the theme for 2016,* ***"Hallowed Grounds: Sites of African American Memories"*** *acknowledges places that have been central in the making of African American memories, of which the story of America cannot be told without preserving, and reflecting places where African Americans have made history; and*

Whereas, *Virginia is the home of many sites along The African-American Heritage Trail that provide a glimpse into the life of African-American; labors born by slaves, entrepreneurship of free blacks, the devotion to religion and education, and service to our country; and*

Whereas, *all citizens are encouraged to visit these sites in order to learn and preserve valuable history of not only African Americans, but also the making of our country; then*

Now, Therefore, Be It Resolved, *that the Pittsylvania County Board of Supervisors do hereby proclaim the month of February, 2016, as Black History Month, and encourage the citizens of Pittsylvania County to be actively involved in this observance with appropriate programs, activities, and ceremonies.*

Given under my hand this day 19th day of January, 2016.

Jessie L. Barksdale, Chair
Pittsylvania County Board of Supervisors

Clarence C. Monday, County Administrator
Pittsylvania County Board of Supervisors

PUBLIC HEARING

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Public Hearing to Amend Pittsylvania County Code (PCC) Section 6-6.3; *Property Exempt by Classification or Designation:* Parcels #1377-87-3469 and #1377-87-4402 owned by Bachelors Hall Volunteer Fire Department	**AGENDA DATE:** 01-19-2016 **ITEM NUMBER:** 7 **ACTION:** Yes **INFORMATION:** **CONSENT AGENDA:** **ACTION:** **INFORMATION:**
SUBJECT/PROPOSAL/REQUEST: Public Hearing **STAFF CONTACT(S):** Mr. Monday	**ATTACHMENTS:** 1) Application for Real Estate-Personal Property Exemption by Qualifying Classification or Designation 2) 12-15-2015 Executive Summary 3) Advertisement posted in Chatham Star Tribune **REVIEWED BY:** GVS

BACKGROUND:
The Bachelors Hall Volunteer Fire Department in Pittsylvania County, Virginia, is a 501(c)(3) non-profit organization that owns two parcels of property in Pittsylvania County: #1377-87-3469 and #1377-87-4402 and has submitted an Application for Real Estate-Personal Property Exemption by Qualifying Classification or Designation to the Commissioner of the Revenue's Office (attached), which would require a public hearing for citizen input. At their adjourned meeting on December 15, 2015, the Board of Supervisors approved Bachelors Hall VFD's request for a public hearing and authorized staff to advertise said hearing for 7:00 PM on January 19, 2016.

DISCUSSION:
Staff has duly advertised the public hearing notice (see attached). If the Board looks favorably on Bachelors Hall VFD's Application for Real Estate-Personal Property Exemption by Qualifying Classification or Designation for parcels known as #1377-87-3469 and #1377-87-4402, the Office of the Commissioner of the Revenue has calculated the levy for #1377-87-3469 at $29.40 and the levy for #1377-87-4402 at $262.55. The total amount of levy exemption would be $291.95.

RECOMMENDATION:
Staff recommends the Board of Supervisors conduct the duly advertised public hearing, and submits all information attached to the Board for their review and consideration. *If the Board desires to grant the requested exemption, the motion should be as follows:*

"The Board of Supervisors hereby designates the property owned by Bachelors Hall Volunteer Fire Department known as

1) Tax Parcel #1377-87-3469, 0.46 acre located at 1301 Berry Hill Road, VA and is a portion of the property being occupied by Bachelors Hall Volunteer Fire Department; and

2) Tax Parcel #1377-87-4402, a building located at 1301 Berry Hill Road, VA and is a portion of the property being occupied by Bachelors Hall Volunteer Fire Department;

to be exempt by designation since said real property is used specifically for benevolent purposes".

PITTSYLVANIA COUNTY, VIRGINIA
Samuel W. Swanson, Jr., Commissioner of the Revenue
PO Box 272 Chatham, VA 24531
Phone: 434-432-7940 *Fax*: 434-432-7957
Email: sam.swanson@pittgov.org
Website: www.pittgov.org

RECEIVED DEC 03 2015

APPLICATION FOR REAL ESTATE-PERSONAL PROPERTY EXEMPTION BY QUALIFYING CLASSIFICATION OR DESIGNATION

(FOR ANY ANSWERS THAT REQUIRE MORE SPACE, PLEASE INCLUDE ATTACHMENTS)

APPLICATION FOR: REAL ESTATE ☒ PERSONAL PROPERTY ☐ BOTH ☐

TAX PARCEL ID# 137873469 137874402 (IF REAL ESTATE) ACREAGE: .46 Lot C

APPLICANT ORGANIZATION: Bachelors Hall VFD

MAILING ADDRESS: 1301 Berry Hill Rd (STREET) CITY, STATE, ZIP

FEDERAL ID#: 80-0026671

PROPERTY ADDRESS: 1301 Berry Hill Rd (REAL ESTATE)

LEGAL DESCRIPTION OF PROPERTY: Fire Dept (REAL ESTATE)

PERSONAL PROPERTY: ATTACH A SCHEDULE SHOWING ALL PERSONAL PROPERTY FOR WHICH EXEMPTION IS REQUESTED. SCHEDULE MUST INCLUDE VEHICLE IDENTIFICATION NUMBERS AS WELL AS A COMPLETE DESCRIPTION. NOTE: IF EXEMPTION APPROVED AND ADDITIONAL PROPERTY OBTAINED, A NEW LIST MUST BE FILED WITH THE COUNTY ADMINISTRATION REQUESTING THE ADDITIONAL PROPERTY BE INCLUDED IN THE EXEMPTION ORDINANCE.

PLEASE ANSWER THE FOLLOWING QUESTIONS REGARDING THE ORGANIZATION:

1. INDICATE THE TYPE OF EXEMPTION DESIRED: CLASSIFICATION: _____ DESIGNATION: ✓
2. IS THE PROPERTY OWNERSHIP CHARTERED OR INCORPORATED UNDER THE LAWS OF THE COMMONWEALTH OF VIRGINIA?
   YES ✓ NO _____ (IF YES, ATTACH A COPY OF THE CHARTER) ✓
3. FOR WHAT PURPOSE IS THE OWNERSHIP CHARTERED, INCORPORATED OR OTHERWISE IN EXISTANCE?
   Fire & EMS
4. FOR WHAT PURPOSE IS THE PROPERTY BEING USED? PLEASE BE SPECIFIC AND INCLUDE USE OF ACREAGE, IF APPLICABLE. IF THERE ARE SEVERAL TYPES OF USE, INDICATE SUCH USAGES BY ACRES OF THE BUILDING, FLOOR LOCATIONS AND LAND ALLOCATIONS.

ACREAGE/PORTION	DESCRIPTION OF USE	BEGINNING DATE
.46	Fire Dept	12-09-1962
Lot C		

5. DOES ANY OTHER INDIVIDUAL, ORGANIZATION, ASSOCIATION OR CORPORATION OCCUPY OR USE ANY PART OF THE PREMISES? YES _____ NO X
IF YES, PLEASE GIVE DETAIL: (HOW OFTEN, WHAT PART OF THE BUILDING OR PROPERTY, NAME OF ORGANIZATION)

6. IS ANY INCOME, BE IT EARNEST MONEY OR IN KIND SERVICES, RECEIVED FROM THE USE OF ANY PORTION OF THE PROPERTY BY OTHER INDIVIDUALS OR GROUPS, WHETHER CONSIDERED AS RENT OR REIMBURSEMENT FOR NECESSARY EXPENSED FOR SERVICES INCURRED? YES _____ NO X
IF YES, PLEASE GIVE DETAIL:

7. DOES YOUR OWNERSHIP GROUP HAVE AN EXEMPTION UNDER U.S. INTERNAL REVENUE CODE SO THAT GIFTS TO YOUR GROUP ARE DEDUCTIBLE BY THE DONOR? YES ✓ NO _____
(A) IF YES, GIVE DATE OF INTERNAL REVENUE RULING: 6-2-2002
(B) GIVE INTERNAL REVENUE IDENTIFICATION NUMBER: 80-0026677
8. HAS THE ABC BOARD ISSUED A CURRENT ANNUAL ALCOHOL BEVERAGE LICENSE FOR SERVING ALCOHOL BEVERAGES TO THE ORGANIZATION FOR USE ON THE PROPERTY FOR WHICH TAX EXEMPTION IS SOUGHT? YES _____ NO X
9. DOES ANY DIRECTOR, OFFICER, OR EMPLOYEE OF THE ORGANIZATION RECEIVE COMPENSATION IN EXCESS OF A REASONABLE ALLOWANCE FOR SALARIES OR OTHER COMPENSATION FOR PERSONAL SERVICES WHICH SUCH DIRECTOR, OFFICER, OR EMPLOYEE ACTUALLY RENDERS? YES _____ NO X
10. DOES THE ACTIVITIES OF THE ORGANIZATION INVOLVE CARRYING ON PROPAGANDA, OR OTHERWISE ATTEMPTING TO INFLUENCE LEGISLATION AND DOES THE ORGANIZATION PARTICIPATE IN OR INTERVENE IN ANY POLITICAL CAMPAIGN ON BEHALF OF ANY CANDIDATE FOR PUBLIC OFFICE? YES _____ NO X
11. REQUIRED DOCUMENTATION
✓ (A) ATTACH TO THIS APPLICATION YOUR MOST RECENT FINANCIAL STATEMENT, INCLUDING, WHERE APPLICABLE, IRS FORMS 900; 990; 990EZ; 990T; REFLECTING INCOME AND EXPENDITURES FOR THE MOST CURRENT TWELVE (12) MONTH REPORTING PERIOD, WHICH STATEMENT WILL BECOME A PART OF THIS APPLICATION. THE ATTACHED FINANCIAL STATEMENT IS FOR THE PERIOD FROM 01-1-14 TO 12-31-14.
✓ (B) ATTACH A COPY OF SAID ORGANIZATION'S IRS SECTION 501 (C) (3) STATUS CERTIFICATION OR DOCUMENTATION.
✓ (C) ATTACH A COPY OF THE ORGANIZATION'S CONSTITUTION, BY-LAWS, ARTICLES OF INCORPORATION, AND/OR OTHER RELATED DOCUMENTS.
✓ (D) ATTACH A LIST REFLECTING THE NAMES OF ALL TRUSTEES OR CORPORATE/ORGANIZATION OFFICERS, THE DATE APPOINTED OR ELECTED, AND THE COURT IN WHICH THEY QUALIFIED OR IDENTIFY THE INSTRUMENT IN WHICH THEY WERE OFFICIALLY APPOINTED.

Applicant: Bachelors Hall VFD

(E) IF INVESTMENTS, SUCH AS STOCKS OR BONDS, ARE REFLECTED ON THE FINANCIAL STATEMENT, ATTACH A LIST OF ALL SUCH INVESTMENTS, INCLUDING NAME OF STOCK, DATE RECEIVED AND VALUE.

(F) IF APPLYING FOR EXEMPTION BY DESIGNATION, YOU WILL BE RESPONSIBLE FOR THE APPLICABLE COST FOR THE PUBLICATION NOTICE AS REQUIRED UNDER VA. CODE §58.1-3651. YOU SHALL RECEIVE AN INVOICE FOLLOWING THE ADVERTISEMENT FOR EXEMPTION AND PAYMENT SHALL BE MADE TO PITTSYLVANIA COUNTY PRIOR TO BOARD CONSIDERATION. NOTE: IF PAYMENT NOT RECEIVED PRIOR TO PUBLIC HEARING APPLICATION WILL CONSIDERED WITHDRAWN.

(G) ANY OTHER CRITERIA, FACTS AND CIRCUMSTANCES THAT THE GOVERNING BODY DEEMS PERTINENT TO THE ADOPTION OF SUCH ORDINANCE. (APPLICANT WILL BE NOTIFIED IF NEEDED).

APPLICATION COMPLETED BY: Allen Roberts

TITLE: Chief DATE SUBMITTED: ~~11-7-15~~ 12-1-15 JA.

CONTACT PERSON: Allen Roberts TELEPHONE NUMBER: 434-770-09

I, A Allen Roberts, AN APPOINTED OR ELECTED TRUSTEE/OFFICER FOR THE ABOVE NAMED ORGANIZATION, CERTIFY UNDER PENALTY OF LAW THAT THIS APPLICATION AND ALL ATTACHMENTS HERETO HAVE BEEN EXAMINED BY ME AND ALL INFORMATION IS TRUE AND CORRECT.

SIGNATURE OF TRUSTEE/OFFICER: (WW)

TITLE: Treasurer DATE: ~~11-10-15~~ 12-1-15

SUBSCRIBED AND SWORN TO BEFORE ME THIS 1st DAY OF December, 2015

* NOTARY PUBLIC: Joan J Rozewicz

MY COMMISSION EXPIRES: 8-31-2019

JOAN ROZEWICZ
NOTARY PUBLIC
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES AUG. 31, 2019
COMMISSION # 199510

PITTSYLVANIA COUNTY, VIRGINIA
Samuel W. Swanson, Jr., Commissioner of the Revenue
PO Box 272 Chatham, VA 24531
Phone: 434-432-7940 *Fax*: 434-432-7957
Email: sam.swanson@pittgov.org
Website: www.pittgov.org

REAL ESTATE/PERSONAL PROPERTY TAX EXEMPTION
WORKSHEET FOR EXEMPT REVENUE

APPLICANT: Bachelors Hall Vol Fire Dept Inc

REAL ESTATE :

REQUESTED PARCEL ID(S)	ASSESSED VALUE	LEVY
1377-87-3469	5,000	29.50
1377-87-4402	44,500	262.55

PERSONAL PROPERTY:

DESCRIPTION OF PROPERTY	ASSESSED VALUE	LEVY

TOTAL LOSS OF REVENUE IF EXEMPT: 292.05

Date of public hearing:_____ Approved or Disapproved: _____

Effective Date of exemption: _____ Signature of County Official:_____

If approved, exemption granted only for above listed items. Any changes to property must be reporte to the County for an addendum to the adopted ordinance.

(Please submit copy to Commissioner of the Revenue after public hearing and Board of Supervisor action taken)

BACHELORS HALL VOL FIRE DEPT INC
1301 BERRY HILL RD
DANVILLE, VA 24541

Acct : 4390 Dst: 02 AC:Tx 0.4600 Map #: 1377-87-3469
Date : 12/05/14 Cls: 2 Ap 0.46 Desc : ST RD 878 LOTS 1-4 .46 AC
Bk/Pg: LR14/05802 Zon: R-1
Mb/Lt: B795/526 Nhd: 100 0% Lc : Util:
Cons : 60000 Rd : 01 PAVED Topo :

Card 1 of 1
161B0010000
Printed:08/04/
Updated:TAI
Att:

878

Appr: SS Date:06/07/13
Info: E◆E Time: 10:30

BnBmUse	MhCdDes	Rem	Ayb	CndUnits	Rate	PdFo	RsnEo	RsnIcValue

SnLmSeg	Type	Ac	Frnt	Dpth	Sf	TFctrLtUp	Adj%Value	Remarks
1	FV1000 SITE VALUE	0.46					0 5,000	

Mkt Val L	5,
Mkt Val B	
Mkt Val T	5,
Def Val	
Net Val	5,
Old Mkt L	5,
Old Mkt B	
Old Def	
Old Net	5,

BACHELORS HALL VOL FIRE DEPT INC
1301 BERRY HILL RD
DANVILLE, VA 24541

Acct : 4390 Dst: 02 AC:Tx 0.0000 Map #: 1377-87-4402
Date : 12/05/14 Cls: 2 Ap 0 Desc : ST RD 878 LOT C
Bk/Pg: LR14/05802 Zon: R-1
Mb/Lt: B587/503 Nhd: 100 0% Lc : Util: WELL;SEPTIC
Cons : 60000 Rd : 01 PAVED Topo :

Card 1 of 1
161B00100000C0
Printed:08/04/15
Updated:KS
Att:

Bn: 1 Bv Meth:R
Use : 0101 SINGLE FAM
MH Code: Fuel:
Yr Blt :
Yr Rmd :
Cond : 03 FAIR
Style : 02 CONVENTIONAL
Nbr Sty: 1.0
Foundtn: 10 CINDER BLOCK
Wl Strc: 01 WOOD
Ext :HARDBOARD
Roof: 02 METAL
Bsmt: 0 Fin: 0
Attc: 0 Fin: 0
Rms: 4 Brms: 1
Bths: F 1 H 0
Fp: Chmy: 0
Flr:PINE
Int:02 SHEETROCK/DRYWALL
Des: NEW ROOF 2009
Rem:

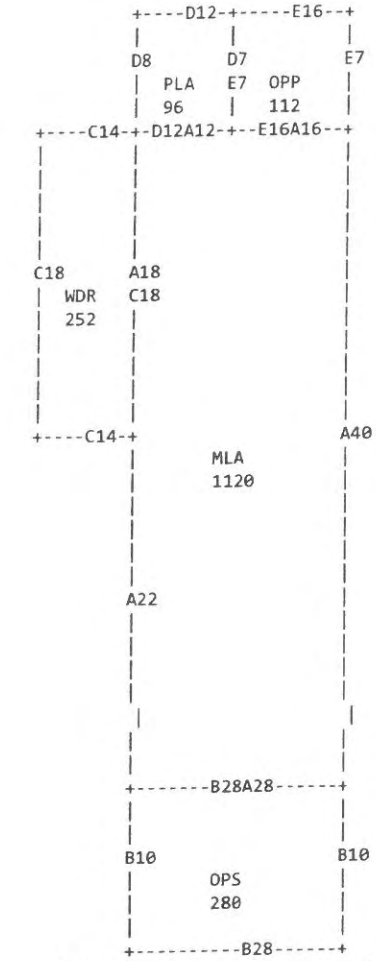
Gr:
878

Item	Size	Rate	Value
Bldg area	1216	65.48	79624
Heat STOVE	1216	-1.50	-1824
A/C NO CE	1216	0.00	0
Baths	1.0		0
Attc Ufin			
Attc Fin			
Fp			
OPS	280	15.00	4200
WDR	252	13.00	3276
PLA	96	0	0
OPP	112	9.00	1008
0401	1	00.00	7500

Bldg SubTl		93,784
Grd Fctr	D-5	0.80
Replc		75,027
Phys	-60	-45,016
Func	0	0
Econ	0	0
% Comp	100	0
Nhd	0	0
Bldg Val		30,000

Appr: GB Date:08/14/13
Info: E◆E Time: 10:20

SCALE 1:17



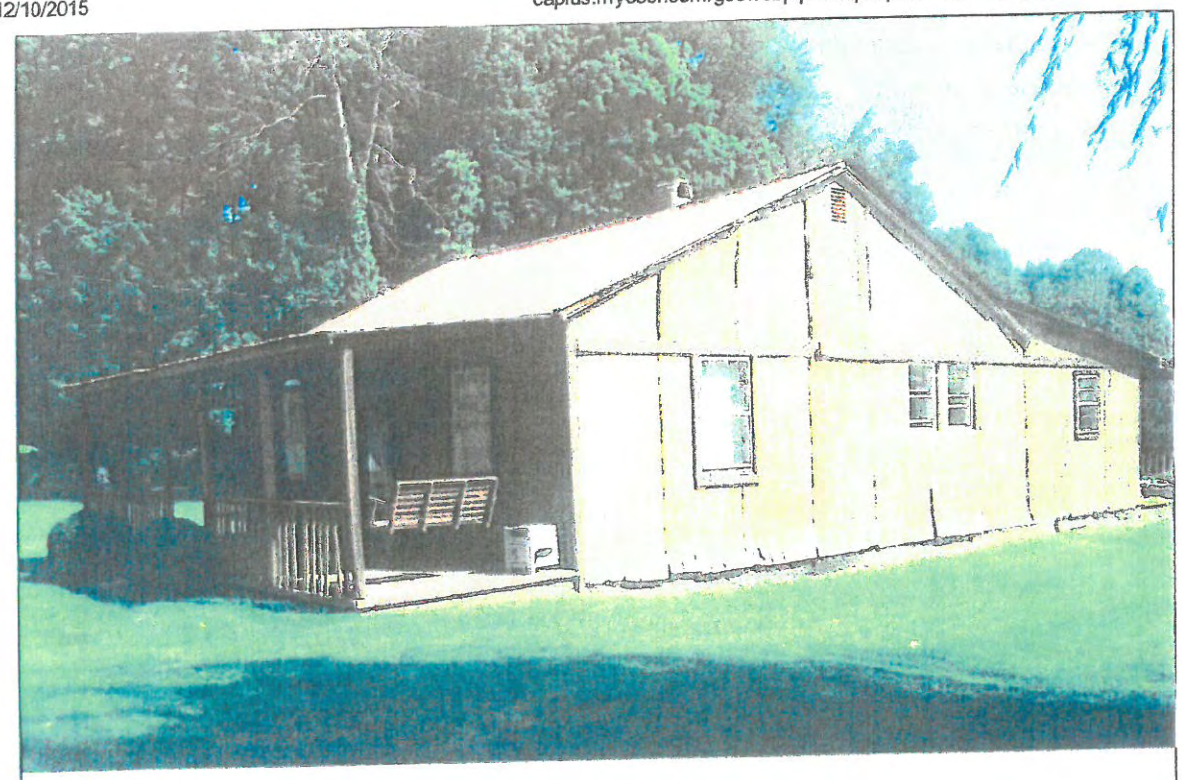
SCode	Area	Sty
1MLA	1120	1.0DU22/DU18/DR12/DR16/DD40/DL28/
2OPS	280	DD10/DR28/DU10/DL28/
3WDR	252	MU22/DU18/DL14/DD18/DR14/
4PLA	96	1.0MU40/DU8/DR12/DD1/DD7/DL12/
5OPP	112	MR28/MU40/DU7/DL16/DD7/DR16/

Ayb	CndUnits	Rate	PdFo	RsnEo	RsnIc	Value
1970	FAI				0	2,000
	POO				0	0
2010	AVE				0	500

BnBm	Use	MhCd	Des	Rem
2FV	0303 STORAGE	W/SHED		FR
3FV	0303 STORAGE	FR		
4FV	0315 CARPORT	METAL		

SnLm	Seg	Type	Ac	Frnt	Dpth	Sf	TFctr	LtUp	Adj%	Value	Remarks
1FV	2000	HOMESITE							0	12,000	LOT

Mkt Val L	12,000
Mkt Val B	32,500
Mkt Val T	44,500
Def Val	0
Net Val	44,500
Old Mkt L	12,000
Old Mkt B	32,500
Old Def	0
Old Net	44,500



PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Request for Public Hearing	**AGENDA DATE:** 12-15-2015 **ITEM NUMBER:** 14
SUBJECT/PROPOSAL/REQUEST: Request for Public Hearing to Amend Pittsylvania County Code (PCC) Section 6-6.3; *Property Exempt by Classification or Designation:* Parcels #1377-87-3469 and #1377-87-4402 owned by Bachelors Hall Volunteer Fire Department	**ACTION:** Yes **INFORMATION:** **CONSENT AGENDA:** **ACTION:** **INFORMATION:**
STAFF CONTACT(S): Mr. Monday	**ATTACHMENTS:** 1) Application for Real Estate-Personal Property Exemption by Qualifying Classification or Designation **REVIEWED BY:** CM

BACKGROUND:
The Bachelors Hall Volunteer Fire Department in Danville, Virginia, is a 501(c)(3) non-profit organization.

DISCUSSION:
Bachelors Hall Volunteer Fire Department owns two parcels of property in Pittsylvania County: #1377-87-3469 and #1377-87-4402 and has submitted an Application for Real Estate-Personal Property Exemption by Qualifying Classification or Designation to the Commissioner of the Revenue's Office (attached), which would require a public hearing for citizen input.

Should the Board of Supervisors approve holding a public hearing on amending PCC § 6-6.3, a public hearing would be held at the Board's January 19, 2016 meeting.

RECOMMENDATION:
Staff recommends the Board of Supervisors approve the request for a Public Hearing to be held on January 19, 2016 for the purpose of citizen input on amending PCC § 6-6.3 to include Parcels #1377-87-3469 and #1377-87-4402 owned by Bachelors Hall Volunteer Fire Department tax exempt by classification/designation.

DECEMBER 15 2015 MEETING

Public Hearing Notice

The Board of Supervisors of Pittsylvania County

will hold a public hearing on Tuesday, January 19, 2016, at 7:00p.m. in the General District Courtroom located on the second floor of the Edwin R. Shields Courthouse Addition in Chatham, Virginia to receive citizen input on the proposed amendment to Chapter 6-6.3, Property Exempt by Classification or Designation, of the Pittsylvania County Code. The proposed amendment would establish a tax exempt status for real property to include Parcels #1377-87-3469 and #1377-87-4402 owned by Bachelors Hall Volunteer Fire Department. A full text concerning this public hearing is available in the office of the County Administrator, 1 Center Street, Chatham, Virginia, Monday through Friday from 8:00am to 5:00pm for public viewing and on the County's website at www.pittsylvaniacountyva.gov .

UNFINISHED BUSINESS

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Expenditure Refunds for November 2015-*Motion made by Mr. Blackstock and seconded by Mr. Harville and has now met the 10-day layover requirement.* **SUBJECT/PROPOSAL/REQUEST:** Budget Amendment for expenditure refunds **STAFF CONTACT(S):** **Monday, VanDerHyde**	**AGENDA DATE:** 1-19-16 **ITEM NUMBER:** 8 **ACTION:** Yes **INFORMATION:** **CONSENT AGENDA:** **ACTION:** **INFORMATION:** **ATTACHMENTS:** Expenditures Refunds Memo **REVIEWED BY:** GVS

BACKGROUND:

DISCUSSION:
Attached is a list of expenditure refunds for the month of November 2015 for review. As discussed earlier with the Board, the simple routine of putting every refund back in the budget is extremely time consuming and leaves room for errors. To stay in balance with the Treasurer, we need to reappropriate refunds into the budget so the budget would increase with every expenditure refund.

RECOMMENDATION:
Staff recommends the reappropriation of $55,801.55 as follows: $1,000.00 to County Attorney-Legal Fees (100-4-012210-3150), $100.00 to Clerk of Court-Copier Lease (100-4-021600-60051), $480.07 to Sheriff-Subsistence & Lodging (100-4-031200-5530), $200.00 to Sheriff-Halloween Contributions (100-4-031200-5878), $1,925.56 to Jail-Extradition (100-4-033100-5550), $78.00 to Jail-Food Supplies (100-4-033100-6002), $13,618.87 to B&G-Repairs & Maintenance (100-4-043100-3310), $348.20 to Ag Development-Travel (100-4-082500-5500), $32,481.85 to WIA-Rent (251-4-353853-6014), $1,250.00 to WIA-Other Operating (251-4-353878-6014), $4,319.00 to Landfill Collections-Repairs (520-4-042300-3310). MOTION MADE BY MR. BLACKSTOCK AND SECONDED BY MR. HARVILLE AND HAS NOW MET THE 10-DAY LAYOVER REQUIREMENT.

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Expenditure Refunds for November 2015-*Requires a motion and a 10-day layover.*	**AGENDA DATE:** 12-07-15 **ITEM NUMBER:** 14 **ACTION:** Yes **INFORMATION:** **CONSENT AGENDA:** **ACTION:** **INFORMATION:**
SUBJECT/PROPOSAL/REQUEST: Budget Amendment for expenditure refunds	**ATTACHMENTS:** Expenditures Refunds Memo
STAFF CONTACT(S): **Monday, VanDerHyde**	**REVIEWED BY:** CM

BACKGROUND:

DISCUSSION:
Attached is a list of expenditure refunds for the month of November 2015 for review. As discussed earlier with the Board, the simple routine of putting every refund back in the budget is extremely time consuming and leaves room for errors. To stay in balance with the Treasurer, we need to reappropriate refunds into the budget so the budget would increase with every expenditure refund.

RECOMMENDATION:
Staff recommends the reappropriation of $55,801.55 as follows: $1,000.00 to County Attorney-Legal Fees (100-4-012210-3150), $100.00 to Clerk of Court-Copier Lease (100-4-021600-60051), $480.07 to Sheriff-Subsistence & Lodging (100-4-031200-5530), $200.00 to Sheriff-Halloween Contributions (100-4-031200-5878), $1,925.56 to Jail-Extradition (100-4-033100-5550), $78.00 to Jail-Food Supplies (100-4-033100-6002), $13,618.87 to B&G-Repairs & Maintenance (100-4-043100-3310), $348.20 to Ag Development-Travel (100-4-082500-5500), $32,481.85 to WIA-Rent (251-4-353853-6014), $1,250.00 to WIA-Other Operating (251-4-353878-6014), $4,319.00 to Landfill Collections-Repairs (520-4-042300-3310). THIS ITEM REQUIRES A MOTION AND A 10-DAY LAYOVER.

DECEMBER 7 2015 MEETING

PITTSYLVANIA COUNTY

VIRGINIA

Finance Department
P. O. Box 426
Chatham, Virginia 24531

Phone (434) 432-7740
Fax (434) 432-7746
Gretna/Hurt (434) 656-6211
Bachelors Hall/Whitmell (434) 797-9550

MEMO TO: Clarence C. Monday
County Administrator

FROM: Kim Van Der Hyde KVH
Finance Director

SUBJECT: November Expenditure Refunds

DATE: December 3, 2015

The list below shows all expenditure refunds that were sent to the Finance Department during the month of November. I am recommending that all of the following expenditure refunds be reappropriated by the Board of Supervisors:

100-4-012210-3150	**County Attorney-Legal Services** Donation	1,000.00
100-4-021600-60051	**Clerk of Court-Copier Lease** Reimbursement	100.00
100-4-031200-5530	**Sheriff-Subsistence & Lodging** Reimbursement	480.07
100-4-031200-5878	**Sheriff-Halloween Contributions** Donations (100-3-000000-189913)	200.00
100-4-033100-5550	**Extradition** Extradition	1,925.56
100-4-033100-6002	**Jail-Food Supplies** Reimbursement	78.00
100-4-043100-3310	**B&G-Repairs & Maintenance** Insurance Claim	13,618.87
100-4-082500-5500	**Ag Development-Travel** Travel Reimbursement	348.20
251-4-353853-6014	**WIA-Rent** Rent Payments (251-3-000000-150201)	32,481.85

251-4-353878-6014	**WIA-Other Operating** Community Impact Grant (251-3-000000-353878)	1,250.00
520-4-042300-3310	**Landfill Collections-Repairs** Insurance Claim	4,319.00

TOTAL NOVMEBER EXPENDITURE REFUNDS $55,801.55

NEW BUSINESS

PITTSYLVANIA COUNTY

EXECUTIVE SUMMARY

AGENDA TITLE: Recommendations from Animal Welfare Facility Committee	**AGENDA DATE:** 01-19-2016	**ITEM NUMBER:** 9
	ACTION: Yes	**INFORMATION:**
SUBJECT/PROPOSAL/REQUEST: Recommendations from Animal Welfare Facility Committee	**CONSENT AGENDA:** **ACTION:**	
	INFORMATION:	
STAFF CONTACT(S): Mr. Monday	**ATTACHMENTS:** 01-19-2016 Animal Welfare Facility Committee Agenda	
	REVIEWED BY: GVS	

BACKGROUND:

DISCUSSION:
The Animal Welfare Facility Committee of the Pittsylvania County Board of Supervisors will meet at 3:30 pm on Tuesday, January 19, 2016. (See attached agenda). Any recommendations from that committee will be presented to the full Board of Supervisors.

(a) Remarks by County Administrator
(b) Presentation by Dominion7 Staff
(c) Presentation by Pittsylvania County SPCA
(d) Discussion/Comments/Questions from Committee
(e) Recommendations to Board of Supervisors from Committee

RECOMMENDATION:
Staff submits this to the Board of Supervisors for their consideration.

ANIMAL WELFARE FACILITY COMMITTEE
Pittsylvania County Board of Supervisors

Tuesday, January 19, 2016
3:30 PM

Main Conference Room
Captain Martin Building
1 Center Street
Chatham, Virginia

AGENDA

1. Call to Order 3:30 pm
2. Roll Call
3. Approval of Agenda
4. New Business
   (a) Remarks by County Administrator
   (b) Presentation by Dominion7 Staff
   (c) Presentation by Pittsylvania County SPCA
   (d) Discussion/Comments/Questions from Committee
   (e) Recommendations to Board of Supervisors from Committee

5. Next Steps
6. Adjournment

PITTSYLVANIA COUNTY

EXECUTIVE SUMMARY

AGENDA TITLE: Recommendations from Finance Committee	**AGENDA DATE:** 01-19-2016	**ITEM NUMBER:** 10 (a)
SUBJECT/PROPOSAL/REQUEST: Recommendations from Finance Committee	**ACTION:** **Yes**	**INFORMATION:**
	CONSENT AGENDA: **ACTION:**	
STAFF CONTACT(S): Mr. Monday	**INFORMATION:**	
	ATTACHMENTS: 01-19-2016 Finance Committee Agenda	
	REVIEWED BY: GM	

BACKGROUND:

DISCUSSION:
The Finance Committee of the Pittsylvania County Board of Supervisors will meet at 4:30 pm on Tuesday, January 19, 2016. (See attached agenda). Any recommendations from that committee will be presented to the full Board of Supervisors.

(a) Presentation of FY2015 Audit
(b) Discussion of School Debt Pending Financing
(c) Year-to-Date Financial Report
(d) Discussion & Approval of Budget 2016/17 Calendar
(e) Guidance to Staff for FY 2016/17 Budget

RECOMMENDATION:
Staff submits this to the Board of Supervisors for their consideration.

FINANCE COMMITTEE
Pittsylvania County Board of Supervisors

Tuesday, January 19, 2016
4:30 PM

Main Conference Room

Captain Martin Building

1 Center Street

Chatham, Virginia

AGENDA

1. Call to Order 4:30 pm
2. Roll Call
3. Approval of Agenda
4. New Business
    - (a) Presentation of FY2015 Audit
    - (b) Discussion of School Debt Pending Financing
    - (c) Year-to-Date Financial Report
    - (d) Discussion & Approval of Budget 2016/17 Calendar
    - (e) Guidance to Staff for FY 2016/17 Budget
5. Adjournment

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Technology Trust Funds (TTF)-Clerk of Court - *Requires a roll call vote* **SUBJECT/PROPOSAL/REQUEST:** Budget Amendment for Technology Trust Fund monies **STAFF CONTACT(S):** **Monday, VanDerHyde**	**AGENDA DATE:** 1-19-16 **ACTION:** Yes **CONSENT AGENDA:** **ACTION:** **ATTACHMENTS:** Memo-Clerk of Court Request **REVIEWED BY:** GB	**ITEM NUMBER:** 10(b) **INFORMATION:** **INFORMATION:**

BACKGROUND:
During the budget process, Technology Trust Fund monies were not included because the amount was undetermined at the time.

DISCUSSION:
H.F. Haymore, former Clerk of Court received notification from the State Compensation Board that there are additional technology trust funds available to Pittsylvania County in the amount of $5,288.00 for FY 2016. These funds will be used for service contracts and data processing. These funds will be reimbursed 100% from the State Compensation Board. Therefore, the following budget amendment needs to be approved and the monies appropriated from the State Compensation Board.

100-4-021600-3320	2,600.00
100-4-021600-3161	2,688.00
	5,288.00

RECOMMENDATION:
Staff recommends that the Board of Supervisors appropriate $5,288.00 to the Clerk of Court Budget. Mark Scarce, the new Clerk of Court is aware of this request and is in agreement with the use of these funds. The breakdown of these funds is listed above. THIS MOTION REQUIRES A ROLL CALL VOTE.

Clerk of Court

Pittsylvania County Circuit Court
P. O. Drawer 31
Chatham, Virginia 24531
434-432-7887

H. F. Haymore, Jr.
Clerk of Court

Ann Roach
Chief Deputy

Deputies:
Terri Clark
Kathy K. Jones
Leslie Jones
Leecy Kitchens
Jane Marsh
Suzanne Meadows
Katie Owen
Judy W. Pierce
~~*Cindy Reading*~~
Arlene Worley

TO: Kim Vanderhyde

FROM: H. F. Haymore, Jr.

SUBJECT: TTF Fund Additions to Budget

DATE: December 28, 2015

Please make the following additions to line items below for TTF funds:

#21600 – 332000 - $2,600.00

#21600 – 3161000 - $2,688.00

Thanks

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: J.T. Minnie Maude Grant – EMS Grant- *Requires a Roll Call Vote* **SUBJECT/PROPOSAL/REQUEST:** Appropriation of J.T. Minnie Maude Grant Funds to purchase rescue equipment **STAFF CONTACT(S):** **Hawker, Van Der Hyde**	**AGENDA DATE:** 1-19-16 **ITEM NUMBER:** 10(c) **ACTION:** Yes **INFORMATION:** **CONSENT AGENDA:** **ACTION:** **INFORMATION:** **ATTACHMENTS:** J.T. Minnie Maude Grant Agreement **REVIEWED BY:** GVS

BACKGROUND:

DISCUSSION:
Pittsylvania County recently received notification of a grant awarded by the J.T. Minnie Maude Charitable Trust in the amount of $22,578.40 to purchase rescue equipment. This grant is to be used for purchasing "28 EZ-IO Aero Power Drivers and accessories intravenous Vascular Systems." This grant does not require a local match.

RECOMMENDATION:
Staff recommends that the Board of Supervisors approve an appropriation of $22,578.40 for J.T. Minnie Maude Grant. THIS MOTION REQUIRES A ROLL CALL VOTE.

GRANT AGREEMENT ***App# 7087 Ser# 1658***

The grant to Pittsylvania County from the J.T. – Minnie Maude Charitable Trust is for the purpose(s) described below and is subject to your organization's acceptance of the terms and conditions herein. To acknowledge this agreement, to accept its conditions, and to be eligible to receive payment of the grant funds, PLEASE RETURN TWO SIGNED COPIES TO THE TRUST. A countersigned copy will be returned to you for your organization's records.

GRANTEE:

NOV 2 2015
RECEIVED

Amount of Grant: $22,578.40
Grant Request Date: 10/1/2015
Grant Purpose: 28 EZ-IO Aero PowerDrivers and accessories Intravenous Vascular Systems
Payment Schedule:
$22,578.40 -- approximately December 15, 2015

Grantee further agrees:

1. The grant monies must be spent within one year of award, for the grant purposes stated within this grant agreement and must be for the benefit of the residents of Danville/Pittsylvania County, Virginia.

1. The Trust requires documentation of three (3) bids for every construction/renovation project and copies of permits where required by local jurisdictions.

2. To repay to Grantor any portion of the grant funds not used within one year or which were not used for the purpose(s) stated above.

3. To submit to Grantor a "Post-Grant Report", with supporting documentation such as purchase receipts, paid invoices, deposit slips, cancelled checks, etc., within one year following the receipt of grant funds awarded under this agreement, concerning the matter in which said funds were spent and the progress made in accomplishing the purpose(s) herein.

4. To keep adequate records of expenditures to enable such records to be readily reviewed.

5. To keep records of such expenditures, as well as copies of any and all reports submitted to Grantor, for at least four years following the completion of the expenditure of grant funds.

6. To notify Grantor if any changes occur which could lead to a change in the Grantee's tax exempt status or public charity classification and to repay to Grantor any unspent grant funds if the Grantee's tax exempt status is revoked or it ceases to be a public charity.

7. To notify Grantor if any changes occur in the program or project for which funding is given, as specifically set out in the purposes and conditions of this grant agreement.

8. To fully cooperate with a representative of Grantor in evaluation of the effective use of the funds awarded.

9. To use no portion of the grant funds to: 1) influence the outcome of any specific public election, or to carry on directly or indirectly any voter registration drive; 2) carry on propaganda otherwise to attempt to influence legislation (within the meaning of the IRC Section 4945 (d)(1); or 3) undertake any activity for any purpose other than a charitable, educational, etc. purpose described in IRC Section 170 (c)(2)(B).

10. To repay to Grantor upon demand the full amount of the grant funds if there is a failure to comply with any provision of this Grant Agreement.

11. Grantee understands that renewal of this grant is not automatic.

12. The Grantee may acknowledge the Trust's support of this project in any or all announcements and written materials. Please list any such acknowledgements as the "J.T. – Minnie Maude Charitable Trust."

Grantor:
J.T. – Minnie Maude Charitable Trust

By (Fred K. Webb Jr., Executive Director) Fred K Webb Jr

Date: 11/30/15

The terms and conditions of this Grant Agreement have been read, are understood and are accepted, and it is confirmed that there has been no change in the tax exempt status and public charity classification of Grantee.

Grantee:
Name of organization: Pittsylvania County

By (signature of Officer or Trustee): Clarence C Monday

Printed Name: Clarence C. Monday Title County Administrator

Date: 11-24-15

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Expenditure Refunds for December 2015-*Requires a motion and a 10-day layover.*	**AGENDA DATE:** 1-19-16	**ITEM NUMBER:** 10(d)
	ACTION: Yes	**INFORMATION:**
SUBJECT/PROPOSAL/REQUEST: Budget Amendment for expenditure refunds	**CONSENT AGENDA:** **ACTION:**	**INFORMATION:**
	ATTACHMENTS: Expenditures Refunds Memo	
STAFF CONTACT(S): **Monday, VanDerHyde**	**REVIEWED BY:** GM	

BACKGROUND:

DISCUSSION:
Attached is a list of expenditure refunds for the month of December 2015 for review. As discussed earlier with the Board, the simple routine of putting every refund back in the budget is extremely time consuming and leaves room for errors. To stay in balance with the Treasurer, we need to reappropriate refunds into the budget so the budget would increase with every expenditure refund.

RECOMMENDATION:
Staff recommends the reappropriation of $39,075.51 as follows: $100.00 to Clerk of Court-Copier Lease (100-4-021600-60051), $301.72 to Sheriff-Subsistence & Lodging (100-4-031200-5530), $50.00 to Sheriff-Parts (100-4-031200-6030), $350.00 to Sheriff-Halloween Contributions (100-4-031200-5878), $4,000.00 to Sheriff-DARE Supplies (100-4-031200-6002), $20.11 to Sheriff-Fuel (100-4-031200-6008), $3,375.00 to Sheriff-Capital Outlay Vehicle (100-4-031200-8105), $4,414.52 to VFD-Communication Equip. (100-4-032200-6004), $43.30 to VFD-United Way Contribution, $15.85 to Building Inspections-Training (100-4-034000-5540), $65.10 to Animal Control-Professional Health Services (100-4-035100-3110), $25.00 to Animal Control-Donations (100-4-035100-5883), $1,105.65 to Recreation-Rec. Supplies (100-4-071100-6014), $260.00 to Library-Postage (100-4-073100-5210), $110.13 to Library-Office Supplies (100-4-073100-6001), $26.00 to Library-Books & Subscriptions (100-4-073100-6012), $285.47 to Youth Commission (100-4-081200-5696), $30.00 to Non-Departmental-Awards & Certificates (100-4-091200-5840), $500.00 to SOVA AMP Tour-Administrative Expense (250-4-094227-5899), $22,747.66 to WIA-Rent (251-4-353853-6014), $1,250.00 to WIA-Other Operating (251-4-353878-6014). THIS ITEM REQUIRES A MOTION AND A 10-DAY LAYOVER.

PITTSYLVANIA COUNTY

VIRGINIA

Finance Department
P. O. Box 426
Chatham, Virginia 24531

Phone (434) 432-7740
Fax (434) 432-7746
Gretna/Hurt (434) 656-6211
Bachelors Hall/Whitmell (434) 797-9550

MEMO TO: Clarence C. Monday
County Administrator

FROM: Kim Van Der Hyde KVDH
Finance Director

SUBJECT: December Expenditure Refunds

DATE: January 11, 2016

The list below shows all expenditure refunds that were sent to the Finance Department during the month of December. I am recommending that all of the following expenditure refunds be reappropriated by the Board of Supervisors:

100-4-021600-60051	**Clerk of Court-Copier Lease** Reimbursement	100.00
100-4-031200-5530	**Sheriff-Training & Education** Reimbursement	301.72
100-4-031200-6030	**Sheriff-Parts** Restitution/Insurance Claim	50.00
100-4-031200-5878	**Sheriff-Halloween Contributions** Halloween Donations 100-3-000000-189913	350.00
100-4-031200-6002	**Sheriff-DARE Supplies** DARE Donation 100-3-000000-189915	4,000.00
100-4-031200-6008	**Sheriff-Fuel** Reimbursement	20.11
100-4-031200-8105	**Sheriff-Capital Outlay Vehicle** Insurance Claim	3,375.00
100-4-032200-6004	**VFD-Communication Equip** Insurance Claim	4,414.52

100-4-032200-5667	**VFD-United Way Contributions** United Way Contributions 100-3-000000-189912	43.30
100-4-034000-5540	**Building Inspections-Training** Reimbursement	15.85
100-4-035100-3110	**Animal Control-Professional Health** Reimbursement	65.10
100-4-035100-5883	**Animal Control-Donations** Donation	25.00
100-4-071100-6014	**Recreation-Rec Supplies** Reimbursement	1,105.65
100-4-073100-5210	**Library-Postage** Friends of the Library Reimb	260.00
100-4-073100-6001	**Library-Office Supplies** Friends of the Library Reimb	110.13
100-4-073100-6012	**Library-Books & Subscriptions** Donation	26.00
100-4-081200-5696	**Youth Commission-Donations** Youth Commission Donations 100-3-000000-189917	285.47
100-4-091200-5840	**Non-Departmental-Awards & Cert** Christmas Party	30.00
250-4-094227-5899	**SOVA AMP Tour-Admin** Donation	500.00
251-4-353853-6014	**WIA-Rent** Rent Payments (251-3-000000-150201)	22,747.66
251-4-353878-6014	**WIA-Other Operating** Community Impact Grant (251-3-000000-353878)	1,250.00

TOTAL DECEMBER EXPENDITURE REFUNDS $39,075.51

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Workforce Investment Act (WIA) Grants- *This item requires a motion and a roll call vote*	**AGENDA DATE:** 1-19-16 **ITEM NUMBER:** 10(e)
SUBJECT/PROPOSAL/REQUEST: Appropriation of Workforce Innovation and Opportunity Act (WIOA) Transition Grant for Dislocated Workers and appropriation of The Dan River Region Collaborative (DRRC) Grant	**ACTION:** Yes **INFORMATION:** **CONSENT AGENDA:** **ACTION:** **INFORMATION:**
STAFF CONTACT(S): **Monday, VanDerHyde**	**ATTACHMENTS:** WIOA Notice of Obligation (NOO) DRRC Grant Contract **REVIEWED BY:** GH

BACKGROUND:

DISCUSSION:
Pittsylvania County received notication of two separate grants for the Workforce Investment Board. The first Notice of Obligation (NOO) was received from the Virginia Community College System, state fiscal agent, for the Workforce Investment Act for a Worforce Innovation and Opportunity Act (WIOA) Transition Grant in the amount of $15,000. This grant is to be used for dislocated workers.

The second grant was received from the Dan River Region Collaborative and totals $22,000. This grant does not require a local match but does require the WIB to perform various employment recruitment efforts to secure the funding as outlined in the attached agreement.

RECOMMENDATION:
Staff recommends that the Board of Supervisors appropriate a total of $37,000.00 to the WIA (Fund 251) Budget. THIS ITEM REQUIRES A MOTION AND A ROLL CALL VOTE.

Virginia's Community Colleges

RECEIVED 12/29/15

December 18, 2015

Brenda Bowman, Chairman
Pittsylvania County Board of Supervisors
39 Bank Street
P.O. Box 426
Chatham, VA 24531

Dear Chairman Bowman:

I am pleased to inform you that the Virginia Community College System (VCCS), serving as the state administrative entity for WIOA Title I funds, is providing the attached award to assist your local workforce development area in fully implementing the Workforce Innovation and Opportunity Act (WIOA) of 2014. WIOA supersedes the Workforce Investment Act of 1998 (WIA) and is designed to improve job and career options for our nation's workers and jobseekers through an integrated system.

Section 121 of the WIOA "Establishment of One-stop Delivery Systems" prescribes the responsibility of one-stop partners to contribute to the infrastructure costs of the one-stop delivery system in a local area. **Attached is a Notice of Obligation for $15,000 to support activities leading to the establishment of a one-stop service delivery system agreement among partners and an infrastructure funding model in your local workforce development area consistent with this section.** Eligible activities must be concluded by June 30, 2016.

Enclosed with the Notice of Obligation are the Terms and Conditions for this award containing the scope of work including allowable costs, award deliverables and the applicable USDOL TEGL No. 34-14: *Workforce Innovation and Opportunity Act Transition Authority Allotment of Program Year (PY) 2014 Dislocated Worker National Reserve Funds for WIOA Implementation Activities.*

Should you have any questions regarding this award, please contact George Taratsas, Administrator of Federal Workforce Programs, at (804) 819-5387 or by email at gtaratsas@vccs.edu. We look forward to continuing the implementation of the Workforce Innovation and Opportunity Act with your local workforce development area.

Sincerely,

M. Craig Herndon, PhD
Vice Chancellor for Workforce Development Services

Enclosure: Notice of Obligation Authority

cc: Chair, West Piedmont Workforce Development Board
Executive Director, West Piedmont Workforce Development Board

www.vccs.edu) 300 Arboretum Place, Suite 200) Richmond, VA 23236) t. 804-819-4901) f. 804-819-4766
An Equal Opportunity/Affirmative Action Employer

VIRGINIA COMMUNITY COLLEGE SYSTEM

Arboretum III - 300 Arboretum Place, Third Floor, Suite 200
Richmond, Virginia 23236

NOTICE OF OBLIGATION

WORKFORCE INNOVATION AND OPPORTUNITY ACT
DISLOCATED WORKER NATIONAL RESERVE FUNDS FOR WIOA IMPLEMENTATION

ISSUED BY: U. S. DEPARTMENT OF LABOR, EMPLOYMENT AND TRAINING ADMINISTRATION
PASS-THROUGH ENTITY: VIRGINIA COMMUNITY COLLEGE SYSTEM
ISSUE DATE: JUNE 23, 2015
GRANT NUMBER: MI-27276-15-60-A-51

To: Pittsylvania County

NOO No.: LWDA 17-15-01 NR
Effective Date: January 1, 2016
Expiration Date: June 30, 2016
Program Code: 2700

CFDA	Fund Type	Prior Level	CHANGE	New Level
17.281	National Reserve for WIOA Implementation	$ -	$ 3,020.00	$ 3,020.00
17.278	WIOA Statewide Dislocated Worker	$ -	$ 11,980.00	$ 11,980.00
	Total	$ -	$ 15,000.00	$ 15,000.00

This Notice of Obligation awards USDOL Dislocated Worker National Reserve Funds for WIOA Implementation and WIOA Statewide Dislocated Worker funds to undertake the Scope of Work and Deliverables included in the attached Terms and Conditions, including TEGL 34-14. Activities under this Notice must be completed by June 30, 2016.

The subrecipient must follow Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR Chapter I, Chapter II, Part 200 et al. including the Department of Labors exceptions codified at 2 CFR Part 2900.

Approved by: _____
George Taratsas
Administrator of Federal Workforce Programs
Workforce Development Services
(804) 819-5387

cc: West Piedmont Workforce Development Board
Pittsylvania County/Director of Finance

RECEIVED 12/29/15

VIRGINIA COMMUNITY COLLEGE SYSTEM

Arboretum III - 300 Arboretum Place, Third Floor, Suite 200
Richmond, Virginia 23236

WORKFORCE INVESTMENT ACT

NOTICE OF OBLIGATION

To: Pittsylvania County

NOO No.: LWA 17-14-04Tn
Effective Date: January 1, 2015
Expiration Date: June 30, 2016
Program Code: 2700

CFDA	Fund Type	Prior Level	CHANGE	New Level
17.258	Adult Programs	$ 974,715	$ 0	$ 974,715
17.259	Youth Programs	$ 1,010,995	$ 0	$ 1,010,995
17.278	Dislocated Worker Programs	$ 482,875	$ 0	$ 482,875
	Subtotal	$ 2,468,585	$ 0	$ 2,468,585
17.278	WIOA Transition Activities	$ 15,000	$ 0	$ 15,000
	Total All Programs	$ 2,483,585	$ 0	2,483,585

This Notice of Obligation reflects a no-cost extension of the WIOA Transition Activities award period to June 30, 2016. TEGL No. 12-14: Allowable Uses and Funding Limits of WIA Program Year 2014 Funds for WIOA Transition Activities continues to apply to this award.

Approved by: _____ Date: 11/11/15

George Taratsas
Administrator of Federal Workforce Programs
Workforce Development Services
(804) 819-5387

cc: West Piedmont Workforce Development Board
Pittsylvania County/Director of Finance

CONTRACT FOR YOUNG ADULT CASE MANAGEMENT SERVICES

between

The Institute for Advanced Learning and Research (acting on behalf of the Dan River Region Collaborative)

and

the West Piedmont Workforce Investment Board

This contract for Young Adult Case Management Services (Contract) is between the West Piedmont Workforce Investment Board (Contractor) and the Institute for Advanced Learning and Research (IALR), a political sub-division of the Commonwealth of Virginia, acting on behalf of and as fiscal agent for the Dan River Region Collaborative (Collaborative).

PERIOD OF PERFORMANCE

Unless sooner terminated as provided below, the Period of Performance for this Contract shall be from October 20, 2015 to June 20, 2016.

SCOPE

The West Piedmont Workforce Investment Board will provide case management services targeting young adults, ages 18 – 24, living in Danville, Martinsville, Henry County, Patrick County, or Pittsylvania County who are primarily not currently employed and/or not enrolled in college or training. In this capacity, the Contractor will support the mission of the Dan River Region Collaborative (DRRC) in working to identify system change opportunities which will (1) simplify how employers connect to regional systems in addressing workforce and talent development needs, (2) identify and reduce barriers to employment for young adults and (3) increase the job placement opportunities for young adults. The goal is to identify opportunities to leverage Workforce Investment Board funding with the Collaborative's pooled flexible funding to achieve improved outcomes for employers and young adults.

DELIVERABLES and DEADLINES

Subject to the provisions of this Contract, the Contractor will be responsible for the following deliverables:

Proposed Deliverables	Detail	Timeline
Signed contract	Contractor and IALR sign contract	Oct. 20, 2015
Case Management tool	The Contractor will work with Collaborative leadership to develop a case management tool that collects demographic data and information	Nov. 3, 2015

Init _____ / _____

	regarding barriers to employment for young adults.	
Recruitment and Identification of prospective young adult clients	Contractor will provide evidence of recruitment efforts that identify potential young adult candidates. Efforts documented on invoices.	Ongoing throughout contract period.
Identify employment opportunities for young adults	Contractor will work collaboratively with the Chambers of Commerce and the Business Services representative(s) to identify employment opportunities for young adults. Contractor will partner with employers to provide support for new young adult hires.	Ongoing throughout contract period
Case files noting follow-up calls, training, and employment efforts.	Contractor will use the case management tool to collect information on workforce challenges and opportunities that can inform recruitment, retention, and training needs for young adults; Minimum case load of: 100 young adults Job placement or training: 20 Contractor will work with the DRRC's third party evaluator to collect and share data for reporting as needed to DRRC Funders, the NFWs and the SIF.	Ongoing
Final Report	Contractor will provide a final report with the June 2016 invoice noting the number of young adults served, the number placed in training, the number earning certificates, and the number placed in jobs. The report will include identification of barriers to employment for young adults and potential solution strategies along with opportunities to leverage state workforce funds.	June 25, 2016

USE OF SUBCONTRACTORS

IALR and the Collaborative acknowledge that the Contractor may choose to subcontract a portion of the contracted services. It is the responsibility of the Contractor to meet the deliverables as noted in this Contract and establish the appropriate contractual relationship with its Subcontractors. The Collaborative and IALR do not have any Contract with the selected Subcontractors, if any.

FEES and PAYMENT

The Collaborative agrees to pay the Contractor a total of $22,000 (twenty-two thousand dollars) upon satisfactory completion of items enumerated in the Deliverables and Deadlines section of this contract. IALR anticipates, based on the deliverables, the following payment schedule:

Init _____ / _____

ITEM	Fee	Rationale/Detail	Due
Invoice 1	$7,500	Signed contract; case management tool; initial recruitment list; progress towards deliverables; data shared with evaluator	December 25, 2015
Invoice 2	$4,500	Successful progress towards deliverables (case load, job placement, formative assessment); data shared with evaluator	February 25, 2016
Invoice 3	$4,500	Successful progress towards deliverables (case load, job placement, formative assessment); data shared with evaluator	April 25, 2016
Invoice 4 (Final)	$5,500	Successful progress towards deliverables (case load, job placement, formative assessment); FINAL report; data shared with evaluator	June 25, 2016
TOTAL	**$22,000**		

TERMINATION

With or without cause, IALR, acting as DRRC's fiscal agent, may terminate this Contract with at least thirty (30) calendar-days prior written notice to the Contractor. The Contractor may terminate this Contract with or without cause, with at least thirty (30) calendar-days prior written notice to IALR. In the event of such termination, the Contractor shall promptly, but in no event later than thirty (30) calendar days after the date of such termination, deliver to IALR (i) all digital newsletters, press releases, and supporting documents (including without limitation drafts and works in progress) prepared in connection with, or in preparation for, the work by the Contractor under this Contract and (ii) a final progress report to date. In addition, upon such termination, IALR shall no longer be obligated to pay any further installment of the Contract Fee, except for any unpaid installment payment or payments covering deliverables made prior to the date of such termination. The provisions in this paragraph shall specifically and without limitation survive the termination of this Contract for whatever reason.

AMENDMENT

This Contract and the rights and obligations under it may not be modified, amended, or waived, whether in whole or part, except by a written Amendment signed by authorized representatives of both parties.

Init _____ / _____

RELATIONSHIP OF PARTIES
Nothing in this Contract shall be construed so as to create a relationship of agency, employment, joint venture or partnership between the Contractor and IALR. Neither party to this Contract shall make any representations to third parties tending to create apparent agency, employment, joint venture or partnership. Neither party to this Contract will have authority to act for the other in any manner to create obligations or debts binding on the other, and neither party will be responsible for any obligations or expenses whatsoever of the other (except as specifically set forth in this Contract for reimbursement of certain expenses of the Contractor).

OWNERSHIP OF DOCUMENTS AND DATA
The ownership and right of control all IALR/DRRC Documents and Data (as defined above) shall vest exclusively in IALR. Contractor agrees and understands that Contractor's creation, authorship, or collection of IALR/DRRC Documents and Data constitute a work made for hire, as that term is defined in Section 101 of Title 17 of the United States Code. If all or part of IALR/DRRC Documents and Data is, for any reason, deemed not to be a work made for hire, Consultant agrees to execute all documents necessary to transfer to IALR the ownership of any and all rights, including but not limited to copyrights, that Contractor may have in IALR/DRRC Documents and Data. To the extent that Consultant has any moral rights or similar rights in IALR/DRRC Documents and Data under the law of any jurisdiction, Contractor expressly waives those rights. Contractor waives any right to have IALR/DRRC Documents and Data attributed to Contractor or to prevent IALR/DRRC Documents and Data from being modified, edited, transformed, or otherwise adapted as IALR may deem necessary.

SEVERABILITY
If any part, term, or provision of this Contract shall be held void, illegal, unenforceable, or in conflict with any law of a federal, state, or local government having jurisdiction over this Contract, the validity of the remaining portions or provisions shall not be affected thereby.

ENTIRE AGREEMENT
This Contract constitutes the entire agreement between the parties and supersedes any prior or contemporaneous understanding or agreement, oral or written, with respect to matters herein.

NON-WAIVER
No waiver of any term or condition of this Contract by any party shall be deemed a continuing or further waiver of the same term or condition or a waiver of any other term or condition of this Contract.

HEADINGS
The descriptive headings in this Contract are inserted for convenience only and do not constitute a part of this Contract.

NOTICES
Any notice required or contemplated to be given to a party by the other party shall be in writing and shall be given by hand delivery, certified or registered United States mail, or a private courier service which provides evidence of receipt as part of its service, as follows:

Init _____ / _____

If to Contractor:
Lisa Fultz
West Piedmont Workforce
Investment Board
300 Franklin St., Suite 241
Martinsville, VA 24112

If to IALR:
The Institute for Advanced Learning and
Research
Attention: Dr. Julie Brown
150 Slayton Avenue
Danville, Virginia 24540

Any party may change the address to which notices hereunder are to be sent to it by giving written notice of such change in the manner provided herein. A notice given hereunder shall be deemed given on the date of hand delivery, deposit with the United States Postal Service properly addressed and postage prepaid, or delivery to a courier service properly addressed with all charges prepaid, as appropriate.

GOVERNING LAW; VENUE; INTERPRETATION
The parties hereby submit to the exclusive jurisdiction of the state court located in Danville, Virginia, or the U.S. District Court for the Western District of Virginia (Danville Division), in any action or proceeding arising out of, or related to this Contract, and the parties hereby agree that all claims in respect of any action or proceeding shall be heard or determined only in either of these courts. The parties agree that a final judgment in any action or proceeding shall, to the extent permitted by applicable law, be conclusive and may be enforced in other jurisdictions by suit on the judgment, or in any other manner provided by applicable law related to the enforcement of judgments. If any ambiguity or question of intent or interpretation arises, this Contract shall be construed as if drafted jointly by the parties and no presumptions or burden of proof shall arise favoring or disfavoring any party by virtue of authorship of any of the provisions of this Contract.

NO THIRD-PARTY BENEFICIARIES
Nothing in this Contract is intended, nor will be deemed, to confer any rights or remedies upon any person or legal entity not a party to this Contract.

BINDING EFFECT
This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors, assigns, and legal representatives.

GENDER AND NUMBER
Throughout this Contract, wherever the context requires or permits, the neuter gender shall be deemed to include the masculine and feminine, and the singular number to include the plural, and vice versa.

SURVIVAL
Any termination, cancellation or expiration of this Contract notwithstanding, provisions which are by their terms intended to survive and continue shall so survive and continue.

Init _____ / _____

WITNESS the following signatures to this Contract for Young Adult Case Management as of the date first above written:

Contractor:

_____

Executive Director
West Piedmont Workforce Investment Board

Date: _____

IALR:
Institute for Advanced Learning and Research (IALR), a political sub-division of the Commonwealth of Virginia, acting on behalf of and as fiscal agent for the Dan River Region Collaborative

By: _____
IALR Authorized Official

Date: _____

Init _____ / _____

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: FY 2016 2nd Quarter Financial Report **SUBJECT/PROPOSAL/REQUEST:** Presentation of 2nd Quarter Financial Report	**AGENDA DATE:** 1-19-16 **ACTION:** Yes **CONSENT AGENDA:** **ACTION:**	**ITEM NUMBER:** 10(f) **INFORMATION:** **INFORMATION:**
STAFF CONTACT(S): **Monday, VanDerHyde**	**ATTACHMENTS:** 2nd Quarter Financial Report Budget Supplement Report **REVIEWED BY:**	

BACKGROUND:

DISCUSSION:
Attached is the Financial Report for Pittsylvania County for the 2nd Quarter 2016. The Finance Director will be available to present this report and answer any questions you may have.

RECOMMENDATION:
Staff recommends the approval of the attached financial report.

General Fund Revenues

Real Estate Revenues: At December 31, 2015, the County had collected a total of 41.93% of Real Estate Revenues. This compares favorably with the rate collected at December 31, 2014 when the total collected at that time was 40.83%. One might think that this percentage should be closer to 50% since ½ of the year has been completed but you must bear in mind that many Pittsylvania County taxpayers pay their entire tax bill in June. The amount prepaid in June for the 2nd billing totaled $2,434,671.02. If this amount is considered with the amount collected thus far in 2015, the County collection rate would stand at 53%.

Mobile Homes: At December 31, 2015, the County had collected a total of 38.44% of Mobile Home Revenues. Compared with 1 year ago, the rate collected stood at 32.98%.

Personal Property: At December 31, 2015, the County had collected a total of 40.74% of Personal Property Revenues. The rate collected at this same time last year was 38.44%.

Machinery & Tools: At December 31, 2015, the County had collected a total of 44.49% of Machinery & Tools Revenues compared with 71.34% in 2014. Timing of these payments skews the percentages.

Merchants Capital: At December 31, 2015, the County had collected a total of 54.96% of Merchants Capital Revenues compared with 61.16% in 2014. Timing of these payments skews the percentages

Public Service Corporations: At December 31, 2015, the County had collected a total of 60% of Public Service Corps. Revenues compared with 56.00%.

Delinquent Tax Collections: It is important to discuss our delinquent tax collection efforts since a greater emphasis has been placed on collecting these funds. The County employed a new third party collector, TACS to help with these efforts. At the end of the second quarter, 2016, TACS has collected in excess of $700,000 to date.

In every major category, with the exception of Machinery and Tools and Merchants Capital, the collection rate increased over the prior year. This has attributed to the increase in the General Fund Revenues.

General Fund Expenditures

General Fund Expenditures: General Fund expenditures through December 31, 2015 totaled $29,266,580.37, which is 42% of the appropriated budget. The appropriated budget has increased from the original budget by $7,680,083.64 (See attached appropriations). Most of the increase in the appropriation is from the appropriation of $4,945,000.00 that was added to pay down principal on the 2012 School Notes. General Fund expenditures through December 31, 2014 totaled $27,556,975.49, which was 45% of the appropriated budget. The appropriated budget increased by $1,877,947.73 during the same time frame last year (July – December 2014).

Enterprise Fund

Landfill Revenues

Solid Waste Household Fee: At December 31, the County had collected a total of 44.35% of the Solid Waste Household Fee compared with 36.92% at the same time last year. However, it is important to that note that the December 5th payment was the last installment of the solid waste household fee since it was eliminated by the Board of Supervisors on October 5, 2015.

Solid Waste Fees: At December 31, the County had a collected a total of 47.60% of budgeted Solid Waste Fees. This collection rate is slightly up from last year when the rate was 44.62%. This revenue line item records the amount received by Pittsylvania County Landfill to receive trash into the landfill. These funds are received daily and landfill accounts are billed monthly. This amount can fluctuate based on the tons that are received and billed for the Pittsylvania County Landfill.

Landfill Expenditures

Landfill Expenditures: Landfill expenditures through December 31, 2015 totaled $1,695,729.16, which is 48% of the appropriated budget. The appropriated budget has increased from the original budget by $368,196.32. Landfill expenditures through December 31, 2014 totaled $1,639,020.21, which was 52% of the appropriated budget. The appropriated budget increased by $333,152.16 during the same time frame last year (July – December 2014).

Summary

Pittsylvania County is continues to maintain a stable financial position. The County recently made a proactive choice to pay down $4.945 million in principal on the High School Notes that were originally issued in 2008. This payment will be made on January 19th and will leave a balance on these notes of $15,000,000. As we begin the budget process several items need to be considered:

- Obtaining permanent financing of the $15,000,000 notes. We need to decide if continuing to wait for Literary Funding is worth continuing to pay interest only.
- Searching for possible funding sources for the construction of the new Animal Shelter.
- Determining the impact of the elimination of the Solid Waste Fee to the Landfill Enterprise Fund for the FY 2017 budget. The gap left by the elimination of this fee is $1.5 million
- Minimizing the usage of unassigned fund balance to cover any 2017 shortfall that may exist. Use of unassigned fund balance should only be used for non-recurring expenditures. A total of $1.8 million was budgeted from unassigned fund balance for FY2016.

PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
FISCAL YEAR 2015-2016
AS OF 12-31-15
BUDGET SUPPLEMENTS (INCREASES TO THE BUDGET)

DESCRIPTION OF INCREASES/(DECREASES)	ORIG BUDGET AMOUNT	INC/(DEC)	ADJUSTED BUDGET	FUNDING SOURCE
	173,309,354.00			
JULY 6, 2015:				
ANIMAL SHELTER PROPERTY		6,000.00	310 SIDE	Unapprop Surplus
ANIMAL SHELTER PROPERTY		6,000.00	100 SIDE	Unapprop Surplus
CAPITAL IMPROVEMENTS FUND CARRYOVERS		18,480.80		Carryover Funds
ECONOMIC DEVELOPMENT CARRYOVERS		440,103.27		Carryover Funds
ECONOMIC DEVELOPMENT-TOBACCO GRANT FUNDS		(1,262,853.45)		Budget Reduction
LANDFILL FUND CARRYOVERS		368,046.32		Carryover Funds
AUGUST 3, 2015:				
J.T. MINNIE MAUDE-PARKS GRANT		100,000.00		Grant Funds
GRANT CARRYOVERS		7,183.40		Carryover Funds
WORFORCE INNOVATION FUND GRANT		653,032.00		Grant Funds
AUGUST 18, 2015:				
ANIMAL SHELTER PROPERTY		594,000.00	310 SIDE	Unapprop Surplus
ANIMAL SHELTER PROPERTY		594,000.00	100 SIDE	Unapprop Surplus
EXPENDITURE REFUNDS		14,677.27		Expenditure Refunds
EXPENDITURE REFUNDS-GRANTS		131.98		Expenditure Refunds
EXPENDITURE REFUNDS-WIA RENT		31,121.39		Rent Payments
EXPENDITURE REFUNDS-WIA		1,550.24		Expenditure Refunds
SOUTHERN VIRGINIA AMP TOUR GRANT		3,900.00		Grants from localities/businesses
SEPTEMBER 8, 2015:				
ANIMAL SHELTER MATTERS		39,800.00	100 SIDE	Unapprop Surplus
ANIMAL SHELTER MATTERS		21,800.00	310 SIDE	
PAYDOWN OF PRINCIPAL ON DEBT-$20 MILLION NOTES		4,945,000.00		Unapprop Surplus
2015 CARRYOVERS		489,147.10		Unapprop Surplus
ANIMAL SHELTER MANAGER		68,127.09		Unapprop Surplus
2015 SCHOOL CARRYOVERS		1,184,156.49	100 SIDE	Unapprop Surplus
2015 SCHOOL CARRYOVERS		1,184,156.49	205 SIDE	Unapprop Surplus
VETERINARY FUND CARRYOVERS		1,761.46		Veterinary Fund Balance
GRANT CARRYOVERS		88,750.94		Grant Carryover Funds
2015 CARRYOVERS-CAPITAL PROJECTS		223,178.80	100 SIDE	Unapprop Surplus
2015 CARRYOVERS-CAPITAL PROJECTS		223,178.80	310 SIDE	Unapprop Surplus
STATE LIBRARY GRANT		5,269.00		State Grant Funds
SPEED GRANT-GRANT INCREASE		100.00		State Grant Funds
DMV-OCCUPANT PROTECTION GRANT		(2,100.00)		Budget Reduction
DUI SELECT ENFORCEMENT		(8,199.14)		Budget Reduction
DUI SELECT ENFORCEMENT		270.00		Grant Carryover Funds
WIA-INCENTIVES-DISLOCATED WORKER		32,755.34		Grant Carryover Funds

WIA-INCENTIVES-YOUTH		494.48		Grant Carryover Funds
WIA-RAPID RESPNSE-DISLOCATED WORKER		11,647.27		Grant Carryover Funds
WIA-DHCD-PLANNING GRANT		13,682.50		Grant Carryover Funds
WIA-WIOA TRANSITION FUNDING		2,126.37		Grant Carryover Funds
WIA-JD NEG-WPWIB		887,395.00		Grant Carryover Funds
WIA-JD NEG-DCC		281,243.00		Grant Carryover Funds
WIA-JD NEG-PHC		233,393.00		Grant Carryover Funds
WIA-DHCD-VA BCC		9,857.89		Grant Carryover Funds
WIA-LUCY P. SALE		1,641.25		Grant Carryover Funds
OCTOBER 5, 2015:				
EXPENDITURE REFUNDS		11,380.80		Expenditure Refunds
EXPENDITURE REFUNDS-WIA RENT		28,228.54		Rent Payments
EXPENDITURE REFUNDS-WIA		22.51		Expenditure Refunds
UNITED WAY-FIRE AND RESCUE		48.75		United Way Contributions
FARMER'S MARKET REVENUE		250.00		Vendor Fees
NATIONAL NIGHT OUT		1,238.25		Contributions
FINANCIAL ADVISORY SERVICES		30,000.00		Health Dept-Carryover Funds
OCTOBER 20, 2015:				
SOUTHERN VIRGINIA (SOVA) AMP TOUR		2,750.00		Grants from localities/businesses
FARMER'S MARKET REVENUE		615.00		Vendor Fees
EXPENDITURE REFUNDS		48,314.35		Expenditure Refunds
PROJECT LIFESAVER		38.40		Project Lifesaver Contributions
PITTSYLVANIA COUNTY YOUTH COMMISSION		128.00		Youth Commission Donations
COMMUNITY IMPACT GRANT		1,250.00		Grant Funds
EXPENDITURE REFUNDS		150.00		Expenditure Refunds
NOVEMBER 2, 2015:				
FEDERAL RESTRICTED SEIZURE FUNDS		199,447.72		Carryover Funds
WIA-RIDE SOLUTIONS GRANT		42,522.00		Grant Funds
DECEMBER 7, 2015:				
EXPENDITURE REFUNDS		17,738.34		Expenditure Refunds
EXPENDITURE REFUNDS-WIA RENT		3,750.00		Rent Payments
SHERIFF'S HALLOWEEN DONATIONS		6,145.00		Donations
DARE PROGRAM DONATIONS		100.00		Donations
VFIRS GRANT CARRYOVER		830.67		Grant Carryovers
AMP TOUR LOCAL TRANSFER		126.47		Local Budgeted Funds
12/31/2015		**11,909,081.15**	**185,218,435.15**	

PITTSYLVANIA COUNTY
APPROPRIATIONS VS BUDGET FIGURES
Report dates 07/01/2015 - thru - 12/31/2015

ACCOUNT NUMBER	DESCRIPTION	15-16 BUDGET	ADJUSTMENTS TO BUDGET	15-16 ADJ BUDGET	BALANCE
	TOTALS	173,309,354.00	11,909,081.15	185,218,435.15	101,028,289.42

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Virginia Fire Programs Grant-Riverbend **SUBJECT/PROPOSAL/REQUEST:** Fire & Rescue-Hardware Grant for Riverbend VFD **STAFF CONTACT(S):** **Monday, VanDerHyde**	**AGENDA DATE:** 1-19-16 **ITEM NUMBER:** 10(g) **ACTION:** Yes **INFORMATION:** **CONSENT AGENDA:** **ACTION:** **INFORMATION:** **ATTACHMENTS:** Award Letter-Virginia Department of Fire Programs **REVIEWED BY:** GM

BACKGROUND:

DISCUSSION:
Pittsylvania County recently received notification of a grant award from the Virginia Department of Fire Programs. This grant in the amount of $700 is to be used to purchase hardware for Riverbend Volunteer Fire Department. This grant does not require a local match.

RECOMMENDATION:
Staff recommends that the Board of Supervisors approve and appropriate $700 to the VFIRS-Hardware Grant (250-4-032402-8107) and to authorize the County Administrator to complete the appropriate paperwork to accept the grant.

COMMONWEALTH of VIRGINIA

Melvin D. Carter
EXECUTIVE DIRECTOR

Virginia Department of Fire Programs

Finance Branch
1005 Technology Park Drive
Glen Allen, VA 23059-4500
Phone: 804/ 371-0220
Fax: 804/ 371-3358

143

January 7, 2016

Clarence Monday
County Administrator, Pittsylvania
PO Box 426
Chatham, VA 24531

Dear Mr. Monday:

The locality was considered for the award of an **FY-2016 VFIRS Hardware Grant** from the Commonwealth's FIRE PROGRAMS FUND. Applications were reviewed by the Fire Prevention and Control Committee of the Virginia Fire Services Board (VFSB), and awards were approved by the full VFSB on December 14, 2015. As such, the locality has been awarded a grant of **$700** ($700 each) to purchase a computer in accordance with the program specifications for VFIRS for the following Fire Department(s):

Riverbend Vol. Fire Dept. (FDID 14304)

In order to remain eligible for this award, the enclosed **Award Acceptance Certification must be returned no later than February 5, 2016.** The grant funds will be disbursed to the locality by February 29, 2016.

The performance end date is June 30, 2016, and the after action reporting deadline is 30 days of project completion or July 31, 2016 at the latest. The after action reporting is a brief summary of how the funds were spent and includes a copy of the invoice/receipt to support all expenditures.

The VFIRS Policy and VFIRS Practice documents for the program guidelines are located on the VDFP website at www.vafire.com. To reduce the financial burden on the locality, feel free to contact me if the locality has questions on allowable items with VFIRS grants funds.

Thank you for your interest in the VFIRS Hardware Grant program! If you have any questions, please contact me at 804-249-1958 or via email at Theresa.Hunter@vdfp.virginia.gov.

Respectfully,

Theresa Hunter

Theresa Hunter
Budget and Grants Manager

Enclosure

Award Acceptance Certification

Directions

- All completed acceptance statements **must be received by VDFP not later than 5:00pm Friday, February 5, 2016**; VDFP assumes no responsibility for lost, delayed, or incomplete paperwork. Properly completed acceptances not otherwise received timely may result in the award having then expired. In the foregoing it is highly recommended that completed paperwork be returned via USPS Certified Mail RETURN RECEIPT REQUESTED – or – through the use of a private transfer service such as UPS, FedEx or the like.
- It is solely the grant award recipient's responsibility to assure that all FIN, FIPS, and EFT information is complete & accurate. Be sure that if a transfer (EFT) into other than your jurisdiction's ATL allocation receiving account is used, that the proper account information is listed and returned on or before the deadline.
- All entries must be made in ink or type-written.

VFSB Stipulation(s)

Pittsylvania County (143)

You have been awarded a VFIRS Hardware grant from the Virginia Fire Services Board in the amount of ***$700.*** This grant is to be used for $700 each to the following Fire Departments in your jurisdiction as indicated on your application:

Riverbend Vol. Fire Dept. (FDID 14304)

It is a pleasure to be able to support your department and its reporting efforts.

The offer of this award shall **expire effective 5:00pm Friday, February 5, 2016**, if not otherwise accepted by that time. This grant is awarded effective this date for acceptance of any above specific terms & conditions and the general terms & conditions as enumerated under the Board's current VFIRS policy. In accepting this award the recipient agrees to use such funds only for the specific purpose(s) granted and further agrees, in the event of non-compliance, to the full repayment of all grant monies received, such made to the Commonwealth's FIRE PROGRAMS FUND through a prompt & complete reimbursement to the "*Treasurer of Virginia*" and tendered to the VIRGINIA DEPARTMENT OF FIRE PROGRAMS.

↓ Mark only one – failure to complete this entry may result in expiration of the award

The award is…	☐ **Accepted** ☐ Declined

(Signature) (Date)

(Typed / Printed Name) (Title)

FORM MUST BE SIGNED BY: County Administrator / Executive, City Manager, Town Mayor / Town Administrator, Deputy – or – Other duly authorized official whereby the application is accompanied by a copy of an 'Ordinance' or other such formal instrument clearly granting that party such authority.

State of Virginia }
}
City / County of _____ }

On this _____ day of _____ in 2016, before me, the undersigned a Notary Public for the Commonwealth of Virginia, personally appeared _____ to me known (or to me proved) to be the identical person named herein and having in my presence executed the above, and acknowledged that they executed same as their voluntary act and deed.

My Commission expires: _____ _____
Notary Public

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Pittsylvania County Mount Hermon Library	**AGENDA DATE:** 01-19-2016	**ITEM NUMBER:** 11
SUBJECT/PROPOSAL/REQUEST: Presentation from Diane Adkins	**ACTION:** Yes	**INFORMATION:**
STAFF CONTACT(S): Mr. Monday; Ms. Adkins	**CONSENT AGENDA:** **ACTION:**	**INFORMATION:**
	ATTACHMENTS: 1. Letter from PC Library Board of Trustees dated 01/11/2016 2. Mt. Hermon Library Growth 2012-2015 **REVIEWED BY:** GM	

BACKGROUND:

DISCUSSION:
Diane Adkins will appear before the Board of Supervisors to explain the need for re-locating the Mount Hermon Branch Library, which is currently in a small leased space in the Mt. Hermon Courtyard. The currently location can no longer adequately meet public needs.

RECOMMENDATION:
Staff submits this to the Board of Supervisors for their review and consideration.

PITTSYLVANIA COUNTY PUBLIC LIBRARY

24 Military Drive
Chatham, VA 24531

Phone: 434-432-3271
Fax 434-432-1405
www.pcplib.org

January 11, 2016

Dear Members of the Board of Supervisors:

The Mt. Hermon Branch Library, which is currently in a small leased space in the Mt. Hermon Courtyard, has outgrown its facility. The branch, which has been funded for the fewest number of hours of operation of our regular branches, is second only to the main library in the numbers of people using it and the items which are checked out each month.

In order to adequately meet the needs of the Mt. Hermon community, we instructed the library director, Diane Adkins, to search for a site that will provide more space for the collection. We also need a meeting room to accommodate the many programs this branch hosts, which include award-winning early literacy classes and services to tweens and teens.

Ms. Adkins has located a property near the current site that is available for lease. It will more than triple the space available in the current branch.

We respectfully request the Board's consideration of this site as a new location for the Mt. Hermon Library.

Sincerely,

R. Jones

Ruth Jones, Chair
Board of Trustees, Pittsylvania County Public Library System

Mt. Hermon Branch Library Growth 2012 - 2015

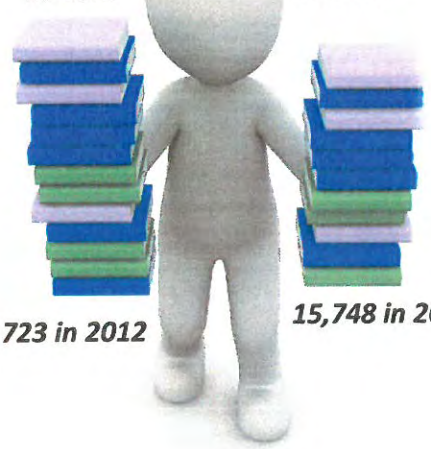
150% increase in program participation since 2013

Circulation is climbing

48,903 books in 2015

37,422 in 2012

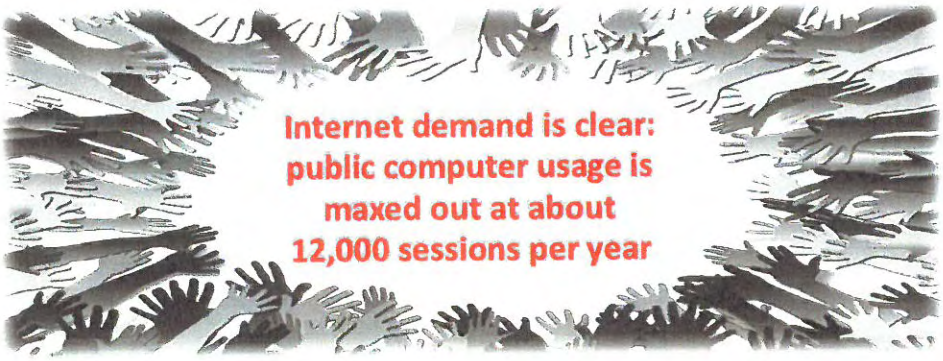
1,250 Audiobooks in 2015



723 in 2012

19,247 DVDs in 2015

15,748 in 2012



PITTSYLVANIA COUNTY
PUBLIC LIBRARY
www.pcplib.org

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Pittsylvania County Fire & EMS Study – Next Steps	**AGENDA DATE:** 01-19-2016	**ITEM NUMBER:** 12
SUBJECT/PROPOSAL/REQUEST: Pittsylvania County Fire & EMS Study	**ACTION:** Yes	**INFORMATION:**
STAFF CONTACT(S): Mr. Monday; Mr. Davis; Mr. Fowler	**CONSENT AGENDA:** **ACTION:**	**INFORMATION:**
	ATTACHMENTS: None **REVIEWED BY:** GM	

BACKGROUND:
In October 2014, the Board of Supervisors approved Resolution 2014-10-03 formally requesting the completion of a Comprehensive Analysis (Study) of the County's Fire/EMS System and directed the County Administrator to take necessary action to request the same from the Virginia Fire Services Board (VFSB).

DISCUSSION:
The Virginia Fire Services Board has completed the study, and recommendations were reported to the Board of Supervisors on December 7, 2015. At that time, the Board requested the matter be placed on the January 19, 2016 agenda for discussion.

RECOMMENDATION:
Staff recommends the Board of Supervisors authorize the County Administrator to work with the President of the Fire & Rescue Association to form a committee to review study recommendations.

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Annual Conference Policy	**AGENDA DATE:** 01-19-2016	**ITEM NUMBER:** 13
SUBJECT/PROPOSAL/REQUEST: Annual Conference Policy	**ACTION:** Yes	**INFORMATION:**
STAFF CONTACT(S): Mr. Monday	**CONSENT AGENDA:** **ACTION:**	**INFORMATION:**
	ATTACHMENTS: No	
	REVIEWED BY: GH	

BACKGROUND:

DISCUSSION:
Each year members of the Board of Supervisors and the County Administrator attend the annual Virginia Association of Counties Conference. Each locality is guaranteed 3 hotel rooms where the conference is being held. Beyond that, those wishing to attend are on a wait-list. The Board of Supervisors does not have a written policy on how reservations for the guaranteed rooms are decided. Staff respectfully requests the Board of Supervisors consider and approve a policy from one of the selections provided, or provide their own policy that meets the Board intent.

(A) Chair, VACo Representative (if same as Chair, then VACo Steering Committee member), County Administrator
(B) First 3 sign-ups (with sign-up requests submitted no sooner than July 1st of conference year)
(C) By Rotation
(D) By Lottery

The policy's intent is not to limit the number of members wishing to attend the conference; the intent is for staff to know the priority for reserving the guaranteed rooms.

RECOMMENDATION:
Staff submits this to the Board of Supervisors for their review and consideration.

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Proposed Presentation/Recognition Policy	**AGENDA DATE:** 01-19-2016	**ITEM NUMBER:** 14
SUBJECT/PROPOSAL/REQUEST: Policy Proposal	**ACTION:** **Yes**	**INFORMATION:**
STAFF CONTACT(S): Mr. Monday	**CONSENT AGENDA:** **ACTION:**	**INFORMATION:**
	ATTACHMENTS: 1. Proposed Policy on Presentations/Recognitions 2. Email from Chair Bowman dated 11-14-2015 3. Executive Summary from 12-07-2015	
	REVIEWED BY: GM	

BACKGROUND:
At their meeting on December 7, 2015, a proposed policy was presented for the Board of Supervisors' review and consideration concerning presentations/recognitions by the Board. The Board elected to table action until the new 2016 Board of Supervisors took office in January and have that Board consider it after its' re-organization meeting.

DISCUSSION:

Attached hereto, is the proposed policy for the Board of Supervisors' review and consideration concerning presentations/recognitions by the Board.

RECOMMENDATION:
Staff submits this to the Board of Supervisors for their review and consideration.

Pittsylvania County Board of Supervisors
Policy on Recognitions
Adopted_____

The purpose of certificates, resolutions or plaques is to memorialize or commend individuals or groups for such distinctions as:

Certificates (To be mailed with cover letter – no formal presentation)	**Resolutions (Formal presentation at a BOS Meeting)**	**Plaques and/or Jefferson Cups (Formal presentation at BOS Meeting)**	**County Staff Recognitions**
Eagle Scouts and Girl Scout Gold Awards and other local, regional, or statewide distinctions or designations, including community service achievement/ awards;	Upon the death or retirement of prominent members of the community, with 25 or more years' service to the community	Upon retirement or end of term for members of the Board of Supervisors	At discretion of County Administrator's Office (flowers for deaths, annual awards recognitions, anniversaries, retirements, birthdays of staff).
Individuals or teams receiving first place in a **local or regional** event, competition, or championship	Individuals or teams receiving first place in a **statewide or national** event, competition, or championship	Other individual or groups to be determined by BOS on a case-by-case basis	
Anniversaries (50th, 75th)	Significant anniversaries of organizations, businesses, churches (25-year increments)		
Anniversaries of Pastors with Churches (25th or more, in five-year increments)	Upon death, retirement or end of term for constitutional officers (Sheriff, Clerk of Court, Commissioner of Revenue)		
Birthdays (100 or older)			

Rebecca Flippen

From:	Brenda H. Bowman
Sent:	Saturday, November 14, 2015 1:26 PM
To:	Pittsylvania County Board of Supervisors
Cc:	Clarence Monday; Rebecca Flippen
Subject:	Board Recognitions
Attachments:	Recognitions Policy.pdf

All: As we near the end of the year, there have been numerous requests for recognitions of citizens and we will also be recognizing those elected officials whose terms will end on December 31st to include 3 constitutional officers and 3 of our own Board members. Mr. Monday and I had a meeting this week and agreed that, in order to be consistent, we should have a policy in place and there will be no question as to what we do; and to not set precedents by doing something for one and not all, etc. Having worked in the General Assembly for years, I am aware of the policies in place for such recognitions by the House and Senate. I contacted Delegate Marshall's office and obtained a copy of their policy. I have made some modifications to align with what we have done in the past, and included some recent suggestions by Mr. Harville. Attached is a draft of a policy for us to consider, which will be on the **December 7th** agenda. Our **December 15th** meeting, which is last one of the year, will include quite a few recognitions.

This will be a stand-alone policy that can be reviewed and modified at any time the Board sees fit. If everything looks okay to you, just respond with an "okay." If you have any suggestions/revisions, please email or call me.
Thanks.

Brenda Bowman, Chairwoman
Pittsylvania County Board of Supervisors
Chatham-Blairs District
300 Bowman Drive
Dry Fork, VA 24549
434-724-4343

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Proposed Presentation/Recognition Policy	**AGENDA DATE:** 12-07-2015 **ITEM NUMBER:** 13
SUBJECT/PROPOSAL/REQUEST: Policy Proposal	**ACTION:** Yes **INFORMATION:**
STAFF CONTACT(S): Mr. Monday	**CONSENT AGENDA:** **ACTION:** **INFORMATION:**
	ATTACHMENTS: 1. Proposed Policy on Presentations/Recognitions 2. Email from Chair Bowman dated 11-14-2015
	REVIEWED BY:

BACKGROUND:

DISCUSSION:

Attached hereto, is a proposed policy for the Board of Supervisors' review and consideration concerning presentations/recognitions by the Board.

RECOMMENDATION:
Staff submits this to the Board of Supervisors for their review and consideration.

DECEMBER 7 2015 MEETING

APPOINTMENTS

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Appointment – Tri-County Lake Administrative Commission (TLAC); Citizen Representative	**AGENDA DATE:** 01-19-2016	**ITEM NUMBER:** 15
	ACTION: **Yes**	**INFORMATION:**
SUBJECT/PROPOSAL/REQUEST: Appointment	**CONSENT AGENDA:** **ACTION:**	**INFORMATION:**
STAFF CONTACT(S): Mr. Monday	**ATTACHMENTS:** No **REVIEWED BY:**	

BACKGROUND:

DISCUSSION:
Tri-Lakes Administrative Commission's appointments are for a one-year term, beginning February 1, 2016 through January 31, 2017.

Pittsylvania County appoints a citizen representative to this Commission. Mr. John Lindsey, the current appointment has expressed that he does not want to be re-appointed. Nominations for this appointment may be made at the Board of Supervisors' January 19, 2016 meeting.

RECOMMENDATION:
The staff submits this to the Board for their review and consideration.

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

AGENDA TITLE: Re-Appointments / Appointments – Beautification Committee	**AGENDA DATE:** 01-19-2016	**ITEM NUMBER:** 16
	ACTION: **Yes**	**INFORMATION:**
SUBJECT/PROPOSAL/REQUEST: Appointments	**CONSENT AGENDA:** **ACTION:**	**INFORMATION:**
	ATTACHMENTS:	
STAFF CONTACT(S): Mr. Monday	**REVIEWED BY:** GM	

BACKGROUND:

DISCUSSION:
Members of the Pittsylvania County Beautification Committee serve a one (1) year term. The term for the current members expired December 31, 2015. The new term runs from 01-01-2016 thru 12-31-2015. The following members are eligible for re-appointment and have indicated they would be agreeable to re-appointment:

George Henderson – Tunstall District
Mollie Holmes – Banister District
Marie Young – Callands/Gretna District
Mary Lee Black – Chatham/Blairs District
Diane Donnelly – Staunton River District

Re-appointments, if so desired, can be made in one motion for all five representatives listed above.

Nomination for a Board of Supervisors representative to this committee, as well as the Dan River and Westover District representatives may be presented at the January 19, 2016 Board of Supervisors meeting.

RECOMMENDATION:
Staff submits this to the Board of Supervisors for their review, consideration and approval.

REPORTS FROM BOARD MEMBERS

REPORTS FROM LEGAL COUNSEL

REPORTS FROM COUNTY ADMINISTRATOR

The Town of Hurt

Incorporated In 1967

HURT, VIRGINIA 24563-0760

P.O. Box 760
533 Pocket Road

Phone 434-324-4411
FAX 434-324-9247

January 4, 2016

Mr. Clarence Monday
Pittsylvania County Administrator
1 Center Street
P.O. Box 426
Chatham, VA 24531

Re: Town Sewer Service Extension Project

Dear Mr. Monday:

We are pleased to have the sewer line and pump station for our new Family Dollar store completed and operational. The store is expected to open in the near future.

During its May 20, 2014 meeting, the Pittsylvania County Board of Supervisors agreed to partner with the Town of Hurt in funding this project. Specifically, the county's commitment was set at the lesser of $69,347.40 or 60% of the project's total cost, with the town paying the remainder. Please refer to the enclosed letters from Interim County Administrator Otis Hawker dated June 10 and June 12, 2014 for clarification.

Mr. Temple C. Moore, Project Engineer, has confirmed satisfactory completion in accordance with the advertised plans and specifications, at a total cost amounting to $116,193.69. A copy of his statement is enclosed for your documentation.

In keeping with the aforementioned agreement, an invoice is included with this letter in the amount of $69,347.40 for the county's portion of the project's final cost. Please feel free to contact us if any questions should arise in processing this transaction.

On behalf of Hurt citizens, Council, and staff, I wish to extend much gratitude to Pittsylvania County for its support in this endeavor. When local governments join in cooperation to improve infrastructure, it is ultimately a win-win situation for all.

Finally, I would like to express my hope that we can and will continue to collaborate in the future, bringing other mutually beneficial projects to fruition. If I or anyone in our offices can be of assistance to you, please know that our doors are open.

Respectfully yours,

Gary Poindexter

Gary Poindexter
Mayor, Town of Hurt

"An Equal Opportunity Employer"

Temple C. Moore, P.E.
Engineering Solutions
2441 Callands Rd., Chatham, Va. 24531
tcmoore.pe@gamewood.net

December 16, 2015

Ed Hodges – Public Works Director
Town of Hurt
533 Pocket Road
Hurt, Va. 24563

RE: **Hurt Rt. 29**
Sewer Pump Station
Project Closeout

Dear Mr. Hodges,

This letter is for your use in certifying to Pittsylvania County that that the pump station and sewer line to serve the new Family Dollar store in Hurt, Va. has been completed in accordance with the advertised plans and specifications. The station is now online.

Also this letter is to certify the money spent by the Town of Hurt for completion of the project. A breakdown is as follows:

1.	RACO, Inc. - RT. 29 Sewer Pump Station Bid -	$99,008.69
2.	Plans and Specs, Project Admn – Engineering Solutions -	$14,750.00
3.	LE&D Professionals, PC – Easement plats	$ 2,085.00
4.	Southeastern Survey – PS layout	$ 350.00
	Total ----------	$116,193.69

I trust this information is sufficient to satisfy the County as to the project budget and status. Should you need any further information, let me know.

Sincerely,

Temple C Moore

Temple C. Moore, P.E.
Project Engineer

PITTSYLVANIA COUNTY
VIRGINIA

Gregory L. Sides
Assistant County
Administrator
for Planning & Development
P.O. Box 426
Chatham, Virginia 24531

1 Center Street
Chatham, Virginia
Phone (434) 432-7974
Fax (434) 432-7714
www.pittsylvaniacountyva.gov
Greg.sides@pittgov.org

Memorandum

To: Clarence Monday, County Administrator

From: Gregory L. Sides, Assistant County Administrator

Date: January 14, 2016

Subject: **Out of State Travel for Agricultural Development**

Mr. Fred Wydner, Agricultural Development Director, will be traveling to the International Production & Processing Expo in Atlanta, Georgia from January 25, 2016 through January 28, 2016. This travel is consistent with his job position description to promote agribusiness development in Pittsylvania County and funding for the travel was planned in advance and is available in the current Agriculture Development budget.

GLS/
Cc: Matthew Rowe, Director of Economic Development

ADJOURNMENT