

**9. MISCELLANEOUS****A. ANNUAL REPORT - BLACKWATER REGIONAL LIBRARY**

Attached for your reference, please find a copy of the latest annual report for the Blackwater Regional Library.

**B. NOTICE OF 4-H POSITION VACANCY**

Attached for your reference please find correspondence I received earlier this week from Neil Clark relative to the recent resignation of Terry Patterson as 4-H Coordinator for Southampton and Isle of Wight Counties. He seeks your approval to refill the position.

**MOTION REQUIRED: A motion is required to authorize VCE to advertise for the vacant position.**

**C. NOTICES**

Attached for your reference please find copies of various notices.

**D. INCOMING CORRESPONDENCE**

Please find various items of incoming correspondence attached.

**E. OUTGOING CORRESPONDENCE**

Please find various items of outgoing correspondence attached.

**F. ARTICLES OF INTEREST**

Please find copies of various newspaper articles attached for your reference.



# COMMONWEALTH of VIRGINIA

DEPARTMENT OF HEALTH

## OFFICE OF DRINKING WATER

Karen Remley, MD, MBA, FAAP  
State Health Commissioner

John J. Aulbach II, PE  
Director, Office of Drinking Water

Madison Building  
109 Governor Street, 6<sup>th</sup> Floor  
Richmond, VA 23219  
Phone: 804-864-7500  
Fax: 804-864-7521

October 10, 2012

Subject: Southampton County  
Water – Drewryville Resiliency Improvements  
WSL – 24-13

Mr. Jon Mendenhall  
Assistant County Administrator  
Southampton County  
P.O. Box 400  
Courtland, VA 23837

Re: 2013 Drinking Water Construction Assistance  
DWSRF Award

Dear Mr. Mendenhall:

VDH has received your letter accepting our funding offer and your project is being included in this year's draft intended funding list. Your project will be considered in the final intended funding list **if** there is no adverse public reaction during the public participation phase of project selection this fall.

The total funding package for your project is \$145,750. It consists of a \$72,875 loan at 2.5% interest for a term of 30 years and \$72,875 as principal forgiveness.

As stated in our initial offer letter, you must successfully complete all of our Program requirements and conditions in a timely manner before VDH will authorize finalization of a loan or principal forgiveness agreement. In accordance with the DWSRF Program Design Manual, VDH reserves the right to by-pass any project that has not executed the assistance agreements/ initiated construction within 12 months of this award.

All loan offers require a credit report acceptable to VDH. By copy of this letter, I authorize the Virginia Resources Authority to prepare a credit report for VDH. Please respond promptly to informational requests by them. For multiple project loans, we will require one loan closing to keep costs lower.

**VDH** VIRGINIA  
DEPARTMENT  
OF HEALTH  
*Protecting You and Your Environment*  
WWW.VDH.VIRGINIA.GOV

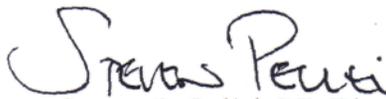
Mr. Jon Mendenhall  
October 10, 2012  
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VDH is committing these funds and assistance to help you finalize the project. I encourage you to proceed in earnest by completing any requirements necessary for loan closing.

Your priority contact for this project is Barry Matthews, VDH-FCAP Project Engineer. The FCAP Project Engineer will act as "gatekeeper" and is to receive all project information and requests from you. He may be contacted directly at (804) 864-7515.

On behalf of VDH and ODW, I congratulate you and look forward to a successful project.

Sincerely,



Steven D. Pellei, PE, Director  
Division of Construction Assistance, Planning & Policy

cc: Dan Horne, PE, Director, Southeast VA Field Office  
J. Dale Kitchen, PE, FCAP Project Supervisor  
Barry Matthews, FCAP Project Engineer  
Hampton Roads Planning District Commission  
Nancy Welch, MD, MHA, MBA, Acting District Health Director  
Shawn Crumlish, VRA

October 8, 2012

**Via Federal Express**

Mr. Dallas O. Jones  
Chairman, Board of Supervisors  
County of Southampton  
26022 Administration Center Drive  
Courtland, Virginia 23837



**MONEY MAILER, LLC**  
12131 Western Avenue  
GARDEN GROVE, California 92841

GARY M. MULLOY  
CHAIRMAN & CEO  
PHONE 714.889.3839  
FAX 714.889.4576  
www.moneymailer.com™

**RE: WARN Act Notice of Plant Closing**

Dear Chairman Jones:

This notice is being provided to you pursuant to the Worker Adjustment and Retraining Notification (WARN) Act of 1988, which requires employers to give official notice to certain government units or officials of a pending plant closing or mass layoff.

This notice is to inform you that Money Mailer will be closing the Franklin facility (located at 221 Progress Parkway, Franklin, Virginia, 23851) and eliminating all positions as part of a permanent plant closing. Job eliminations for all employees are expected to start January 30, 2013 and continue through February 12, 2013, at which time the entire plant will be closed permanently. Employees are not represented by a union and they have no "bumping" rights.

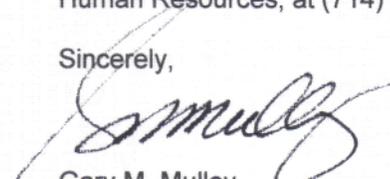
The full schedule of job eliminations is set forth below.

<u>Date</u>	<u>Position</u>	<u>No. of Employees</u>
January 30 – February 12, 2013	Bindery Supervisor	2
	Production Lead	6
	Bindery Worker I	7
	Bindery Worker II	6
	Bindery Worker III	2
	Insertor Operator 1	4
	Insertor Operator 2	5
	Insertor Operator 3	5
	Insertor Operator 4	7
	Press Operator 1	2
	Press Operator 2	7
	Press Operator 3	5
	Plating Technician	1
	Mechanic Senior	4
	Print Supervisor	1
	Administrative Assistant	1
	Material Handler II	1
	Press Assistant	3
	Pre-Press Coordinator	1
	Postal Verification Coordinator	1
Plant Manager	1	

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For further information please contact the company's representative: Jeanne Stanley, Vice President of Human Resources, at (714) 889-3804 or at [jstanley@moneymailer.com](mailto:jstanley@moneymailer.com).

Sincerely,

  
Gary M. Mulloy  
Chairman and CEO