

Sussex County Board of Supervisors Virtual Meeting
Thursday, February 18, 2021 – 6 pm

**LIVE STREAM DUE TO THE COVID-19
PANDEMIC**

www.sussexcountyva.gov/meeting



1. Commencement

- 1.01 Call to Order/Determine Quorum
- 1.02 The Invocation
- 1.03 The Pledge of Allegiance
- 1.04 Agenda Amendment(s)
- 1.05 Approval of Regular Agenda

2. Approval of Consent Agenda

- 2.01 Approval of Minutes: January 14, 2021 Financial Committee, January 21, 2021 regular Board, and January 28, 2021 Special Meeting (BWS) Meetings
- 2.02 Warrants and Vouchers
- 2.03 Treasurer's Report – *for information only*
- 2.04 Financial Update – *for information only*
- 2.05 Planning Department Report – *for information only*
- 2.06 Housing Department Report – *for information only*
- 2.07 Public Works Department Report – *for information only*
- 2.08 Sheriff's Department Report – *for information only*
- 2.09 Public Safety Department Report – *for information only*

3. Recognitions/Awards/Presentation

- 3.01 RECOGNITION: Deputy Sheriff Stewart Hudson
- 3.02 Update on Spay/Neuter Program & Animal Shelter Improvements – Lisa Moseley

4. Public Hearing – none

5. Appointments

- 5.01 Appointment to Board of Zoning Appeals
- 5.02 Appointment to the Industrial Development Authority Board of Directors

6. Action Items

- 6.01 Proposal for Economic Development Services – Bruce Facility Planning Consultants
- 6.02 Birch Island Apartments Phase 1 Substantial Rehabilitation Virginia Housing Letter of Support

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7. Citizens' Comments

8. Unfinished Business – none

9. New Business – none

10. Board Members Comments

10.01 Blackwater District

10.02 Courthouse District

10.03 Henry District

10.04 Stony Creek District

10.05 Wakefield District

10.06 Waverly District

11. Closed Session – none

12. Recess/Adjournment

12.01 Recess/Adjournment

12.02 Next Regular Meeting, March 18, 2021 @ 6 p.m.

At a Special Virtual Meeting (Budget Work Session) of the Board of Supervisors
Held in the Social Services Conference Room on
Thursday, January 28, 2021 – 6 pm

BOARD MEMBERS PRESENT

Marian D. Johnson
Debbie P. Jones
Wayne O. Jones
Susan M. Seward
Rufus E. Tyler, Sr.
Steve White, Tie Breaker

BOARD MEMBER ABSENT

C. Eric Fly

Vice Chairman Jones departed at 6:15 p.m.

STAFF PRESENT

Richard Douglas, County Administrator
Deste J. Cox, Treasurer
G. Reid Foster, Public Safety Coordinator
Jeffrey Gary, Director of Public Works
Kelly W. Moore, Director of Finance
Lisa Moseley, Animal Services Officer
Beverly H. Walkup, Interim Director of Planning
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk

Item 1. Call to order/Determine Quorum (6:28 p.m.)

The January 28, 2021 Virtual Special meeting (Budget Work Session) of the Sussex County Board of Supervisors was called to order by Chairman Seward.

Item 2. The Invocation

No Invocation was done.

Item 3. Agenda Amendment

There were no agenda amendments.

Item 4. Approval of Agenda

By general consensus the agenda was approved.

Item 5. Budget Discussions

County Administrator Douglas stated that the purpose of the meeting was to discuss “big ticket” items, such as any new positions, capital project items, new vehicles, and or any new programs that would increase the departments’ budget, etc.—with a threshold of \$5,000. This Budget Work Session was focused on departments under the County Administration umbrella. The Budget Work Session for Constitutional Officers, the Public Schools and the Department of Social Services for big ticket items will be held February 4, 2021.

The meeting is for informational purposes. No decisions and or actions will be done at this meeting.

Mr. Reid Foster, Public Safety Coordinator, stated that he had been informed that Sussex County would be receiving 500 vaccines for 1A and 1B residents for Saturday. However, he was later informed that the vaccines would not be available until the following Monday. Mr. Foster stated that the plan is to vaccine event will be the following Saturday, February 6 from 9:00 a.m. to 4:00 p.m. at Sussex Central High School.

Mr. Foster discussed the need of assistance at his office with answering phones and registering residents. He discuss the procedure of the registering process.

Supervisor Tyler volunteered the assistance of his health care staff at the Improvement Association to work the phones and help with the event.

Item 5a. Animal Services

Ms. Lisa Moseley, Animal Services Officer, discussed the number animals received at the Animal Shelter.

Ms. Moseley is requesting \$5,000 for the Spay/Neuter Program. This program will be free to many of the residents. There was discussion of separate line items. It was recommended to have a separate line to earmark dedicated donations.

There were requests for a tractor at an approximate cost of \$15,875 and a horse stock trailer (for seizing animals) at an approximate cost of \$14,000. There was also a request for \$22,000 to be used to convert the building in to a livestock area which will include wiring and lighting. There was a request to upgrade cat cages and condos for an estimated cost of \$6,000.

There was also a request for a position so that there will be a staff cross trained in the event the ASO was out.

Item 5b. Housing Department

There were no big ticket item requests from the Housing Department.

County Administrator Douglas mentioned conversations with neighboring localities regarding the regional agreement regarding revenue from those agencies.

Item 5c. Planning Department

Ms. Beverly Walkup, Interim Planning Director, requests two (2) big ticket items. One (1) request is for the GIS consolidation at approximately \$50,000. There are three (3) different GIS systems—Planning, Commission of the Revenue and the Sheriff's office.

The second request is for the Comp Plan amendment. The request is for \$80,000.

Mr. Douglas noted that the Community Development Department had been changed to the Planning Department. It was noted that it is listed in the budget at the Planning Department.

Item 5d. Public Safety

Mr. Reid Foster, Public Safety Coordinator, stated that he has three (3) big ticket items—two (2) capital projects and one (1) in the regular budget.

Mr. Foster stated that the County has signed a maintenance agreement with L3Harris Radio. A MOU is in place with the Virginia Department of Corrections to pay one half of the agreement, which is \$303,000. This payment will be in the next fiscal budget when it comes in in March 2022. He stated that the County will have to pay the full amount and invoice VDOC for their half for costs.

Mr. Foster stated that one of his capital project items is the generator for the EOC at the Waverly office. There isn't an operating generator there. He got an estimate from Source Wells for a diesel generator. He has requested \$75,000 for the generator purchase.

The second capital project item requested is the Rescue Association's CIP Phase II to build two (2) fire stations over a ten (10) year period in which land will need to be purchased—with the use of engineering service. Mr. Foster stated that Stony Creek Volunteer Fire Department has been donated nine (9) acres of land.

There are two (2) options for the station in Waverly. Waverly Volunteer Rescue Squad are in the design phase of their building. He discussed purchasing at least (6) acres of land. The estimated cost will be approximately \$3 million. Mr. Foster is estimating \$250,000 to start the project.

There was general discussion of the acquisition of the land and the project costs.

Item 5e. Public Works

Mr. Douglas noted that Public Works is comprised of the Building Inspections Department, Building and Grounds Department, and Solid Waste Services (formerly Environmental Inspections).

1. Building Inspections

There were no big ticket requests.

2. Building and Grounds

Mr. Jeffrey Gary, Director of Public Works, stated that there is a request for two (2) John Deere Zero turn mowers at a cost of \$20,600 for both. Other requests include paint exterior of the Social Service Building for \$6,000; repair of Maintenance Building for \$18,000; repair of the exterior of the Administration Building for \$8,500; Painting and repair of the Court Building for \$25,000; paving and sealing parking at Complex for \$45,800; a 2021 F-150 Crew Cab 4 x 4 at a cost of \$32,380; and, repair of roof and rehab windows in the old Courthouse Building at a cost of \$55,000.

3. Solid Waste Services

There is a request for a Ford F350 Heavy Duty Truck at an estimated cost of \$43,635 and a 5 x 10 Dump Trailer 5,430 to use to pick up things dumped on the side of the road.

He is also requesting to purchase solid waste bulk containers to implement a new program at a cost of \$42,499.20 which includes the weekly haul fees for each site and rental fees.

Mr. Douglas stated that it was being considered to reallocate staff for litter pickup—roadside dumping and general littering.

There was discussion of a fuel tracking system.

Item 6. Administration and Finance

Mr. Douglas discussed splitting the funding for the Deputy County Administrator position and reallocating it to other positions. There is consideration of an Economic Development (part time) position, a Human Resource (part time) position cross-trained in Payroll and Accounts Payable and a Front Desk position. Reallocating the funding would eliminate increasing the budget.

There was discussion of the county attorney's role in human resource responsibilities.

County Administrator Douglas stated that there would be no surprises of what's in the budget. Items not mentioned in these "big ticket" budget work sessions will not be added to the budget.

Item 6. Citizens' Comments

There were no Citizens' Comments.

Item 7. Adjournment

Chair Seward adjourned the meeting at approximately

**At a Regular Virtual Meeting of the
Sussex County Board of Supervisors
Held in the Social Service Conference Room on
Thursday, January 21, 2021 at 6 pm**

BOARD MEMBERS PRESENT

C. Eric Fly, Sr.
Marian D. Johnson
Debbie P. Jones
Wayne O. Jones
Susan M. Seward
Rufus E. Tyler, Sr.
Steve White, Tie Breaker

STAFF PRESENT:

Richard Douglas, County Administrator
Jeff Gore, County Attorney
Ellen G. Boone, Commissioner of the Revenue
Deste J. Cox, Treasurer
G. Reid Foster, Public Safety
Ernest Giles, Sheriff
Will Hagy, Director of Social Services
Kelly W. Moore, Director of Finance
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board of Supervisors

1. Commencement

1.01 Call to Order/Determine Quorum (6:00 p.m.)

The January 21, 2021 regular meeting of the Sussex County Board of Supervisors was called to order by Chair Seward.

1.02 The Invocation

The Invocation was offered by Supervisor Fly.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 BOS Organizational Meeting for Calendar Year 2021

Chairman Seward turned the meeting over to County Administrator Douglas.

1.04a. Election of Chairman for Calendar Year 2021

County Administrator Douglas opened up the floor for nominations for Chairman of the Board of Supervisors for Calendar Year 2021.

Supervisor Fly nominated Supervisor Seward for the Chairman of the Board of Supervisors for Calendar Year 2021.

By roll call, County Administrator Douglas asked for the vote for Supervisor Seward for Chairman of the Board of Supervisors for Calendar Year 2021.

Supervisor Fly – aye

Supervisor Seward – aye

Supervisor Tyler – aye

Supervisor Johnson – aye

Supervisor D. Jones – aye

Supervisor W. Jones – aye

County Administrator Douglas announced that Supervisor Seward had been voted the Chair of the Board of Supervisors for Calendar Year 2021. The meeting was turned back over to Chairman Seward.

1.04b. Election of Vice Chairman for Calendar Year 2021

Chairman Seward opened the floor for nominations for Vice Chairman of the Board of Supervisors for Calendar Year 2021.

Supervisor D. Jones nominated Supervisor W. Jones for Vice Chairman of the Board of Supervisors Calendar Year 2021.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby closed on the nomination of Supervisor Wayne Jones for the Vice-Chairman of the Board of Supervisors.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

By roll call vote:

Supervisor Fly – aye

Supervisor Seward – aye

Supervisor Tyler – aye

Supervisor Johnson – aye

Supervisor D. Jones – aye

Supervisor W. Jones – aye

Chairman Seward announced that Supervisor W. Jones had been voted the Vice Chairman of the Board of Supervisors for Calendar Year 2021.

1.04c. Establishment of dates, times, and place for regular meetings

It was noted that the location of the regular meeting was affected by the pandemic.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the regular meetings to be held on the third Thursday each month at 6 pm at the Courthouse.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

1.04d Adoption of Rules of Procedure

Chairman Seward inquired as to whether any of the Board members had any changes for the By Laws.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the By Laws as is.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

1.05 Agenda Amendment

County Administrator Douglas requested to add under Item 6. Action Items, as Item 6.04 NG911 Funding Request.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the amendments to the January 21, 2021 meeting agenda to include adding under Item 6. Action Items, as Item 6.04 NG911 Funding Request.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

1.05 Approval of Agenda

ON MOTION OF SUPERVISOR D. JONES seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the January 21, 2021 regular agenda inclusive of adding under Item 6. Action Items, as Item 6.04 NG911 Funding Request.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the January 21, 2021 Consent agenda inclusive of the following: (a) Minutes of December 17, 2020 Regular meeting; (b) the Approval of Warrants and Vouchers; (c) the Treasurer's Report; (d) Financial Update; (e) Animal Services Report; (f) Planning Department Report; (g) Housing Report; (h) Public Works Department Report; (i) Sheriff's Department Report; and (j) Public Safety Department Report.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler
Voting nay: none

County Administrator Douglas noted that some minor organizational changes had been done. Public Works includes Building Inspections, Building and Grounds, and Solid Waste Services. Environmental Inspections was changed to Solid Waste Services. Community Development was changed to the Planning Department.

3. Recognitions/Awards/Presentation

There were no Recognitions/Awards/Presentations.

4. Public Hearing

There was no Public Hearing,

5. Appointment

5.01 Appointment to District 19 Community Services Board

On July 24, 2020, staff received notice of Ms. Judge's resignation from the Department of Social Services. Because Ms. Judge is not a resident of Sussex, she is no longer eligible to represent Sussex on the District 19 Community Services Board.

Mr. William "Will" Hagy is the new Director of Social Services, effective December 1, 2020. Staff is recommending appointing Mr. Hagy to fill the unexpired term starting immediately, ending June 30, 2022.

A copy of the roster of Board of Directors and Meeting Schedule and the Code of Virginia Section 37.2-501 Appointments were included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby appoints Mr. William "Will" Hagy, Sussex County Director of Social Services, as Sussex's representative to the District 19 Community Services Board with a term beginning immediately, ending June 30, 2022.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler
Voting nay: none

6. Action Items

6.01 CDBG Program Administration Contract

County Administrator Douglas stated that the Request for Proposals for consulting management services for two ongoing community development projects (CDBG funded through the Virginia DHCD): the Pocahontas Neighborhood Community Improvement Project (Wakefield area), and the Waverly Tornado Recovery Urgent Needs Project were included in the packet for the Board's

review. Planning staff developed this RFP after the contract with Summit Design and Engineering Services was terminated in November 2020, due to a lack of responsiveness and a work stoppage related to a billing dispute with the County. Contracting with a new program administrator will enable the County to move forward with these two projects and complete as soon as possible. Unfortunately, staff did not receive any responses to the initial RFP in December, possibly due to timing of the holidays. As a result, the RFP has been reposted and sent directly to some interested engineering firms, with a response deadline of January 20th.

Mr. Douglas noted that one (1) proposal had been received from CHA Engineering. He stated that staff is requesting that the County Administrator be authorized to negotiate the contract for consulting management services with CHA Engineering, and execute a contract, so that the projects can resume as quickly as possible.

A copy of RFP #2020-11 CDBG Project Management Services was included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the County Administrator to negotiate contract for consulting management services, and execute a contract, so that the projects can resume as quickly as possible.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

6.02. County Drug and Alcohol Policy

County Administrator Douglas stated that an amendment to the Sussex County Personnel Policy and Procedures Manual to establish a drug and alcohol policy for County employees was attached for consideration. The purpose of the policy is to promote and maintain a safe workplace free of drug and alcohol, and to establish testing criteria/procedures and disciplinary actions. Adoption of the policy will allow for testing on a random and an as needed basis (“reasonable suspicion”). After a review of several related policies from other Virginia counties and municipalities, staff modeled this policy on the one adopted by Prince George County. The County Attorney has reviewed. This policy does not apply to employees of Constitutional Officers, but they may consider similar procedures.

He noted that the policy lays out who should be tested, procedure and disciplinary action, etc. He noted that random testing would be for those employees using heavy equipment, public safety positions and or operate vehicles; it will not be for every employee.

A draft copy of the Drug and Alcohol Policy was included in the Board packet.

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the County Drug and Alcohol Policy to be inserted in to the County Personnel Policy and implemented in the County, effective upon adoption.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

6.03 Finance Committee Recommendations

County Administrator Douglas stated that the Finance Committee met January 14, 2021 to review a number of items), including a status summary by Davenport on its financial evaluation of the County (a full report will be presented to the Board of Supervisors within the next couple months). The following are recommendations from the Finance Committee for consideration by the full Board of Supervisors:

Based on the recommendation of Davenport, approval of a master lease program for the purchase of three fire trucks for the Courthouse, Waverly, and Jarratt volunteer fire departments (\$1,797,211 to be financed over ten years), and one ambulance at for the Stony Creek Volunteer Rescue Squad (\$244,575 to be financed over seven years). Mr. Douglas stated that staff recommendation is to move forward and allow staff to execute contracts and approve purchase order for the two (2) separate contracts so that they enter in to construction/manufacturing phase of vehicle. All three (3) trucks will be constructed simultaneously and be received around the same time.

Mr. Steve White, Tie Breaker, noted that the price doesn't include all the small items to outfit, although some things can be transferred.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the purchase of three (3) fire trucks at \$1,797,211(total costs) and one (1) ambulance at \$244,575.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

County Administrator Douglas stated that an appropriation of \$96,027.49 from the Reserve Funds was needed to complete the final payment for a Qualified Zone Academy Bond (QZAB) for school facilities, in addition to a \$1,077,000 payment from the Escrow account.

It was noted that there were two (2) QZABs. This payment will complete one (1) bond, with the second QZAB final payment coming due November 2023, Fiscal Year 2024.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the appropriation of \$96,027.49 from the Reserves to complete final payment for Qualified Zone Academy Bond (QZAB) for school facilities; and

FURTHER RESOLVED that the Sussex County Board of Supervisors hereby approves the allocation of \$1,077,000 payment from the Escrow account to satisfy the QZAB loan.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

County Administrator Douglas stated that Ms. Deste Cox, Treasurer, had requested the suspension of Section 28-25 of the County code for the charge of credit/debit card fees to customers for payments through June 30, 2021. However, after speaking with the county attorney, an emergency suspension can only be done for 60 days. If credit/debit card fees to customers for payments are suspended permanently, a Public Hearing or Public Notice will have to be done which may be done at a later date.

Ms. Deste Cox explained that there is a charge for each credit/debit card transaction.

The Board agreed to not holding a Public Hearing to permanently suspend collecting debit/credit card fees. However, a Public Notice will have to be advertised for two (2) consecutive weeks.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the Emergency Ordinance #2021-01 to Suspend Collection of Credit Card Fees; to-wit:

Whereas, on February 21, 2002, the Board of Supervisors adopted Ordinance No. 2-21-2002 (Section 28-25 of the County Code of Ordinances), which authorized the use of credit cards to pay county levies and imposed a service charge of up to four percent as authorized by Section 2.2-614.1 of the Code of Virginia; and

Whereas, during the COVID-19 Pandemic, families and business are facing increasing financial challenges as the economy continues to be negatively impacted; and

Whereas, the Board desires to suspend the credit charge service fee during this ongoing state of emergency in order to provide some relief to citizen as many struggle to meet their financial obligations; and

Whereas, pursuant to Section 15.2-1427 of the Code of Virginia, the Board may adopt an emergency ordinance without prior notice, which shall be effective for up to sixty days; and

Whereas, the Board has determined that emergency adoption of this ordinance is appropriate given the nature of the current crisis and the Board's interest in providing this relief as soon as possible.

Now Therefore Be It Ordained by the Sussex County Board of Supervisors that the credit card service fee is hereby suspended until further action by the Board and that Section 28-25 of the County Code of Ordinances is hereby amended to temporarily suspend the application of this fee.

This Ordinance shall become effective immediately upon adoption and shall remain in effect for 60 days unless amended or repealed by the Board before that time.

Approved this 21st day of January 2021 at a regular meeting of the Sussex County Board of Supervisors.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

6.04 NG911 Funding Request

County Administrator Douglas stated that this item was added at the request of Sheriff Giles. A conference call was held with Virginia Information Technologies Agency (VITA). The County received a grant for Next Generation 911 (NG911) upgrades—changing out old technology, installing new technology. There are three (3) components to the project. One component is connectivity and installing fiber. If fiber is cut, the 911 System will not be down.

The second component is call handling—hardware and software upgrades—which are mostly being paid with grant funds but are reimbursable. The County incur costs; the State reimburses for costs.

The third component is GIS data and programs—the County has to provide for the project out of local funds. There are currently three (3) separate GIS systems—Planning, Commissioner of Revenue and the Sheriff’s office (911). They are not interactive.

The GIS component will allow responses to calls more effectively. It was stated that VITA wants everything completed by next Fall.

The call handling equipment is what is to be addressed which is hardware and software. A bid has been received from Carousel, who will provide most of the upgrade work. County Administrator Douglas advised that the State has \$180,000 grant funding for this component. He stated that he doesn’t have the exact cost and is expecting to have to provide local funding.

County Administrator Douglas is requesting the County to appropriate \$250,000 out of the Reserve Funds to allow the payment to Carousel and repay \$180,000 upon receipt from the State funding, to the Reserve Funds.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the appropriation of up to \$250,000 from the Reserve Funds to Capital Fund 302 for the NG911 funding request.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward

Voting nay: none

Abstained: Supervisor Tyler

7. Citizens’ Comments

- Ernest Giles (Sheriff/Waverly District) – Thanked the Board for approval of funding for NG911.

8. Unfinished Business

Chairman Seward thanked Mr. Reid Foster, Public Safety, for gathering information/data for rescue calls for Sussex I and II State Prisons Virginia Department of Corrections and the State Department of Public Safety.

9. New Business

9.01 Crater Health District COVID-19 Testing Plan in Sussex County

This item wasn't addressed.

9.02 Plan for COVID-19 Vaccinations in Sussex County

Supervisor Fly stated that there has been a series of conversations with the Crater Health Department regarding there is no plan to have vaccinations for the citizens of Sussex in Sussex County. As of the day, there were no allocations for Sussex that he was aware.

Supervisor Fly provided data regarding the number of vaccinations that the citizens in Sussex had taken. Supervisor Fly stated that he and Mr. Douglas has been in contact with the Governor's office.

Supervisor Fly discussed other localities vaccinating teachers and the County hasn't vaccinated their teachers and public safety staff. Multiple businesses in the County has volunteered to use their facilities as locations for vaccinations. One (1) company in the County volunteered to buy the deep freezer to store the vaccines to keep them at the proper temperature.

Supervisor Fly stated that the County has the facilities and the ability to administer the vaccine; however, the County cannot get the Health Department to commit to providing the vaccines. He knows there is a shortage.

There was further discussion of getting citizens and the elderly population in Sussex vaccinated. Supervisor Fly wanted the public to know what's going on. He advised citizens/residents to call the elected officials and Governor's office.

County Administrator Douglas stated that he participates in weekly conference calls for county administrators and city managers in the region. Mr. Foster participates in weekly conference calls for the Health Department. Mr. Douglas stated that it was made clearly, initially, that the efforts mirrored their COVID operations which is essentially, they left Sussex and Surry counties and Hopewell, and are concentrating their efforts in Dinwiddie, Emporia, Prince George and Petersburg.

There was discussion of holding vaccinations the on school site.

Supervisor Tyler discussed conversations with Dr. Hart regarding working with Sussex's Emergency Manager.

Mr. Reid Foster, Public Safety, stated that he didn't get access until Monday. Mr. Foster stated that he was informed that people were told to register at the CDC website.

It was noted that there were software issues. There were discussions of vaccinations for 1A and 1B citizens and locations in the County.

It was noted that the Sussex Health Department was open on Wednesdays for Family Planning Services. There was discussion of when inquiring the local Health Department regarding giving the vaccinations, staff was advised that they didn't have the staff. There was discussion of possible locations and ways to vaccinate. It was noted that there was a need of at least 10 staff members along with Crater Health.

Chairman Seward stated that her instructions were to not pay anymore Crater Health District invoices until the County finds out what's going on. It was noted that the County has paid Crater Health District their first two (2) quarterly payments of \$37,079.25 each, for a total of \$74,158.50. The remaining balance the County owes Crater Health District is \$74,158.50. Chairman Seward stated that she was asking the County to freeze payment.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the County Administrator to send a letter to Crater Health District informing that the County will be holding all payments until there is satisfactory service in Sussex County.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

10. Board Member Comments

10.01 Blackwater District – Thanked everyone for Chairman; positive solar developments/siting agreements – House and Senate Bill passes; Solar Coalition Bill (Revenue Share); thanked Deputy Sheriff Hudson and request Certificate of Appreciation for thank him.

10.02 Courthouse District – Thanked Supervisor Tyler and Vice Chairman Jones for serving on Finance Committee.

10.03 Henry District – none

10.04 Stony Creek District – Thanked Administration staff for working with her; thanked EMS & Fire Rescue, and Sheriff's office.

10.05 Wakefield District – Thanked the support of Sheriff; Deputy Sheriff Hudson for picking up trash in Wakefield.

10.06 Waverly District – Hello. Appreciate everyone and everything; encourage everyone to keep working together; be safe and wear mask; social distance.

11. Closed Session

There was no Closed Session.

12. Adjournment

12.01 Adjournment

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR JOHNSON and carried:
RESOLVED that the January 21, 2021 regular meeting of the Sussex County Board of Supervisors
hereby adjourned at 7:55 p.m.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

12.02 Next Meeting

The next regular Board of Supervisors meeting will be held on Thursday, February 18, 2021 at 6
p.m.

DRAFT

February 18, 2021

WARRANTS & VOUCHERS SUMMARY

TOTAL ALL WARRANTS FOR APPROVAL \$811,065.87

TOTAL ALL VOID CHECKS FOR APPROVAL \$0.00

ACCOUNTS PAYABLE WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF JANUARY 2021	217802-217844	\$ 212,320.81	RUN DATE 1/04/21
	217845-217849	\$ 150.00	RUN DATE 1/05/21
	217850-217885	\$ 192,564.70	RUN DATE 1/08/21
	217897-217955	\$ 206,509.73	RUN DATE 1/14/21
	217956-217992	\$ 84,861.17	RUN DATE 1/21/21

Total Regular Warrants \$696,406.41

PAY. DEDUCTION WARRANTS:	217886-217896	\$ 55,882.03	RUN DATE 1/15/21
	217993-218003	\$ 58,777.43	RUN DATE 1/29/21

Total Deduction Warrants: \$114,659.46

TOTAL VOUCHERS & WARRANTS FOR APPROVAL \$811,065.87

VOID CHECKS See attached \$ -

ACCOUNTS PAYABLE CHECKS



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT TOTAL	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	001853	ADVANTUS STRATEGIES, LLC	FY2021 01	12/17/2020		4100-011100-1201-111-110	5,000.00	217802		5,000.00	Organization Membership TOTAL	01678 SUSSEX COUNTY 5,000.00
00000000	000009	BAI MUNICIPAL SOFTWARE	WATS20211-10056	12/28/2020		4100-021700-1221-271-210	12,741.00	217803		12,741.00	Accounting System TOTAL	01678 # 10056 12,741.00
00000000	000010	BANK OF SOUTHSIDE VA	0206 1220 01	11/23/2020		4100-051100-1245-512-510	239.97	217804		239.97	Law Enforcement Supplies	01678 J HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 1220 02	11/23/2020		4100-051100-1245-512-510	1,887.00	217804		1,887.00	Law Enforcement Supplies	01678 J HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 1220 03	11/24/2020		4100-051100-1245-512-510	269.97	217804		269.97	Law Enforcement Supplies	01678 J HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 1220 04	12/01/2020		4100-051100-1245-512-510	104.97	217804		104.97	Law Enforcement Supplies	01678 J HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 1220 05	12/04/2020		4100-051100-1245-512-510	41.07	217804		41.07	Law Enforcement Supplies	01678 J HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 1220 06	12/05/2020		4100-051100-1245-512-510	65.85	217804		65.85	Law Enforcement Supplies	01678 J HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 1220 07	12/07/2020		4100-051100-1245-512-510	259.00	217804		259.00	Law Enforcement Supplies	01678 J HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 1220 08	12/09/2020		4100-051100-1299-512-510	137.27	217804		137.27	Miscellaneous Others	01678 J HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0214 1220 01	12/07/2020		4100-051100-1299-512-510	305.60	217804		305.60	Miscellaneous Others	01678 C WYCHE ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 1220 01	11/10/2020		4100-051500-1233-551-510	34.00	217804		34.00	Printing	01678 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 1220 02	11/10/2020		4100-051500-1296-551-510	4.85	217805		4.85	Food Supplies	01678 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 1220 05	11/16/2020		4100-051100-1249-512-510	23.69	217805		23.69	Miscellaneous Others	01678 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 1220 06	11/18/2020		4100-051500-1235-551-510	34.00	217805		34.00	Advertising	01678 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 1220 07	11/23/2020		4100-051500-1265-551-510	21.19	217805		21.19	Vehicle Maintenance & Repairs	01678 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 1220 09	11/24/2020		4100-051500-1246-551-510	65.24	217805		65.24	Food Supplies	01678 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 1220 10	11/24/2020		4100-051500-1246-551-510	48.60	217805		48.60	Food Supplies	01678 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 1220 11	11/25/2020		4100-051500-1272-551-510	293.76	217805		293.76	Building Maintenance & Repair	01678 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 1220 12	12/04/2020		4100-051500-1272-551-510	393.85	217805		393.85	Building Maintenance & Repair	01678 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0248 1220 01	11/14/2020		4100-051100-1205-512-510	30.40	217805		30.40	Meals	01678 E JOHNSON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0248 1220 02	11/17/2020		4100-051100-1205-512-510	42.11	217805		42.11	Meals	01678 E JOHNSON ACCT
00000000	001767	BB&T	2338 1220 17	12/18/2020		4100-021100-2120-211-210-203	104.20	217806		104.20	COVID-19 Expenses	01678 # 4046011199882338
00000000	001767	BB&T	2338 1220 20	11/29/2020		4100-021100-2120-211-210	15.74	217806		15.74	Publ Subsc Books Ref	01678 # 4046011199882338
00000000	001767	BB&T	2338 1220 21	12/20/2020		4100-021100-2120-211-210-203	511.93	217806		511.93	COVID-19 Expenses	01678 # 4046011199882338
00000000	001767	BB&T	2338 1220 22	12/20/2020		4100-021100-2120-211-210-203	533.19	217806		533.19	COVID-19 Expenses	01678 # 4046011199882338
00000000	001767	BB&T	2353 1220 06	12/17/2020		4100-021100-2120-211-210-203	1,599.92	217806		1,599.92	COVID-19 Expenses	01678 # 4046011199882353
00000000	001767	BB&T	2353 1220 07	12/17/2020		4100-021100-2120-211-210	156.00	217806		156.00	Workshops and Conferences	01678 # 4046011199882353
00000000	000360	BUSINESS DATA OF VA, INC	01-1327	10/15/2020		4100-031100-1229-311-310	575.00	217807		575.00	Other Professional Services	01678 SUSSEX COMM OF REV
00000000	000360	BUSINESS DATA OF VA, INC	01-1336	10/25/2020		4100-031100-1229-311-310	315.00	217807		315.00	Other Professional Services	01678 SUSSEX COMM OF REV
00000000	001480	BUTTS, SHILTON RICKS	SR8 121820	12/18/2020		4100-021100-2120-211-210-203	1,401.64	217808		1,401.64	COVID-19 Expenses	01678 REIMBURSEMENT
00000000	001480	BUTTS, SHILTON RICKS	SR8 122220 01	12/22/2020		4100-021100-1264-211-210	36.93	217808		36.93	Mileage	01678 REIMBURSEMENT
00000000	001480	BUTTS, SHILTON RICKS	SR8 122220 02	12/22/2020		4100-021100-2120-211-210-203	140.17	217808		140.17	COVID-19 Expenses	01678 REIMBURSEMENT
00000000	001485	CENTRAL AGRIBUSINESS	JR29661	12/16/2020		4100-051500-1246-551-510	77.00	217809		77.00	Food Supplies	01678 SUSSEX SHERIFF 77.00
00000000	001630	CHENEY BROTHERS	10-920324090	12/16/2020		4100-051500-1246-551-510	2,255.26	217810		2,255.26	Food Supplies	01678 # 60030700 2,255.26

P.D. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	ACCOUNT NO.	ACH PNT	ACH PNT TOTAL	NET AMOUNT	CHECK NO.	ACH PNT	ACH PNT TOTAL	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000000	001705	J.D. POWER	09094049	11/16/2020	12/15	4100-031100-1202-311-310	122.15	122.15	.00	217823	122.15	122.15	Publ., Subsc., Books, Ref.	Ma01678 # C006281 122.15
00000000	001550	KINEX NETWORKING SOLUTION	8997	12/30/2020	12/30/2020	4100-021100-1234-211-210	97.24	97.24	97.24	217824	97.24	97.24	Telecommunications	01678 # 383
00000000	001550	KINEX NETWORKING SOLUTION	8997	12/30/2020	12/30/2020	4100-021400-1234-241-210	97.22	97.22	97.22	217824	97.22	97.22	Telecommunications	01678 # 383
00000000	001550	KINEX NETWORKING SOLUTION	8997	12/30/2020	12/30/2020	4100-021400-1234-242-210	97.22	97.22	97.22	217824	97.22	97.22	Telecommunications	01678 # 383
00000000	001550	KINEX NETWORKING SOLUTION	8997	12/30/2020	12/30/2020	4100-041100-1234-411-410	97.22	97.22	97.22	217824	97.22	97.22	Telecommunications	01678 # 383
00000000	001550	KINEX NETWORKING SOLUTION	8997	12/30/2020	12/30/2020	4100-031100-1234-311-310	97.22	97.22	97.22	217824	97.22	97.22	Telecommunications	01678 # 383
00000000	001550	KINEX NETWORKING SOLUTION	8997	12/30/2020	12/30/2020	4100-023100-1234-291-230	97.22	97.22	97.22	217824	97.22	97.22	Telecommunications	01678 # 383
00000000	001550	KINEX NETWORKING SOLUTION	8997	12/30/2020	12/30/2020	4100-021500-1234-253-210	97.22	97.22	97.22	217824	97.22	97.22	Telecommunications	01678 # 383
00000000	001550	KINEX NETWORKING SOLUTION	8997	12/30/2020	12/30/2020	4100-051100-1234-516-510	97.22	97.22	97.22	217824	97.22	97.22	Telecommunications	01678 # 383
00000000	001550	KINEX NETWORKING SOLUTION	8997	12/30/2020	12/30/2020	4100-063100-1234-631-630	875.00	875.00	.00	217824	875.00	875.00	Telecommunications	01678 # 383
00000000	000124	KORMAN SIGNS	348546	12/10/2020	12/10/2020	4100-021400-1233-241-210	57.11	57.11	57.11	217825	57.11	57.11	Printing	01678 # SUS010 57.11
00000000	001893	PARKER, QUENTIN H	QP 121620	12/16/2020	12/16/2020	4100-051500-1205-551-510	127.76	127.76	127.76	217826	127.76	127.76	Meals	01678 REIMBURSEMENT 127.76
00000000	000164	PITNEY-BOWES, LLC	3312473622	11/25/2020	11/25/2020	4100-041100-1252-411-410	146.34	146.34	146.34	217827	146.34	146.34	Equipment Lease/Rental	01678 # 0011643517 146.34
00000000	001846	SMITH GARDNER, INC	26812	11/30/2020	11/30/2020	4100-021600-1229-262-210	670.09	670.09	670.09	217828	670.09	670.09	Other Professional Services	01678 PROJ.# SUSSEX-20-1 670.09
00000000	000067	STONY CREEK PHARMACY	SCP 113020	11/30/2020	11/30/2020	4100-051500-1293-551-510	580.07	580.07	580.07	217829	580.07	580.07	Immate Medical Expenses	01678 NOVEMBER 2020 580.07
00000000	000763	SUSSEX COUNTY	SCCC 2021	12/18/2020	12/18/2020	4100-021100-1201-211-210	200.00	200.00	200.00	217830	200.00	200.00	Organization Membership	01678 DUES 2021 200.00
00000000	000077	SUSSEX SERVICE AUTHORITY	200815010	11/30/2020	11/30/2020	4100-021600-1277-263-210	4,656.00	4,656.00	4,656.00	217831	4,656.00	4,656.00	Water Services	01678 #2699 4,656.00
00000000	001868	TASHANDA JONES	TJ 121620 01	12/16/2020	12/16/2020	4100-051500-1264-551-510	39.16	39.16	39.16	217832	39.16	39.16	Gasoline/Mileage-Non Training	01678 REIMBURSEMENT
00000000	001868	TASHANDA JONES	TJ 121620 02	12/16/2020	12/16/2020	4100-051500-1264-551-510	430.76	430.76	430.76	217832	430.76	430.76	Gasoline/Mileage-Non Training	01678 REIMBURSEMENT
00000000	001868	TASHANDA JONES	TJ 121620 03	12/16/2020	12/16/2020	4100-051500-1205-551-510	99.27	99.27	99.27	217832	99.27	99.27	Meals	01678 REIMBURSEMENT
00000000	001868	TASHANDA JONES	TJ 121620 04	12/16/2020	12/16/2020	4100-051500-1205-551-510	38.76	38.76	38.76	217832	38.76	38.76	Meals	01678 REIMBURSEMENT
00000000	001872	TAXING AUTHORITY CONSULTI	6937	11/23/2020	11/23/2020	4100-041100-1291-411-410	456.10	456.10	456.10	217833	456.10	456.10	Judicial Land Sale Expenses	01678 SUSSEX COUNTY 456.10
00000000	000317	TOWN OF WAKEFIELD	1943 120720	12/07/2020	12/07/2020	4100-021200-1277-221-210	16.31	16.31	16.31	217834	16.31	16.31	Water Services	01678 # 1943 16.31
00000000	000318	TOWN OF WAVERLY	TWN WYRLY122220	12/22/2020	12/22/2020	4100-021300-9004-231-210	63,000.00	63,000.00	63,000.00	217835	63,000.00	63,000.00	UNOS-CD86 Housing Grt	01678 UNOS/CD86 PROJECT 63,000.00
00000000	000080	TRI CITY OFFICE PRODUCTS	0137472-001	10/23/2020	10/23/2020	4100-031100-1241-311-310	43.87	43.87	43.87	217836	43.87	43.87	Office Supplies	01678 # SCR-0

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L	ACCOUNT DESC.	BATCH INH DESCRIPTION
0000000	000080		0137913-001	12/10/2020		4100-031100-1241-311-310	21.64	217836			Office Supplies	01678 # SCR-0
0000000	000080		0138003-001	12/21/2020		4100-021300-1241-231-210	151.60	217836			Office Supplies	01678 # SA0-0
			CHECK TOTAL	217.11	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00				TOTAL	217.11
0000000	001224	VA LEGAL AID SOCIETY	FY21/22	12/10/2020		4100-081300-2110-820-810	1.327	00	217837		Virginia Legal Aid Society	01678 FY21/22 ALLCATION
			CHECK TOTAL	1.327	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00				TOTAL	1.327
0000000	000831	VACORP	66394 WC	12/02/2020		4100-051100-1128-512-510	10.913	90	217838		Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-061500-1128-561-510	6.636	31	217838		Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-011100-1128-111-110	12.29	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-021100-1128-211-210	116.15	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-023100-1128-291-230	23.84	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-021400-1128-242-210	1.108	63	217838		Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-063100-1128-632-630	17.30	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-021400-1128-241-210	8.07	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-062100-1128-621-620	58.06	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-061100-1128-612-610	3.69	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-063100-1128-631-630	101.21	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-021600-1128-261-210	524.00	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-031100-1128-311-310	38.84	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-041100-1128-411-410	49.85	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-021300-1128-231-210	588.39	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-021500-1128-253-210	505.33	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-021200-1128-221-210	1.046	31	217838		Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-021600-1128-262-210	2.466	44	217838		Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4100-021400-1128-241-210	574.33	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4105-071100-1128-711-710	63.89	217838			Worker's Comp - Self Insured	01678 VA-SU-107-21
0000000	000831		66394 WC	12/02/2020		4105-071100-1128-711-710	1.517	92	217838		Worker's Comp - Self Insured	01678 VA-SU-107-21
			CHECK TOTAL	26.403	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00				TOTAL	26.403
0000000	000087	VAN CLEEF AUTO PARTS INC	606982	12/04/2020		4100-021400-1265-242-210	76.96	217839			Vehicle Maintenance & Repairs	01678 # 27430
			CHECK TOTAL	76.96	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00				TOTAL	76.96
0000000	000039	VERIZON WIRELESS	9868922896	12/10/2020		4100-011100-1234-111-110	137.19	217840			Telecommunications	01678 # 805250394-00001
0000000	000039		9868922896	12/10/2020		4100-021100-1234-211-210	275.80	217840			Telecommunications	01678 # 805250394-00001
0000000	000039		9868922896	12/10/2020		4100-021200-1234-221-210	91.54	217840			Telecommunications	01678 # 805250394-00001
0000000	000039		9868922896	12/10/2020		4100-021300-1234-231-210	218.81	217840			Telecommunications	01678 # 805250394-00001
0000000	000039		9868922896	12/10/2020		4100-021400-1234-241-210	89.28	217840			Telecommunications	01678 # 805250394-00001
0000000	000039		9868922896	12/10/2020		4100-021500-1234-253-210	107.86	217840			Telecommunications	01678 # 805250394-00001
0000000	000039		9868922896	12/10/2020		4100-021600-1234-261-210	653.57	217840			Telecommunications	01678 # 805250394-00001
0000000	000039		9868922896	12/10/2020		4100-021600-1234-262-210	227.21	217840			Telecommunications	01678 # 805250394-00001
0000000	000039		9868922896	12/10/2020		4100-021600-1234-263-210	194.79	217840			Telecommunications	01678 # 805250394-00001
0000000	000039		9868922896	12/10/2020		4100-023100-1234-291-230	40.01	217840			Telecommunications	01678 # 805250394-00001
0000000	000039		9868922896	12/10/2020		4100-031100-1234-311-310	40.01	217840			Telecommunications	01678 # 805250394-00001
			CHECK TOTAL	2,224	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00				TOTAL	2,224
0000000	001693	VIRGINIA STAFFING GROUP	9846	12/13/2020		4100-021200-1229-221-210	528.50	217841			Other Prof. Ser. & Carpet Clea	01678 # 134
			CHECK TOTAL	528.50	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00				TOTAL	528.50

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	CHECK NO.	CHECK DATE	ACH PMT TOTAL	NET AMOUNT	CHECK NO.	ACH PMT TOTAL	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000879	WOMACK PUBLISHING CO.	31631	11/11/2020		4100-041100-1235-411-410	43.80	217842	43.80	43.80	217842	43.80	Advertising	01678 # 5504
		DISC. TOTAL								.00				43.80
0000000	001296	WORK ZONE, LLC	101517	12/11/2020		4100-021600-1244-262-210	119.90	217843	119.90	119.90	217843	119.90	Uniforms Services	01678 SUSSEX COUNTY
		DISC. TOTAL								.00				119.90
0000000	001644	XEROX FINANCIAL SERVICES	2371397	11/23/2020		4100-031100-1252-311-310	140.20	217844	140.20	140.20	217844	140.20	Equipment Lease/Rental	01678 # 0200099060001
0000000	001644		2407764A	12/21/2020		4100-021100-1252-211-210	295.09	217844	295.09	295.09	217844	295.09	Equipment Lease/Rental	01678 # 0200073202001
0000000	001644		2407764B	12/21/2020		4100-021400-1252-241-210	147.54	217844	147.54	147.54	217844	147.54	Equipment Lease/Rental	01678 # 0200073202001
0000000	001644		2407764B	12/21/2020		4100-021400-1252-242-210	147.55	217844	147.55	147.55	217844	147.55	Equipment Lease/Rental	01678 # 0200073202001
		DISC. TOTAL					730.38		730.38	.00		730.38		
		CHECK TOTAL					212.320.81		212.320.81	.00		212.320.81		
		CHECK TOTAL					212.320.81		212.320.81	.00		212.320.81		

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 212,320.81 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE 1-4-2021
 DATE 1-4-2021
 DATE 1/4/2021

[Signature]
 DIRECTOR OF FINANCE
[Signature]
 COUNTY ADMINISTRATOR
[Signature]
 DISTRICT CLERK
 DISTRICT CLERK / TREASURER

P.O. NO	VENDOR NO	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACCRL	ACCOUNT NO	NET AMOUNT	CHECK NO	ACH PNT	G/L ACCOUNT DESC	BATCH INVT DESCRIPTION
0000000	9999999	CHARLENE WHEELER POPE	0000001852201110JU	11/10/2020		4100-061100-1213-611-610	30.00	217845	00	Witness Fees	01681 JUROR PAYMNT
		00 CHECK TOTAL		30.00	ACH PNT TOTAL						30.00
		DISC. TOTAL									TOTAL
0000000	9999999	GEORGE BRIGGS COLLINS	0000001850201110JU	11/10/2020		4100-061100-1213-611-610	30.00	217846	00	Witness Fees	01681 JUROR PAYMNT
		00 CHECK TOTAL		30.00	ACH PNT TOTAL						30.00
		DISC. TOTAL									TOTAL
0000000	9999999	KAREN MICHELLE WINFIELD	0000001412201110JU	11/10/2020		4100-061100-1213-611-610	30.00	217847	00	Witness Fees	01681 JUROR PAYMNT
		00 CHECK TOTAL		30.00	ACH PNT TOTAL						30.00
		DISC. TOTAL									TOTAL
0000000	9999999	MARGARET ELEY	0000001851201110JU	11/10/2020		4100-061100-1213-611-610	30.00	217848	00	Witness Fees	01681 JUROR PAYMNT
		00 CHECK TOTAL		30.00	ACH PNT TOTAL						30.00
		DISC. TOTAL									TOTAL
0000000	9999999	MELVIN C. TRISVAN	0000001853201110JU	11/10/2020		4100-061100-1213-611-610	30.00	217849	00	Witness Fees	01681 JUROR PAYMNT
		00 CHECK TOTAL		30.00	ACH PNT TOTAL						30.00
		DISC. TOTAL									TOTAL
		00 CHECK TOTAL		150.00	ACH PNT TOTAL						150.00
		DISC. TOTAL									TOTAL
		00 CHECK TOTAL		150.00	ACH PNT TOTAL						150.00
		DISC. TOTAL									TOTAL

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 150.00 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

1/8/2021
 DATE
 1-8-21
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 1/8/21
 DATE
 [Signature] DIRECTOR OF FINANCE
 [Signature] COUNTY ADMINISTRATION
 [Signature] DESTE J COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	RET AMOUNT	CHECK NO.	ACH PNT	ACH AMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000902	DOC FARMER'S MARKET	MKT80470	12/21/2020		4100-051500-1246-551-510	282.70	217862			Food Supplies	01680 SUSSEX CO JAIL
0000000	000902		MKT80625	12/28/2020		4100-051500-1246-551-510	234.35	217862			Food Supplies	01680 SUSSEX CO JAIL
0000000	000902		MKT80781	1/04/2021		4100-051500-1246-551-510	160.10	217862			Food Supplies	01680 SUSSEX CO JAIL
	DISC. TOTAL		CHECK TOTAL	677.15	ACH PNT TOTAL	00 CPA PNT TOTAL	00 EPY PNT TOTAL				TOTAL	677.15
0000000	000084	DOMINION VIRGINIA POWER	0482572328	12/29/2020		4100-021600-1276-263-210	2,896.79	217863			Electric	01680 # 0482572328
0000000	000084		0561293952	12/30/2020		4100-021200-1276-221-210	6.59	217863			Electric	01680 # 0561293952
0000000	000084		5080737736	12/29/2020		4100-021200-1276-221-210	91.88	217863			Electric	01680 # 5080737736
0000000	000084		5690307508	12/30/2020		4100-021500-1279-251-210	207.21	217863			Propane Gas & Electric	01680 # 5690307508
0000000	000084		7378703693	12/30/2020		4100-021600-1276-264-210	6.59	217863			Electric	01680 # 7378703693
0000000	000084		8855852839	12/30/2020		4100-021200-1276-221-210	396.33	217863			Electric	01680 # 8855852839
0000000	000084		9447701492	12/23/2020		4100-021200-1276-221-210	6.67	217863			Electric	01680 # 9447701492
0000000	000084		9660330003	12/30/2020		4100-021200-1276-221-210	193.25	217863			Electric	01680 # 9660330003
	DISC. TOTAL		CHECK TOTAL	3,805.31	ACH PNT TOTAL	00 CPA PNT TOTAL	00 EPY PNT TOTAL				TOTAL	3,805.31
0000000	001756	EAST COAST EMERGENCY VEH	18639	12/21/2020		4100-021500-1254-251-210	130.50	217864			Equipment Maintenance	01680 SUSSEX PUBLIC SAFE
	DISC. TOTAL		CHECK TOTAL	130.50	ACH PNT TOTAL	00 CPA PNT TOTAL	00 EPY PNT TOTAL				TOTAL	130.50
0000000	001723	GARDAWORLD SECURITY SERVI	603750	12/25/2020		4100-021600-1229-264-210	841.50	217865			Other Professional Services	01680 # SUS001
0000000	001723		603751	12/25/2020		4100-021600-1229-264-210	841.50	217865			Other Professional Services	01680 # SUS001
0000000	001723		603752	12/25/2020		4100-021600-1229-264-210	841.50	217865			Other Professional Services	01680 # SUS001
0000000	001723		603753	12/25/2020		4100-021600-1229-264-210	841.50	217865			Other Professional Services	01680 # SUS001
0000000	001723		603754	12/25/2020		4100-021600-1229-264-210	841.50	217865			Other Professional Services	01680 # SUS001
0000000	001723		603755	12/25/2020		4100-021600-1229-264-210	841.50	217865			Other Professional Services	01680 # SUS001
0000000	001723		603756	12/25/2020		4100-021600-1229-264-210	841.50	217865			Other Professional Services	01680 # SUS001
0000000	001723		603757	12/25/2020		4100-021600-1229-264-210	841.50	217865			Other Professional Services	01680 # SUS001
	DISC. TOTAL		CHECK TOTAL	6,732.00	ACH PNT TOTAL	00 CPA PNT TOTAL	00 EPY PNT TOTAL				TOTAL	6,732.00
0000000	000258	GEORGE COX & SONS	8636	12/20/2020		4100-051500-1272-551-510	250.00	217866			Building Maintenance & Repair	01680 SUSSEX CO JAIL
	DISC. TOTAL		CHECK TOTAL	250.00	ACH PNT TOTAL	00 CPA PNT TOTAL	00 EPY PNT TOTAL				TOTAL	250.00
0000000	001703	HEFTY WILEY & GORE P.C.	10935	12/25/2020		4100-022100-1223-281-220	7,500.00	217867			Legal Services	01680 SUSSEX COUNTY
	DISC. TOTAL		CHECK TOTAL	7,500.00	ACH PNT TOTAL	00 CPA PNT TOTAL	00 EPY PNT TOTAL				TOTAL	7,500.00
0000000	000124	KORMAN SIGNS	348987	12/30/2020		4100-021400-1233-241-210	58.13	217868			Printing	01680 # SUS010
	DISC. TOTAL		CHECK TOTAL	58.13	ACH PNT TOTAL	00 CPA PNT TOTAL	00 EPY PNT TOTAL				TOTAL	58.13
0000000	001115	LIFESTAR AMBULANCE	SC082020	9/04/2020		4100-021500-2110-252-210-524	23,616.00	217869			Emergency Med. SVC - Pd EMT	01680 AUGUST 2020
0000000	001115		W082020	9/04/2020		4100-021500-2110-252-210-524	53,568.00	217869			Emergency Med. SVC - Pd EMT	01680 AUGUST 2020
	DISC. TOTAL		CHECK TOTAL	77,184.00	ACH PNT TOTAL	00 CPA PNT TOTAL	00 EPY PNT TOTAL				TOTAL	77,184.00
0000000	001281	NAFECO	P-1081679	12/30/2020		4100-021500-2110-251-210-504	6,940.00	217870			State Fireman's Fund	01680 SUSSEX PUBLIC SAFE
	DISC. TOTAL		CHECK TOTAL	6,940.00	ACH PNT TOTAL	00 CPA PNT TOTAL	00 EPY PNT TOTAL				TOTAL	6,940.00
0000000	001256	PAJ SERVICES	SCAS112020	11/12/2020		4100-021600-1274-261-210	85.00	217871			Grounds Maintenance & Repairs	01680 SUSSEX ANML CONTRO
0000000	001256		SUC0122020	12/07/2020		4100-021600-1274-261-210	270.00	217871			Grounds Maintenance & Repairs	01680 SUSSEX ANML CONTRO
	DISC. TOTAL		CHECK TOTAL	355.00	ACH PNT TOTAL	00 CPA PNT TOTAL	00 EPY PNT TOTAL				TOTAL	355.00
0000000	000164	PITNEY-BOWES, LLC	1017093651	12/21/2020		4100-021100-1241-211-210	305.41	217872			Office Supplies	01680 0016519256
	DISC. TOTAL		CHECK TOTAL	305.41	ACH PNT TOTAL	00 CPA PNT TOTAL	00 EPY PNT TOTAL				TOTAL	305.41

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PHT	ACH PHT TOTAL	NET AMOUNT	CHECK NO.	ACH PHT	ACH PHT TOTAL	BATCH INV DESCRIPTION
00000000	000176	ROBINSON FARMER & COX	121720	12/17/2020		4100-011100-1225-111-110	3,000.00	217873		0.00	3,000.00	217873		0.00	Management Consulting Service01680 SUSSEX COUNTY
															3,000.00
00000000	001488	RRS FOODSERVICE	2159286	12/23/2020		4100-051500-1246-551-510	1,549.13	217874		0.00	1,549.13	217874		0.00	Food Supplies
															1,549.13
00000000	000832	SAM'S CLUB DIRECT	4069	11/30/2020		4100-021200-1247-221-210	197.60	217875		0.00	197.60	217875		0.00	Janitorial Supplies
			5427	12/09/2020		4100-021200-1247-221-210	100.72	217875		0.00	100.72	217875		0.00	Janitorial Supplies
			7716	11/21/2020		4100-021600-1247-261-210	6.98	217875		0.00	6.98	217875		0.00	Janitorial Supplies
			7717	11/21/2020		4100-021600-1272-261-210	39.96	217875		0.00	39.96	217875		0.00	Building Maintenance & Repair01680 # 0402194646154
			7718	11/21/2020		4100-021600-1247-261-210	6.98	217875		0.00	6.98	217875		0.00	Janitorial Supplies
			7719	11/21/2020		4100-021600-1247-261-210	6.98	217875		0.00	6.98	217875		0.00	Janitorial Supplies
			999999 1120	11/22/2020		4100-021100-1201-211-210	45.00	217875		0.00	45.00	217875		0.00	Organization Membership
			999999 1120	11/22/2020		4100-021400-1201-242-210	40.00	217875		0.00	40.00	217875		0.00	Organization Membership
			999999 1120	11/22/2020		4100-021200-1201-221-210	40.00	217875		0.00	40.00	217875		0.00	Organization Membership
			999999 1120	11/22/2020		4100-021600-1201-261-210	40.00	217875		0.00	40.00	217875		0.00	Organization Membership
							531.20			531.20					531.20
00000000	000187	SHANKO, JAMES	JS 010421	1/04/2021		4100-051500-1272-551-510	168.99	217876		0.00	168.99	217876		0.00	Building Maintenance & Repair01680 REIMBURSEMENT
			JS 122820	12/28/2020		4100-051500-1272-551-510	37.20	217876		0.00	37.20	217876		0.00	Building Maintenance & Repair01680 REIMBURSEMENT
							206.19			206.19					206.19
00000000	000162	SUFFOLK ENERGIES INC	520928	9/30/2020		4100-021600-1278-264-210	492.03	217877		0.00	492.03	217877		0.00	Diesel Fuel
			520928	9/30/2020		4100-021200-1278-221-210	148.07	217877		0.00	148.07	217877		0.00	Oil
			520928	9/30/2020		4100-021600-1264-261-210	175.12	217877		0.00	175.12	217877		0.00	Mileage
							815.22			815.22					815.22
00000000	001904	SYKES, REGINA	RS 010421	1/04/2021		4100-063100-1241-631-630	61.66	217878		0.00	61.66	217878		0.00	Office Supplies
							61.66			61.66					61.66
00000000	000080	TRI CITY OFFICE PRODUCTS	0137892-001	12/17/2020		4100-063100-1233-631-630	250.95	217879		0.00	250.95	217879		0.00	Printing
							250.95			250.95					250.95
00000000	000769	VERIZON	0130811997 1220	12/21/2020		4100-021500-1234-253-210	49.99	217880		0.00	49.99	217880		0.00	Telecommunications
			0130811997 1220	12/21/2020		4100-021100-1234-211-210	49.90	217880		0.00	49.90	217880		0.00	Telecommunications
			0130811997 1220	12/21/2020		4100-041100-1234-411-410	49.90	217880		0.00	49.90	217880		0.00	Telecommunications
			0130811997 1220	12/21/2020		4100-061100-1234-611-610	49.90	217880		0.00	49.90	217880		0.00	Telecommunications
			0130811997 1220	12/21/2020		4100-061100-1234-611-610	49.90	217880		0.00	49.90	217880		0.00	Telecommunications
			0130811997 1220	12/21/2020		4100-061100-1234-612-610	49.90	217880		0.00	49.90	217880		0.00	Telecommunications
			0130811997 1220	12/21/2020		4100-061100-1234-612-610	49.90	217880		0.00	49.90	217880		0.00	Telecommunications
			0130811997 1220	12/21/2020		4100-061100-1234-611-610	49.90	217880		0.00	49.90	217880		0.00	Telecommunications
			0130811997 1220	12/21/2020		4100-021100-1234-211-210	49.90	217880		0.00	49.90	217880		0.00	Telecommunications
			0130811997 1220	12/21/2020		4100-061100-1234-612-610	49.90	217880		0.00	49.90	217880		0.00	Telecommunications
			0130840277 1220	12/21/2020		4100-063100-1234-632-630	56.54	217880		0.00	56.54	217880		0.00	Telecommunications
			0130840277 1220	12/21/2020		4100-061100-1234-612-610	56.53	217880		0.00	56.53	217880		0.00	Telecommunications
			0130840277 1220	12/21/2020		4100-061100-1234-611-610	56.53	217880		0.00	56.53	217880		0.00	Telecommunications
			0130840277 1220	12/21/2020		4100-021100-1234-211-210	56.53	217880		0.00	56.53	217880		0.00	Telecommunications

P O NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT HO	NET AMOUNT	CHECK NO.	ACH PNT	ACH PNT TOTAL	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000769		0130840277	12/21/2020		4100-023100-1234-291-230	56.53	217880		00	Telecommunications	01680 # 551326675000162
0000000	000769		0130840277	12/21/2020		4100-031100-1234-311-310	56.53	217880		00	Telecommunications	01680 # 551326675000162
0000000	000769		0130840277	12/21/2020		4105-071100-1234-711-710	56.53	217880		00	Telecommunications	01680 # 551326675000162
0000000	000769		0608060077	12/21/2020		4100-061100-1234-612-610	70.72	217880		00	VA Cooperative Extension	01680 # 351693721000187
0000000	000769		0635121520	12/24/2020		4100-081300-2110-822-810	94.79	217880		00	Telecommunications	01680 # 551326675000162
0000000	000769		0641808907	12/21/2020		4100-061100-1234-612-610	275.08	217880		00	Telecommunications	01680 # 551326675000162
0000000	000769		0695890348	12/31/2020		4100-051100-1234-516-510	381.15	217880		00	Telecommunications	01680 # 351333549000198
0000000	000769		0745850378	12/24/2020		4100-063100-1234-631-630	73.18	217880		00	Telecommunications	01680 # 252384783000121
0000000	000769		0777016136	12/21/2020		4100-061100-1234-612-610	49.07	217880		00	Telecommunications	01680 # 551326675000162
0000000	000769		0777088064	12/24/2020		4100-021300-1234-231-210	171.55	217880		00	Telecommunications	01680 # 351693721000187
0000000	000769		0837858428	12/21/2020		4100-021600-1234-261-210	143.52	217880		00	Telecommunications	01680 # 551326675000162
	DISC TOTAL					00 CPA PNT TOTAL	.00	EPY PNT TOTAL				
						000	2.303 57				TOTAL	2.303 57
0000000	000769	VERIZON	0973062717	12/27/2020		4100-021100-1234-211-210	217.33	217881		00	Telecommunications	01680 # 951295778000179
0000000	000769		0973062717	12/27/2020		4100-021400-1234-241-210	48.29	217881		00	Telecommunications	01680 # 951295778000179
0000000	000769		0973062717	12/27/2020		4100-021400-1234-242-210	72.44	217881		00	Telecommunications	01680 # 951295778000179
0000000	000769		0973062717	12/27/2020		4100-021600-1234-261-210	24.15	217881		00	Telecommunications	01680 # 951295778000179
0000000	000769		0973062717	12/27/2020		4100-021500-1234-253-210	24.15	217881		00	Telecommunications	01680 # 951295778000179
0000000	000769		0973062717	12/27/2020		4100-023100-1234-291-230	72.44	217881		00	Telecommunications	01680 # 951295778000179
0000000	000769		0973062717	12/27/2020		4100-041100-1234-411-410	96.59	217881		00	Telecommunications	01680 # 951295778000179
0000000	000769		0973062717	12/27/2020		4100-031100-1234-311-310	96.59	217881		00	Telecommunications	01680 # 951295778000179
0000000	000769		0973062717	12/27/2020		4100-063100-1234-631-630	120.74	217881		00	Telecommunications	01680 # 951295778000179
0000000	000769		0973062717	12/27/2020		4100-062100-1234-621-620	144.88	217881		00	Telecommunications	01680 # 951295778000179
0000000	000769		0973062717	12/27/2020		4100-063100-1234-632-630	24.14	217881		00	Telecommunications	01680 # 951295778000179
0000000	000769		0973062717	12/27/2020		4105-071100-1234-711-710	651.98	217881		00	Telecommunications	01680 # 951295778000179
	DISC TOTAL					00 CPA PNT TOTAL	.00	EPY PNT TOTAL				
						000	1.593 72				TOTAL	1.593 72
0000000	000039	VERIZON WIRELESS	9869025604	12/12/2020		4100-051100-1234-516-510	658.82	217882		00	Telecommunications	01680 # 520620824-00001
0000000	000039		9869025604	12/12/2020		4100-051100-1234-512-510	658.83	217882		00	Telecommunications	01680 # 520620824-00001
0000000	000039		9869025604	12/12/2020		4100-051500-1234-551-510	155.77	217882		00	Telecommunications	01680 # 520620824-00001
	DISC TOTAL					00 CPA PNT TOTAL	.00	EPY PNT TOTAL				
						000	1.473 42				TOTAL	1.473 42
0000000	001644	VIRGINIA STAFFING GROUP	9852	12/20/2020		4100-021200-1229-221-210	604.00	217883		00	Other Prof. Ser. & Carpet	Cle01680 # 134
0000000	001693		9862	12/27/2020		4100-021200-1229-221-210	317.10	217883		00	Other Prof. Ser. & Carpet	Cle01680 # 134
	DISC TOTAL					00 CPA PNT TOTAL	.00	EPY PNT TOTAL				
						921 10	921 10				TOTAL	921 10
0000000	001644	XEROX FINANCIAL SERVICES	2397319	12/10/2020		4100-051500-1252-551-510	276.54	217884		00	Equipment Lease/Rental	01680 # 0200081249001
0000000	001644		2397319	12/10/2020		4100-051100-1252-512-510	276.54	217884		00	Equipment Lease/Rental	01680 # 0200081249001
	DISC TOTAL					00 CPA PNT TOTAL	.00	EPY PNT TOTAL				
						553 08	553 08				TOTAL	553 08
0000000	000039	VERIZON WIRELESS	9869500707	12/19/2020		4100-051100-1234-512-510	185.56	217885		00	Telecommunications	01680 # 742314083-00002
0000000	000039		9869500707	12/19/2020		4100-051100-1234-516-510	185.54	217885		00	Telecommunications	01680 # 742314083-00002
0000000	000039		9869500707	12/19/2020		4100-051500-1234-551-510	185.54	217885		00	Telecommunications	01680 # 742314083-00002
	DISC TOTAL					00 CPA PNT TOTAL	.00	EPY PNT TOTAL				
						556 64	556 64				TOTAL	556 64
0000000	000769					00 CPA PNT TOTAL	.00	EPY PNT TOTAL				
						00	192.564 70				TOTAL	192.564 70
0000000	000769					00 CPA PNT TOTAL	.00	EPY PNT TOTAL				
						00	192.564 70				TOTAL	192.564 70

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 192,564.70- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

1/8/2021 [Signature] DIRECTOR OF FINANCE

1-8-21
DATE
1/5/21
DATE

Richard Doyle
COUNTY ADMINISTRATION
Janette J. Cox
JANETTE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	ACH PNT TOTAL	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	001584	BIRSCH INDUSTRIES, INC.	865004	1/05/2021	A/P	4100-021200-1247-221-210	573.80	217897	ACH PNT	TOTAL	Janitorial Supplies	01682 SUSSEX COUNTY
							.00					573.80
00000000	001573	BOYD CHEVROLET BUICK GMC	5019488	12/08/2020	A/P	4100-051100-1265-512-510	438.61	217898	ACH PNT	TOTAL	Vehicle Maintenance & Repairs	01682 SUSSEX SHERIFF
							.00					438.61
00000000	999999	BOYKINS CHARLIE	CB 1220	1/08/2021	A/P	4100-051500-1215-551-510	223.20	217899	ACH PNT	TOTAL	Immrate Pay	01682 IMMATE PAY
							.00					223.20
00000000	999999	BROOKS ANTHONY	AB 1220	1/08/2021	A/P	4100-051500-1215-551-510	91.80	217900	ACH PNT	TOTAL	Immrate Pay	01682 IMMATE PAY
							.00					91.80
00000000	001620	C. M. WARTHEN INC.	54634	12/09/2020	A/P	4100-062100-1241-621-620	826.38	217901	ACH PNT	TOTAL	Office Supplies	01682 SUSSEX CIRCUIT COU
							.00					826.38
00000000	001485	CENTRAL AGRIBUSINESS	JR29906	1/06/2021	A/P	4100-051500-1246-551-510	77.00	217902	ACH PNT	TOTAL	Food Supplies	01682 SUSSEX SHERIFF
							.00					77.00
00000000	001905	CERDANT, INC.	55623	1/06/2021	A/P	4100-021700-1258-271-210	1,400.14	217903	ACH PNT	TOTAL	Computer Software/application	01682 SUSSEX COUNTY
							.00					1,400.14
00000000	001339	COLONIAL CLEANING SERVICE	10511	1/11/2021	A/P	4100-021200-1247-221-210	239.95	217904	ACH PNT	TOTAL	Janitorial Supplies	01682 SUSSEX COUNTY
							.00					239.95
00000000	001449	CONVERGENT TECHNOLOGIES	23659	1/04/2021	A/P	4100-051100-1224-512-510	175.00	217905	ACH PNT	TOTAL	Information System Services	01682 SUSSEX SHERIFF
							.00					175.00
00000000	001449	CONVERGENT TECHNOLOGIES	23676	1/04/2021	A/P	4100-051100-1224-516-510	359.00	217905	ACH PNT	TOTAL	Information System Services	01682 SUSSEX SHERIFF
							.00					359.00
00000000	000622	COUNTY OF GREENSVILLE	2745	1/05/2021	A/P	4100-061100-1214-611-610	2,766.10	217906	ACH PNT	TOTAL	Comp Court Administrator	01682 ACCT# 65
							.00					2,766.10
00000000	000020	COMLING BROTHERS	29011	12/30/2020	A/P	4100-051500-1272-551-510	2.42	217907	ACH PNT	TOTAL	Building Maintenance & Repair	01682 SCJ001
							.00					2.42
00000000	000343	CRATER PLANNING DISTRICT	20-200-10-2	1/05/2021	A/P	4100-081800-2110-860-810	4,895.00	217908	ACH PNT	TOTAL	Crater Planning District Comm	01682 FY20/21 2ND HALF
							.00					4,895.00
00000000	000024	CRATER YOUTH CARE	210042	12/18/2020	A/P	4100-081800-2110-863-810	4,807.00	217909	ACH PNT	TOTAL	Crater Youth Care Commission	01682 DEC 2020 USAGE FEE
							.00					4,807.00
00000000	000871	CRYSTAL SPRINGS	1352055	7/23/2020	A/P	4100-061100-1277-612-610	2.47	217910	ACH PNT	TOTAL	Water Services	01682 # 11421181352055
							.00					2.47
00000000	000871	CRYSTAL SPRINGS	1352055	8/20/2020	A/P	4100-061100-1277-612-610	27.76	217910	ACH PNT	TOTAL	Water Services	01682 # 11421181352055
							.00					27.76
00000000	000871	CRYSTAL SPRINGS	1352055	9/17/2020	A/P	4100-061100-1277-612-610	10.48	217910	ACH PNT	TOTAL	Water Services	01682 # 11421181352055
							.00					10.48
00000000	000871	CRYSTAL SPRINGS	1352055	10/15/2020	A/P	4100-061100-1277-612-610	42.75	217910	ACH PNT	TOTAL	Water Services	01682 # 11421181352055
							.00					42.75
00000000	000871	CRYSTAL SPRINGS	1352055	11/12/2020	A/P	4100-061100-1277-612-610	31.73	217910	ACH PNT	TOTAL	Water Services	01682 # 11421181352055
							.00					31.73
00000000	000871	CRYSTAL SPRINGS	1352055	12/10/2020	A/P	4100-061100-1277-612-610	41.76	217910	ACH PNT	TOTAL	Water Services	01682 # 11421181352055
							.00					41.76
00000000	000871	CRYSTAL SPRINGS	6091788	12/10/2020	A/P	4100-062100-1277-621-620	198.71	217910	ACH PNT	TOTAL	Water Services	01682 #11421076091788
							.00					198.71
00000000	001613	CUSTOM CLEANERS	12129	1/02/2021	A/P	4100-051100-1244-512-510	44.00	217911	ACH PNT	TOTAL	Uniform Services	01682 SUSSEX SHERIFF
							.00					44.00
00000000	001613	CUSTOM CLEANERS	12130	1/02/2021	A/P	4100-051500-1243-551-510	112.00	217911	ACH PNT	TOTAL	Linen Supplies	01682 SUSSEX SHERIFF
							.00					112.00
							.00					156.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000902	DOC FARMER S MARKET	MKT81937	1/11/2021		4100-051500-1246-551-510	264.40	217912	.00	Food Supplies	01682 SUSSEX CO JAIL 264.40
0000000	001651	DOCUMENT SYSTEMS	112311	1/06/2021		4100-061100-1252-612-610	37.99	217913	.00	Equipment Lease/Rental	01682 SUSSEX GEN DIST CR
0000000	001651	DOCUMENT SYSTEMS	112312	1/06/2021		4100-021300-1252-231-210	68.60	217913	.00	Equipment Lease/Rental	01682 SUSSEX HOUSING 106.59
0000000	000084	DOMINION VIRGINIA POWER	2921584914	12/30/2020		4100-051500-1276-551-510	6.59	217914	.00	Electric	01682 # 2921584914
0000000	000084	DOMINION VIRGINIA POWER	4204030300	12/30/2020		4100-021600-1276-264-210	73.98	217914	.00	Electric	01682 # 4204030300
0000000	000084	DOMINION VIRGINIA POWER	4714897313	12/31/2020		4100-021200-1276-221-210	295.03	217914	.00	Electric	01682 # 4714897313
0000000	000084	DOMINION VIRGINIA POWER	9073933633	12/30/2020		4100-051500-1276-551-510	23.41	217914	.00	Electric	01682 # 9073933633
0000000	000084	DOMINION VIRGINIA POWER	9670342501	12/31/2020		4100-021200-1276-221-210	72.95	217914	.00	Electric	01682 # 9670342501
0000000	001320	E & F ELEVATOR INSPECTION	243182	12/15/2020		4100-021200-1254-221-210	150.00	217915	.00	Equipment Maintenance	01682 SUSSEX COUNTY 150.00
0000000	001692	FERRELLGAS	1113858495	12/15/2020		4100-021200-1279-221-210	643.34	217916	.00	Propane Gas	01682 # 112364120
0000000	001692	FERRELLGAS	1113942063	12/21/2020		4100-021200-1279-221-210	857.08	217916	.00	Propane Gas	01682 # 112364120 1,500.42
0000000	000602	FIRE-X CORPORATION	607799	12/11/2020		4100-062100-1254-621-620	695.60	217917	.00	Equipment Maintenance	01682 # SU0025 695.60
0000000	001723	GARDAWORLD SECURITY	606996	1/01/2021		4100-021600-1229-264-210	841.50	217918	.00	Other Professional Services	01682 # SUS001
0000000	001723	GARDAWORLD SECURITY	606997	1/01/2021		4100-021600-1229-264-210	841.50	217918	.00	Other Professional Services	01682 # SUS001
0000000	001723	GARDAWORLD SECURITY	606998	1/01/2021		4100-021600-1229-264-210	841.50	217918	.00	Other Professional Services	01682 # SUS001
0000000	001723	GARDAWORLD SECURITY	606999	1/01/2021		4100-021600-1229-264-210	841.50	217918	.00	Other Professional Services	01682 # SUS001
0000000	001723	GARDAWORLD SECURITY	607000	1/01/2021		4100-021600-1229-264-210	841.50	217918	.00	Other Professional Services	01682 # SUS001
0000000	001723	GARDAWORLD SECURITY	607001	1/01/2021		4100-021600-1229-264-210	841.50	217918	.00	Other Professional Services	01682 # SUS001
0000000	001723	GARDAWORLD SECURITY	607003	1/01/2021		4100-021600-1229-264-210	841.50	217918	.00	Other Professional Services	01682 # SUS001
0000000	001723	GARDAWORLD SECURITY	607004	1/01/2021		4100-021600-1229-264-210	841.50	217918	.00	Other Professional Services	01682 # SUS001 6,732.00
0000000	000258	GEORGE COX & SONS	8637	12/20/2020		4100-021200-1272-221-210	280.00	217919	.00	Building Maintenance & Repair	01682 SUSSEX COUNTY 280.00
0000000	000276	GREENSVILLE COUNTY WATER	1175 122320	12/23/2020		4100-021200-1272-221-210	56.62	217920	.00	Water Services	01682 # 1175 56.62
0000000	999999	HILL, EDWARD	EH 1220	1/08/2021		4100-051500-1215-551-510	111.60	217921	.00	Inmate Pay	01682 INMATE PAY 111.60
0000000	001908	HORIZON HEALTH SERVICES	01062021	1/06/2021		4100-051500-1227-551-510	298.50	217922	.00	Medical Services	01682 SUSSEX SHERIFF 298.50
0000000	001896	JAMES R. JONES BUILDER, IN 350	138 948 00	1/13/2021		4100-021100-2120-211-203	138.948	217923	.00	COVID-19 Expenses	01682 SUSSEX COUNTY 138.948.00
0000000	000049	JARRATT HARDWARE	2012-067441	12/03/2020		4100-051500-1272-551-510	8.99	217924	.00	Building Maintenance & Repair	01682 #159
0000000	000049	JARRATT HARDWARE	2012-069353	12/24/2020		4100-051500-1272-551-510	12.99	217924	.00	Building Maintenance & Repair	01682 # 159
0000000	000049	JARRATT HARDWARE	2012-069353	12/24/2020		4100-051500-1272-551-510	12.99	217924	.00	Building Maintenance & Repair	01682 # 159 21.98

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PHT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	999999	KING, DAVID	DK 1220	1/08/2021		4100-051500-1215-551-510	24.30	217925		Immte Pay	01682 IMMATE PAY
		DISC. TOTAL	00	24.30	ACH PHT TOTAL	00	0.00	217925		TOTAL	24.30
00000000	000129	LOGAN SYSTEMS, INC	54572	12/15/2020		4100-062100-1236-621-620	666.70	217926		Microfilming & Scanning Servi	01682 SUSSEX CIRCUIT COU
		DISC. TOTAL	00	666.70	ACH PHT TOTAL	00	0.00	217926		TOTAL	666.70
00000000	001433	LOWE'S	909166	12/10/2020		4100-021200-1299-221-210	26.17	217927		Miscellaneous Oth./First Aid	01682 # 99000502080
		DISC. TOTAL	00	26.17	ACH PHT TOTAL	00	0.00	217927		TOTAL	26.17
00000000	001433	LOWE'S	909902	11/30/2020		4100-021200-1272-221-210	47.55	217927		Building Maintenance & Repair	01682 # 99000502080
		DISC. TOTAL	00	47.55	ACH PHT TOTAL	00	0.00	217927		TOTAL	47.55
00000000	001433	LOWE'S	909979	12/09/2020		4100-021200-1272-221-210	36.54	217927		Building Maintenance & Repair	01682 # 99000502080
		DISC. TOTAL	00	36.54	ACH PHT TOTAL	00	0.00	217927		TOTAL	36.54
00000000	001813	MOTOROLA SOLUTIONS	16133218	12/20/2020		4100-021500-1254-253-210	154.11	217928		Equipment Maintenance	01682 # 1036974021
		DISC. TOTAL	00	154.11	ACH PHT TOTAL	00	0.00	217928		TOTAL	154.11
00000000	000051	MSAG LLC	C313334	12/31/2020		4100-021400-1225-241-210	69.00	217929		Management Consulting Service	01682 SUSSEX COUNTY
		DISC. TOTAL	00	69.00	ACH PHT TOTAL	00	0.00	217929		TOTAL	69.00
00000000	001906	NEUTRA-GREEN CLEANING SOL	646	1/05/2021		4100-051100-1245-512-510	579.60	217930		Law Enforcement Supplies	01682 SUSSEX SHERIFF
		DISC. TOTAL	00	579.60	ACH PHT TOTAL	00	0.00	217930		TOTAL	579.60
00000000	000159	ORKIN PEST CONTROL	203096123	1/13/2021		4100-021200-1272-221-210	350.14	217931		Building Maintenance & Repair	01682 # 1032945
		DISC. TOTAL	00	350.14	ACH PHT TOTAL	00	0.00	217931		TOTAL	350.14
00000000	000056	OMEN FORD, INC	08054	3/17/2020		4105-071100-1265-711-710	65.90	217932		Vehicle maintenance & Repairs	01682 SUSSEX COUNTY
		DISC. TOTAL	00	65.90	ACH PHT TOTAL	00	0.00	217932		TOTAL	65.90
00000000	000056	OMEN FORD, INC	08969	6/04/2020		4105-071100-1265-711-710	44.20	217932		Vehicle maintenance & Repairs	01682 SUSSEX COUNTY
		DISC. TOTAL	00	44.20	ACH PHT TOTAL	00	0.00	217932		TOTAL	44.20
00000000	000056	OMEN FORD, INC	09819	7/28/2020		4105-071100-1265-711-710	62.45	217932		Vehicle maintenance & Repairs	01682 SUSSEX COUNTY
		DISC. TOTAL	00	62.45	ACH PHT TOTAL	00	0.00	217932		TOTAL	62.45
00000000	000056	OMEN FORD, INC	09819	7/29/2020		4105-071100-1265-711-710	62.45	217932		Vehicle maintenance & Repairs	01682 SUSSEX COUNTY
		DISC. TOTAL	00	62.45	ACH PHT TOTAL	00	0.00	217932		TOTAL	62.45
00000000	000164	PITNEY-BOWES, LLC	1017137347	12/29/2020		4100-021100-1241-211-210	72.67	217933		Office Supplies	01682 # 0016519256
		DISC. TOTAL	00	72.67	ACH PHT TOTAL	00	0.00	217933		TOTAL	72.67
00000000	000061	PRINCE GEORGE ELECTRIC	1413003200	12/29/2020		4100-021600-1276-263-210	49.63	217934		Electric	01682 # 1413003200
		DISC. TOTAL	00	49.63	ACH PHT TOTAL	00	0.00	217934		TOTAL	49.63
00000000	000061	PRINCE GEORGE ELECTRIC	1423010000	12/29/2020		4100-021600-1276-263-210	38.35	217934		Electric	01682 # 1423010000
		DISC. TOTAL	00	38.35	ACH PHT TOTAL	00	0.00	217934		TOTAL	38.35
00000000	000061	PRINCE GEORGE ELECTRIC	1667000200	12/29/2020		4100-021200-1276-221-210	87.62	217934		Electric	01682 # 1667000200
		DISC. TOTAL	00	87.62	ACH PHT TOTAL	00	0.00	217934		TOTAL	87.62
00000000	001444	RAWLS, MATT	MR 010621	1/06/2021		4100-051100-1244-512-510	75.00	217935		Uniform Services	01682 REIMBURSEMENT
		DISC. TOTAL	00	75.00	ACH PHT TOTAL	00	0.00	217935		TOTAL	75.00
00000000	001488	RRS FOODSERVICE	2160557	1/06/2021		4100-051500-1246-551-510	1,534.42	217936		Food Supplies	01682 # 118626
		DISC. TOTAL	00	1,534.42	ACH PHT TOTAL	00	0.00	217936		TOTAL	1,534.42
00000000	000832	SAM'S CLUB DIRECT	1359	12/10/2020		4100-051500-1277-551-510	47.84	217937		Water Services	01682 # 0402188473177
		DISC. TOTAL	00	47.84	ACH PHT TOTAL	00	0.00	217937		TOTAL	47.84
00000000	000832	SAM'S CLUB DIRECT	1360	12/10/2020		4100-051500-1247-551-510	222.32	217937		Janitorial Supplies	01682 # 0402188473177
		DISC. TOTAL	00	222.32	ACH PHT TOTAL	00	0.00	217937		TOTAL	222.32
00000000	999999	SHAW, SHARON	SS 1220	1/08/2021		4100-051500-1215-551-510	58.50	217938		Immte Pay	01682 IMMATE PAY
		DISC. TOTAL	00	58.50	ACH PHT TOTAL	00	0.00	217938		TOTAL	58.50
00000000	000162	SUFFOLK ENERGIES INC	37630725	12/11/2020		4100-021200-1278-221-210	385.99	217939		011	01682 # 66740484
		DISC. TOTAL	00	385.99	ACH PHT TOTAL	00	0.00	217939		TOTAL	385.99

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000162		37632361	12/23/2020		4100-021200-1278-221-210	284.24	217939		011	01682 # 66740484
0000000	000162		526352	12/31/2020		4100-051100-1264-512-510	183.02	217939		HiLeage/Gas	01682 # 66740352
			CHECK TOTAL	853.25	ACH PNT TOTAL		00	00	00		853.25
0000000	999999	TAYLOR, DARRELL	DT 1220	1/08/2021		4100-051500-1235-551-510	15.30	217940		Inmate Pay	01682 INMATE PAY
			CHECK TOTAL	15.30	ACH PNT TOTAL		00	00	00		15.30
0000000	001827	TEMP-POWER, INC	152801-2	1/04/2021		4100-021600-1252-264-210	1,120.00	217941		Equipment Lease/Rental	01682 # 4679
0000000	001827		16475F-2	1/04/2021		4100-021600-1252-264-210	1,120.00	217941		Equipment Lease/Rental	01682 # 4679
			CHECK TOTAL	2,240.00	ACH PNT TOTAL		00	00	00		2,240.00
0000000	000318	TOWN OF WAVERLY	1814040098	12/31/2020		4100-021200-1277-221-210	67.00	217942		Water Services	01682 # 1814040098
			CHECK TOTAL	67.00	ACH PNT TOTAL		00	00	00		67.00
0000000	001833	TRANSUNION RISK & ALTERNIA	5687311-202012	1/01/2021		4100-051100-1229-512-510	154.00	217943		Other Professional Services	01682 # 587311
			CHECK TOTAL	154.00	ACH PNT TOTAL		00	00	00		154.00
0000000	000296	TREASURER OF VIRGINIA	123120	12/31/2020		4100-095000-9330-	23,359.47	217944		DHCD Loan-WoodFuel Dev Reimb	01682 LOAN# 11-CED-20
			CHECK TOTAL	23,359.47	ACH PNT TOTAL		00	00	00		23,359.47
0000000	000471	TREASURER OF VIRGINIA	20997	12/18/2020		4100-062100-1222-621-620	2,631.09	217945		Auditing Services	01682 SUSSEX CIRCUIT COU
			CHECK TOTAL	2,631.09	ACH PNT TOTAL		00	00	00		2,631.09
0000000	000087	VAN CLEEF AUTO PARTS INC	11584	12/03/2020		4100-051100-1265-512-510	103.96	217946		Vehicle Maintenance & Repairs	01682 # 21431
0000000	000087		12156	12/23/2020		4100-051100-1265-512-510	51.98	217946		Vehicle Maintenance & Repairs	01682 # 21431
0000000	000087		12179	12/11/2020		4100-051100-1265-512-510	1,571.85	217946		Vehicle Maintenance & Repairs	01682 # 21431
0000000	000087		607204	12/09/2020		4100-051100-1227-512-510	24.85	217946		Medical Services inc/K9	01682 # 21431
			CHECK TOTAL	1,752.64	ACH PNT TOTAL		00	00	00		1,752.64
0000000	000769	VERIZON	0745850378	6/24/2020		4100-063100-1234-631-630	67.44	217947		Telecommunications	01682 # 252384783000121
			CHECK TOTAL	67.44	ACH PNT TOTAL		00	00	00		67.44
0000000	000039	VERIZON WIRELESS	9869500256	12/19/2020		4100-021100-1234-211-210	885.73	217948		Telecommunications	01682 # 742284843-00001
0000000	000039		9869500256	12/19/2020		4100-063100-1234-631-630	224.84	217948		Telecommunications	01682 # 742284843-00001
0000000	000039		9869500256	12/19/2020		4100-031100-1234-311-310	166.69	217948		Telecommunications	01682 # 742284843-00001
0000000	000039		9869500256	12/19/2020		4100-021300-1234-231-210	102.29	217948		Telecommunications	01682 # 742284843-00001
0000000	000039		9869500256	12/19/2020		4100-021400-1234-241-210	135.28	217948		Telecommunications	01682 # 742284843-00001
0000000	000039		9869500256	12/19/2020		4100-021500-1234-253-210	64.40	217948		Telecommunications	01682 # 742284843-00001
0000000	000039		9869500256	12/19/2020		4100-041100-1234-411-410	139.95	217948		Telecommunications	01682 # 742284843-00001
0000000	000039		9869500256	12/19/2020		4100-063100-1234-632-630	64.40	217948		Telecommunications	01682 # 742284843-00001
0000000	000039		9869500256	12/19/2020		4100-023100-1234-291-230	102.29	217948		Telecommunications	01682 # 742284843-00001
0000000	000039		9869500256	12/19/2020		4100-081300-2110-822-810	53.48	217948		VA Cooperative Extension	01682 # 742284843-00001
			CHECK TOTAL	1,977.01	ACH PNT TOTAL		00	00	00		1,977.01
0000000	001693	VIRGINIA STAFFING GROUP	9876	1/03/2021		4100-021200-1229-221-210	468.10	217949		Other Prof. Ser. & Carpet Cle	01682 # 134
			CHECK TOTAL	468.10	ACH PNT TOTAL		00	00	00		468.10
0000000	000873	WASTE MANAGEMENT OF	3483410-2424-1	12/23/2020		4100-021600-1229-264-210	636.18	217950		Other Professional Services	01682 # 10-33052-52006
			CHECK TOTAL	636.18	ACH PNT TOTAL		00	00	00		636.18

P O NO	VENDOR NO	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACRL	ACCOUNT NO	NET AMOUNT	CHECK NO	ACH PMT	ACH ACH PMT	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
00000000	000322	WILLIAMS, GARY M., CLERK	GMW 010821	1/08/2021		4100-062100-1292-621-620	63.87	217951			Bank/CC & Other Fees	01682 REIMBURSEMENT
			CHECK TOTAL	ACH PMT TOTAL				EPY PMT TOTAL				63.87
00000000	001408	WITMER PUBLIC SAFETY GRP	2067252	12/05/2020		4100-021500-1244-253-210	579.00	217952			Uniform Services	01682 # SUSCO2
			2076903	12/04/2020		4100-051500-1244-551-510	96.00	217952			Uniform Services	01682 # SUSCOU
			CHECK TOTAL	ACH PMT TOTAL				EPY PMT TOTAL				675.00
00000000	000093	XEROX CORPORATION	012229332	1/01/2021		4100-063100-1255-631-630	18.43	217953			Maintenance Service Contract	01682 # 706994555
			CHECK TOTAL	ACH PMT TOTAL				EPY PMT TOTAL				18.43
00000000	000049	JARRATT HARDWARE	2012-067932	12/09/2020		4100-021200-1247-221-210	41.48	217954			Janitorial Supplies	01682 # 136
			CHECK TOTAL	ACH PMT TOTAL				EPY PMT TOTAL				41.48
00000000	000039	VERIZON WIRELESS	9868944779	12/10/2020		4125-031700-5841-	288.68	217955			Drug Forf. Fund / Com. Atty.	01682 # 905440571 -000001
			CHECK TOTAL	ACH PMT TOTAL				EPY PMT TOTAL				288.68
			CHECK TOTAL	ACH PMT TOTAL				EPY PMT TOTAL				206,509.73
			CHECK TOTAL	ACH PMT TOTAL				EPY PMT TOTAL				206,509.73

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED THE TOTAL 206,509.73- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

1-14-2021
DATE
1-14-21
DATE
1/14/2021
DATE

[Signature]
DIRECTOR OF FINANCE
[Signature]
COUNTY ADMINISTRATION
[Signature]
DESTE D. COX, TREASURER

1-12-21

DATE

1/12/21

Richard W. Taylor

COUNTY ADMINISTRATOR

W. A. Williams, Jr.

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	ACH PNT TOTAL	DISC.	CHECK TOTAL	BATCH INV DESCRIPTION
0000000	001725	EDMUNDS WASTE REMOVAL INC 96018		1/01/2021		4100-021600-1247-264-210	425.00	217965	425.00	0.00	0.00	425.00	01683 SUSSEX COUNTY 425.00
DISC. TOTAL													
0000000	001723	GARDAWORLD SECURITY SERVI	610226	1/08/2021		4100-021600-1229-264-210	994.50	217966	994.50	0.00	0.00	994.50	01683 # SUS001 Other Professional Services
0000000	001723	GARDAWORLD SECURITY SERVI	610227	1/08/2021		4100-021600-1229-264-210	994.50	217966	994.50	0.00	0.00	994.50	01683 # SUS001 Other Professional Services
0000000	001723	GARDAWORLD SECURITY SERVI	610228	1/08/2021		4100-021600-1229-264-210	994.50	217966	994.50	0.00	0.00	994.50	01683 # SUS001 Other Professional Services
0000000	001723	GARDAWORLD SECURITY SERVI	610229	1/08/2021		4100-021600-1229-264-210	994.50	217966	994.50	0.00	0.00	994.50	01683 # SUS001 Other Professional Services
0000000	001723	GARDAWORLD SECURITY SERVI	610230	1/08/2021		4100-021600-1229-264-210	994.50	217966	994.50	0.00	0.00	994.50	01683 # SUS001 Other Professional Services
0000000	001723	GARDAWORLD SECURITY SERVI	610231	1/08/2021		4100-021600-1229-264-210	994.50	217966	994.50	0.00	0.00	994.50	01683 # SUS001 Other Professional Services
0000000	001723	GARDAWORLD SECURITY SERVI	610232	1/08/2021		4100-021600-1229-264-210	994.50	217966	994.50	0.00	0.00	994.50	01683 # SUS001 Other Professional Services
0000000	001723	GARDAWORLD SECURITY SERVI	610233	1/08/2021		4100-021600-1229-264-210	994.50	217966	994.50	0.00	0.00	994.50	01683 # SUS001 Other Professional Services
DISC. TOTAL													
0000000	001792	GENE REAMS AND ASSOCIATES GRA	011521	1/15/2021		4100-021500-1229-253-210	1.375	217967	1.375	0.00	0.00	1.375	01683 SUSSEX PUBLIC SAFE 1.375
DISC. TOTAL													
0000000	000910	GILLIAM, MONTAQUE	HS 012021	1/20/2021		4100-021200-1265-221-210	20.00	217968	20.00	0.00	0.00	20.00	Vehicle Maintenance & Repairs 01683 REIMBURSEMENT 20.00
DISC. TOTAL													
0000000	001538	JIM WHELAN'S SERV. CENTER	98345	1/12/2021		4100-051100-1265-512-510	79.95	217969	79.95	0.00	0.00	79.95	Vehicle Maintenance & Repairs 01683 SUSSEX SHERIFF 79.95
DISC. TOTAL													
0000000	001550	KINEX NETWORKING SOLUTION	9966	1/30/2021		4100-021100-1234-211-210	97.22	217970	97.22	0.00	0.00	97.22	Telecommunications 01683 # 383
0000000	001550	KINEX NETWORKING SOLUTION	9966	1/30/2021		4100-021400-1234-241-210	97.22	217970	97.22	0.00	0.00	97.22	Telecommunications 01683 # 383
0000000	001550	KINEX NETWORKING SOLUTION	9966	1/30/2021		4100-021400-1234-242-210	97.22	217970	97.22	0.00	0.00	97.22	Telecommunications 01683 # 383
0000000	001550	KINEX NETWORKING SOLUTION	9966	1/30/2021		4100-041100-1234-411-410	97.22	217970	97.22	0.00	0.00	97.22	Telecommunications 01683 # 383
0000000	001550	KINEX NETWORKING SOLUTION	9966	1/30/2021		4100-031100-1234-311-310	97.22	217970	97.22	0.00	0.00	97.22	Telecommunications 01683 # 383
0000000	001550	KINEX NETWORKING SOLUTION	9966	1/30/2021		4100-023100-1234-291-230	97.22	217970	97.22	0.00	0.00	97.22	Telecommunications 01683 # 383
0000000	001550	KINEX NETWORKING SOLUTION	9966	1/30/2021		4100-021500-1234-253-210	97.22	217970	97.22	0.00	0.00	97.22	Telecommunications 01683 # 383
0000000	001550	KINEX NETWORKING SOLUTION	9966	1/30/2021		4100-051100-1234-516-510	97.22	217970	97.22	0.00	0.00	97.22	Telecommunications 01683 # 383
0000000	001550	KINEX NETWORKING SOLUTION	9966	1/30/2021		4100-063100-1234-631-630	97.22	217970	97.22	0.00	0.00	97.22	Telecommunications 01683 # 383
DISC. TOTAL													
0000000	001893	PARKER, QUENTIN H	QP 011521	1/15/2021		4100-051500-1244-551-510	75.00	217971	75.00	0.00	0.00	75.00	Uniform Services 01683 REIMBURSEMENT 75.00
DISC. TOTAL													
0000000	000164	PITNEY-BOWES, LLC	3312714653	12/30/2020		4100-061100-1252-612-610	656.88	217972	656.88	0.00	0.00	656.88	Equipment Lease/Rental 01683 # 0011595094 656.88
DISC. TOTAL													
0000000	000061	PRINCE GEORGE ELECTRIC	2006020100	1/06/2021		4100-021200-1276-221-210	479.80	217973	479.80	0.00	0.00	479.80	Electric 01683 # 2006028100 479.80
DISC. TOTAL													
0000000	000059	PROGRESS INDEX	301214733	12/08/2020		4100-021400-1235-241-210	268.44	217974	268.44	0.00	0.00	268.44	Advertising 01683 # 26897 268.44
DISC. TOTAL													
0000000	000131	SAFE ATR SYSTEMS	INV-NC68-110	1/18/2021		4100-021500-1254-251-210	781.95	217975	781.95	0.00	0.00	781.95	Equipment Maintenance 01683 # 600291-4 781.95
DISC. TOTAL													
0000000	001787	SIMPLE COM	8351-OTS	1/15/2021		4100-021100-1228-211-210	125.00	217976	125.00	0.00	0.00	125.00	Contractual Services 01683 SUSSEX COUNTY 125.00
DISC. TOTAL													

P O NO	VENDOR NO	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACCRL	ACCOUNT NO	NET AMOUNT	CHECK NO	ACH PMT	ACH TOTAL	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
0000000	000879	WOWACK PUBLISHING CO	33519	12/02/2020		4100-021100-1235-211-210	342.98	217990	.00	342.98	Advertising	01683 # 5449
		DISC TOTAL	.00				.00			.00		342.98
0000000	001296	WORK ZONE LLC	102105	1/15/2021		4100-021200-1244-221-210	119.90	217991	.00	119.90	Uniform Services	01683 SUSSEX COUNTY
		DISC TOTAL	.00				.00			.00		119.90
0000000	001644	XEROX FINANCIAL SERVICES	2450611A	1/18/2021		4100-021100-1252-211-210	295.09	217992	.00	295.09	Equipment Lease/Rental	01683 # 0200073202001
0000000	001644		2450611B	1/18/2021		4100-021400-1252-241-210	147.54	217992	.00	147.54	Equipment Lease/Rental	01683 # 0200073202001
0000000	001644		2450611B	1/18/2021		4100-021400-1252-242-210	147.55	217992	.00	147.55	Equipment Lease/Rental	01683 # 0200073202001
		DISC TOTAL	.00				.00			.00		590.18
		DISC TOTAL	.00				.00			.00		84,861.17
		DISC TOTAL	.00				.00			.00		84,861.17

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.

THE TOTAL 84,861.17 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED

1/21/2021
 DATE
 1-21-21
 DATE
 1/21/2021
 DATE

Kelly M. [Signature]
 DIRECTOR OF FINANCE

[Signature]
 COUNTY ADMINISTRATION

[Signature]
 DEPT. J. COY. TREASURER

PAYROLL DEDUCTION CHECKS



APR 12

CA - pay led

P/O NO.	VEND NO.	VENDOR NAME	INVOICE NO	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040210116210100	1/15/2021	100-000200-0100-	880.54	217886		00000
00000	000245		DC040210116210100	1/15/2021	105-000200-0100-	143.87	217886		00000
00000	000245		DC041210116210100	1/15/2021	100-000200-0100-	639.69	217886		00000
00000	000245		DC041210116210100	1/15/2021	105-000200-0100-	178.51	217886		00000
					CHECK TOTAL	1,842.61			
00000	000881	ANTHEM BLUE CROSS AND	DC001210116210100	1/15/2021	100-000200-0100-	32,455.50	217887		00000
00000	000881		DC001210116210100	1/15/2021	105-000200-0100-	9,694.50	217887		00000
00000	000881		DC002210116210100	1/15/2021	100-000200-0100-	1,560.00	217887		00000
00000	000881		DC003210116210100	1/15/2021	105-000200-0100-	780.00	217887		00000
00000	000881		DC004210116210100	1/15/2021	100-000200-0100-	1,138.00	217887		00000
00000	000881		DC006210116210100	1/15/2021	100-000200-0100-	939.50	217887		00000
00000	000881		DC012210116210100	1/15/2021	100-000200-0100-	2,796.00	217887		00000
00000	000881		DC015210116210100	1/15/2021	100-000200-0100-	939.50	217887		00000
					CHECK TOTAL	51,834.00			00000
00000	001397	LEGAL SHIELD	DC097210116210100	1/15/2021	100-000200-0100-	11.98	217888		00000
00000	001397		DC097210116210100	1/15/2021	105-000200-0100-	31.90	217888		00000
					CHECK TOTAL	43.88			
00000	001021	MINNESOTA LIFE INS CO	DC200210116210100	1/15/2021	100-000200-0100-	405.02	217889		00000
00000	001021		DC200210116210100	1/15/2021	105-000200-0100-	119.00	217889		00000
					CHECK TOTAL	524.02			
00000	000872	NATIONWIDE RETIREMENT	DC090210116210100	1/15/2021	100-000200-0100-	745.00	217890		00000
00000	000872		DC090210116210100	1/15/2021	105-000200-0100-	195.00	217890		00000
					CHECK TOTAL	940.00			
00000	001570	NEW JERSEY FAMILY	DC108210116210100	1/15/2021	100-000200-0100-	238.34	217891		00000
					CHECK TOTAL	238.34			
00000	001851	NYS CHILDRN SUPPORT PROCESS	DC114210116210100	1/15/2021	100-000200-0100-	182.00	217892		00000
					CHECK TOTAL	182.00			
00000	001060	SOUTHSIDE REGIONAL	DC094210116210100	1/15/2021	100-000200-0100-	542.43	217893		00000
					CHECK TOTAL	542.43			
00000	000247	TREASURER OF VIRGINIA	DC080210116210100	1/15/2021	100-000200-0100-	2,339.63	217894		00000
					CHECK TOTAL	2,339.63			
00000	000631	VACORP	DC035210116210100	1/15/2021	100-000200-0100-	167.41	217895		00000
00000	000631		DC035210116210100	1/15/2021	105-000200-0100-	112.71	217895		00000
					CHECK TOTAL	280.12			
00000	001027	VALIC RETIREMENT	DC091210116210100	1/15/2021	100-000200-0100-	1,115.00	217896		00000
					CHECK TOTAL	1,115.00			
					CLASS TOTAL	59,882.03			
					FINAL TOTAL	59,882.03			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED
THE TOTAL 59,882.03 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040210131210100	1/29/2021	100-000200-0100-	770.82	217993		00000
00000	000245		DC040210131210100	1/29/2021	105-000200-0100-	143.87	217993		00000
00000	000245		DC041210131210100	1/29/2021	100-000200-0100-	561.69	217993		00000
00000	000245		DC041210131210100	1/29/2021	105-000200-0100-	178.51	217993		00000
					CHECK TOTAL	1,654.89			
00000	000881	ANTHEM BLUE CROSS AND	DC001210131210100	1/29/2021	100-000200-0100-	31,612.50	217994		00000
00000	000881		DC001210131210100	1/29/2021	105-000200-0100-	9,694.50	217994		00000
00000	000881		DC002210131210100	1/29/2021	100-000200-0100-	1,560.00	217994		00000
00000	000881		DC002210131210100	1/29/2021	105-000200-0100-	780.00	217994		00000
00000	000881		DC003210131210100	1/29/2021	100-000200-0100-	1,138.00	217994		00000
00000	000881		DC004210131210100	1/29/2021	100-000200-0100-	939.50	217994		00000
00000	000881		DC006210131210100	1/29/2021	100-000200-0100-	2,796.00	217994		00000
00000	000881		DC012210131210100	1/29/2021	100-000200-0100-	939.50	217994		00000
00000	000881		DC015210131210100	1/29/2021	100-000200-0100-	1,531.00	217994		00000
					CHECK TOTAL	50,991.00			
00000	001397	LEGAL SHIELD	DC097210131210100	1/29/2021	100-000200-0100-	11.98	217995		00000
00000	001397		DC097210131210100	1/29/2021	105-000200-0100-	31.90	217995		00000
					CHECK TOTAL	43.88			
00000	001021	MINNESOTA LIFE INS CO	DC200210131210100	1/29/2021	100-000200-0100-	398.72	217996		00000
00000	001021		DC200210131210100	1/29/2021	105-000200-0100-	119.00	217996		00000
					CHECK TOTAL	517.72			
00000	000872	NATIONWIDE RETIREMENT	DC090210131210100	1/29/2021	100-000200-0100-	745.00	217997		00000
00000	000872		DC090210131210100	1/29/2021	105-000200-0100-	195.00	217997		00000
					CHECK TOTAL	940.00			
00000	001570	NEW JERSEY FAMILY	DC108210131210100	1/29/2021	100-000200-0100-	238.34	217998		00000
					CHECK TOTAL	238.34			
00000	001851	NYS CHILD SUPPORT PROCESS	DC114210131210100	1/29/2021	100-000200-0100-	121.33	217999		00000
					CHECK TOTAL	121.33			
00000	001060	SOUTHSIDE REGIONAL	DC094210131210100	1/29/2021	100-000200-0100-	535.52	218000		00000
					CHECK TOTAL	535.52			
00000	000247	TREASURER OF VIRGINIA	DC080210131210100	1/29/2021	100-000200-0100-	2,339.63	218001		00000
					CHECK TOTAL	2,339.63			
00000	000831	VACORP	DC035210131210100	1/29/2021	100-000200-0100-	167.41	218002		00000
00000	000831		DC035210131210100	1/29/2021	105-000200-0100-	112.71	218002		00000
					CHECK TOTAL	280.12			
00000	001027	VALTC RETIREMENT	DC091210131210100	1/29/2021	100-000200-0100-	1,115.00	218003		00000
					CHECK TOTAL	1,115.00			
					CLASS TOTAL	58,777.43			
					FINAL TOTAL	58,777.43			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED
 THE TOTAL 58,777.43- *lbae*
 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

1-25-21

DATE

1/26/2021

~~Richard L. Jones~~
COUNTY ADMINISTRATOR
Robert F. O'K

SUSSEX COUNTY
TREASURER'S REPORT

SUBMITTED BY DESTE J. COX, TREASURER

January 31, 2021



TREASURER'S OFFICE

DESTE JARRATT COX
 TREASURER
 SUSSEX COUNTY

15074 COURTHOUSE ROAD
 P.O. BOX 1399
 SUSSEX, VA. 23884

Phone (434)246-1086 or
 (434)246-1087
 Fax (434)246-2347

Statement of money in the banks to the credit of Sussex County as shown by the Treasurer's books at the close of business January 31, 2021

BB&T #201- SUSSEX, VA

Bank Balance - Money Market Checking-----	\$45,392.91	
Plus Cr Card Merch Fee - in bank, not in office---JE-----	\$1,835.38	
Plus Bank Service Charge - in bank, not in office---JE-----	\$265.38	
Plus Cr Card Deposits in Transit - in office, not in bank-----	\$1,904.13	
Less Outstanding Checks not cleared bank-----		\$49,397.80

BSV #301- STONY CREEK, VA

Bank Balance-----	\$4,779,861.85	
Plus Deposits in Transit - in office, not in bank-----	\$318.24	
Plus Bank Service Charge - in bank, not in office---JE-----	\$113.78	
Less Outstanding Checks not cleared bank-----	(\$944,230.57)	
Less Deposits in Transit - in bank, not in office-----	(\$258.22)	\$3,835,805.08

SONA #401- WAVERLY, VA

Bank Balance-----	\$17,221.74	
Less Deposits in Transit - in bank, not in office-----	(\$0.68)	\$17,221.06
Investments and CD's-----		
#30380034 - SONA #451	\$2,296,447.97	
#30371954 - SONA #451	\$1,010,220.63	
#30381744 - SONA #451	\$2,000,000.00	
		\$5,306,668.60

<u>QZAB -05 #701</u> Investment Balance-----		
<u>QZAB -06 #702</u> Investment Balance-----		\$1,799,115.09
<u>LGIP INVESTMENT #803</u> Investment Balance-----		\$2,384,726.75
<u>VA INV POOL #804</u> Investn Investment Balance-----		\$7,618,424.69

TOTAL IN BANKS REC W/GL----- \$21,011,359.07

Letters or statements from each of the above mentioned banks are on file in the Treasurer's Office of Sussex County certifying the balance as listed above.

Respectfully submitted:



 Deste J. Cox, Treasurer

kbe

SUSSEX COUNTY
FINANCIAL UPDATE

SUBMITTED BY DESTE J. COX, TREASURER

January 31, 2021

SUSSEX COUNTY - DESTE J. COX, TREASURER

REVENUE/EXPENDITURE SUMMARY REPORT

JANUARY 31, 2021

General Fund

REVENUES				ANNUAL BUDGET	CURRENT MONTH ACTIVITY	YTD ACTUAL 1/31/2021	PRIOR FY - YTD Through 1/31/2020	COLLECTED % YTD
Real Estate - 2020				4,993,400	180,915	4,825,511	4,804,836	96.6%
Public Service Corp - 2020				792,560	2	746,151	762,817	94.1%
Personal Property - 2020				2,742,650	61,281	2,629,246	2,212,140	95.9%
Machinery & Tools - 2020				1,118,800	0	1,097,731	1,107,709	98.1%
Local Sales & Use Taxes (net)				849,528	77,560	546,596	549,294	64.3%
Transient Occupancy Tax				48,000	189	18,107	35,723	37.7%
Consumer Utility Taxes				92,000	3,281	43,079	53,192	46.8%
Business License Tax				61,300	1,519	28,144	21,322	45.9%
Motor Vehicle Licenses				224,850	8,000	179,694	166,565	79.9%
Landfill Tipping Fees				5,536,489	886,859	3,426,336	4,042,336	61.9%
Delinquent Taxes RE				122,000	17,088	141,581	152,251	116.1%
Delinquent Tax Personal Property				90,500	1,917	73,072	51,529	80.7%
Penalties - All Property				92,000	17,310	46,967	62,228	51.1%
Interest - All Property				23,000	11,316	31,416	16,622	136.6%
Court Fines				1,125,000	64,938	374,529	677,057	33.3%
State				5,419,115	400,622	4,358,540	2,830,533	80.4%
Designated Use of Fund Balance				3,491,270	0	0	1,002,126	0.0%
EXPENDITURES				ANNUAL BUDGET	CURRENT MONTH ACTIVITY	YTD ACTUAL 1/31/2021	PRIOR FY - YTD Through 1/31/2020	SPENT % YTD
General Government				4,694,430	374,192	2,849,219	1,269,133	60.7%
Judicial Administration				1,168,378	90,079	649,050	616,458	55.6%
Fire, Rescue, EMS				2,077,990	127,009	1,011,223	1,096,806	48.7%
Sheriff's Operations & Jail				4,742,383	352,543	2,421,441	2,064,552	51.1%
Public Works				1,611,704	105,288	704,085	813,716	43.7%
Health & Welfare				870,386	132,334	493,762	369,115	56.7%
Education				8,003,652	518,816	2,965,071	3,956,011	37.0%
Parks Rec & Cultural Enrichment				240,065	47,766	186,299	172,524	77.6%
Planning/Community Dev				2,918,678	126,156	1,472,548	807,015	50.5%
Debt Service				1,421,641	180,754	1,470,948	1,845,814	103.5%

* FYE20 includes additional month fees in amount of \$536,509

** FYE21 Includes \$973,580 Cares Act Funds & \$469,151 Broadband Cares Act Funds

*** FYE21 Includes Cares Act Expenditures

			ANNUAL	CURRENT MONTH	ACTUAL 1/31/2021	YTD 1/31/2020	Spent %
EXPENDITURES			BUDGET	ACTIVITY	YEAR TO DATE	PRIOR FISCAL YEAR	YTD
Board of Supervisors			210,117	17,356	118,365	88,530	56.3%
Administration			3,216,254	254,854	2,111,755	586,055	65.7%
IT & Central Acct			38,765	14,141	37,424	32,402	96.5%
County Attorney			150,000	7,500	71,769	96,560	47.8%
Registrar/Board of Elections			243,683	12,114	127,412	101,745	52.3%
Com of Rev/Reassess			415,316	23,783	152,848	142,467	36.8%
Treas/Lic Bureau			420,295	44,443	229,645	221,376	54.6%
General Government			4,694,430	374,192	2,849,219	1,269,133	60.7%
Courts			98,305	6,461	52,675	52,272	53.6%
Clerk of Courts			405,958	33,034	214,534	209,748	52.8%
Com Atty/Vic Wit			664,115	50,584	381,841	354,438	57.5%
Judicial Administration			1,168,378	90,079	649,050	616,458	55.6%
Fire/Rescue/EMS			1,709,832	105,511	790,374	966,037	46.2%
Animal Control			368,158	21,498	220,849	130,770	60.0%
Fire, Rescue, EMS			2,077,990	127,009	1,011,223	1,096,806	48.7%
Court Sec/Spot/FO/E911			2,813,643	209,775	1,435,013	1,336,376	51.0%
Confinement of Inmates			1,807,843	137,961	925,798	1,005,469	51.2%
Crater Crim Justice Aca.			120,897	4,807	60,631	55,848	50.2%
Sheriff's Operations & Jail			4,742,383	352,543	2,421,441	2,397,693	51.1%
Building & Grounds			599,586	35,584	310,503	329,324	51.8%
Envir Inspections			305,668	12,685	79,725	98,567	26.1%
General Works			92,400	14,575	52,151	84,665	56.4%
Convenience Ctrs.			491,550	42,443	259,362	292,688	52.8%
Refuse Disposal			122,500	0	2,344	8,471	1.9%
Public Works			1,611,704	105,288	704,085	813,716	43.7%
Health - Outside Agencies			225,534	75,197	150,394	171,970	66.7%
Com. Support Services - Outside Agencies			140,304	5,981	83,431	103,135	59.5%
Local Contrib to DSS			331,490	48,730	159,702	24,566	48.2%
Local Contrib to CSA			173,058	2,426	100,235	69,444	57.9%
Health & Welfare			870,386	132,334	493,762	369,115	56.7%
Educ Contrib - Outside Agencies			4,482	0	4,482	2,995	100.0%
Local Contrib to Sch Fd			7,999,170	518,816	2,960,589	3,953,016	37.0%
Education			8,003,652	518,816	2,965,071	3,956,011	37.0%
Library/Cultural - Outside Agencies			204,065	47,766	156,299	147,524	76.6%
Recreational Contrib- Outside Agencies			36,000	0	30,000	25,000	83.3%
Parks Rec & Cultural Enrichment			240,065	47,766	186,299	172,524	77.6%
Housing			131,048	9,091	66,483	66,248	50.7%
CDBG Pocahantas Grt			328,985	0	28,203	152,301	8.6%
DHCD UNOS Grt			959,650	63,825	93,339	271,160	9.7%
VHDA COVID19 Grt			40,000	0	5,524	0	13.8%
VHDA HUD COVID19 Grt			13,750	0	13,333	0	97.0%
Planning/Building/Zoning			494,613	45,045	282,534	249,966	57.1%
Crater Planning Com			9,790	4,895	9,790	9,790	100.0%
IDA			916,517	0	949,017	12,500	103.5%
Va Gateway Region			21,025	0	21,025	42,050	100.0%
Crater SBDC			3,300	3,300	3,300	3,000	100.0%
Planning/Community Dev			2,918,678	126,156	1,472,548	807,015	50.5%
Debt Service			1,421,641	180,754	1,470,948	1,845,814	103.5%
Debt Service			1,421,641	180,754	1,470,948	1,845,814	103.5%

Planning Department

Community
Development
Programs



February 18, 2021 Monthly Report

Planning Department Monthly January 2021

Beverly Walkup, Director of Planning

Community Development/Special Programs Grant Administration

- *The Fairfield Inn site remains under construction.*
- *Five (5) housing projects have been completed under the Pocahontas project, including three (3) substantial reconstructions and two (2) rehabilitations. A new Program Administrator is being sought to provide management oversight for the remainder of the Pocahontas project. An RFP has been issued.*
- *Five (5) housing projects have been completed under the UNOS project, including three (3) substantial reconstructions and two (2) rehabilitations. A new Program Administrator is being sought to provide management oversight for the UNOS project. An RFP has been issued.*
- *The County received one (1) response from the Program Administrator RFP and is in the process of negotiating a contract.*

Planning & Zoning

- *The Planning Commission did not meet during the month of January.*
- *There were no Zoning Applications reviewed and approved for new single-family dwellings.*
- *There were no new address assignments issued for new residential construction.*
- *Two (2) minor subdivision plats were approved creating two (2) new residential parcels, one in the Courthouse Magisterial District and the other in Stony Creek.*

Erosion & Sediment Control

- *An E&S plan was processed and approved for Atlantic Waste Disposal, Inc. for borrow areas in construction of new cells at the landfill.*
- *Five (5) E&S projects are active with inspections being made after each rain event.*



MONTHLY

HOUSING REPORT

“PROMOTING SAFE, SANITARY, DECENT
AND AFFORDABLE HOUSING”

February 8, 2021



MEMORANDUM

TO: Mr. Richard Douglas, County Administrator
FROM: Brenda H. Drew, Housing Programs Coordinator
SUBJECT: Housing Program Report
DATE: February 8, 2021

As always, we are looking forward to continuing our partnerships and programs which promote family self-sufficiency, home ownership opportunities, housing counseling and home repairs, as well as, rental assistance to low to moderate income families in need.

During last month, the following general work tasks were performed:

<i>Task and Training</i>	<i>No.</i>
<i>Annual Inspections</i>	22
<i>Annual Re-certifications</i>	12
<i>Initial Inspection</i>	2
<i>Other Certifications</i>	9
<i>Family Briefings</i>	0
<i>Executing HCV Contracts</i>	2
<i>Certificates of Satisfaction</i>	0
<i>Program Income Housing Rehab projects pending</i>	0
<i>Total HCV applicants living or working in Sussex County</i>	243
<i>Reports Submitted in CAMS</i>	0
<i>Training and Meetings Attended</i>	1

Monthly Agency HAP Expense, Lease-up & Admin Fees
Reported for: 7/1/2020 to 1/8/2021

<u>Agency</u>	<u>HAP</u>	<u>UAP</u>	<u>TOTAL</u>	<u>AGENCY PAYMENTS</u>	<u>RESIDENTS</u>
Sussex County					
July 2020	94,886	2,833	97,719	7,024	164
August 2020	99,266	2,975	102,241	7,237	172
September 2020	98,432	2,890	101,322		171
October 2020	95,535	2,903	98,438		172
November 2020	97,348	2,738	10	6,908	171
December 2020	99,850	3,040	102,890	6,993	171
January 2021	99,636	2,872	102,508	0	172
<hr/>					
Report Totals:	684,953	20,251	705,204	42,430	1,193
Average:	574	66			Resident Months

PUBLIC WORKS DEPARTMENT

Building Department



Solid Waste Services



Building & Grounds
Department



February 18, 2021 Monthly Report



MEMORANDUM

DATE: February 3, 2021
 TO: Richard Douglas, County Administrator
 FROM: Beverly Walkup, Director of Planning
 SUBJECT: January 2021 - Monthly Report

Please accept this as the January 2021 update for the Community Development Department.

BUILDING ACTIVITY

- January 2021

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
7	7	2	6	33	\$405,412.00	\$4,600.38

- January 2020

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
13	10	4	9	58	\$1,793,913.00	\$10,936.05

- January 2021 – December 2021 (Yearly totals)

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
7	7	2	6	33	\$405,412.00	\$4,600.38



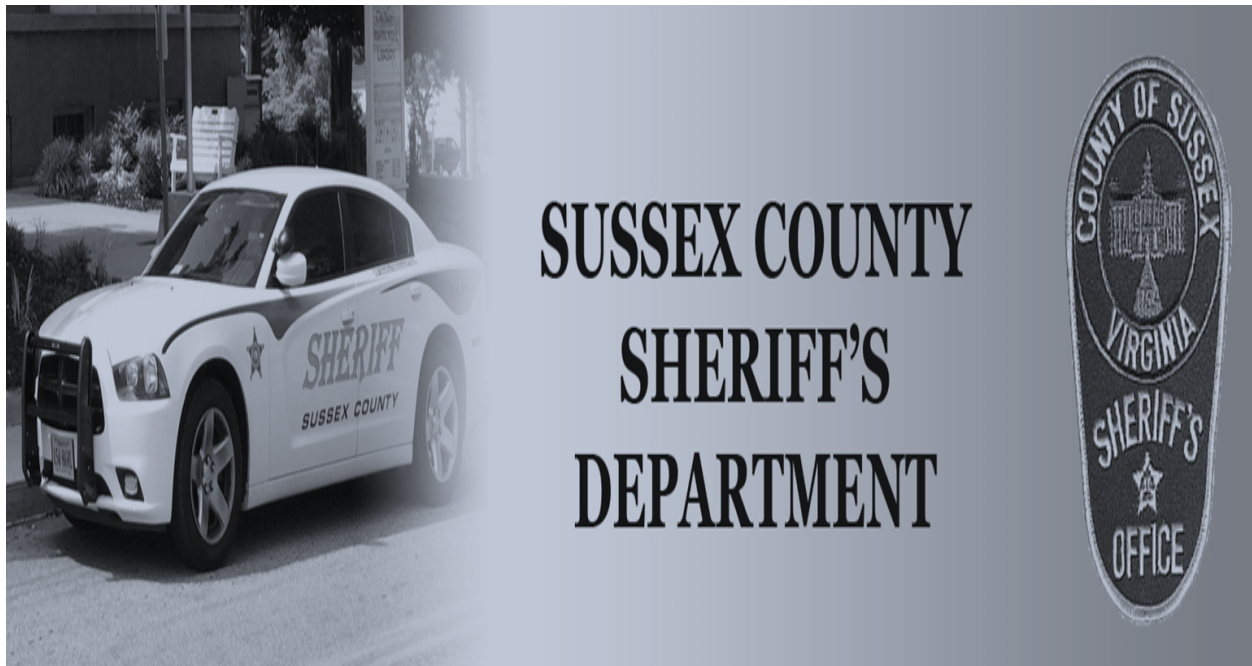
Origin / Material Summary Report

Criteria: 01/01/2021 12:00 AM to 01/31/2021 11:59 PM

Business Unit Name: Atlantic Waste Disposal - S05136 (USA)

Origin	Material	Tons
DC	Special Misc-Tons	675.61
Origin Total		675.61
DE	Sandblast Grit-Tons	27.41
Origin Total		27.41
MD	MSWT	961.32
MD	Sludge Indus-Tons	184.67
MD	SludgeIndus-Tons	41.99
MD	Special Misc-Tons	53.03
Origin Total		1,241.01
NC	CDTC	109.11
NC	MSWT	4,234.97
NC	Special Misc-Tons	2,021.46
Origin Total		6,365.54
NY	MSWT	62,994.02
Origin Total		62,994.02
PA	MSWT	133.00
Origin Total		133.00
SUSS BUS	MSWT	43.84
SUSS BUS	Sludge Indus-Tons	2,159.51
Origin Total		2,203.35
SUSS RES	MSWT	420.62
Origin Total		420.62
TX	MSWT	10.17
Origin Total		10.17
VA	CDTC	105.34
VA	MSWT	9,493.63
VA	SludgeIndus-Tons	165.88
VA	Special Misc-Tons	4,262.18
Origin Total		14,027.03
Totals		88,097.76

Sheriff's Department



Monthly Report

February 18, 2021

BOS Meeting



"ONE FAMILY, ONE MISSION, ONE GOAL"

Sheriff E. L. Giles, Sr.
Sussex County Sheriff's Office
P. O. Box 1326
Sussex, Virginia 23884

Telephone 434-246-5000
Fax 434-246-5714
www.sussexsheriffva.com
Email egiles@sussexso.com

**Sussex County Sheriff's Office Monthly Report
Month of JANUARY 2021**

PATROL

CALLS FOR SERVICE	
Type:	Total:
Sheriff	1,105
Fire	360
Rescue	77
Animal Control	24
Traffic	11
Town of Wakefield	839
TOTAL	2,416

COURTS

Court:	Days of Court:
Circuit Court	5
General District	11
JDR Court	4

Court:	Judges:
Circuit Court	3
General District	3
JDR Court	2

CIVIL

Type:	Total:
Subpoenas Served	240

Jury Summoned	80
Criminal Warrants	20
DMV Notices	3
Levies	0
TDO	1
ECO	0
Other Civil	125

Fines and Forfeitures	\$85,630.97
Sheriff's Fees	\$566.00
Courthouse Security	\$9,759.75

Total Fuel Used:	2,788 gallons
-------------------------	----------------------

JAIL

During the month of JANUARY 2021, our average daily population was 48.03 inmates. The jail booked in 28 individuals during JANUARY.

The classification of these inmates as reported by the Commonwealth of Virginia's LIDS computer system is as follows:

Pre- Trial	35 inmates, having been confined a total of 675 days.
Sentenced Misdemeanant	13 inmates, having been confined a total of 64 days.
Sentenced Felons	15 inmates, having been confined a total of 452 days.
Others	8 inmates, convicted but not sentenced.
Weekenders	3 inmates, serving misdemeanor sentences.

Transports of inmates for various reasons are listed below:

Court / Jail	11
Medical	8
Juvenile	3
Road Crew	0
TDO	1
TOTAL	23



Monthly Report February 18, 2021

OFFICE OF PUBLIC SAFETY
G. REID FOSTER, JR.
PUBLIC SAFETY COORDINATOR
(804) 834-1305 EXT. 22 – FAX (434) 246-6013
EMAIL: RFOSTER@SUSSEXCOUNTYVA.GOV



COUNTY OF SUSSEX, VIRGINIA
POST OFFICE BOX 1397
15080 COURTHOUSE ROAD
SUSSEX, VIRGINIA 23884

February 10, 2021

TO: Richard Douglas, County Administrator
FROM: Reid Foster, Jr., Public Safety Coordinator
SUBJECT: January 2021 Monthly Reports

Enclosed you will find the monthly report for December 2019.

RADIO SYSTEM: We are continuing to push to have the recorder replaced at Courthouse. Harris is working with vendor to get something done with it. Still no resolution.

The paging system for the Fire and EMS is still not working properly. The Fire and Rescue Association is asking for resolution. I have asked Harris to replace the system as we do not have the coverage. The December meeting did not resolve any issues with paging. I will continue to put pressure on Harris to replace the system. Harris has sent tech down to do testing on system. I am requesting Harris to replace antennas on paging system due to them being directional. The Fire and Rescue Association wants resolution to this problem before the warranty runs out. They still have members whose pagers are not being activated in parts of the County.

I am working on getting quotes for remote monitoring of generators at radio sites. We still have no way of knowing when there is a power failure and if the generators are running.

FIRE DEPTS: Continue to apply for grants for turnout gear and equipment. Due to contract of grant writer not being renewed, we can't apply for AFG grant. Also, still doesn't have log in for FEMA Go.

Engine 110 Foam System has been repaired. Waiting on repair bill.

Engine 410 Foam System was repaired, waiting on bill.

SCBA testing is scheduled for end of February. Must do this to keep in NFPA compliance and to keep our 10 year warranty.

Breathing Air compressors are scheduled for February testing along with air test.

Getting quotes for hose and ladder testing to stay in NFPA compliance

Need 4 sets of Tires for trucks. Will be talking with County Administration about getting money for these. Cost is averaging \$4,000.00 per truck.

Sussex County fire depts. responded to 564 calls in 2019.

RESCUE: New Hear radios for Waverly have been installed and working.

Still working with both squads to resolve issues with Lifestar.

Would like to put RFP out for contracted EMS service.

Total rescue call for both squads for 2019 was 1823.

EMERGENCY MANAGEMENT: I have started purchasing equipment for EOC. Have submitted paperwork to receive the \$7,500.00 grant funds.

Working on getting the generator at Animal Shelter and Waverly office running. Estimated cost is around \$4,000.00 for both. Still having trouble getting parts for both due to age.

Working on updating our Emergency Operating Plan (EOP). Mainly getting the call out list updated. Have sent complete plan to Virginia Department of Emergency Management (VDEM) to review.

BOARD ACTION FORM

Agenda Item: Recognition #3.01

Subject: RECOGNITION: Deputy Sheriff Stewart A. Hudson, Jr.

Board Meeting Date: February 18, 2021

=====
Summary: Deputy Sheriff Stewart A. Hudson, Jr. began employment with the Sussex County Sheriff's office in July 2020 in the patrol division.

On Monday, January 18, 2021, local resident and Town of Waverly Dispatcher Pam Jones, spotted and photographed Sussex County's Deputy Sheriff Stewart Hudson, Jr. picking up litter in Wakefield on Branch Street and Highway 460, an area which he patrols.

At its January 21, 2021 meeting, the Board of Supervisors was informed that WTVR CBS 6 News had aired/posted a story on Deputy Sheriff Stewart Hudson, Jr. recognizing him this fine deed.

The County wants to take this opportunity to recognize and show appreciation to Deputy Sheriff Hudson for his dedication and services to the County and the community.

Recommendation: None

Attachment: Copy of Certificate of Recognition for Deputy Sheriff Stewart A. Hudson, Jr.

=====
ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___

Certificate of Recognition



Deputy Sheriff Stewart A. Hudson, Jr.

WHEREAS, Deputy Sheriff Stewart A. Hudson, Jr. began employment with the Sussex County Sheriff's Office in July 2020 under the supervision of Sheriff Giles and Captain Johnson; and

WHEREAS, Deputy Sheriff Hudson was assigned to the Patrol Division and has been patrolling in the Town of Wakefield for several months; and

WHEREAS, it has come to the attention of the Sussex County Board of Supervisors that Deputy Sheriff Hudson exhibited exemplary conduct in the community; and

WHEREAS, on January 18, 2021 Deputy Sheriff Hudson was seen contributing in keeping the community clean by voluntarily picking up litter on Branch Street and Highway 460 in the Town of Wakefield; and

WHEREAS, this act personifies character, and is a source of inspiration and dedication to the citizens and its community;

BE IT RESOLVED that the Sussex County Board of Supervisors hereby recognizes and thanks Deputy Sheriff Stewart A. Hudson, Jr. for his dedication and commitment to the Sussex community.

February 18, 2021

*Susan B. Seward, Chair
Sussex County, Board of Supervisors*

BOARD ACTION FORM

Agenda Item: Recognition #3.02

Subject: Update on Spay/Neuter Program & Animal Shelter Improvements – Lisa Moseley

Board Meeting Date: February 18, 2021

=====
Summary: Ms. Moseley will provide update at the meeting.

Recommendation: None

Attachment:

=====
ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___

BOARD ACTION FORM

Agenda Item: Appointments #5.01

Subject: Appointments to the Board of Zoning Appeals

Board Meeting Date: February 18 2021

=====
Summary: Several members on the Board of Zoning Appeals have resigned. There are currently three (3) vacancies.

Nominations for appointment by the Circuit Court Judge need to be made for a term that expired January 31, 2021. This nomination will be for a term to starting immediately and expiring January 31, 2026. Two (2) nominations will need to be made for terms starting immediately, expiring January 31, 2023 and January 31, 2024, respectively.

The BZA needs to have at least three (3) members to have a quorum.

Recommendation: That the Board nominates three (3) people to be appointed by the Circuit Court Judge, to the Board of Zoning Appeals, with all three terms starting immediately, and expiring January 31, 2023, January 31, 2024, and January 2026, respectively.

Attachments: (1) BZA ByLaws
(2) Roster of BZA

=====
ACTION: That the Board nominates three (3) people to be appointed by the Circuit Court Judge, to the Board of Zoning Appeals, with all three terms starting immediately, expiring January 31, 2023, January 31, 2024, and January 2026, respectively.

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___

**BY-LAWS
OF
THE BOARD OF ZONING APPEALS
SUSSEX COUNTY, VIRGINIA**

ARTICLE I. MEMBERSHIP

- 1-1. The Sussex County Board of Zoning Appeals, hereafter referred to as the "Board", shall be appointed by the Sussex County Circuit Court and each member shall be sworn in by the Clerk of the Circuit Court prior to assuming his or her duties.
- 1-2. The Board shall consist of five (5) members. One of the five members may be a member of the Planning Commission. Members of the Board shall hold no other public office in the County.
- 1-3. The term of each regular member shall be five (5) years.
- 1-4. A member whose term expires shall continue to serve until his or her successor is qualified and appointed to serve on the Board of Zoning Appeals.
- 1-5. Any member of the Board shall be eligible for reappointment.

ARTICLE II. OFFICERS

- 2-1. The Board shall organize and elect a Chairman and Vice-Chairman as officers annually in the month of January for a one (1) year term. The officers may be re-elected to successive terms.
- 2-2. The Chairman shall preside at all meetings and hearings of the Board, shall decide all points of order and procedures and shall appoint any committees that may be found necessary.
- 2-3. The Vice-Chairman shall assume the duties of Chairman in the Chairman's absence.
- 2-4. The Zoning Administrator of Sussex County or his/her duly assigned agent shall, (1) serve as the Secretary to the Board and shall handle all the official correspondence subject to these rules at the direction of the Board; (2) send out all public notices required by the rules of procedures; (3) keep minutes of the Board's proceedings; (4) notify members of all meetings; and (5) keep a file on each case that comes before the Board.

ARTICLE III. MEETINGS

- 3-1. Meetings of the Board shall be scheduled by the Chairman in coordination with the Secretary. Meetings shall begin at 6:00 p.m.
- 3-2. A quorum shall consist of three (3) Board members.

- 3-3. The Board may adjourn a meeting to another certain date and time if all cases/applications/appeals cannot be disposed of on the day set, and no further public notice shall be necessary for such a meeting.
- 3-4. A meeting shall be cancelled due to inclement weather if the County is closed on the day of the meeting. The meeting will be rescheduled for another date by the Chairman in coordination with the Secretary following the public notice guidelines under Article IV.

ARTICLE IV. PROCUEURES FOR HEARING BOARD CASES

- 4-1. Appeals to the Board may be taken by any person aggrieved of by any officer, department, board, or bureau of the County affected by a decision of the Zoning Administrator; or from any order, requirement, decision or determination made by any other administrative officer in the enforcement of the Zoning Ordinance.
- 4-2. The applicant shall provide the Zoning Administrator with all the information requested on the application form prescribed by the Board and any such additional information and data as may be required to advise the Board fully with reference to the application for an appeal or variance request, whether such information is called for by the official application form or not. No application for an appeal or variance will be considered by the Board unless it is made on the application required and the appropriate application fees have been paid.
- 4-3. An application for an appeal or variance filed according to the above procedure shall be given a case number within five (5) days of the date filed. Application for an appeal or variance will be assigned for a hearing in the order in which they are received.
- 4-4. The Secretary of the Board shall notify the parties of interests (applicant, adjacent landowners, etc.) of the date and time for the public hearing of the case and give public notice in a newspaper of general circulation in accordance with Section 15.2-2204, the Code of Virginia (1950, as amended).
- 4-5. At the time of the public hearing, the applicant may appear on behalf of the application or be represented by counsel or an agent. The Zoning Administrator's statement shall be made first, followed by the applicant's statement and then comments from any private citizen or business owner for or against the request. The Administrator shall be given the opportunity for a final rebuttal.
- 4-6. A final decision of any application for an appeal or variance to the Board must be approved by a quorum of the membership of the Board. The decision may be delayed so to allow Board members additional time to consider the evidence presented or to allow any additional material to be submitted as requested by the Board prior to rendering a decision.

No member of the Board may act upon any case with respect to property in which the member has an interest. In such cases the member must declare their conflict of interest and abstain from voting.
- 4-7. Within fifteen (15) days after the public hearing, the Secretary on behalf of the Board shall notify the applicant and any other interested party in writing of the final decision of the Board.

ARTICLE V. BOARD RECORDS

- 5-1. A file of all materials and decisions relating to each case shall be kept by the Secretary as part of the records of the Board.
- 5-2. All records of the Board shall be public record in accordance with the Freedom of Information Act.

ARTICLE VI. AMENDMENTS

- 6-1. These By-Laws may be amended, revised or repealed by a majority vote of the Board.

ARTICLE VII. ENACTMENT

- 7-1. These By-Laws shall replace all others and are adopted effective this **22nd** day of **October**, 2014.

**SUSSEX COUNTY
BOARD OF ZONING APPEALS**

(Updated December 2020)

George O’N. Urquhart, Chairman
7201 Newville Road, Waverly VA 23890
Office: 804-897-6500, Ext.9715
Home: 804-834-3594
Cell: 804-516 5775
Term expires: 01/31/2022

~~William B. Savedge
Post Office Box 67, Courtland VA 23837
Term expires 01/31/2021~~

~~Robert Pegram
Post Office Box 34, Jarratt VA 23867
Term expires: 01/31/2024~~

C. Tyrone Griffin
10310 Kelly Lane, Wakefield VA 23888
757.556.1715
Term expires: 01/31/2025

~~George C. Powell
Post Office Box 139
Waverly VA 23890
Term expires: 01/31/2023~~

BOARD ACTION FORM

Agenda Item: Appointments #5.02

Subject: Appointments to the Industrial Development Authority Board of Directors

Board Meeting Date: February 18 2021

=====
Summary: In January 2021, Mr. Robert Bowers resigned from the Industrial Development Authority Board of Directors. Mr. Bowers was from the Jarratt area. His term was due to expire on May 15, 2023.

An appointment will need to be made to fill this unexpired term.

Recommendation: That the Board makes an appointment to fill the unexpired term of Mr. Robert Bowers, with a term beginning immediately, ending January 31, 2023.

Attachments: (1) BZA ByLaws
(2) Roster of BZA

=====
ACTION: That the Board makes an appointment to fill the unexpired term of Mr. Robert Bowers, with a term beginning immediately, ending January 31, 2023.

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			S. White	___	___

**SUSSEX COUNTY
INDUSTRIAL DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS**

(Updated August 2020)

L. Chester Carter, Chairman

Post Office Box 505
Stony Creek VA 23882
Cell: 804 712 1250
Term Expires: 05/15/2024

Robert Bowers

13336 Gray Road
Jarratt VA 23867
Cell: 804 691 6602
Term Expires: 05/15/2023

Kevin Bracy

18377 Courthouse Road
Yale VA 23897
Home: 434 246 4720 Term
Expires: 05/15/2022

Clyde Johnson

427 Jasper Lane
Waverly VA 23890
Cell: 804 631 6742
Term Expires: 05/15/2022

George O’N Urquhart

7201 Newville Road
Waverly VA 23890
Home: 804 834 3594
Cell: 804 516 5775
Term Expires: 05/15/2021

Thomas Jones

133 New Street
Waverly VA 23890
Office: 804 380 0895
Term Expires: 05/15/2021

Charles Ross

23200 Moore’s Lane
Jarratt VA 23867
Cell: 434 378 3127
Term Expires: 05/15/2023

**BY-LAWS
OF
THE INDUSTRIAL DEVELOPMENT AUTHORITY
OF SUSSEX COUNTY, VIRGINIA**

ARTICLE I

Name, Purpose and Powers

Section 101: The name of this body shall be the Industrial Development Authority of Sussex County, Virginia (the “Authority”).

Section 102: The “Authority”, shall fulfill all the purposes and intents of the General Assembly of Virginia, as expressed in Title 15.2, Chapter 49, of the Code of Virginia, 1950, as amended (the “Code of Virginia”), and by any enactment, to promote industry and develop trade in the County of Sussex, Virginia (the “County”) and the Commonwealth of Virginia (the “Commonwealth”) for the benefit of the County and the Commonwealth.

Section 103: The Authority shall have any and all powers that have been granted to it by Title 15.2, Chapter 49, of the Code of Virginia (the “IDA Act”), that may be granted to it by any other enactment of the General Assembly, and that may be granted to it by any delegation of authority from the Board of Supervisors of Sussex County, Virginia (the “Board of Supervisors”).

ARTICLE II

Offices

Section 201: The principal office of the Authority shall be located in the County.

Section 202: Except as otherwise required by resolution of the Authority, or as the business of the Authority may require, all of the books and records of the Authority shall be kept at the Authority’s office. The minutes of the meetings of the Authority shall be open to the public as provided by law.

ARTICLE III

Commission

Section 301: The Authority shall be governed by a Board of Directors composed of seven (7) Directors, appointed by the Board of Supervisors of Sussex County, Virginia. Appointments shall be for terms of four (4) years.

Section 302: Except as otherwise provided by law, all powers and duties of the Authority shall be exercised and performed by the Board of Directors, acting by majority vote of those Directors present at a meeting at which a quorum is present.

ARTICLE IV

Directors

Section 401: Each Director shall, upon appointment or reappointment, before entering on their duties, take and subscribe the oath prescribed by Section 49-1 of the Code of Virginia, which reads as follows: "I do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the Commonwealth of Virginia, and that I will faithfully and impartially discharge all duties incumbent on me as a Director of the Industrial Development Authority of Sussex County, Virginia, according to the best of my ability, (so help me God)."

Section 402: The oath shall be administered by the Clerk of the Circuit Court of Sussex County, Virginia.

ARTICLE V

Officers

Section 501: The Directors shall elect from their membership a Chairman, a Vice-Chairman, and from their membership or not, as they desire, a Secretary and Treasurer, or a Secretary-Treasurer, and Assistant Secretary.

Section 502: Officers shall be elected annually at the first regular meeting of the calendar year and shall commence their duties immediately upon election and shall continue in office thereafter until a successor shall have been elected and qualified.

Section 503: The duties of the Chairman shall be as follows: to preside at meetings of the Board of Directors; to call special meetings; to call special elections; to be an ex officio member of all committees; to sign, with the Secretary or any other Officer of the Authority duly authorized by the Board of Directors, any documents or instruments which the Board of Directors has authorized or directed to be executed, except in cases where the execution thereof shall be expressly delegated by the Board of Directors or by these By-Laws to some other Officer of the Board of Directors, or shall be required by law to be otherwise signed or executed; and in general perform all duties incident to the office of Chairman and such other duties as may be prescribed by the Board of Directors from time to time. The Chairman shall have an equal vote with the other Directors, and shall have a second tie-breaking vote on any question.

Section 504: The duties of the Vice-Chairman shall be as follows: to preside at meetings at the request of or in the absence of the Chairman. In case of death or resignation of the Chairman the

Vice-Chairman shall become Chairman for the remainder of the term for which the Chairman was elected. When acting at the request of or in the absence of the Chairman, the Vice-Chairman shall have all the powers of and be subject to all the restrictions upon the Chairman. The Vice-Chairman shall perform such other duties as may be assigned by the Board of Directors from time to time.

Section 505: The duties of the Secretary shall be as follows: to cause the preparation of the minutes of meetings of the Board of Directors, which shall be kept in a record book and made available for public inspection as provided by law; to have custody of all important records of the Authority; to cause the seal of the Authority to be affixed to all documents or instruments, the execution of which on behalf of the Authority under its seal is duly authorized or directed by the Board of Directors; to sign with the Chairman or Vice-Chairman any documents or instruments which the Board of Directors has authorized or directed to be executed; to cause all notices to be duly given as required by law, these By-Laws, or by the Board of Directors; to call meetings of the Board of Directors to order in the absence of the Chairman and Vice-Chairman and thereupon to conduct an election for a temporary presiding Officer for that meeting; and in general to perform all the duties incident to the office of Secretary and such other duties as from time to time may be assigned by the Board of Directors.

Section 506: The Assistant Secretary shall perform the duties of the Secretary at his/her request or in his/her absence. When acting at the request or in the absence of the Secretary, the Assistant Secretary shall have all the powers of and be subject to all restrictions upon the Secretary. The Assistant Secretary shall perform such other duties as may be assigned by the Board of Directors from time to time.

Section 507: The duties of the Treasurer shall be as follows: to work with the County Treasurer whom shall receive, keep and track all IDA Funds, to keep or cause to be kept suitable records of all financial transactions of the Authority; to have such records audited annually through the County of Sussex and to furnish a copy of such audit to the Board of Supervisors; to make available for public inspection each such annual audit; to provide reports of funds through the County Treasurer whom have charge and custody of all funds and be responsible for their investment and deposit in the name of the Authority when approved, recommended and authorized by the Board of Directors; and in general to perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned by the Board of Directors. The Treasurer shall give bond in such sum as may be fixed by the Board of Directors with surety to be approved by the Board of Directors.

ARTICLE VI

Meetings

Section 601: Regular meetings of the Board of Directors shall be held at 2:00 p.m. on the second Wednesday of each calendar quarter (March, June, September, December) month in the School

Board Meeting Room 21356 Sussex Drive, Waverly Virginia 23890, unless otherwise determined by a majority vote of the Board's membership. Staff shall give the Board ten (10) days' notice of the need to schedule a meeting.

- a) The Sussex County Industrial Authority Board of Directors may, in a regularly scheduled meeting, by a majority vote of all present, modify or change meeting times and/or dates as determined necessary or in the best interest of the Sussex County IDA.
- b) The Board of Directors may from time to time wish or need to meet in locations other than the County Administration Conference room. Such meeting locations (times and dates) must be identified and made at a regularly scheduled meeting by a majority vote of those present.
- c) All changes must be identified and recorded in the official minutes of the Sussex County Industrial Authority.

Section 602: Special meetings of the Board of Directors may be called by or at the request of the Chairman or any two (2) Directors. Whenever any two (2) Directors, not including the Chairman, request a special meeting, they shall provide the Secretary with a statement of the business to be considered for the purpose of providing adequate notice.

Section 603: Notice of any special meeting shall be given at least three (3) days in advance and in writing, stating the business to be considered, delivered personally or mailed to each Director at their business or home address at whichever is most likely to be received. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail so addressed, with postage prepaid. Any Director may waive notice of any meeting. The attendance of a Director at a meeting shall constitute waiver of notice of such meeting, except as otherwise provided by law.

Section 604: Four (4) members of the Board of Directors shall constitute a quorum of the Board for the purposes of conducting its business and exercising its power and for all other purposes, except that no facilities owned by the Authority shall be leased, or disposed of in any manner without a majority vote of all the members of the Board of Directors, and except as otherwise provided by law.

Section 605: Except as otherwise required in these By-Laws or by the Act, voting shall be by simple majority of those present at any duly constituted meeting of the Board of Directors.

Section 606: No Director shall be allowed to vote by proxy at any meeting of the Authority.

Section 607: At all meetings of the Authority the following order of business shall be observed, as far as consistent with the purpose of the meeting:

- 1) Call to Order

- 2) Approval of Agenda
- 3) Proof of Notice of Meeting
- 4) Reading and approval of the minutes of the preceding meeting or meetings
- 5) Public hearings and consideration of resolutions or other matters involving proposed financings
- 6) Reports of Officers
 - a. Treasurer's Report
 - b. Chairman's Report
- 7) Reports of Committees
- 8) Public Comments
- 9) Old Business
- 10) New Business
- 11) Adjournment

Section 608: The vote of the adoption of every resolution, any proposal creating a liability, or for the appropriation or expenditure of funds shall be by yeas or nays, and whenever the vote is not unanimous, the names of members voting for and against shall be entered upon the minutes of the meeting.

Section 609: Except as otherwise provided in the By-Laws, procedure at meetings shall follow Robert's Rules of Order.

Section 610: The Board of Directors may adopt, amend and alter from time to time such rules, regulations, or forms which it may deem necessary or expedient for the management of the affairs of the Authority and which shall not be inconsistent with the Act. The Secretary of the Authority shall maintain current copies of all rules, regulations, and forms adopted by the Authority, which shall be available for public inspection at all times at the office of the Industrial Development Authority.

Section 611: When approved, all minutes shall be signed by the Secretary and the presiding Officer of the particular meeting.

ARTICLE VII

Committees

Section 701: The Chairman may, with advice and consent of the Board of Directors, appoint such special committees as may be deemed appropriate to carry out the intent and purpose of the Authority.

Executive Committee: The Board of Directors may designate, by resolution adopted by a majority of the Directors, any two or more of the Directors to constitute an Executive Committee. The Executive Committee shall consider on behalf of the Board of Directors, all matters brought to its attention when the Board of Directors is not in session during either a regular or a special meeting. The Executive Committee may act solely in an advisory capacity and shall not exercise any of the powers granted to the Authority or its Officers pursuant to these By-Laws or the Act. The Executive Committee shall report to the members of the Authority at the Authority's next regularly scheduled meeting all matters discussed by the Executive Committee.

Industrial Advisory Committee: The Board of Directors may appoint an Industrial Advisory Committee to advise the Authority from time to time upon general or specific matters which may come before the Board of Directors. The Industrial Advisory Committee shall consist of any number of persons as the Board of Directors deem advisable and its members shall serve at the pleasure of the Board of Directors. Members of the Industrial Advisory Committee may attend all regular meetings of the Board of Directors. Members of the Industrial Advisory Committee shall not receive any compensation for their services but may be reimbursed for necessary traveling and other expenses incurred while on the business of the Authority. The actions of the Advisory Committee shall in no way bind the members of the Board of Directors of the Authority.

Special Committees: The Board of Directors may appoint from time to time such other committees as it may deem to be necessary and expedient to promote the purposes of the Authority. Such committees shall be advisory only and shall not be empowered to act by or on behalf of the Authority. Members of any special committee shall not be compensated for their services but may be reimbursed for necessary traveling and other expenses incurred while on the business of the Authority.

ARTICLE VIII

Legal Counsel

Section 801: The Authority may engage legal counsel to advise and represent it in all legal matters and proceedings and to act as counsel to the Authority on matters within its jurisdiction.

ARTICLE IX

Staff

Section 901: The Board of Directors may employ and pay compensation to such employees and agents as the Board of Directors shall deem necessary in carrying out the business of the Authority.

ARTICLE X

Official Seal

Section 1001: The official Seal of the Authority shall consist of a flat-faced circular die with the name of the Authority engraved thereon.

Section 1002: The Seal of the Authority shall be kept by the Secretary of the Authority.

ARTICLE XI

Fiscal Year

Section 1101: The fiscal year of the Industrial Development Authority of Sussex County, Virginia, shall be from July 1 until June 30 of the following year.

ARTICLE XII

Compensation for Board of Directors

Section 1201: The Directors shall receive no salary but may be compensated such an amount per meeting as may be approved by the Board of Supervisors, not to exceed the maximum amount permitted by the IDA Act and shall be reimbursed for necessary traveling and other expenses incurred in the performance of their duties.

ARTICLE XIII

Amendments

Section 1301: Except as otherwise provided by law, these By-Laws may be amended, added to, altered or repealed in whole or in part by the Board of Directors at any meeting of the Board of Directors, provided that notice of the proposed amendment, addition, alteration, or repeal is given in the notice of such meeting, and such notice is delivered as provided in ARTICLE VI, Section 603, at least one week in advance. Any Director may waive written notice.

BOARD ACTION FORM

Agenda Item: Action Item #6.01

Subject: Proposal for Economic Development Services – Bruce Facility Planning Consultants

Board Meeting Date: February 18 2021

=====
Summary: Attached for your consideration is a proposal from Bruce Facility Planning Consultants (BFPC) of Norcross, Georgia to complete economic development services for Sussex County. Specifically, this work will involve refining our inventory of industrial sites (both County-owned and privately-owned); conducting analyses of properties to determine suitability for various types of development; recommending further work to improve site preparedness; and providing some preliminary marketing recommendations. Staff is requesting the Board of Supervisors to approve a contract for this work, to be paid from administrative contingency funds (\$9,800). While much effort has been taken to identify, acquire and develop industrial sites in Sussex County, this work will help us better define how we move forward with our economic development efforts.

Jim Bruce of BFPC should be available by Zoom during the meeting to answer any questions.

Recommendation: That the Board approves the contract with BFPC to complete defined economic development services for Sussex County at a cost of \$9,800.

Attachment: BRF Proposal to Sussex County for Economic Development Services

=====
REQUESTED ACTION: That the Board approves the contract with BFPC to complete defined economic development services for Sussex County at a cost of \$9,800.

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___ (Tie Breaker)

PROPOSAL TO



SUSSEX COUNTY, VIRGINIA

"Good Things are Happening in Sussex County"

FOR ECONOMIC DEVELOPMENT SERVICES

BRUCE FACILITY PLANNING CONSULTANTS, LLC

Post Office Box 920280
Norcross, Georgia 30010-0280
(770) 840-8098
JimBruce@BFPC.biz

December 14, 2020



BRUCE FACILITY PLANNING CONSULTANTS, LLC
Post Office Box 920280
Norcross, Georgia 30010-0280

James M. Bruce, Jr., President/COO
Telephone (770) 840-8098
Fax (770) 840-7965
JimBruce@BFPC.biz

December 14, 2020

Mr. Richard Douglas
County Administrator
Sussex County
20135 Princeton Road
Post Office Box 1397
Sussex, Virginia 23884-0397

Dear Mr. Douglas:

Thank you for your courtesy in our recent conversations and for the opportunity to re-establish our longstanding business relationship with Sussex County. My colleagues and I enjoyed our time in Sussex County in our work for the Virginia Tobacco Commission, we were impressed with what we saw (ranking Sussex County Number One out of 19 sites and communities) and are very excited at the prospect of providing new counsel.

As you requested, we have put together some opening concepts for providing economic development services to Sussex County. This initial document proposes refining the inventory of industrial sites in the County, conducting analyses of those properties to determine their suitability for various types of new private sector investment, recommending any further work needed to improve their preparedness, and starting the process of marketing them to potential new and expanding companies.

Thank you, on behalf of my colleagues at BFPC, for the opportunity to express our ideas about preparing for Sussex County's economic future. We appreciate your consideration and look forward to hearing from you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jim Bruce". The signature is fluid and cursive, with a large, sweeping initial "J" and a distinct "B".

JMB:bh
Att: Proposal



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INTRODUCTION

Sussex County has many assets for economic development. It has easy access to both the Richmond and Norfolk metro areas, both of which are growing in the direction of Sussex County. But it offers lower capital and operating costs, a less congested setting with better availability of land for new facilities, and other competitive advantages. Its highway and rail lines provide great connections to major growing markets, ports, and other features eagerly sought by new and expanding business facilities. Major investments have been made in Sussex County to prepare developable land, expand infrastructure, and provide other services and amenities for expanding the local economy. Virginia's overall business climate is excellent in many ratings (for example, CNBC: <https://www.cnbc.com/2019/07/09/virginia-is-americas-top-state-for-business-in-2019.html>).

Despite these many advantages, however, the Sussex County economy remains underdeveloped. For the 3,600 county residents who are employed, it offers only about 1,900 private sector jobs, so many must commute out to work. Nearly 23% of residents have incomes below the poverty level. Recent population trends are downward, suggesting that the county's best and brightest may be migrating out.

Shortcomings in the performance of the Sussex County business economy are clearly a leading cause of these problems. Nearly 40% of private sector jobs in the county are in businesses whose average pay is well below that considered necessary for a living wage such as Accommodation and Food Services (local average annual pay of \$14,795). Sussex County does have some businesses that do pay well, such as Wholesale Trade (\$52,398 per year) but they have not been effectively recruited and nurtured here and remain undersized.

The Sussex County Board of Supervisors is alert to these issues and has made economic development a high priority.

Bruce Facility Planning Consultants, LLC, is a consulting firm with deep Virginia experience. Its primary service is assisting companies to identify the optimal location for new and expanding facilities. In this role, the BFPC Team brought new facilities, jobs, and investments to Virginia by major corporations such as AT&T, and assisted in expansion of existing Virginia facilities such as the Volvo New River Valley Plant, now the world's largest Volvo truck assembly works.

BFPC also use its capabilities in a "mirror image" manner, counseling states and communities about preparing for and promoting development. In this role, it has conducted numerous projects in Virginia for state agencies (the Virginia Tobacco Commission), regional organizations (Virginia's First Regional Industrial Facility Authority), and counties (Amelia, Halifax, Pittsylvania).

BFPC proposes to assist Sussex County with this vital goal by providing counsel on economic development as described on the following pages.



SERVICES

Bruce Facility Planning Consultants, LLC, proposes to provide Sussex County with a series of tailored economic development services which it believes will offer the best opportunities for optimal near-term and long-range growth.

Action 1: Review of Industrial Sites

Rationale. BFPC recommends beginning its consultation with this vital step for the following reasons:

- Site availability may be one of Sussex County's most prominent and attractive economic development assets. For example, in a consulting assignment from the Virginia Tobacco Commission, BFPC identified a site in Sussex County as the most promising of 19 located throughout VTC territory. Even taking into account the economic effects of the current pandemic, many sectors of US industry are growing and seeking sites. Sussex County has wisely begun the site development process but needs to move ahead, develop appropriate data on its sites, undertake selected improvements, and present information to prospective new companies.
- Sussex County and its partners have invested extensively in acquiring and preparing industrial land. The county has purchased about 1,130 acres in the Highway 460 Corridor, an adjacent 702 acres are also available, and other properties are in the planning stage. It is essential to build on this first step and achieve a return on the County's investment.
- Much work has already been done related to some sites, which achieved up to Tier 4 in the Virginia Economic Development Partnership's site certification program. BFPC can add much value by assisting in the consolidation of existing data, identification of areas in need of further study, and presentation of findings in a format effective and compelling to prospective users.
- Thorough knowledge of community site characteristics should be a key input to further work (such as identification of specific industries for a targeted recruitment campaign) that BFPC may conduct if Sussex County so wishes.
- BFPC's knowledge of how expanding companies select sites for new facilities and investments and its staff's experience as site selection consultant to over \$125 billion of new capital investment is particularly relevant to this service.



Overview of Services. BFPC will receive data developed by Sussex County and its economic development allies and collaborators on existing and proposed industrial sites and properties, review the information in accord with standards to be developed, identify data gaps, recommend additional actions, and offer limited initial comments on presenting promotional information to prospective investors.

Sussex County will provide BFPC with all existing studies, investigations, and data related to current and possible new industrial sites in the County. Work done via the Site Certification Program of the Virginia Economic Development Partnership is especially important. Sites expected to be studied are:

- Cabin Point Road Site,
- Henry Road Site,
- Henry Technology Commerce Center, and
- Sussex County “Megasite.”

BFPC will also be alert for land not currently being marketed that might be developed into new sites for manufacturing, logistical, and other industrial facilities.

Action 1 will be a limited, focused, first-step summary of industrial site conditions in Sussex County. Its goal is to provide County leadership with a general understanding from a professional site selection consultant’s view of the County’s ability to offer siting options to new and expanding industrial prospects. BFPC’s research at this time will consist solely of reviewing data produced by others and will not include any surveys, engineering, site inspections, or other original investigations or interpretations. Action 1 is to offer an initial overview of one critical element of Sussex County’s economic development readiness but not provide a comprehensive program. Work proposed at this time will not include actual production of plans, strategies, or materials, although certain work of that type may be conducted in subsequent assignments from Sussex County to BFPC if mutually agreed upon.

Deliverables. BFPC’s deliverables for Action 1 will consist of the following:

- **Site Data Template.** BFPC will propose a list of data (such as surveys and availability of utilities at industrial levels), technical studies (such as Environmental Site Assessments and Wetlands Delineations) and other data and standards that should be available on industrial sites. The list will be refined in collaboration with Sussex County and its economic development allies and will build upon work already conducted by the County and its affiliates such as the Virginia Economic Development Partnership Site Certification Program. The anticipated result will be a reasonable, businesslike set of standards for data that should be gathered and assembled for each site in Sussex County likely to be marketed to industrial prospects.



- **Review of Existing Sites in Accord with Template.** Upon agreement with Sussex County on the template, BFPC will conduct a review based upon the template of data provided on existing sites in Sussex County including the four listed above and possibly additional sites that may be identified during the consulting project.

- **Overall High-Level Assessment of Site Inventory.** BFPC will provide a high-level assessment of the entire set of sites in Sussex County. The overall inventory will be considered with regard to conditions such as:
 - The level of completeness of the current site inventory. Is there a need for additional or different sites to attract promising business activities to Sussex County?
 - Competitiveness. Does the existing inventory represent a reasonably broad set of site options to prospects likely to consider the County as the location for a new or expanded industrial facility?
 - Potential of existing sites to attract facilities that will serve the particular needs of Sussex County. For example, can the sites help attract industrial sectors that pay more than the County's relatively low current average pay?

Action 1 will be a limited, focused, first-step summary of selected industrial site conditions in Sussex County. Its goal will be to provide the County's leadership with a general initial understanding from a professional site selection consultant's perspective of the community's ability to offer siting options to new/expanding industrial prospects.

BFPC's research at this time will consist solely of reviewing data produced by other parties and will not include any surveys, engineering, site inspections, or other original investigations or interpretations. Findings of Action 1 are expected to address this one critical element of Sussex County's economic development readiness but not a comprehensive program. Work proposed at this time will not include actual production of plans, strategies, or materials although certain work of that type may be conducted in subsequent assignments from Sussex County to BFPC if mutually agreed upon.



Actions 2 and Beyond: Additional Economic Services

BFPC envisions its services to Sussex County as an ongoing, logical, integrated series of individual assignments, carefully tailored to the county's unique needs and other conditions. Following completion of the Action 1 work on industrial sites, Sussex County and BFPC may work together to define possible additional consultation. Examples of studies not included now but possibly in the future:

Human Resources. In-depth investigation of types of personnel recruitable by industrial facilities locating and expanding in Sussex County. Initial data scans suggest a favorable labor market with a supply of local workers (probably including high-skill residents who must now commute to jobs outside the County but would be open to taking appropriate new positions closer to home); a living environment supportive of recruitment and transfer of specialist, managerial, and professional staff; and other human resource assets desired by new industrial facilities. Confirming these conditions can support a compelling business case for companies to locate their facilities in Sussex County.

Identification of Specific Target Industries and Companies.

Recruitment of new facilities is most effective and beneficial when a community pursues the types of business and industrial activities that best serve its own needs, and also concentrates its outreach efforts on businesses with a real need for the community's assets. Solid research allows a focused, efficient, persuasive "rifle" approach rather than a broad, scattered, vague "shotgun" approach. It guides crafting of marketing plans and materials to hit prospects' "hot buttons" and show them how Sussex County can help address their urgent issues. BFPC can provide Sussex County with a customized list of industries, refine the list further to specific companies and executives within those industries, and recommend ways to catch their attention.

Marketing Strategy and Action Plan. Marketing communities to potential investors is a highly specialized activity, quite different from selling to a mass audience. There are far fewer promising prospects; but the value and economic impacts of those prospects' decisions can be many tens of millions of dollars. This small but precious pool of candidates must be handled in a tailored, customized manner. Many economic development marketing campaigns miss this point and thus fall short of goals. A clear, disciplined, detail-oriented marketing plan can lead to optimal use of Sussex County resources and the greatest potential for success.

Industry-Specific Marketing Studies. In line with the need cited above for focused outreach to specific, thoughtfully selected sectors, BFPC can craft studies that make a compelling business case why Sussex County is particularly attractive to selected types of industry. This is best illustrated by the attached study written for the Casper (Wyoming) Area Economic Development Alliance.



PROJECT MANAGEMENT

Compensation

BFPC is prepared to commit to provide its Action 1 services as described above for the fee of nine thousand eight hundred dollars (\$9,800). Reports and correspondence will be in electronic form to avoid printing and shipping costs. Any costs to BFPC not specified herein will be reimbursed by Sussex County.

Contract and Schedule

This assignment will be governed by a contract to be executed between Sussex County and BFPC. The agreement will address details of the consulting project including schedule. No statement by either party is binding until such contract is duly executed by both.

Need for Support from Sussex County

BFPC expects support from Sussex County in providing data and materials such as previous studies and reports; assuring that BFPC receives all materials from all relevant parties and sources; arranging for BFPC's teleconferences and other communications with economic development allies, public officials, businesses, and other participants; promptly reviewing and commenting on draft reports and other materials submitted by BFPC; and providing overall guidance to assure the best results.

BFPC Overview

On the following pages are data about BFPC, previous projects and experience, and staff proposed to work on the assignment from Sussex County.



ILLUSTRATIVE BUSINESS CLIENTS

The BFPC staff has managed consulting engagements for companies such as:

Aeronautics & Air Transportation

- Boeing
- Eclipse Aviation
- Huntsville Airport
- Lockheed Martin
- NASA
- United Airlines

Automotive Assembly & Suppliers

- Bridgestone/Firestone
- Chrysler
- International/Navistar
- Libbey-Owens-Ford/Pilkington Glass
- Toyota
- Volvo Auto
- Volvo Truck
- Volkswagen

Chemicals

- Matsutani Chemical Industries
- Toray Group
- TotalElfFina/Elf Aquitaine

Consumer Products and Services

- Chesebrough-Ponds
- Holiday Inns
- Loro Piana/Warren Mill
- Tractor Supply
- The Gap
- Vanity Fair

Development & Construction

- Hillwood
- Mallard-Fox Creek Industrial Park
- Maspeth Queens Industrial Park
- Midpointe Centre
- Obayashi Corporation
- Port Authority of NY and NJ

Electric Utilities

- Entergy
- Georgia Power
- Sacramento Mun. Utility District
- Spokane & Kalispell Tribal Govt.
- Tennessee Valley Authority

Electronics

- Mitsubishi
- Panasonic/Matsushita
- Polyclad Laminates

Finance

- Citibank
- Citicorp
- First State Bank

Food & Beverage

- Coca-Cola
- Frito-Lay
- Hakushika
- Kellogg's/Mrs. Smith's Frozen Foods

Industrial Products

- Honeywell/Allied Corporation
- PPG Industries
- Vogt Machine Company

Marine Transportation

- Carolina Shipping
- Port of Tell City

Metals and Metal Products

- Alcoa
- Allegheny Technologies
- Allsteel
- Wire Rope Corporation of America

Paper/Packaging/Printing

- Georgia-Pacific
- Sweetheart/Maryland Cup
- Newhouse Group
- Procter & Gamble
- Quebecor World/Diversified Printing

Pharmaceutical & Biotech

- Bristol-Myers Squibb
- Dupont
- Johnson & Johnson
- Mallinckrodt
- Merck
- Pharmacia
- Welgen/Immunex



ILLUSTRATIVE ECONOMIC DEVELOPMENT EXPERIENCE

The BFPC staff has provided development services for the following:

<u>State/Country</u>	<u>State -wide</u>	<u>City/ Region</u>	<u>Airport /Port/ Local</u>	<u>Utility</u>	<u>Other Public</u>	<u>Private Developer/ Landowner</u>
Alabama		X	X	X		
Arkansas	X			X		
California		X	X	X		
Connecticut						X
District of Columbia						X
Georgia	X	X	X	X		X
Idaho		X				
Illinois						X
Indiana			X	X		
Kansas	X	X				
Kentucky			X			X
Maryland						X
Mississippi	X	X		X		
Missouri						X
New Jersey					X	X
New Mexico	X					
New York	X		X		X	X
North Carolina		X	X			X
North Dakota	X					
Ohio			X		X	X
Oklahoma	X	X				X
Oregon			X			X
Pennsylvania	X		X			X
South Carolina						X
Tennessee	X	X	X			X
Texas			X			X
Virginia		X	X			
Washington		X	X			X
West Virginia	X	X	X			
Wyoming			X			
Australia		X				X
Canada			X			X
Great Britain	X					X
Mexico	X					X
New Zealand					X	
Saudi Arabia	X	X				



PROPOSED STAFFING FOR THE SUSSEX COUNTY ASSIGNMENT

Jim Bruce is proposed as project manager. He has over 30 years' experience including consultation assignments for some of the largest new business location and facility development projects in recent history:

- Toyota's first two US automotive assembly plants, which chose Georgetown, Kentucky, and Princeton, Indiana;
- the world's largest mammalian protein manufacturing plant, a \$2+ billion Amgen bulk pharmaceutical facility in West Greenwich, Rhode Island;
- the United Airlines maintenance base that located in Indianapolis, Indiana;
- the Bridgestone Tire Plant which chose Morrison, Tennessee;
- the Navistar International plant in Escobedo, NL, Mexico, which assembles Class 6, 7, and 8 trucks for the Latin American and North American markets;
- Mallinckrodt's vaccine plant in Raleigh, North Carolina;
- three Panasonic/Matsushita facilities;
- the Citicorp/Citibank office complex in Florida, which now employs over ten thousand persons;

and over 300 others.

He has also conducted over 100 economic development projects for states and communities in virtually all parts of the US and Canada.

Jim completed his undergraduate work at Emory University and earned an MPA from Harvard University. He has taught on an adjunct basis at Princeton, Georgia Tech, Carnegie-Mellon, Auburn University, and the US Military Academy; and has presented at conferences of the International Economic Development Council, International Asset Management Council, and numerous state and local business and development associations.

BOARD ACTION FORM

Agenda Item: Action Item #6.02

Subject: Birch Island Apartments Phase 1 Substantial Rehabilitation Virginia Housing Letter of Support

Board Meeting Date: February 18 2021

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Summary: The Petersburg Community Development Corporation (PCDC) intends to apply to VHDA for LIHTC financing to accomplish the substantial rehabilitation of Birch Island Apartments Phase I in Wakefield, Virginia, and have engaged TM Associates Development (an experienced LIHTC developer), as owners and operators of this property to assist them. TM Associates Development is seeking the County’s support in the form of a letter to be included with their application. Birch Island Apartments Phase I consists of (6) two-story garden style apartment buildings and an office, laundry, community room and maintenance building. The project unit mix includes (16) one-bedroom, (24) two-bedroom, and (8) three-bedroom units. If awarded financing, the partnership intends to expend over \$65,000 per unit in hard costs, equating to 100% of units receiving full cosmetic rehabs, as well as significant upgrades to the community’s energy efficiency. Additionally, two fully-accessible units currently exist at the community. The substantial rehabilitation of Birch Island Phase I will increase the number of accessible units to five as the partnership intends to convert three units to comply with federal accessibility standards.

Recommendation: That the Board approves the Birch Island Apartments Phase 1 Substantial Rehabilitation Virginia Housing Letter of Support.

Attachment: A Copy of Birch Island CEO Approval letter

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REQUESTED ACTION: That the Board approves Birch Island Apartments Phase 1 Substantial Rehabilitation Virginia Housing Letter of Support.

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___ (Tie Breaker)



Board of Supervisors

Susan B. Seward, Chairperson
Wayne O. Jones., Vice Chairman
C. Eric Fly, Sr.
Marian D. Johnson
Debbie P. Jones
Rufus E. Tyler, Sr.

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February 10, 2021

Mr. John D. Bondurant
Virginia Housing Development Authority
601 South Belvidere Street
Richmond, Virginia 23220

VHDA Tracking Number: 2021-C-12
Development Name: Birch Island Apartments
Name of Owner/Applicant: Birch Island Apartments PCDC LLC

Dear Mr. Bondurant:

The construction or rehabilitation of the above-named development and the allocation of the federal housing tax credits available under IRC Section 42 for said development will help to meet the housing needs and priorities of Sussex County. Accordingly, Sussex County supports the allocation of federal housing tax credits requested by Birch Island Apartments PCDC LLC for this development.

Yours truly,

Susan Seward
Chair, Sussex County Board of Supervisors