

**Sussex County Board of Supervisors Meeting**  
**Thursday, May 16, 2019 – 7 pm**  
**General District Courtroom – Sussex Judicial Center**  
**15098 Courthouse Road, Sussex VA 23884**

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**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 Minutes of April 1, 2019 Joint Public Hearing of the Board of Supervisors and Planning Commission, April 5 and 10, 2019 Special (Budget Work Session), April 16, 2019 Personnel Committee, April 18, regular Board, and April 24, 2019 Special (Budget Work Session) meetings
- 2.02 Warrants and Vouchers
- 2.03 Proclamation: May 2019 Business Appreciation Month

**3. Recognitions/Awards**

- 3.01 PRESENTATION: Dominion Energy – Align Project
- 3.02 PRESENTATION: United American Security, LLC – Major Hall
- 3.03 RESOLUTION: Ms. Kathy P. Beale’s Retirement, Sussex County Sheriff’s Department
- 3.04 RECOGNITION: Mr. Ernest Giles, Sheriff
- 3.05 RECOGNITION: The Honorable Susan Seward, Chair, Board of Supervisors
- 3.06 RESOLUTION: Recognition of Sussex County Honor Graduates
  - a. Sussex County Honor Graduates
  - b. Appomattox Governor’s School Graduates
  - c. Southampton Academy Graduates from Sussex County
  - d. Tidewater Academy Graduates from Sussex County

**4. Public Hearing**

- 4.01 VDOT ‘s Proposed Secondary Six Year Plan System Construction and Budget
  - Public Comments
  - Board Comments
- 4.02 Action on Public Hearing Items (if any)

**5. Appointments**

- 5.01 Appointment to the Crater Workforce Investment Board
- 5.02 Appointment to the Industrial Development (IDA) Board of Directors

**6. Action Items**

- 6.01 Adoption of the Fiscal Year 2020 Budget
  - a. Adoption & Appropriation of Fiscal Year 2020 Budget
  - b. Adoption & Appropriation of Fiscal Year 2020 Capital Improvement Plan

- c. Laying of Tax Levy for Calendar Year 2019
- 6.02 Compensatory Leave
- 6.03 Hybrid Disability Program

**7. Report of Departments**

- 7.01 Treasurer's Report – *for information only*
- 7.02 Animal Services Report – *for information only* 7.03
- 7.03 Community Development Report – *for information only*
- 7.04 Housing Department Report – *for information only*
- 7.05 Environmental Inspections Report – *for information only*
- 7.06 Sheriff's Department Monthly Report – *for information only*

**8. Citizens' Comments** (8 pm)

**9. Unfinished Business** – none

**10. New Business**

- 10.01 Personnel Policy: Suggested Amendments

**11. Board Members Comments**

- 11.01 Blackwater District
- 11.02 Courthouse District
- 11.03 Henry District
- 11.04 Stony Creek District
- 11.05 Wakefield District
- 11.06 Waverly District

**12. Closed Session**

- 12.01 Convene to Closed Session
  - a. Personnel Matters, discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, applicable Va. Code Section §2.2- 3711(A)1
- 12.02 Reconvene to Open Session
- 12.03 Certification
- 12.04 Action Resulting from Closed Session (if any)

**13. Recess/Adjournment**

- 13.01 Recess/Adjournment
- 13.02 Special (Budget Work Session) Meeting, Tuesday, May 14, 2019 @ 6:30 p.m., General District Courtroom – Sussex Judicial Center, 15098 Courthouse Road, Sussex VA 23884
- 13.03 Regular Meeting, Thursday, June 20, 2019 @ 7 p.m., General District Courtroom – Sussex Judicial Center, 15098 Courthouse Road, Sussex VA 23884

**At a Special (Budget Work Session) Meeting of the  
Sussex County Board of Supervisors  
Held in the Sussex Social Services Conference Room on  
Wednesday, April 24, 2019 at 1 pm**

**BOARD MEMBERS PRESENT**

Keith C. Blowe  
C. E. Fly, Sr.  
Alfred G. Futrell  
Susan B. Seward  
Rufus E. Tyler, Sr.

**BOARD MEMBER ABSENT**

John A. Stringfield

**STAFF PRESENT:**

Vandy V. Jones, III, County Administrator  
Millard D. Stith, Independent Consultant  
Deste J. Cox, Treasurer  
Brenda H. Drew, Housing Coordinator  
Andre M. Greene, Director of Community Development  
William Jenkins, General Registrar  
Cecil Stainback, Senior Animal Control Officer  
Shilton R. Butts, Assistant to the County Administrator/  
Deputy Clerk to the Board

**Item 1. Call to Order/Determine Quorum (3:06 p.m.)**

The April 24, 2019 Special (Budget Work Session) meeting of the Sussex County Board of Supervisors was called to order by Chairman Seward.

**Item 2. The Invocation**

The Invocation was offered by Vice Chairman Blowe.

**Item 3. The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**Item 4. Agenda Amendment(s)**

County Administrator Jones requested to add as Item 7a. Closed Session, pursuant to Virginia Code 2.2-3711(A)1, personnel.

## **Item 5. Approval of Agenda**

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the agenda of the April 24, 2019 Special (Budget Work Session) Meeting of Sussex County Board of Supervisors is hereby approved inclusive of adding as Item 7a. Closed Session, pursuant to Virginia Code 2.2-3711(A)1, personnel.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward

Voting nay: none

Absent during vote: Supervisor Tyler

Absent: Supervisor Stringfield

## **Item 6. Budget Discussions**

### **Blackwater Regional Library**

County Administrator Jones stated that the Blackwater Regional Library recommended budget is \$176,698. Their current budget is \$154,985. County Administrator Jones explained that as part of the Blackwater Regional Library system, Sussex County entered into a contract along with the other members/localities in regards to funding for the library. County Administrator Jones stated that the funding is based, in large part, as a percentage of the overall Blackwater Regional Library circulation in Sussex County. The majority of the increase in the FY20 budget is based on the formula. There was increased circulation in the County's library branches this year. The Blackwater Regional Library had a decrease in its overall circulation. County Administrator Jones explained that the increase (approximately \$21,713.00) in the recommended funding was due to the insertion of the numbers for the County's increased circulation and the Blackwater Regional Library's decrease in circulation in the formula.

There was inquiry as to the County Administrator's definition of circulation. County Administrator Jones requested Ms. Bakos to explain the definition of circulation as stated in the contract. Ms. Bakos provided a handout of the circulation statistics for Fiscal Year 17/18 on what the County's budget is based. She explained that circulation was different types of materials such as adult materials—fiction and non-fiction, young adults—fiction and non-fiction, children's materials, audio books, music CDs, DVDs, kit-magazines, catalog circulation, electronic circulation of e-books. Ms. Bakos stated that it does not include computer use, wireless internet use, and programs that the library fund.

There was discussion as to whether there were any changes and/or anticipated changes in staffing in regards to staffing issues in a previous fiscal year budget discussion. Ms. Bakos stated that there were no changes. There were still two (2) people at each location at all times. The same amount of hours were used; the person was just moved to another location to serve their hours. It was explained that volunteers were used to assist staff with community programs. They are not included in circulation duties. Computer and wireless internet usage are not included in circulation as well.

There was inquiry of the breakdown of the formula as well as whether the formula in the contract still included the inmate population of Sussex I & II State prisons. Ms. Bakos stated that the formula used statistics taken from the Weldon Cooper Center for Public Service. Ms. Laurie Latham reported that the library has been servicing the inmates. Deleted material, such as paperbacks the library no longer used, has been sent to the prisons for use. Ms. Latham also stated that they offer a program for the librarians to check out material, although it has not been used yet.

There was discussion of other localities' donations and their increases. There was brief discussion of payment in lieu of taxes from the State prisons.

There was discussion of the request for increased activity in the Stony Creek area. Ms. Bakos stated that the Bookmobile was previously going to the Stony Creek area. However, it was now going to the St. John's Children's Development Center, the Sussex County Social Services Building, and Waverly Health and Rehabilitation Center. Ms. Bakos stated that there were issues with patrons being able to get to the Jarratt and Stony Creek bookmobile stops. As a result, stops were consolidated to the Social Services Building in Stony Creek every two (2) weeks. The St. John's Child Development Center is a private stop for a story time program for the children at the Center.

There was inquiry of the funding assigned for the population of the prison. Ms. Bakos stated that amendments would have to go before the Blackwater Regional Library Board of Trustees. In discussion of the numbers using the prison population, the library is bound by the contract. She also stated that any changes/amendments to contract have to be created and started by the participating locality. The next Board of Trustee meeting is scheduled for the third Wednesday at the Franklin Branch at 3:00 p.m.

It was requested to have the library to complete the formula and forward to the Board members.

There were discussion as to whether the towns Wakefield and Waverly contribute funding to the Blackwater Regional Library. Ms. Bakos stated that the Town of Wakefield provides rent, approximately \$600, to the Wakefield Foundation in order that the library can be within Wakefield. The Town of Waverly library is owned by the Waverly Friends. The Waverly Friends pay for mostly everything—insurance, electric bill, any maintenance, etc. The Town of Waverly contributes approximately \$333 per month, pays the water bill and does the lawn care and maintenance.

There was discussion of library staff. There was discussion of, even though Sussex County libraries are small, they had access to everything the larger libraries in the Blackwater Region Library had. There was discussion of patrons being able to checkout mobile hotspots for a period of two (2) weeks at time. The Board was advised that fiber internet will be at the Wakefield and Waverly libraries July 1, 2019.

Ms. Jenny Bakos, Director of the Blackwater Regional Library, along other Regional Library Board and staff were present to discuss their budget items and answer any questions. Several handouts were provided to the Board members along with a copy of the contract.

## Animal Services

County Administrator Jones gave a brief overview of the Animal Control budget. He stated the current budget is \$200,748. The proposed budget for Animal Control is \$250,959—an approximately \$50,219 increase. County Administrator Jones stated that there was a significant amount of staff turnovers during this past fiscal and calendar year. County Administrator reviewed the staff at Animal Control to include a one (1) full time senior animal control officer and one (1) full time animal control officer, and two (2) part time animal pound attendants. The increase in the salaries and wages line item reflects the difference in the current and previous staff salaries. County Administrator Jones explained how ACO Stainback estimated the health care benefits line item amount.

There was discussion of the part-time salaries and wages. There was discussion of ACO Stainback desire to hire a part-time animal shelter attendant that would also be a backup animal control officer with animal control officer certification. The increase in the salaries and wage line items for the part-time staff line item includes this position. There used to be three (3) animal control officers.

There was discussion of training for the animal control officers. ACO Stainback stated training would be through the Sheriff's Department at the Crater Criminal Justice Training Academy.

There was discussion of line item 471, Vehicle Maintenance and Repairs. ACO Stainback stated that he requested \$5,000 instead of \$3,000. It was noted that it was typographical error. County Administrator Jones stated that Ms. Moore, the Director of Finance, had the difference of the \$2,000 in the adjustments to be made.

There was brief discussion regarding the decrease in sales of dog tags. Ms. Cox, the Treasurer, stated that the taxes for dogs were mailed separately.

## Housing Department

It was stated that in a previous year, the Virginia Housing and Development Authority (VHDA) stated that the State could and was willing to assume the responsibilities of the Housing office. It was stated that it was advised that all of the housing programs could be taken over and the State would pay for it.

County Administrator Jones stated that Ms. Fairburn of VHDA, who's now retired, stated a couple of years ago at Board meeting, that if the County stated that they are no longer going to be responsible for the Housing Choice Voucher (HCV) program, that it would be the responsibility of VHDA to make sure the program continues and that they had done something similar with the County of Isle of Wight. County Administrator Jones stated that it wouldn't be immediately, VHDA would have someone to take it over or VHDA would run it out of their offices.

County Administrator Jones stated that the budget for Housing is approximately \$126,000. If the State did assume the responsibility of the Housing Choice Voucher program, it would not be a

savings of \$126,000 for the County. The County receives funding from the State for the vouchers. Approximately \$88,000 has been put in the Revenue for the budget for Housing with an expectancy of receiving funding from the State. The difference in funding received, the approximate \$88,000 and the \$126,000 would be the approximate savings to the County. Mr. Jones stated that after Ms. Fairburn gave presentation, he believes, a petition was made to VHDA; they increased the amount of reimbursement for the County to approximately \$95,000. So, the approximate savings will be the \$126,000 minus the \$95,000 which will be a lesser savings to the County--\$31,000. It would only take care of the Housing Choice Voucher program. The work done for other Housing items, such as the Pocahontas and UNOS housing needs study, in regards to the grant application that the County makes through DHCD, the administration portion of it is done through the County's Planning and Housing Departments. Administration uses ten percent (10%) of the allocation to do an outside hire.

County Administrator Jones stated that Housing does the Program Income Fund, the Housing Rehab, and housing study grant through DHCD through the Housing Department.

Ms. Brenda Drew, Housing Coordinator, stated funds are still being generated for the Blue Star Highway Project. Tracking and maintaining program income is part of her responsibility. Ms. Drew reviewed programs that the Housing Department is responsible for besides the Housing Choice Voucher program.

Ms. Drew stated that the goal is to make the Housing Program self-sufficient. Ms. Drew stated that the City of Emporia manager is recommending funding in the budget for the Sussex County Housing Department in the amount of \$10,000. Ms. Drew reviewed funding the Housing Department receives.

There was inquiry of how many homeowners/buyers are expected for 2018/19.

*Supervisor Tyler entered at 2:54 p.m.*

### Planning Department

There was discussion of what employees does the Planning Department budget include. Mr. Andre Greene, Director of Community Development, advised that the Planning Department budget includes two (2) people.

There was also discussion of the position duties. Mr. Greene advised that staff was crossed trained in regards to the Assistant to the Director of Community Development and the Permits Technician.

There was discussion that the Building Inspection budget includes salaries for the Building Official, the Building Inspector, and the Permits Technician. County Administrator Jones stated that the County is still trying fill the vacancy for the Building Official position. Funding to pay the current contracted position for the consultant, was moved to line item 881. There was discussion of Mr. McHale in the capacity of the Building Official and Inspector. It was noted that the consultant is the plan reviewer.

There was also discussions of filling vacancy for the Building Official position, lack of application for the position and requirements/prerequisite for Building Officials.

It was requested to provide the prerequisite for the Building Official.

### General Registrar

Mr. William Jenkins, General Registrar, stated that his budget was adequate. Mr. Jenkins stated early voting would take heed, effective July 1, 2020. He noted that the new anticipated location of the General Registrar office would be ideal. The problem is the parking. Mr. Jenkins stated that he needed to know about his new location prior to the early voting.

County Administrator Jones provided an update to Board on the new anticipated location of the General Registrar's office.

### Item 7. Citizens' Comments (3:38 p.m.)

Comments were heard from:

- William Ricks [Sussex County Youth & Adult Recreation Association, Inc. (SCYARA)] - Thanked the Board for previous support of \$6,000; providing free swimming; overview of organization; purchase of lot and installation of swimming pool; previous budget requests; filtration system need replacement; paint pool; asked Board to consider proposed request of \$10,000; reorganizing Board of Directors; loss of Gray contributions; seeking contributions from different organizations; seeking funding via membership and corporate sponsorship.

There was inquiry of whether or not the Town of Waverly made contribution. Mr. Ricks stated that the Town of Waverly contributes \$1,000.

There were discussion of how many youths used the pool. Mr. Ricks stated that the pool was not opened last year. Mr. Ricks explained that a pump was needed. The pump was supplied; however, the insurance denied coverage due to the filtration system.

There was inquiry of \$6,000 previously funded to the organization by the County. Mr. Ricks stated that the organization didn't have the full \$6,000. Expenses had to be paid to operate pool.

There was inquiry as to how many organizations donated funding. Mr. Ricks stated that SCYARA receives donations from approximately five (5) organizations. There was inquiry of last year's budget amount. Mr. Ricks stated that SCYARA's budget is approximately \$18,000. They have never met budgeted needs.

There was discussion that in light of the need for more money, Supervisor Fly asked would SCYARA consider turning the property over to an organization that would be able to finance and



renovate the property? Mr. Ricks stated that he didn't know. He would discuss it with the SCYARA Board. Mr. Ricks stated that he believed that there were several things to be taken into consideration. He asked Supervisor Fly, what did he mean by "turning over"? Supervisor Fly stated that he knew a non-profit organization that might be interested in assuming the debt of the property that SCYARA has and owning it, renovating the property and keeping it open for free. Mr. Ricks stated that there is no debt. Mr. Ricks stated that SCYARA could do what Supervisor Fly had stated themselves with the proper support. Mr. Ricks stated that there has been 43 years of service put into this property. He believes it's being asked to give the property away. He believes SCYARA can keep the property alive.

There was discussion of whether a timeframe was given to install the filtration system. It was noted that no timeframe was given; only the process was given. There was discussion of coming back to the Board after finding out what is needed and possibly earmarking funds.

Supervisor Futrell discussed different ideas for the pool.

Supervisor Futrell discussed restoring funding for the Senior Citizens, Eastern. He also discussed funding for the Jessica A. Moore Foundation in the amount of \$6,000.

It was requested to discuss these items at the next Budget Work Session.

Chairman Seward suggested sending items the County Administrator to be adjusted in the budget and include in the next Budget Work Session.

Vice Chairman Blowe suggested allocating the additional \$4,000 from line item 819 Recreation – Unallocated Account to line item 816 SCYARA to satisfy their request for \$10,000. Supervisor Fly suggested caution in using the funding—keep the reserve money in line item 819 and see what happens.

Supervisor Tyler asked the Board to consider the request from the Improvement Association to approve funding in the amount of \$43,813 for four (4) classes that are located in Sussex County.

#### Item 7a. Closed Session

##### Convene to Closed Session

ON MOTION OF SUPERVISOR TYLER, seconded by ON MOTION OF SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session for personnel matters, discussion, consideration, or interview of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, applicable Va. Code Section 2.2-3711(A)1, personnel.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Tyler

Voting nay: none

Absent: Supervisor Stringfield

### Reconvene to Open Session/Certification

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby reconvened to Open Session.

WHEREAS, the Sussex County Board of Supervisors hereby approves adoption of resolution for certification, to-wit:

WHEREAS, that the Sussex County Board of Supervisors convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors hereby certifies that, to the best of each member's knowledge (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard discussed or considered.

Voting aye: Supervisors Fly, Futrell, Seward, Tyler

Voting nay: none

Absent during vote: Supervisor Blowe

Absent: Supervisor Stringfield

### Action Resulting from Closed Session

There was no action on the Closed Session item.

The next Budget Work Session was scheduled for Tuesday, May 7, 2019 at 2 p.m. Location to be determined.

County Administrator Jones requested that, in preparation for the Budget Work Session, Board members submit adjustments. He also requested that if adjustments are less than what's requested that the item be taken care of at that meeting so that the budget can be adopted at the May 16, 2019 regular Board of Supervisors meeting. He also stated that the Finance Department and Treasurer Department need time to input information/adjustments prior to adoption.

It was noted that the 2019 VACo Regions 1 & 4 Meeting will be held Tuesday, April 30, 2019 from 7 p.m. to 9 p.m. in Nottoway County at the Fort Pickett Officer's Club in Blackstone, VA 23824. Chairman Seward will be the keynote speaker. Her topic will be animal welfare.

### **Item 8. Adjournment**

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried:  
RESOLVED that the April 24, 2019 Special (Budget Work Session) meeting of the Sussex County Board of Supervisors adjourned at 5:05 p.m.

Voting aye: Supervisors Fly, Futrell, Seward, Tyler

Voting nay: none

Absent during vote: Supervisor Blowe

Absent: Supervisor Stringfield

DRAFT

**At a Regular Meeting of the  
Sussex County Board of Supervisors  
Held in the General District Courtroom on  
Thursday, April 18, 2019 at 7 pm**

**BOARD MEMBERS PRESENT**

Keith C. Blowe  
C. E. Fly, Sr.  
Alfred G. Futrell  
Susan B. Seward  
John A. Stringfield  
Rufus E. Tyler, Sr.

**STAFF PRESENT:**

Vandy V. Jones, III, County Administrator  
Millard D. Stith, Independent Consultant  
Steve White, BOS Tie Breaker  
Wallace Brittle, County Attorney  
Deste J. Cox, Treasurer  
Andre M. Greene, Director of Community Development  
Kelly W. Moore, Director of Finance  
Cecil Stainback, Animal Control Officer  
Lorenzo D. Turner, Assistant to the Director of Community Development  
Monica J. Whitney, Permit Technician  
Shilton R. Butts, Assistant to the County Administrator/  
Deputy Clerk to the Board

**1. Commencement**

**1.01 Call to Order/Determine Quorum**

The April 18, 2019 meeting of the Sussex County Board of Supervisors was called to order by Chairman Seward.

**1.02 The Invocation**

The Invocation was offered by Supervisor Futrell.

**1.03 The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**1.04 Agenda Amendments**

County Administrator Jones stated that the minutes of the Thursday, March 21, 2019 regular meeting needed to be amended to add Mr. Steve White as being present at the meeting.

County Administrator Jones requested the following agenda amendments: (1) under Item 3. Recognitions, move Item 3.01 Presentation FY19 Audit: County of Sussex Annual Presentation by Aaron Hawkins to Item 3.03; (2) add as Item 3.01 Introduction of Mr. J. Reid Foster, Sussex County Public Safety Coordinator; (3) add as Item 3.02 Adoption of Proclamation in recognition of May 2019 Mental Health Month; and (4) move under Item 4. Public Hearing, move Item 4.03 Conditional Use Permit #2019-02, Calvin Pegram, applicant, to Item 4.01, moving Item 4.01 Fiscal Year 2020 Proposed County Budget to Item 4.02, and Item 4.02 Calendar Year 2019 Proposed Tax to Item 4.03.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the following amendments to the April 18, 2019 agenda inclusive of: (1) under Item 3. Recognitions, moving Item 3.01 Presentation FY19 Audit: County of Sussex Annual Presentation by Aaron Hawkins to Item 3.03; (2) adding as Item 3.01 Introduction of Mr. J. Reid Foster, Sussex County Public Safety Coordinator; (3) adding as Item 3.02 Adoption of Proclamation in recognition of May 2019 Mental Health Month; and (4) move under Item 4. Public Hearing, moving Item 4.03 Conditional Use Permit #2019-02, Calvin Pegram, applicant, to Item 4.01, moving Item 4.01 Fiscal Year 2020 Proposed County Budget to Item 4.02, and moving Item 4.02 Calendar Year 2019 Proposed Tax to Item 4.03.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent during vote: Supervisor Tyler

#### 1.05 Approval of Agenda

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the April 18, 2019 agenda of the Sussex County Board of Supervisors is hereby approved inclusive of the following amendments: 1) under Item 3. Recognitions, moving Item 3.01 Presentation FY19 Audit: County of Sussex Annual Presentation by Aaron Hawkins to Item 3.03; (2) adding as Item 3.01 Introduction of Mr. J. Reid Foster, Sussex County Public Safety Coordinator; (3) adding as Item 3.02 Adoption of Proclamation in recognition of May 2019 Mental Health Month; and (4) move under Item 4. Public Hearing, moving Item 4.03 Conditional Use Permit #2019-02, Calvin Pegram, applicant, to Item 4.01, moving Item 4.01 Fiscal Year 2020 Proposed County Budget to Item 4.02, and moving Item 4.02 Calendar Year 2019 Proposed Tax to Item 4.03.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent during vote: Supervisor Tyler

## **2. Approval of Consent Agenda**

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approved the consent agenda inclusive of the following: (a) Minutes of the March 18, 2019 Personnel Committee meeting and March 21, 2019 Regular Board meeting inclusive of adding Mr. Steve White, Board Tie Breaker, as being present, (b) Approval of Warrants and Vouchers; (c) Proclamation: March

2019 Colon Cancer Awareness Month in Sussex County; and (d) Proclamation: April 2019 Fair Housing Month in Sussex County.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent during vote: Supervisor Tyler

### **3. Recognition/Awards**

#### 3.01 Introduction of Mr. J. Reid Foster, Jr., Sussex County Public Safety Coordinator

County Administrator Jones introduced Mr. Reid Foster, the County's new Public Safety Coordinator, to the Board and citizens.

Mr. Foster expressed pleasure and excitement of working for Sussex County and with its citizens. Mr. Foster spoke in reference to the forecasted severe weather alert.

*Vice Chairman Blowe requested information to be placed on the County website so that citizens can have access to information.*

#### 3.02. Proclamation: May 2019 Mental Health Month for Sussex County

Vice Chairman Blowe requested staff to prepare a proclamation for the Board to adopt declaring May 2019 as Mental Health Month in Sussex County.

Vice Chairman Blowe gave a brief review of some statistics and background of mental health.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts resolution proclaiming May 2019 as Mental Health Month in Sussex County, to-wit:

**WHEREAS**, mental health is part of overall health; and

**WHEREAS**, mental health sustains an individual's thought processes, relationships, productivity, and ability to adapt to change; and

**WHEREAS**, one in twenty-five adults live with mental illness, such as major depression, bipolar disorder, or schizophrenia; and

**WHEREAS**, roughly one-half of chronic mental illness begin by the mid-teens and three-fourths by the mid-20s; and

**WHEREAS**, early identification and treatment can make a difference in successful management of mental illness and recovery; and

**WHEREAS**, it is important to maintain mental health and to recognize the symptoms of mental illness and seek help when it is needed; and

**WHEREAS**, every citizen and community can help end the silence and stigma surrounding mental illness; and

**WHEREAS**, through public education and civic activities, Virginia remains engaged in the promise to address the challenges facing people with mental illness; and

**WHEREAS**, Mental Health Awareness Month is an opportunity to increase public understanding of the importance of mental health and to promote the identification and treatment of mental illness;

**NOW THEREFORE**, the Sussex County Board of Supervisors do hereby recognize May 2019 as **MENTAL HEALTH AWARENESS MONTH**, in **SUSSEX COUNTY** and call this observance to the attention of all our citizens.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent during vote: Supervisor Tyler

3.03 Presentation: FY19 Audit: County of Sussex Annual Presentation, Mr. Aaron Hawkins (Robinson, Farmer, Cox Associates)

Mr. Aaron Hawkins, with Robinson, Farmer, Cox Associates, gave a brief review of the FY18 Final Audit Report. Mr. Hawkins stated that the report is later than normal due to accounting changes that required a new type of evaluation to be performed by actuaries for other post-employment benefits.

Mr. Hawkins stated that the unmodified opinion states that the financial statements that come after this opinion are free of any material misstatement due to error or fraud based on their testing.

He stated that the County had a change in accounting principles restatement of beginning balances which has to do with the new standards that came out this year regarding post-employment benefits. The liability and other factors that go into health insurance that is provided to retirees had to be recognized. Also, through the VRS program, there are post employee benefits, such as group life, that's administered through the VRS program. Mr. Hawkins stated that the School Board had health insurance credits.

Mr. Hawkins reviewed fund statements, balance sheet, total assets of the County's General Fund (approximately \$6.8 million), and the Total Fund Balance (\$6,000,047 million). Mr. Hawkins stated that it is typically recommended to have 10%-20% Fund Balance compared to the expenditures. He stated that the County was in excess of that percentage.

Mr. Hawkins advised that the audit is annual. Going forward, the County should have their report finalized by November 30, to be presented in December.

It was requested to have auditors look at credit card practices for any recommendations, if any.

The Annual Financial Report for the Fiscal Year Ending June 30, 2018 was provided to Board members.

County Administrator Jones thanked Ms. Moore, Director of Finance, and Ms. Cox, Treasurer, for their work.

#### **4. Public Hearing**

Chairman Seward entered Public Hearing.

##### 4.01 Conditional Use Permit #2019-02, Calvin Pegram, Applicant

Ms. Monica J. Whitney, Permit Technician, provided the staff report for Conditional Use Permit #2019-02, Calvin Pegram, applicant.

Ms. Whitney reported that the applicant, Calvin Pegram, is requesting a conditional use permit (CUP) to operate a truck and tractor pulling track. The site is located on the north line of General Mahone Highway (U.S. Route 460), approximately two (2) miles west of the corporate limits of the Blackwater Election District. The property in question, identified as tax map number 16-A-1 (owned by the Town of Waverly), is zoned A-1, General Agricultural District and consists of approximately 167 acres. The effected parcel is partially wooded. Surrounding land use include woodlands, a single family residence, Norfolk and Southern Railroad, and several commercial establishments—B & B Motor, John's Body Shop, and Row-Mic Construction, Inc.

The applicant is requesting a Conditional Use Permit to operate a truck and tractor pulling track on a portion of the 167 acre site in question.

The Planning Commission held a public hearing on March 4, 2019 and found the following:

1. The proposed use for the property for the tractor pulling track is consistent with other uses allowed in the A-1 General Agricultural as the A-1 District currently allowed mudbog with a conditional use permit.
2. Only six (6) events will be held on the first (1<sup>st</sup>) Saturday, from May to October; therefore, any impact such as increased traffic or noise will be temporary.
3. The proposed truck and tractor pulling operation will provide a recreational opportunity to the residents in Sussex County, as sources of recreation in Sussex County are limited.
4. To date, no objections have been received to the Conditional Use Permit application #2019-02.
5. The nearest residential dwelling in the area is located across the highway and is approximately 1,600 feet from the proposed site of the track.
6. Trees exist on site to buffer the proposed truck and tractor pulling track.

Based on these findings, the Planning Commission voted (8 ayes, 1 abstention) to approve Conditional Use Permit application #2019-02, Calvin Pegram, applicant, subject to the following conditions:

1. The conditional use permit may be revoked by the Sussex County Board of Supervisors at any time, following a public hearing, if the truck and tractor pulling track is deemed to be a public nuisance.



2. The conditional use permit shall not be transferable or assignable to future property owners.
3. No events shall be held on Sunday and all events shall comply with the Sussex County Noise Ordinance.
4. The number of races per calendar year shall be limited to six (6) unless an exception is granted by the Sussex County Board of Supervisors.
5. No alcoholic beverages shall be allowed or served onsite.
6. There shall be no overnight camping of RV's, travel trailers or campers.
7. The applicant shall obtain any permits required by the Virginia Department of Transportation (VDOT) and to make any required road improvements prior to holding any event at site in question.
8. The buffer of trees located on the subject property shall be maintained for the life of the truck and tractor pulling track.
9. Food vendors and/or the applicant must secure the appropriate permit(s) from the Department of Health and any required local business license(s) from the Commissioner of Revenue's Office.

A copy of the staff report and conditions, summation of CUP #2019-02, a copy Conditional Use Permit Application #2019-02, dated 1.27.2019, and a copy of Certification sent Adjacent Property Owners, dated 4.8.2019 were included in the Board packet.

There were no comments from the public.

Messrs. Calvin Pegram, John Jones, and Tracy Pegram (Waverly District) were the owners. They were present to answer any questions. They gave a brief overview of trying to provide recreation for the Waverly area and the County.

Mayor Angela McPhaul (Town of Waverly) – Explained the rescue squad members' intention; rescue squad didn't ask for compensation; gave a brief overview of the Town of Waverly responsibility and willingness to assist with donation for the rescue squad.

Board member comments were heard from:

- Supervisor Tyler (Henry District) – absent
- Supervisor Futrell (Waverly District) – Mini tractors & small pick-up trucks; building for over 20 years; help economy on Rte. 460.
- Supervisor Stringfield (Wakefield District) – none
- Supervisor Blowe (Stony Creek District) – none
- Supervisor Fly (Courthouse District) – Inquiry of rescue squad services compensation, no campers, trailers, RV, no tents; no overnight lodging.
- Supervisor Seward (Blackwater District) – Inquiry of site location as Waverly Election District: verified the location—Blackwater Election District, staff is to correct information on CUP application regarding election district.

Public Hearing was closed on for Conditional Use Permit #2019-02, Calvin Pegram, applicant.

Action on Public Hearing Item

ON MOTION OF SUPERVISOR FUTRELL seconded SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves Conditional Use Permit #2019-02, Calvin Pegram, applicant, to operate a truck and tractor pulling track subject to the following conditions:

1. The conditional use permit may be revoked by the Sussex County Board of Supervisors at any time, following a public hearing, if the truck and tractor pulling track is deemed to be a public nuisance.
2. The conditional use permit shall not be transferable or assignable to future property owners.
3. No events shall be held on Sunday and all events shall comply with the Sussex County Noise Ordinance.
4. The number of races per calendar year shall be limited to six (6) unless an exception is granted by the Sussex County Board of Supervisors.
5. No alcoholic beverages shall be allowed or served onsite.
6. There shall be no overnight camping of RV's, travel trailers or campers.
7. The applicant shall obtain any permits required by the Virginia Department of Transportation (VDOT) and to make any required road improvements prior to holding any event at site in question.
8. The buffer of trees located on the subject property shall be maintained for the life of the truck and tractor pulling track.
9. Food vendors and/or the applicant must secure the appropriate permit(s) from the Department of Health and any required local business license(s) from the Commissioner of Revenue's Office.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent: Supervisor Tyler

*Supervisor Tyler entered at 7:36 p.m.*

Chairman Seward entered Public Hearing.

4.02 Fiscal Year 2020 Proposed County Budget

County Administrator Jones stated that the Public Hearing was in regards to Fiscal Year 2020 Proposed County Budget. He gave an overview of the budget cycle stating that the budget process started in November 2018. Letters and packages were distributed to County departments. Discussions were had with these departments. At the regular Board meeting held March 21, 2019, County Administrator Jones presented the Fiscal Year 2020 Proposed Budget.

County Administrator Jones began his presentation of the Fiscal Year 2020 Proposed County Budget. He stated that the proposed budget for Fiscal Year 2020 is \$37,191,756. The current budget, FY19, is \$36,297,742. The proposed budget for Fiscal Year 2020 is an increase of \$894,014, over the fiscal year budget, reflecting a 2.5% increase.

County Administrator Jones stated that there were some notable items in the Fiscal Year 2020 proposed budget. A three percent (3%) cost of living adjustment (COLA) for all employees and a less than one percent (1%) increase in the health insurance benefits rates are included in the proposed budget. The health insurance increase will be \$5,424 for all employees, which is a notable decrease.

County Administrator Jones stated that some Budget Work sessions have been held. He stated that the Board approved the \$5,424 health insurance increase and the County's public school system local funding in the amount of \$7,999,170.

County Administrator Jones stated that in the budget work sessions there were extensive discussions regarding the Office Space Needs Study. It was decided to focus on renovating existing building on the complex versus some of the previous discussions of new construction,

County Administrator Jones discussed the Capital Improvements Plan (CIP). He stated that the total of the proposed Fiscal Year 2020 budgeted CIP is \$503,223 of which the majority is vehicles and bulk equipment. The significance difference in the current CIP budget and the proposed CIP budget is the Board's approval of the purchase of a fire truck. The fire truck has been ordered and under construction and is anticipated to be completed in August 2019—the next year, FY21. There have been discussions between the Finance and Treasurer departments to encumber these funds for the next fiscal year when the vehicle is received.

Public Comments were heard from:

Kevin Bracy (Courthouse District) – BB&T bank closure; encourage the Board to take care of senior citizens.

There were no Board comments.

Chairman Seward closed the Public Hearing for the Fiscal Year 2020 Proposed County Budget.

*The next Board of Supervisors Budget Work Session was scheduled Wednesday, April 24, 2019 at 1:00 p.m. Location to be determined. County Administrator Jones asked the Board to submit any items they may have for the Budget, so that Administration can have the opportunity to prepare for the Budget Work session.*

Chairman Seward entered Public Hearing for the Calendar Year 2019 Proposed Tax Rates.

#### 4.03 Calendar Year 2019 Proposed Tax Rates

County Administrator Jones stated that there are no increases in tax levy for Calendar Year 2019 Proposed Tax Rates.

There were no Public Comments.

There were no Board Comments.

Chairman Seward closed the Public Hearing for the Calendar Year 2019 Proposed Tax Rates.

#### 4.04 Action on Public Hearing Items

There was no action on the Fiscal Year 2020 Proposed County Budget and Calendar Year Proposed Tax Rates public hearing items.

### **5. Appointments**

#### 5.01 Appointment to Planning Commission

County Administrator Jones stated that the term of Mr. J. Lafayette Edmond (Courthouse District), 16423 Jerusalem Plank Road, Waverly, VA, on the Planning Commission is due to expire April 30, 2019. Staff has contacted Mr. Edmond. He is willing to continue to serve, if reappointed.

A copy of Mr. Edmond's confirmation letter included in the Board packet along with the list of Planning Commission members.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints Mr. J. Lafayette Edmond, 16423 Jerusalem Plank Road, Waverly, VA 23890, to the Planning Commission – with a term expiring June 30, 2023.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

#### 5.02 Appointment to the Industrial Development Authority (IDA) Board of Directors

County Administrator Jones stated that the term of Mr. Charles D. Ross, 23200 Moore's Lane, Jarratt, Virginia 23867 on the Industrial Development Authority (IDA) Board of Directors is due to expire May 15, 2019. Staff has contacted Mr. Ross. Mr. Ross is willing to continue to serve, if reappointed.

A copy of Mr. Ross' confirmation letter was included in the Board packet along with the IDA Board of Directors list of members.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR BLOWE and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints Mr. Charles D. Ross, 23200 Moore's Lane, Jarratt, Virginia 23867, to the Industrial Development Authority (IDA) Board of Directors, with a term expiring May 15, 2023.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

### **6. Action Items**

#### 6.01 Town of Waverly Voting Precinct

Mr. William Jenkins, Sussex County General Registrar, contacted Administration and advised that several years ago the Board of Supervisors moved four (4) voting precincts to locations that were handicapped accessible and well known to voters.

Mr. Jenkins advised that the Town of Waverly's voting location was not moved at that time because input had not been received from Waverly. Due to reluctance to vote in the Town Hall of Waverly from various mayors, an "emergency relocation" was used temporarily to facilitate two (2) Town of Waverly Elections.

Mr. Jenkins advised that it is the desire of the Sussex Electoral Board to request the Board to vote to officially move the Town Election of Waverly to the Sussex County Waverly Office Building at 233L South Country Drive, Waverly, Virginia 23890. (This is the office building in the Family Dollar parking lot, adjacent to the Sonabank Drive Through.) The next election will be in May 2020.

There will be no update cost to use this building. It is "Election Ready".

Mr. Jenkins was present and provided a brief overview of his request and was present to answer any questions.

A copy of Mr. Jenkins' letter to the Board, dated April 4, 2019, was included in the Board packet.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the official moving of the Town Election of Waverly to the Sussex County Waverly Office Building at 233L South Country Drive, Waverly, Virginia 23890.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

## **7. Reports of Departments/Agencies**

### 7.01 Atlantic Waste Disposal, Inc. – Mr. Jason Williams

Mr. Jason Williams, Senior District Manager of Atlantic Waste Disposal, Inc., stated that there were some issues with the disposal of items that are not allowed at the convenience sites, especially tires. There was an issue at the landfill on Cabin Point Road where the dumpster was almost completely filled with tires. There was an issue when the Stony Creek convenience site can was dump at the landfill, a fire started. Mr. Williams stated that it isn't known as to what exactly caused the fire. Once it hit the ground, the fire ignited. However with fire extinguishing equipment, they were able to put out the fire. He stated that these issues increase during summer months particularly with the disposal of swimming pool chemicals, charcoal, etc. Mr. Williams requested that the convenience site workers be informed and made aware and check for such items.

Mr. Williams stated that the recycle business is experiencing significant changes. The business model of being paid when recycling has changed drastically. Recycling centers are actually charging to accept material. Mr. Williams advised that convenience sites are cognizant of items that are placed in the recycle bins. Communicate with staff at the convenience sites regarding

items that can be accepted for recycle. If items are not recyclable, Atlantic Waste Disposal, Inc. will be charged for those non-recyclable items wherein they will have to communicate with the County regarding those incurred charges. Cameras will be installed at the gate at the Cabin Point Road landfill to try to combat some of the issues with dumping going forward.

Mr. Williams stated that tires are no longer accepted at their facility since Emmanuel Tires moved from the landfill. During Amnesty Days, vouchers are given to any resident for disposal of four (4) free tires to be taken to Emmanuel Tires. In turn, Emmanuel Tires bills Atlantic Waste Disposals, Inc. for tires disposed of using the vouchers. Mr. Williams stated the Amnesty Days are April 17<sup>th</sup> – 20<sup>th</sup>. Amnesty Days will be scheduled in September 2019.

It was discussed to extend the Amnesty Days to April 22<sup>nd</sup> due to the pending inclement weather.

There was discussion of safety issue and status of lighting at Jarratt Convenience sites and for another site. It was noted that this was a County matter. County Administrator Jones stated that the project was underway, as stated at the Jarratt as the other site. In regards to the Jarratt Convenience site, there is a matter of the easement to property. Other alternatives are being considered.

There was also discussion of communication of convenience site workers of the diameters of shrubbery/branches accepted.

There discussion of moving towards adding a dumpster at conveniences site for other things such as furniture and appliances. Mr. Williams stated that if any items such as refrigerators and the like, their staff is trained wherein they will not pick up/pull those items unless it's documented that the chlorofluorocarbon (CFC) has been removed from the refrigerator. There's an exception on Amnesty Days. There's a separate dumpster, at that time, for such items. He also stated that businesses can't dispose of e-computers; however, residents are exempt. There is concern for the mercury in the items.

There was discussion of the train schedule at the landfill. Mr. Williams stated that Norfolk Southern delivers to the landfill. Mr. Williams discussed the window of delivery time. It was noted that Atlantic Waste Disposal, Inc. had no control of their delivery schedule. However, Atlantic Waste Disposal, Inc. will try to minimize time that the road's blocked.

It was also discussion of the Board members receiving letters regarding tipping receipts.

#### 7.02 Treasurer's Report – *included in Board packet – included in Board packet.*

The Treasurer's office was recognized for staff receiving Office Accreditation through the Treasurer's Association of Virginia and completion of requirements for Master Governmental Certification through the Weldon Cooper Center for Public Service at UVA at the Treasurer's Association Career Development Program. Documentation was included in the Board packet.

#### 7.03 Animal Services Report– *included in Board packet*

There was inquiry regarding the contract for the Animal Shelter slab.

7.04 Community Development Report – *included in Board packet.*

7.05 Housing Department Monthly Report – *included in Board packet*

There was inquiry, regarding bids for Manufactured/Modular Homes, of rental properties owned by out of state residents.

7.06 Environmental Inspections Monthly Report – *included in Board packet*

7.07 Virginia Cooperative Extension Report - – *included in Board packet*

7.08 Sheriff's Department Report – *included in Board packet*

## **8. Citizens' Comments (8:00 p.m.)**

There were comments heard from:

- Angela McPhaul (Mayor – Town of Waverly) – abandoned homes, inoperable vehicles and disrepaired homes posing health and safety risks to residents and neighbors; efforts to collect property and real estate taxes and delinquent business license payments; counties and other town join in efforts on addressing issues.
- Cecil Stainback (ACO for Sussex County) – Reminder to take of pets and take inside home due to forecasted severe storm the weekend.
- Janet Gray-Stith (Wakefield District) – Concern with storm; plan for storm; suggested committee for elderly citizens and designated area in place for forecasted severe storm; signage for speed in Carver Heights in Wakefield.

## **9. Unfinished Business**

### 9.01 Meals Tax Referendum

County Administrator Jones stated that at a previous Board meeting, staff was directed to proceed with the process of preparing the meals tax for the November 2019 Election Referendum.

Staff recommends a referendum seeking approval for a 4% meals tax. Revenue from the meals tax would be designated as capital improvement project funding for the Sussex County Public Schools and Public Safety.

Based on the data from the Virginia Department of Taxation (Taxable Sales by Business Classification) as given at a previous meeting, a meals tax of 4% levied in past years would have yielded \$215,441 in 2015, \$190,185 in 2016, and \$183,077 in 2017. County Administrator Jones noted that Sussex County is viewed as a whole in regards to numbers in data. The Department of Taxation does not differentiate in the entities located within the Towns versus entities located within the County. However, the referendum is only for the County. It doesn't apply to businesses located within the Towns.

County Administrator Jones stated that in order for the referendum to appear on the November 5, 2019 election ballot, the referendum must be ordered by the court at least 81 days prior to the date set for the election. He stated that the request for the Order needs to be sent by Mid-August to allow time to have the Order entered to appear on the November 5, 2019 election ballot. County Administrator Jones noted that it has been the Board's practice in the last couple of years that there has been no regular meeting held in August. County Administrator Jones stated that it is his hope that if something is done, it would be done by the regular meeting held in June to allow time to meet the mid-August deadline for the request to go forward to the Courts.

Supervisor Fly noted the numbers/trend of meals taxes for the past couple of years, designation for meals tax revenue, public school system request for capital projects, and the resolution.

A copy of the language for the referendum and a copy of the Analysis of Potential County Meals Tax Using Taxable Sales from Food and Drinking Establishments were included in the Board packet.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts a resolution authorizing the County to request the Circuit Court to order a special election to consider adopting a meals tax in order to address the public education and public safety capital needs of Sussex County.

Voting aye: Supervisors Blowe, Futrell, Stringfield, Tyler

Voting nay: Supervisors Fly, Seward

## **10. New Business**

There was no New Business.

## **11. Board Member Comments**

11.01 Blackwater District – none

11.02 Courthouse District – none

11.03 Henry District – Governor's visit to County; \$350,000 grant County received; progress of attracting revenue and creating jobs in Sussex County; exploring using the Improvement Association's building in Waverly for shelter.

11.04 Stony Creek District – Wished everyone a Happy Easter; mental health awareness and resolution; New Hope Baptist Church sponsoring mental health groups once a month.

11.05 Wakefield District – Shared achievements of his daughter, Cherish Stringfield, a Sussex County Public School graduate; supplying resources Sussex children need; shelter in the Wakefield area; cost to renovate/rehab Chambliss Elementary School for shelter.

11.06 Waverly District – none

## **12. Closed Session**



There was no Closed Session.

### **13. Adjournment**

#### 13.01 Adjournment

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the April 18, 2019 meeting of the Sussex County Board of Supervisors hereby adjourned at 8:50 p.m.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

#### 13.02 Next Meeting

Sussex County Board of Supervisors Special (Budget Work Session) Meeting will be held Wednesday, April 24, 2019 at 1:00 p.m. Location to be determined.

The next regular Board of Supervisors meeting will be held on Thursday, May 16, 2019 at 7 p.m. in the Sussex Judicial Center - General District Courtroom, 15098 Courthouse Road, Sussex, VA 23884.

**At a Personnel Committee Meeting of the  
Sussex County Board of Supervisors  
Juvenile & Domestic Relations District Court  
on Tuesday, April 16, 2019 at 11:00 a.m.**

**COMMITTEE MEMBERS PRESENT:**

C. E. Fly, Sr.  
Alfred G. Futrell  
Susan B. Seward, Ex Officio  
Rufus E. Tyler, Sr.

**STAFF PRESENT:**

Vandy V. Jones, III, County Administrator  
Millard D. Stith, Independent Consultant  
Ellen G. Boone, Commissioner of the Revenue  
Brenda H. Drew, Housing Coordinator  
Deste J. Cox, Treasurer  
William Jenkins, General Registrar  
Kelly W. Moore, Director of Finance  
Shilton R. Butts, Assistant to the County Administrator/  
Deputy Clerk to the Board

**Item 1. Call to Order (11:15 a.m.)**

The April 16, 2019 meeting of the Sussex County Board of Supervisors Personnel Committee was called to order by Supervisor Futrell, Chairman.

**Item 2. Invocation**

The invocation was offered by Supervisor Tyler.

**Item 3. The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**Item 4. Agenda Amendments**

There were no amendments to the agenda.

**Item 5. Approval of Agenda**

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR TYLER and carried:  
RESOLVED that the Sussex County Board of Supervisors Personnel Committee hereby approved the agenda as presented.

Voting aye: Supervisors Fly, Futrell, Seward, Tyler

Voting nay: none

## **Item 6. Review of Personnel Policy & Employees**

There was discussion of presenting the recommended edits/amendments to the Personnel Policy at the regular May 2019 Board meeting so that changes can be implemented, effective July 1, 2019.

There was also discussion of developing an employee evaluation form. The top portion of the form will be standard for all employees; however, the other portion of the evaluation form will be specific to the employees' responsibilities in his/her department. It was recommended to develop the evaluation form and present it at the June 2019 regular Board meeting and schedule meetings accordingly to have evaluations forms in place by July 1, 2019 as well.

There was general discussions of recommended changes, amendments or additions to the following sections.

### **SECTION 8 ALCOHOL AND DRUG TESTING**

There was recommendation to have a drug testing policy as a standalone policy. It was recommended to have each employee sign to acknowledge reading and receipt of policy.

It was noted that there is language in the Personnel Policy regarding employees being compelled to take drug tests for certain situations. It was stated that language for random drug testing should be added. It was also recommended that any employee involved in a vehicular and physical accident on the job, require immediate drug testing. It was recommended that the County would also reserve the right to request a drug test due to performance. The drug testing policy needed to be amended due to its vagueness and the history of the County in dealing with drug testing in the past.

It was recommended to require drug tests for new employees going forward.

### **SECTION 22 OVERTIME COMPENSATION**

#### Section 22.7 Flexible Scheduling

In a previous Personnel Committee meeting, there was discussion of whether or not staff would be allowed to work from home or whether working from home would be appropriate. If so, a telecommuting policy for staff employees would have to be drafted and put in place. There was discussion of certain situations/task wherein an employee may be more productive working from home without interruptions. It was also discussed that certain medical situations that may prohibit an employee from coming to work; however, the employee may be allowed to telecommute (work from home) without disrupting the office workflow.

There was also discussion of the details of flexible scheduling. There was discussion that flexible scheduling gives the County Administrator the ability to allow employees to work from home. There was also discussion that flexible scheduling allows employee to adjust arrival and/or departure time of physically being at work, not entailing working from home.

There was discussion of maintaining quality staff and getting the job done.

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors Personnel Committee hereby recommends that the Personnel Policy inclusive of edits of the former County Attorney Flynn and the Personnel Committee be forwarded to the County Attorney and/or an attorney for review; and

FURTHER RESOLVED inclusive of an attorney prepared standalone drug testing policy to cover various scenarios where drug testing will be required.

Voting aye: Supervisors Fly, Futrell, Seward, Tyler

Voting nay: none

### **Item 7. Citizens' Comments**

There were no citizens' comments.

### **Item 8a. Closed Session**

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors Personnel Committee hereby entered into Closed Session, pursuant to Virginia Code Section 2.2-3711(A)1, employment and personnel.

Voting aye: Supervisors Fly, Futrell, Seward, Tyler

Voting nay: none

*Supervisor Tyler departed at approximately 1:20 p.m.*

### **Item 8b/c. Return to Open Session/Certification**

ON MOTION OF SUPERVISOR SEWARD, seconded SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors Personnel Committee hereby reconvened to Open Session.

WHEREAS, the Sussex County Board of Supervisors hereby approves adoption of resolution for certification, to-wit:

WHEREAS, that the Sussex County Board of Supervisors convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors hereby certifies that, to the best of each member's knowledge (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard discussed or considered.

Voting aye: Supervisors Fly, Futrell, Seward  
Voting nay: none  
Absent during vote: Supervisor Tyler

**8d. Action on Closed Session Item**

There were no actions on Closed Session items.

**Item. 9 Adjournment**

ON MOTION OF SUPERVISOR SEWARD, seconded SUPERVISOR FLY and carried:  
RESOLVED that the April 16, 2019 Sussex County Board of Supervisors Personnel Committee meeting hereby adjourned at 1:37 p.m.

Voting aye: Supervisors Fly, Futrell, Seward  
Voting nay: none  
Absent during vote: Supervisor Tyler

DRAFT

**At a Special (Budget Work Session) Meeting of the  
Sussex County Board of Supervisors  
Held in the Sussex Social Services Conference Room on  
Wednesday, April 10, 2019 at 3 pm**

**BOARD MEMBERS PRESENT**

Keith C. Blowe  
C. E. Fly, Sr.  
Alfred G. Futrell  
Rufus E. Tyler, Sr.

**BOARD MEMBER ABSENT**

Susan B. Seward  
John A. Stringfield

**STAFF PRESENT:**

Vandy V. Jones, III, County Administrator  
John Broderick, Director of Finance & Business Operations  
Deste J. Cox, Treasurer  
Brenda H. Drew, Housing Coordinator  
Ernest Giles, Sheriff  
Julius Hamlin, Assistant Superintendent of Curriculum & Instruction  
Arthur Jarrett, Jr., Superintendent  
William Jenkins, General Registrar  
Kelly W. Moore, Director of Finance  
Adrienne Stephenson, Director of Human Resources  
Shilton R. Butts, Assistant to the County Administrator/  
Deputy Clerk to the Board

**Item 1. Call to Order/Determine Quorum (3:06 p.m.)**

The April 10, 2019 Special (Budget Work Session) meeting of the Sussex County Board of Supervisors was called to order by Vice Chairman Blowe.

**Item 2. The Invocation**

The Invocation was offered by Supervisor Fly.

**Item 3. The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**Item 4. Agenda Amendment(s)**

There were no agenda amendments.

## Item 5. Approval of Agenda

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the April 10, 2019 Special (Budget Work Session) Meeting as presented.

Voting aye: Supervisors Blowe, Fly, Futrell, Tyler

Voting nay: none

Absent: Supervisors Seward, Stringfield

## Item 6. FY 2020 Budget Work Session

County Administrator Jones stated that the Special (Budget Work Session) meeting was scheduled primarily for the Public School System to allow the School Board to issue contracts in a timely manner.

County Administrator Jones noted the school requested level funding.

### **6.01 Sussex County Public Schools**

Dr. Arthur Jarret, Superintendent of the Sussex County Public Schools, and members of School Board staff were present to answer any questions.

Dr. Arthur Jarrett gave a brief overview of the school's budget. Dr. Jarratt stated that the school's total budget is \$19,545,786, as noted in packet provided to the Board and County Administration staff. Of the total budget, the school is requesting \$7,994,170 in local funding from the County. He stated that Local, State, Federal, and other revenues are the School's four (4) revenue sources.

Dr. Jarrett stated that the school's Federal revenue has decreased. Dr. Jarratt stated that the school was in a project called VPI+. Some years back, the County provided \$80,000 funding to start a Pre-K program. The Federal Government closed out on the VPI+ Preschool Development Grant (PDG) monies for the Pre-K program. He stated \$271,000 was cut from their Federal budget, which is funding for the entire Pre-K program. He noted, however, that the Governor was supportive of public education. The Governor included, monies at State level to offset the loss at Federal level to allow funding at State level, for the Pre-K program. Dr. Jarrett stated that the school's allocation from the State is \$9,180,083. He stated their projected Federal allocation is \$1,989,678. He stated that the school's "Other" (resources from grants, Titles I, II, and IV) allocation is \$376,855.

Dr. Jarrett stated that the school's increase on the State level included biennial pay raises. He stated that last year, school employees were given a one percent (1%) pay increase. He stated in order to get the other four percent (4%), the School had to commit to a four percent (4%) pay raise for a total five percent (5%) over a two-year span. Dr. Jarrett stated that the State increase included the additional money for the Pre-K Program and monies for alternative education programs for the locality. There's additional monies included for Every Student Succeeds Act (ESSA) to assist students attendance.

Dr. Jarrett stated that the budget was based on 1,016 students which is an increase from 1,010 students currently. Dr. Jarrett stated that he and Mr. Broderick, Director of Finance & Business Operations for the Public Schools System, used the Survival Core formula wherein the actual live births in the County are viewed. Five (5) years later, they review how many of those students born five (5) years ago actually lives in the County and attend Sussex County Public Schools.

Dr. Jarrett stated that the School System's request to the Board is to remain at level funding of \$7,994,170.

There was inquiry as to whether the school had to pay additional funding for students attending alternative schools and at what costs. Dr. Jarrett stated that there's a State match and Local match received for student that's paid as a tuition for each student attending the alternative school. It can vary from year to year. Dr. Jarrett stated that there are approximately four (4) students in the whole school division currently attending alternative schools that cost approximately \$6,000 per child.

There was discussion of alternative education programs. It was projected that the alternative education program would start the beginning of the school year or approximately October 2019.

There was inquiry as to whether all four (4) year olds in the County were eligible for the Pre-K program. It was stated that there's an option in the County that every four (4) year old can be served in the County between the Pre-K Program and the Head Start Program. Parents will have the option to choose which program.

There was inquiry of getting two (2) more slots from the Governor's School if funding was provided. Dr. Jarrett advised that it costs approximately \$9,000 per student to attend the Governor's School plus the transportation. He noted that Sussex has eight (8) students attending. He would have to contact the Steering and Executive Committees at the Governor's School regarding the request for the additional slots. The process of selection for Governor's School was discussed.

There was inquiry in regards to additional slots for CodeRVA. Dr. Jarrett stated that CodeRVA is a fairly new STEM based, upper level advanced program. CodeRVA has been in existence for approximately three (3) years. There are approximately two (2) students currently attending. The tuition is about the same, approximately \$9,000 plus the transportation. Dr. Jarrett stated the school was working with Prince George and Dinwiddie for transportation. The Sussex students are taken to a meeting place in Petersburg. All the students get on one (1) Prince George school bus and are taken to Richmond. As the program grows, the school will look at adding more students.

Dr. Jarrett noted that Sussex schools works with John Tyler Community College for dual enrollment. He also noted that there are five (5) students graduating from Richard Bland College with Associate's Degree in dual enrollment program.



There was discussion of school supplies for teachers for the students, health insurance, and the school's capital improvement projects budget. It was noted that capital improvements were funded out of the Operations budget.

There was discussion of teachers' starting salaries, which was stated to be approximately \$43,000. There was discussion of how many teachers have provisional licenses.

County Administrator Jones noted that the number for the local funding should be \$7,999,170 which is \$5,000 less than what is listed. The amount of \$381,855 in the "Other" line item will be decreased by \$5,000 for an amount of \$376,855 which is the difference for the additional \$5,000 shared IT position that wasn't listed in the Local funding.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves \$7,999,170 as the County's portion of the School's budget for Fiscal Year 2020.

Voting aye: Supervisors Blowe, Fly, Futrell, Tyler

Voting nay: none

Absent: Supervisors Seward, Stringfield

#### 6.02 General Budget Discussion

County Administrator Jones noted that this item would be regarding any general budget discussion the Board may have.

There was discussion as to the clarity of the Sheriff's Department having the issue with the roof resolved.

#### **Item 7. Citizens' Comments (3:55 p.m.)**

Comments were heard from:

Anne Joyner (Wakefield District) – Allocation for fire trucks; Animal Control's budget.

Ernest Giles (Sheriff/Waverly District) – County spending; growth in County; new roof for building; medical furloughs; support.

William Jenkins (General Registrar) – Budget in regards to law passed "No Excuse" (early) voting for November 2020; interest/suggestion of new location or fix room in old court; parking issues.

Board comments were heard from:

- Supervisor Tyler (Henry District) – none
- Supervisor Futrell (Waverly District) – Sheriff's Department's roof and vehicles.

- Supervisor Stringfield (Wakefield District) – absent
- Supervisor Blowe (Stony Creek District) – Apologized; Board does support Sheriff; roof; staff getting information from Sheriff.
- Supervisor Fly (Courthouse District) – Inquired if each agency turned in their own budget; if a copy of Sheriff’s budget was requested, would it look the same as the budget in the Proposed Budget Book?

*It was noted that the budgets can only be dealt with as they are presented. The first mention of the roof was Friday, April 5<sup>th</sup>; however, no numbers were provided at that time. The numbers were just mentioned at this current Budget Work Session. Staff advised that if there were any changes, they made the changes in the meeting with the Sheriff. The Sheriff was fine with the adjustments at that time.*

*County Administrator Jones would talk to the Sheriff regarding the numbers. One (1) vehicle is already listed in the budget.*

*County Administrator Jones noted that the chart on page 1-7 in the FY 2020 Proposed Budget, a column inadvertently left out. An updated chart was handed out to the Board members.*

- Supervisor Seward (Blackwater District) – absent

*County Administrator Jones reminded the Board that the next meeting is the Public Hearing on the FY2020 Proposed Budget at the regular meeting on Thursday, April 18, 2019.*

## **Item 8. Adjournment**

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the April 10, 2019 Sussex County Board of Supervisors Special (Budget Work Session) Meeting hereby adjourned at 4:30 p.m.

**At a Special (Budget Work Session) Meeting of the  
Sussex County Board of Supervisors  
Held in the Sussex Social Services Conference Room on  
Friday, April 5, 2019 at 2 pm**

**BOARD MEMBERS PRESENT**

Keith C. Blowe  
C. E. Fly, Sr.  
Alfred G. Futrell  
Susan B. Seward  
Rufus E. Tyler, Sr.

**BOARD MEMBER ABSENT**

John A. Stringfield

**STAFF PRESENT:**

Vandy V. Jones, III, County Administrator  
Millard D. Stith, Independent Consultant  
Deste J. Cox, Treasurer  
Ernest Giles, Sheriff  
Stella Lee-Givens, Commonwealth's Attorney Office  
William Jenkins, General Registrar  
Kelly W. Moore, Director of Finance  
Gary Williams, Circuit Court Clerk  
Shilton R. Butts, Assistant to the County Administrator/  
Deputy Clerk to the Board

**Item 1. Call to Order/Determine Quorum (3:06 p.m.)**

The April 5, 2019 Special (Budget Work Session) meeting of the Sussex County Board of Supervisors was called to order by Chairman Seward.

**Item 2. The Invocation**

The Invocation was offered by Vice Chairman Blowe.

**Item 3. The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**Item 4. Agenda Amendment(s)**

There were no agenda amendments.

Item 5. Approval of Agenda

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the agenda of the April 5, 2019 Special (Budget Work Session) Meeting of Sussex County Board of Supervisors is hereby approved as presented.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Tyler

Voting nay: none

Absent: Supervisor Stringfield

Item 6. Employees' Health Insurance for Fiscal Year 2020

County Administrator Jones stated that the Budget Work Session was mainly regarding health insurance. Staff needed time to order and distribute packages to employees to meet mandated Open Enrollment period and May deadline. County Administrator Jones stated the County is allowed to offer three (3) choices of health insurance. The three (3) Local Choice Plan Options are Key Advantage Expanded, Key Advantage 500, and the High Deductible Health Plan. The majority of the employees are enrolled in Key Advantage Expanded. A few are enrolled in Key Advantage 500.

The County currently pays the full cost for a single subscriber's premium in the amount of \$820. For Key Advantage Expanded with single coverage enrollment, an employee is responsible for \$0. For dual enrollment, the County still pays the \$820; however, the employee is responsible for \$697. If there would have been any employees enrolled in the family plan, again, the County pays the \$820; however, the employee would have been responsible for \$1,394.

For FY20, the same three (3) Local Choice Plan Options for health insurance are Key Advantage Expanded, Key Advantage 500, and the High Deductible Health Plan. County Administrator Jones advised that there has been an increase of the premium cost from \$820 per employee to \$824 per employee—a four dollar (\$4) increase which is a total increase of \$5,424 for all employees. County Administrator Jones stated that it is proposed that the County absorbs \$5,424 increase which is a drastic increase from \$72,600 for the current fiscal year and \$114,000 for FY18.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves funding the employees' health insurance at 100% for Fiscal Year 2020.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Tyler

Voting nay: none

Absent: Supervisor Stringfield

Item 7. Office Space Needs Study – Mr. Tony Bell, Moseley Architects

County Administrator Jones stated that the County had engaged Moseley Architects (Moseley) to do an Office Space Needs Study in regards to the Administration Building and other County owned buildings. Moseley came out and visited the buildings, met with staff, and developed several options. County Administrator Jones stated that the Board held a Special meeting on November

8, 2018. Moseley was in attendance and presented all of the options for the Board's review. The Board basically focused on one option, 4C, and made recommendations of changes for that option. Moseley made the changes for the options and scheduled an overview. However, the overview had to be postponed.

Messrs. Tony Bell and Derrick McCalla, of Moseley Architects were present. Mr. R. T. Taylor, of Davenport and Company, was present, as well, to answer any questions regarding financing options, if needed.

Mr. Bell gave a brief recap of the presentation given at the Board's Special Meeting on November 8, 2018. He stated that Option 4C was created and was the main focus everyone basically agreed upon at that meeting. A handout was provided of the analysis and master plan, dated April 5, 2019.

There was mention that the modular building that County Administration is currently in was supposed to be on a temporary basis many years ago until the County could move forward on the construction of a new Administration building. The lifespan of the mobile units isn't but so long without deteriorating. Certain aspects of the project may be to be phased in.

The current office space need is 24,000 square feet. The 20 year office space need is 27,000 square feet.

Mr. Bell stated that they didn't really focus on the Newsome Human Services building. The focus was on the Building & Grounds, the Treasurer/Commissioner, the Historic Courthouse, the Clerk Building and the Modular Building that houses Administration, Finance and the Community Development Department.

Mr. Bell reviewed Option 4C. Option 4C is to construct a new building for all departments except the Public Safety Coordinator, Housing Programs, Virginia Cooperative Extension, Circuit Court Clerk, and the General Registrar and construct a new building for the Building & Grounds Department.

Option 4C includes the following steps:

Administration is relocated from the modular building into the New Building. Meeting Room is relocated into the Building and Grounds building.

Commissioner of the Revenue is relocated from the Commissioner/Treasurer Building into the New Building.

Treasurer is relocated from the Commissioner/Treasurer Building into the New Building.

Circuit Court Clerk is relocated to Commissioner/Treasurer Building.

Finance is relocated from the modular building into the New Building.

Community Development is relocated from the modular building into the New Building.

Public Safety Officer will be relocated from the Historic Courthouse to the former bank in Waverly. Building and Grounds is relocated into a New Metal Building on the former modular building site.

Virginia Cooperative Extension remains in its current location in the former bank in Waverly.

Housing Programs remains in its current location in the former bank in Waverly.

Department of Social Services and Health Department remain in its existing location in the Human.

Mr. Bell stated that at November 8, 2018 meeting it was discussed to repurpose the Building & Grounds' current building to the Board of Supervisors meeting room.

The County's Waverly office will be renovated to continue to house Housing Programs, Virginia Cooperative Extension and, now house the Public Safety Coordinator. There was discussion of meeting with Surry County regarding moving positions to the Surry office.

The Historic Courthouse will be renovated with no purpose due to all of the changes in elevation the building currently has—numerous different floor levels and a myriad of accessibility obstacles to overcome. Its best use will be determined as time moves forward.

There was discussion of various scenarios of utilizing existing office space.

Mr. Bell stated constructing a new Administration Building and renovating the County's Waverly office could be done at any time, independently, not effecting one another.

Mr. Bell stated that there were two (2) paths. One is to relocate County Administration and begin renovation of the Commission of the Revenue and Treasurer building. The other path is to construct a new Building & Grounds building. These two (2) are totally independent of one another.

Mr. Bell stated an option was to relocate the Circuit Court Clerk and renovate the Circuit Court Clerk building. Relocate the General Registrar, renovate the General Registrar and renovate the Historic Courthouse. On this side, construct the new Building & Grounds building and relocate Building & Grounds out of their existing building and renovate the Building & Grounds building for County Administration.

Mr. Bell stated that timing was discussed in regards to what's a reasonable expectation of how the improvements could be implemented. He stated a schedule of about nine and one half (9-1/2) years was reviewed. This would mean in Year 1 will focus on the design of a new County Administration building. Years 2 and 3 will focus on procurement and construction. When this project is complete and staff has moved into new building, in Years 4 and 5, the designs on the next project will begin—renovation of the Commissioner/Treasurer building—which is

approximately a nine-month project, leaving 15 months for renovation. At the end of this project, the beginning of designing and renovation of the Circuit Court Clerk building could begin.

There was discussion of other scenarios of renovations to move things faster which could condense the schedule. The advantage of condensing the schedule would be saving any escalation of costs that may occur in the marketplace and may save, as far as interest rates. The disadvantage will be accumulating a larger amount to pay off in a shorter amount of time. Mr. Bell stated that it was determined to finish one (1) project before starting on the other project.

There was discussion of the sale of the BB&T Bank building with the possibility of the County acquiring the property. There was discussion of the cost, square footage and Specter Realty contracted to represent the property. It was advised that the lock box would be placed on the property the upcoming weekend.

There was also discussion of which department would be best suited to utilize the space. It was discussed that it would not be enough space for the Commissioner of the Revenue and the Treasurer's office. There was discussion of the General Registrar's office utilizing the space. Mr. Jenkins, the General Registrar, was present and discussed parking issues, storage and early voting and election law changes that would affect his office.

It was noted that any offer made by the county administrator would include building inspections, due diligence for HVAC, etc.

It was noted that a three-year restriction would be placed on the property. It was noted that BB&T had no interest in being a community partner.

County Administrator Jones noted that he was advised that the BB&T building was going to be for sale. It was not going to be donated or breaks given to local governments or non-profit organizations in regards to reduced cost. The property was going to be evaluated and placed on the market at a fair market price.

After the realization of only one (1) member was absent, the motion made by Supervisor Fly, seconded by Supervisor Futrell to authorize the county administrator to enter into agreement to purchase the BB&T building subject to a full Board of Supervisors vote was modified.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the county administrator to negotiate the purchase the BB&T Bank with a cap of \$140,000 after all due diligence has been completed.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Tyler

Voting nay: none

Absent: Supervisor Stringfield

There was discussion that the building could be utilized and the renovation of another space may not be needed or done.

There was discussion regarding yearly payment of an \$8,000,000 note over 20 years.

County Administrator Jones noted that the presentation on Option 4C included further information regarding the costs. He stated that Mr. Taylor, of Davenport and Company, evaluated the numbers listed, and created options.

Mr. Taylor stated the more than just the typical mortgage styled payments have been reviewed as it relates to different components and phasing in the presentation. Mr. Taylor stated for a quick answer—with not necessarily a complete picture, depending on the scenario on 20 years, level principal, mortgage styled loan at five percent (5%) interest, would roughly be \$650,000 a year on \$8,000,000.

Mr. Bell reviewed the site plan of the complex and noted parking lots improvements.

There was discussion of relocating the Circuit Clerk office. Mr. Gary Williams, Circuit Court Clerk, was present. Mr. Williams noted the desire to stay in his current location with possible renovation or move there's a need for more space.

There was discussion of utilizing the Commissioner of the Revenue and Treasurer's space available, since Mr. Williams desired to stay at his current location.

There was discussion of committing funding for repair of columns on the new Courthouse and gutters.

Mr. Taylor stated that historically they have been working with the County for years, providing some potential capital planning needs scenarios including the schools, general capital and economic development planning, as well as looking at the County's debt portfolio for re-funding or restructuring opportunities.

Mr. R. T. Taylor reviewed a summary that was provided to the Board. He reviewed details he had reviewed with staff.

Mr. Taylor reviewed the County's goals. He stated that in a meeting with the County in the last couple of months, the direction was given to give the County staff and Board a good overview of the historical past five (5) years general operating trends and fund balance. He noted that the County's existing debt profile was reviewed and how the County compares with some peer groups. Debt capacity and debt affordability were reviewed with respect to the County's current existing debt profile—what can the County take on as a tax base. How much debt that the County could potentially afford on a tax base level versus what the County currently budget towards what the debt service and capital plans need, which is more along the lines of debt affordability, was discussed.

Mr. Taylor reviewed Davenport's summary of their findings and analysis. He stated that the County has been able to produce breakeven results over the past five (5) years due to good,



conservative budgeting and consistent collection efforts. He stated that the County reached a good, healthy, strong Unassigned Fund Balance, at the 16%-20% level, which is factoring in the General Fund and School Operating Fund. He stated that the County does not currently have a rating from the National Rating Agency. He stated that it's not a good or bad thing. The opportunity hasn't been for the County to go out and get a public rating and borrow through the public markets.

There was discussion of municipal bond options.

Mr. Taylor stated planning assumptions were being provided. Determinations can be made based on how planning finance evolves and going through a process of assessing the banks and submitting application to VRA or potentially going to a public forum directly. He stated that the County's debt profile is favorable.

Mr. Taylor gave an overview of the County's debt profile. The debt in the County's portfolio is specific to school. It's approximately \$11.3 million outstanding. The annual debt service for FY19 is approximately \$1.8 million. On the debt outstanding, the County's paying approximately \$1.8 million per year principle and interest. The County has a high payout ratio, 90.1%.

There is \$13.2 million CIP needs. They range from being implemented in FY20 – FY27. Different financing scenarios were reviewed.

It was noted that the Sheriff Department needs a roof. The Treasurer's and Commissioner of the Revenue offices are fine; however, they have a leak and need new or updated bathrooms. It was stated that County Administration needs an appropriate place to work and take care of the business of its citizens. It was noted that \$577,000 to renovate the old County Administration building.

Moseley Architects provided Government Space Needs Analysis and Facilities Master Plan packet, dated November 12, 2018 to the Board members. Davenport & Company provided Sussex, County Discussion Materials, dated April 5, 2019 to the Board members.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the county administrator to work with Moseley Architects based on the recommendations the Board already have, utilize existing buildings, to move forth with the new organizational Office Space Study Needs Plan without construction of a new County Administration building.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent: Supervisor Stringfield

Chairman Seward recommended adding money in the budget for the upkeep of the existing buildings on the complex. County Administrator Jones recommended accessing what needs to be done and get costs to see if it can be done in the current budget.

Mr. Taylor clarified with respect to revising the scenarios discussed, an option is have a reimbursement resolution in place to reserve the flexibility should the County need to reimburse

the Fund Balance to preserve the flexibility through future financing—which is something the bond counsel would be to help.

Item 8. Citizens' Comments

There were no citizens' comments.

*County Administrator Jones reminded the Board to schedule the Special (Budget Work Session) meeting for the Public School Systems and other budget items to be discussed. The meeting was scheduled for Wednesday, April 10, 2019 at 3:00 p.m. Location to be determined.*

Item 9. Adjournment

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FUTRELL and carried:  
RESOLVED that the April 5, 2019 Sussex County Board of Supervisors Special (Budget Work Session) meeting hereby adjourned 4:36 p.m.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Tyler

Voting nay: none

Absent: Supervisor Stringfield

**At a Joint Public Hearing of the  
Sussex County Board of Supervisors & Planning Commission  
Held in the General District Courtroom on  
Monday, April 1, 2019 at 6 pm**

**BOARD MEMBERS PRESENT**

Keith C. Blowe  
C. E. Fly, Sr.  
Alfred G. Futrell  
Susan B. Seward  
John A. Stringfield  
Steve White, BOS Tie Breaker

**BOARD MEMBER ABSENT**

Rufus E. Tyler, Sr.

**STAFF PRESENT:**

Vandy V. Jones, III, County Administrator  
Millard D. Stith, Independent Consultant  
Wallace Brittle, County Attorney  
Ellen G. Boone, Commissioner of the Revenue  
Deste J. Cox, Treasurer  
Ernest Giles, Sheriff  
Shilton R. Butts, Assistant to the County Administrator/  
Deputy Clerk to the Board

**PLANNING COMMISSION MEMBERS PRESENT**

Kevin Bracy  
J. Lafayette Edmond  
Jeffery Gary  
Frank Irving  
Roger King  
Dennis Mason  
Terry Massenburg  
Andrew Mayes  
Robert Young

**PLANNING COMMISSION MEMBERS ABSENT**

Brenda Burgess

**Item 1. Call to Order/Determine Quorum**

The April 1, 2019 Joint Public Hearing of the Sussex County Board of Supervisors and the Planning Commission was called to order by Chairman Seward.

**Item 2. The Invocation**

The Invocation was offered by Supervisor Stringfield.

**Item 3. The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**Item 4. Agenda Amendments**

County Administrator Jones requested to move under Item 7. Public Hearing, Item 7c. Zoning Ordinance Amendment #2019-02 to Item 10. and add as Item 10.1 Zoning Ordinance Amendment #2019-02 and add as Item 10.2 Discussion regarding Property Maintenance.

**Item 5. Approval of Agenda**

ON MOTION OF COMMISSIONER YOUNG, seconded by COMMISSIONER MASSENBURG and carried: RESOLVED that the Sussex County Planning Commission hereby approves the April 1, 2019 Joint Public Hearing of the Sussex County Board of Supervisors and Planning Commission agenda inclusive of moving under Item 7. Public Hearing, Item 7c. Zoning Ordinance Amendment #2019-02 to Item 10. and add as Item 10.1 Zoning Ordinance Amendment #2019-02 and add as Item 10.2 Discussion regarding Property Maintenance.

Voting aye: Commissioners Bracy, Edmond, Irving, King, Mason, Massenburg, Mayes, Young

Voting nay: none

Absent during vote: Commissioner Gary

Absent: Commissioner Burgess

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the April 1, 2019 Joint Public Hearing of the Sussex County Board of Supervisors and Planning Commission agenda inclusive of moving under Item 7. Public Hearing, Item 7c. Zoning Ordinance Amendment #2019-02 to Item 10. and add as Item 10.1 Zoning Ordinance Amendment #2019-02 and add as Item 10.2 Discussion regarding Property Maintenance.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent: Supervisor Tyler

#### Item 6. Public Hearing

ON MOTION OF COMMISSIONER MASON, seconded by COMMISSIONER BRACY and carried: RESOLVED that the Sussex County Planning Commission hereby enters into Public Hearing.

Voting aye: Commissioners Bracy, Edmond, Irving, King, Mason, Massenburg, Mayes, Young

Voting nay: none

Absent during vote: Commissioner Gary

Absent: Commissioner Burgess

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters into Public Hearing.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent: Supervisor Tyler

Chairman Seward gave a brief overview of the Order of Business of the Joint Public Hearing of the Board of Supervisors and the Planning Commission.

#### Item 7a. Comprehensive Plan Amendment #2019-01

The supporting documents were included in the packet provided to the Board members and the Planning Commission members.

Mr. Darren Coffey, of the Berkley Group, stated that the Berkley Group met with the Board of Supervisors and the Planning Commission on March 4, 2019 regarding the Comprehensive Plan and Zoning Ordinance in regards to solar energy facilities.

Mr. Coffey gave a brief overview of what Solar Farms are. He stated that over the last five years, Virginia has seen a dramatic increase in its installed solar capacity, growing from 17 MW in 2014 to more than 320 MW installed by October 2018.

Mr. Coffey stated that the 2018 Virginia Energy Plan calls for 3,000 megawatts for the next three (3) years. The Commonwealth's renewable energy targets to 16% by 2022.

The Commonwealth currently uses a Permit by Rule (PBR) process managed by DEQ to permit wind, solar, and biomass based generation resources with a capacity less than 1500 MW. DEQ has issued 26 permits for solar projects totaling 750 MW. Notices of Intent that have been filed totaling 3,317 megawatts.

Mr. Coffey stated that Dominion Energy has generated 824 MW of solar. They are either operational or have Power Purchase Agreements. Their goal is to add 5,000 megawatts of solar in the state over the next several decades.

He stated that the Permit by Rule (PBR) process by Department of Environmental Quality (DEQ) does provide some regulation. The local government must certify compliance with land use ordinances. Virginia Code Section 15.2-2232 states the local Planning Commission must review public utility facilities. The first step should be the Planning Commission doing local 2232 review.

The application must substantially meet the Comprehensive Plan. If it's not found to be substantially in accord, then there is no Use Permit to be processed. If it is found substantially in accord, then that's one screen that the application passes. If the application meets the substantially in accord to the Comprehensive Plan, it doesn't mean the Use Permit has to be approved.

Mr. Coffey reviewed the County's Vision Statement to seek to maintain its rural character and natural beauty. The County is intent upon protecting its forest resources, agricultural lands, and natural environment systems.

He stated that the Comprehensive Plan shows that land use in the County is 90% agriculture/forestry; 5% residential; and 5% commercial, industrial, and public. Development in the County is concentrated in five (5) general areas of planning and growth in the Comprehensive Plan as well as small area plans.

Promoting the continuation of farming and identifying and preserving prime agricultural land and facilitate existing and future farming operations, reduce the effects of soil erosion, and protect watersheds restricting to permitted use to agriculture, forestry, passive recreation, and other conservation

Under Issue 1 is Commercial and Industrial Development. The goal is sustainable development. Issue 2 is Community Appearance. The goal is to guide and support an attractive land use development. Want to maintain natural areas, create buffers and setbacks.

Issue 6 is Growth Management. The goal is to promote environmentally friendly development that is sustainable, aesthetically pleasing, and consistent with the County's rural image and character.

Issue 8 is Infrastructure Carrying Capacity and Provision for Facilities and Services. The goal is to protect or restore quality areas of environmental concern or other fragile areas while providing adequate levels of service to meet the needs of citizens.

Issue 10 is Land Development and Land Use Compatibility. The goal is to minimize direct and secondary environmental impacts, avoid risks to public health, safety and welfare.

Issue 11 is Natural Systems. The goal is to develop forestry, agriculture, and related industry while protecting the beauty of the landscape.

Mr. Coffey stated that any consideration should involve a wide range of issues, including, but not limited to the potential impact of a development or a proposed ordinance amendment on natural environment, important natural resources, neighboring development and community function, character, and attractiveness.

Mr. Coffey stated that the Zoning Ordinance had a purpose.

Mr. Coffey stated that the location, character, and extent of solar facilities aren't currently substantially in accord with the Comprehensive Plan because there isn't anything about the location, character and extent in the current Comprehensive Plan. He stated that one (1) has been submitted and found to be in conformance. It was done as part of the Use Permit process. They would recommended that it would be broken out and done, first, separately.

There was discussion that the Planning Commission's role is to make recommendation of land use policy to the Board of Supervisors.

There was discussion of decommissioning and proximity to towns.

There was discussion that utility scale solar facility may be appropriate in agriculture and industrial districts. Identify Brownfields, capped county landfills.

It was stated that the Zoning Ordinance will define what is small scale solar, medium scale solar and utility scale solar.

Public comments were heard from:

- Casey Logan (Prince George Electric) – member of ODEC; agreed to purchase; support; goes with environmental plan.
- Raymond Covington (Courthouse District) – concern with limiting total amount; change character; overall coverage; electric magnetic
- Victoria (Developer, Charlottesville) – developer; offer insight; proposal project in January;

*Commissioner Gary entered at 7:12 p.m.11029*

Comments were heard from Supervisors Blowe, Fly, Futrell, Seward and Stringfield.

ON MOTION OF COMMISSIONER MAYES, seconded by COMMISSIONER MASSENBURG and carried: RESOLVED that the Sussex County Planning Commission hereby recommends approval of Comprehensive Plan Amendment #2019-01 to include the following amendments (1) the total size shall be larger than two (2) acres but less than 1,500 contiguous acres with no more than 65% PV panel coverage; (2) located outside planning areas or community hubs; (3) located outside forested areas to preserve forest resources; (4) further than three (3) miles from any village or town boundary; (5) further two (2) miles from other existing or permitted facilities; and (6) proximity to residences; historic, cultural, recreational, or environmentally-sensitive areas; and scenic viewsheds be considered.

Voting aye: Commissioners Bracy, Edmond, Irving, King, Mason, Massenburg, Mayes, Young

Voting nay: Commissioner Gary

Absent: Commissioner Burgess

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts the Planning Commission's recommendation regarding changes to the comprehensive plan regarding utility scale solar; to-wit:

- the total size shall be larger than two (2) acres but less than 1,500 contiguous acres with no more than 65% PV panel coverage;
- located outside planning areas or community hubs;
- located outside forested areas to preserve forest resources;
- further than three (3) miles from any village or town boundary;
- further two (2) miles from other existing or permitted facilities; and
- proximity to residences; historic, cultural, recreational, or environmentally-sensitive areas; and scenic viewsheds be considered.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent: Supervisor Tyler

#### Item 7b. Zoning Ordinance Amendment #2019-01

Mr. Darren Coffey of the Berkley Group reported that the Zoning Ordinance Amendment #2019-01 includes amendment to Article I, Section 16-1, Definitions, to include the meanings of the following: Applicant, Brownfield, Disturbance zone, Integrated PV, Operator, Owner, Photovoltaic of "PV," Rated capacity, Site, Solar facility (small-scale), Solar Facility (medium-scale) and Solar Facility (utility scale).

Add Utility-scale solar facilities to Article XII. Site Plan Requirements, Section 16-202 (When required).

Add a new Article XXIII, Solar Facilities, to include, but not limited to, the following sections: Statement of intent, Applicability, Zoning districts, Applications and procedures, Neighborhood

meeting, Minimum Development standards, Decommissioning, Coordination of local emergency services, and Conditions

#### Section 16-406. Minimum development standards

(a)1. Should be: The minimum area of a utility-scale facility shall be two (2) acres, and the maximum area shall be less than 1,500 contiguous acres.

Mr. Coffey stated that this will correlate with the Comp Plan.

(g) add clarifying language: in addition to ground cover on the site shall be native vegetation. Language need to be added to address landscaping, address the use of herbicides and pesticides; notify County when applying pesticides and herbicides. County can request periodic water and soil testing.

Will add language for approval by County attorney and staff.

Changes were made to:

#### Section 16-407. Decommissioning

- (a) Change continuous service to a period of six (6) months shall be removed at owner's or operator's expense.
- (b) The owner or operator shall notify the zoning administrator by certified mail and in person of the proposed date of discontinued operations and plans removal. Change to include anywhere it states zoning administrator to "It shall be provided to the Director of Community and add the County Administrator and the Board of Supervisors".

ON MOTION OF COMMISSIONER IRVING, seconded by COMMISSIONER MASSENBURG and carried: RESOLVED that the Sussex County Planning Commission hereby recommends approval of Zoning Ordinance Amendment #2019-01 to the Board of Supervisors inclusive of the following:

#### Section 16-406 Minimum development standards

- (a)1. Should be: The minimum area of a utility-scale facility shall be two (2) acres, and the maximum area shall be less than 1,500 contiguous acres.
- (g) add clarifying language: in addition to ground cover on the site shall be native vegetation. Language need to be added to address landscaping, address the use of herbicides and pesticides; notify County when applying pesticides and herbicides. County can request periodic water and soil testing.

#### Section 16-407 Decommissioning

- (a) Change continuous service to a period of six (6) months shall be removed at owner's or operator's expense.



- (b) The owner or operator shall notify the zoning administrator by certified mail and in person of the proposed date of discontinued operations and plans removal.

Voting aye: Commissioners Bracy, Edmond, Irving, King, Mason, Massenburg, Mayes, Young

Voting nay: Commissioner Gary

Absent: Commissioner Burgess

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts the recommendation to approve additional changes to Zoning Ordinance Amendment #2019-01 regarding scale solar facilities in the County to include:

#### Section 16-406 Minimum development standards

- (a)1. Should be: The minimum area of a utility-scale facility shall be two (2) acres, and the maximum area shall be less than 1,500 contiguous acres.
- (g) add clarifying language: in addition to ground cover on the site shall be native vegetation. Language need to be added to address landscaping, address the use of herbicides and pesticides; notify County when applying pesticides and herbicides. County can request periodic water and soil testing.

#### Section 16-407 Decommissioning

- (a) Change continuous service to a period of six (6) months shall be removed at owner's or operator's expense.
- (b) The owner or operator shall notify the zoning administrator by certified mail and in person of the proposed date of discontinued operations and plans removal.

#### Item 7c. Zoning Ordinance Amendment #2019-02

Because this item is an action, not requiring a public hearing, this item was moved to Item 10.1.

#### Item 8. Return to Regular Session

Chairman Seward returned to Regular Session.

#### Item 10. Citizens' Comments

There were no citizens' comments.

#### Item 10.1 Zoning Ordinance Amendment #2019-02

County Administrator Jones stated that this item was regards to a resolution the Board adopted September 2018 in regards to towing operations. He stated the motion was made by Supervisor Fly, seconded by Supervisor Futrell wherein the Board of Supervisor would direct the Planning Commission to initiate a rezoning process that would grandfather existing towing operations in the A-1 District so that a Conditional Use Permit (CUP) would not be needed. County

Administrator Jones stated that it further resolved that a new applicant going forward to have a CUP.

County Administrator Jones stated that it was noted by the County Attorney that the wording of the intent of the Board was not properly done. It's not a rezoning process.

County Attorney Brittle stated as he understands the intention, from speaking with the previous County Attorney, was to not to rezone anything, but to add a zoning provision. As it reads, any existing towing operations as they are defined, as of the date of acceptance do not need a Conditional Use Permit. Therefore, if they had a permit prior to this, they would not have to abide by it. Or, if they wanted to change something, they could.

County Attorney Brittle stated that in order to protect our citizens, the ordinance should speak to whether the conditions imposed on the citizen that has the CUP, should still be imposed or whether he should be able to operate as if he was in a business zoning.

There was discussion of why the citizen was required to have the CUP. There was discussion of what action need to be taken. County Attorney Brittle stated that the resolution had been in October, more than a 100 days. The Statute says that after 100 days, the Board referring it to the Planning Commission is deemed approved.

County Attorney Brittle stated that he would like for the Board to re-refer it to the Planning Commission. Have the Planning Commission hold a Public Hearing because it's an amendment to a Zoning Ordinance. Once the Planning Commission has held their Public Hearing, if it's recommended for approval to send to the Board of Supervisors, the Board of Supervisors would hold a Public Hearing to receive comments as well.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby re-refers Butler's Towing to the Planning Commission.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent: Supervisor Tyler

## 10.2 Property Maintenance

County Administrator Jones stated that there has been issues in regards to property maintenance as in dilapidated structures, inoperable vehicles, tall grass, etc. In the past, there has been discussion about Property Maintenance Code allowed by the State of Virginia in the Building Code. For various reasons, the Property Maintenance Code had not been adopted by the County.

County Administrator Jones stated that the Maintenance Code would allow the County to enforce some regulations in regards to dilapidates houses, tall grass, etc. County Administrator Jones stated the adoption of a Maintenance Code now is an all or nothing situation. In the past the State would allow for the adoption of part of the Code; however, now it's all or nothing situation. The "all or nothing" necessitates hiring additional personnel to do the investigations and follow through on the complaints.

There was discussion of the remedies of the County, collection fines, property, etc. and whether or the County should adopt the Property Maintenance Code. As discussed by a previous County Attorney, if the County did not wish to adopt a Property Maintenance Code, there may be other ways to address some of the issues without the adoption of the Code.

One of the ways, was the County's ability to adopt an ordinances dealing with spot blight. This ordinance would be outside of the Code, but it would deal with some of the issues. In this case, there is a prescribed process of what has to happen with spot blight abatement dealing with unsafe and derelict structures that the County would have to follow, as in given notice to owner, owner having time to respond. The response would have to have a response amount of time to address the issue.

The remedy would be if the County would the work, they would be able to attach liens as with the Property Maintenance Code.

County Administrator Jones stated that Supervisor Blowe requested that this matter be brought to the joint meeting.

Vice Chairman discussed keeping the County clean.

County Attorney Brittle discussed briefly the Property Maintenance Code and adopting it. He also discussed achieving cleaning the property and getting liens on property. County Attorney Brittle stated that he believe that it could be handled outside the zoning issue. The way it was written, it's under health and safety.

#### Item 11. Adjournment

ON MOTION OF COMMISSIONER MASSENBURG, seconded by COMMISSIONER MASON and carried: RESOLVED that the April 1, 2019 Joint Public Hearing of the Sussex County Planning Commission and Board of Supervisors hereby adjourned 9:17 p.m.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FLY and carried: RESOLVED that the April 1, 2019 Joint Public Hearing of the Sussex County Board of Supervisors and the Planning Commission hereby adjourned 9:17 p.m.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent: Supervisor Tyler

**May 16, 2019**

**WARRANTS & VOUCHERS SUMMARY**

**TOTAL ALL WARRANTS FOR APPROVAL \$532,051.38**

**TOTAL ALL VOID CHECKS FOR APPROVAL \$1,195.32**

<b>ACCOUNTS PAYABLE WARRANTS:</b>	<b>CHECK NO.</b>	<b>AMOUNTS</b>	<b>PROCESS DATE</b>
FOR MONTH OF APRIL 2019	212965-213012	\$ 126,498.80	RUN DATE 4/4/19
	213024-213080	\$ 112,054.20	RUN DATE 4/11/19
	213083-213120	\$ 87,292.97	RUN DATE 4/18/19
	213132-213180	\$ 86,445.50	RUN DATE 4/29/19

**Total Regular Warrants \$412,291.47**

PAY. DEDUCTION WARRANTS:	213013-213023	\$ 58,748.46	RUN DATE 4/16/19
	213082	\$ 430.03	RUN DATE 4/18/19
	213121-213131	\$ 60,581.42	RUN DATE 4/30/19

**Total Deduction Warrants: \$119,759.91**

**TOTAL VOUCHERS & WARRANTS FOR APPROVAL \$532,051.38**

**VOID CHECKS See attached \$ 1,195.32**

# ACCOUNTS PAYABLE CHECKS



P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCKL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH ACH	BATCH INV. DESCRIPTION
00000 000342	AGRI-VA, INC	12563/6	3/22/2019		4100-021600-1272-262-210-601	25.96	212965			Bldg Maint & Repairs-Convenie01571 ACCT# 60146
		CHECK TOTAL	25.96	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	212965			TOTAL 25.96
00000 000923	ALL SEASONS TERMITE &	53949	3/27/2019		4100-051500-1272-551-510	65.00	212966			Building Maintenance & Repair01571 ACCT# 188
		CHECK TOTAL	65.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	212966			TOTAL 65.00
00000 001047	AMERICAN RED CROSS	1910	4/01/2019		4100-081300-2110-816-810	2,000.00	212967			Red Cross 01571 F18/19 ALLOCATION
		CHECK TOTAL	2,000.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	212967			TOTAL 2,000.00
00000 001507	BARKSDALE OILS INC.	SUSSECTY 0319	3/30/2019		4100-021600-1264-261-210	204.19	212968			Mileage 01571 SUSSEX COUNTY
		SUSSECTY 0319	3/30/2019		4100-021200-1264-221-210	464.63	212968			Mileage 01571 SUSSEX COUNTY
		SUSSECTY 0319	3/30/2019		4100-021400-1264-242-210	112.54	212968			Mileage 01571 SUSSEX COUNTY
		SUSSECTY 0319	3/30/2019		4100-021600-1264-265-210	1,469.47	212968			Mileage 01571 SUSSEX COUNTY
		SUSSECTY 0319	3/30/2019		4100-021300-1264-231-210	72.35	212968			Gasoline/Mileage-Non Training01571 SUSSEX COUNTY
		SUSSECTY 0319	3/30/2019		4100-021400-1264-241-210	67.52	212968			Mileage 01571 SUSSEX COUNTY
		SUSSECTY 0319	3/30/2019		4100-021500-1264-251-210	162.38	212968			Mileage 01571 SUSSEX COUNTY
		SUSSECTY 0319	3/30/2019		4100-051100-1264-512-510	5,701.01	212968			Mileage/Gas 01571 SUSSEX COUNTY
		SUSSECTY 0319	3/30/2019		4105-071100-1264-711-710	424.44	212968			Gasoline 01571 SUSSEX COUNTY
		CHECK TOTAL	8,678.53	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	212968			TOTAL 8,678.53
00000 001767	BB&T	2338 0319 01	2/27/2019		4100-021200-1272-221-210	242.11	212969			Building Maintenance & Repair01571 # 4046011199882338
		2338 0319 02	2/28/2019		4100-041100-1203-411-410	80.00	212969			Workshops and Conferences 01571 # 4046011199882338
		2338 0319 03	2/28/2019		4100-041100-1203-411-410	80.00	212969			Workshops and Conferences 01571 # 4046011199882338
		2338 0319 04	2/28/2019		4100-041100-1203-411-410	80.00	212969			Workshops and Conferences 01571 # 4046011199882338
		2338 0319 05	3/10/2019		4100-023100-1204-291-230	318.74	212969			Lodging 01571 # 4046011199882338
		2338 0319 05	3/10/2019		4100-023100-1204-291-230	17.49	212969			Meals 01571 # 4046011199882338
		2338 0319 06	3/10/2019		4100-023100-1204-291-230	331.75	212969			Lodging 01571 # 4046011199882338
		2338 0319 06	3/10/2019		4100-023100-1205-291-230	12.02	212969			Meals 01571 # 4046011199882338
		2338 0319 07	3/11/2019		4100-021400-1235-242-210	50.00	212969			Advertising 01571 # 4046011199882338
		2338 0319 08	3/19/2019		4100-021600-1259-262-210-601	257.10	212969			Equipment 01571 # 4046011199882338
		2346 0319 01	2/26/2019		4100-021400-1205-241-210	19.12	212969			Meals 01571 # 4046011199882346
		2353 0319 01	3/04/2019		4100-011100-1204-111-110	1,172.49	212969			Lodging 01571 # 4046011199882353
		CHECK TOTAL	2,660.82	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	212969			TOTAL 2,660.82
00000 001767	BB&T	2353 0319 02	3/06/2019		4100-011100-1206-111-110	235.99	212970			Transportation (exclude miles01571 # 4046011199882353
		2353 0319 03	3/06/2019		4100-021400-1205-241-210	13.43	212970			Meals 01571 # 4046011199882353
		2353 0319 04	3/06/2019		4100-021400-1205-241-210	30.48	212970			Meals 01571 # 4046011199882353
		2353 0319 05	3/08/2019		4100-021200-1299-221-210	40.50	212970			Miscellaneous Och./First Aid 01571 # 4046011199882353
		CHECK TOTAL	320.40	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	212970			TOTAL 320.40
00000 001768	BENEFIT SOLUTIONS, INC.	30066	4/01/2019		4100-021100-1225-211-210	200.00	212971			Management Consulting Service01571 SUSSEX COUNTY
		CHECK TOTAL	200.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	212971			TOTAL 200.00
00000 001676	BERKLEY GROUP	#2	3/01/2019		4100-021100-1225-211-210	8,075.00	212972			Management Consulting Service01571 SUSSEX COUNTY
		CHECK TOTAL	8,075.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	212972			TOTAL 8,075.00
00000 000915	BLACKWATER REGIONAL	60	4/01/2019		4100-081400-2110-826-810	38,746.25	212973			Blackwater/Regional Library 01571 SUSSEX COUNTY
		CHECK TOTAL	38,746.25	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	212973			TOTAL 38,746.25
00000 001251	CABIN POINT VETERINARY	58734	3/20/2019		4100-021600-1227-261-210	441.00	212974			Medical Services 01571 ACCT# 1707
		58805	3/26/2019		4100-021600-1227-261-210	40.00	212974			Medical Services 01571 ACCT# 1707
		CHECK TOTAL	481.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	212974			TOTAL 481.00



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	ACH PMT TOTAL	NET AMOUNT	CHECK NO.	ACH PMT TOTAL	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000	000049	JARRATT HARDWARE	1903-003416	3/11/2019		4100-021600-1241-261-210	14.98	14.98	212989		Office Supplies	01571 ACCT# 136 14.98
			CHECK TOTAL								TOTAL	
00000	001538	JIM WHELAN'S SERV. CENTER	85846	3/07/2019		4100-051100-1265-512-510	49.95	49.95	212990		Vehicle Maintenance & Repairs	01571 SUSSEX SHERIFF
			86193	3/27/2019		4100-051100-1265-512-510	49.95	49.95	212990		Vehicle Maintenance & Repairs	01571 SUSSEX SHERIFF
			CHECK TOTAL								TOTAL	99.90
00000	001662	JOHNSON, GEORGE	032519	3/25/2019		4100-021200-1275-221-210	99.00	99.00	212991		Maintenance Equipment Repairs	01571 SUSSEX BLDG & GROUND
			CHECK TOTAL								TOTAL	99.00
00000	001433	LOWE'S	912400	3/11/2019		4100-021200-1253-221-210	124.45	124.45	212992		Equipment Lease/Purchase	01571 # 99000502080 124.45
00000	001735	MOBLEY, AMANDA C	AM 032719 01	3/27/2019		4100-051100-1205-516-510	35.50	35.50	212993		Meals - Training	01571 REIMBURSEMENT
			AM 032719 02	3/27/2019		4100-051100-1264-551-510	97.90	97.90	212993		Gasoline/Mileage-Non Training	01571 REIMBURSEMENT
			CHECK TOTAL								TOTAL	133.40
00000	000051	MSAG LLC	C313000	4/01/2019		4100-021500-1252-251-210	496.67	496.67	212994		Equipment Lease/Rental	01571 SUSSEX COUNTY 496.67
00000	001256	PAJ SERVICES	SUSANIM031419	3/14/2019		4100-021600-1274-261-210	400.00	400.00	212995		Grounds Maintenance & Repairs	01571 SUSSEX ANML CONTROL 400.00
			CHECK TOTAL								TOTAL	
00000	001246	PHILLIPS TELECOMMUNICATION	23244	3/19/2019		4100-061100-1252-612-610	563.15	563.15	212996		Equipment Lease/Rental	01571 SUSSEX COUNTY
			23272	3/25/2019		4100-051100-1234-512-510	98.00	98.00	212996		Telecommunications	01571 SUSSEX SHERIFF 561.15
			CHECK TOTAL								TOTAL	
00000	000061	PRINCE GEORGE ELECTRIC	1413003200 0319	3/27/2019		4100-021600-1276-263-210	52.89	52.89	212997		Electric	01571 # 1413003200
			1423010000 0319	3/27/2019		4100-021600-1276-263-210	80.69	80.69	212997		Electric	01571 # 1423010000
			1667000200 0319	3/27/2019		4100-021200-1276-221-210	141.80	141.80	212997		Electric	01571 # 1667000200
			CHECK TOTAL								TOTAL	275.38
00000	000618	QUILL CORPORATION	5892758	3/18/2019		4100-021100-1241-211-210	84.99	84.99	212998		Office Supplies	01571 ACCT# C3342634 84.99
			CHECK TOTAL								TOTAL	
00000	000832	SAM'S CLUB DIRECT	1033	3/14/2019		4100-051500-1277-551-510	35.88	35.88	212999		Water Services	01571 # 0402188473177
			1034	3/14/2019		4100-051500-1247-551-510	172.66	172.66	212999		Janitorial Supplies	01571 # 0402188473177
			9685	2/21/2019		4100-051500-1247-551-510	87.84	87.84	212999		Janitorial Supplies	01571 # 0402188473177
			9686	2/21/2019		4100-051500-1277-551-510	83.16	83.16	212999		Water Services	01571 # 0402188473177
			9630	2/22/2019		4100-051500-1246-551-510	4.48	4.48	212999		Food Supplies	01571 # 0402188473177 384.02
			CHECK TOTAL								TOTAL	
00000	001303	SHDR	19SUCOGR-02181	2/25/2019		4100-011100-1228-111-110	1,687.50	1,687.50	213000		Contractual Services	01571 # 8068000679
			19SUCOGR-02310	3/25/2019		4100-011100-1228-111-110	5,462.50	5,462.50	213000		Contractual Services	01571 # 8068000679
			CHECK TOTAL								TOTAL	7,150.00
00000	000081	THRACKER HARDWARE	64834/1	3/11/2019		4100-021200-1273-221-210	10.58	10.58	213001		Building Systems Main & Repairs	01571 ACCT# 341500 10.58
			CHECK TOTAL								TOTAL	
00000	001766	THE SUPPLY ROOM	3622533-0	3/22/2019		4100-051100-1241-512-510	1,007.96	1,007.96	213002		Office Supplies	01571 ACCT# 1411900 1,007.96
			CHECK TOTAL								TOTAL	



P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	ACCR	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000	000485 THOMSON WEST	819797581	2/04/2019	2/04/2019		4201-021800-6012	37.08	213003		Books and Subscriptions / Sup01571 # 1000717371	01571 # 1000717371
	DISC. TOTAL		37.08	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	37.08
00000	000318 TOWN OF HAVERLY	033119	3/31/2019	3/31/2019		4100-021200-1277-221-210	64.00	213004		Water Services	01571 # 1814040098
	DISC. TOTAL		64.00	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	64.00
00000	999999 TREASURER OF VIRGINIA	WC 032819	3/28/2019	3/28/2019		4100-021100-1299-211-210	345.85	213005		Miscellaneous Others	01571 GLORIA FALTZ
	DISC. TOTAL		345.85	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	345.85
00000	000769 VERIZON	4342462347	3/28/2019	3/28/2019		4100-041100-1234-411-410	71.30	213006		Telecommunications	01571 # 000973062717
00000	000769	4342462427	3/19/2019	3/19/2019		4100-061100-1234-611-610	112.34	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465511	0319	3/28/2019		4100-021100-1234-211-210	415.67	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465511	0319	3/28/2019		4100-021400-1234-241-210	47.93	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465511	0319	3/28/2019		4100-021400-1234-242-210	71.89	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465511	0319	3/28/2019		4100-021600-1234-261-210	23.96	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465511	0319	3/28/2019		4100-021500-1234-253-210	23.96	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465511	0319	3/28/2019		4100-021100-1234-291-230	71.89	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465511	0319	3/28/2019		4100-041100-1234-411-410	95.85	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465811	0319	3/28/2019		4100-031100-1234-311-310	95.85	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465511	0319	3/28/2019		4100-063100-1234-631-630	119.81	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465511	0319	3/28/2019		4100-063100-1234-621-620	143.78	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465511	0319	3/28/2019		4100-063100-1234-632-630	23.96	213006		Telecommunications	01571 # 000973062717
00000	000769	4342465511	0319	3/28/2019		4105-071100-1234-711-710	647.00	213006		Telecommunications	01571 # 000973062717
00000	000769	8045205137	0319	3/28/2019		4100-061100-1234-613-610	78.98	213006		Telecommunications	01571 # 00050404195
00000	000769	8048341302	0319	3/25/2019		4100-021300-1234-231-210	500.12	213006		Telecommunications	01571 # 0007708064
00000	000769	8048341309	0319	3/25/2019		4100-081300-2110-822-810	116.58	213006		VA Cooperative Extension	01571 # 000635121520
	DISC. TOTAL		2,460.87	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	2,460.87
00000	000039 VERIZON WIRELESS	9825987024	3/10/2019	3/10/2019		4125-031700-5841	110.50	213007		Drug Forf. Fund / Com. Atty.	01571 # 905440571-00001
	DISC. TOTAL		110.50	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	110.50
00000	000430 VIRGINIA ASSOCIATION OF	8653-01	3/25/2019	3/25/2019		4100-063100-1201-631-630	350.00	213008		Organization Membership	01571 FY19/20 DUES 1STHALF
	DISC. TOTAL		350.00	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	350.00
00000	000088 HAVERLY GLASS SHOP	12344	3/22/2019	3/22/2019		4100-051100-1265-512-510	325.00	213009		Vehicle Maintenance & Repairs	01571 SUSSEX SHERIFF
	DISC. TOTAL		325.00	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	325.00
00000	000402 HAVERLY RESCUE SQUAD, INC	WAVRESQ FY18/19	3/27/2019	3/27/2019		4100-021500-2110-252-210-522	9,440.00	213010		Four for Life - Emg. Med Serv	01571 18/19 FOURALIFE PROG
	DISC. TOTAL		9,440.00	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	9,440.00
00000	000093 XEROX CORPORATION	096340726	3/20/2019	3/20/2019		4100-061100-1252-612-610	224.92	213011		Equipment Lease/Rental	01571 ACCT# 721126803
	DISC. TOTAL		224.92	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	224.92
00000	000909 BB&T	1460199020	0319	3/25/2019		4100-051100-1299-512-510	107.00	213012		Miscellaneous Others	01571 SUSSEX SHERIFF DEPT
	DISC. TOTAL		107.00	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	107.00
	DISC. TOTAL		126,498.80	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	126,498.80
	DISC. TOTAL		126,498.80	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	126,498.80

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 126,498.80 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ DIRECTOR OF FINANCE \_\_\_\_\_

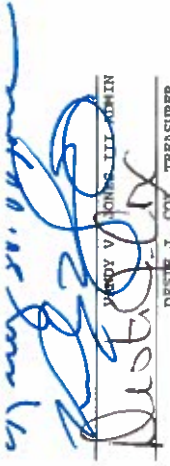
7.7.11

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DATE

4/5/19

DATE


  
 WENDY V. JOHNS, ILL. ADMIN

DEBIE J. COX, TREASURER

P.O. NO.	VENDOR NAME	INVOICE NO.	A/P ACRL	ACCOUNT NO.	INVOICE DATE	ACH PMT TOTAL	NET AMOUNT	CHECK NO.	ACH PMT TOTAL	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000	001665 BAINES, DERRELL A., SR.	DB 040919		4100-051500-1264-551-510	4/09/2019	58.74	58.74	213024	.00	Gasoline/Mileage-Non Training	01572 REIMBURSEMENT
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	58.74	.00	EPY PMT TOTAL	58.74	TOTAL	58.74
00000	000300 BATTERY BARN OF VA INC	J43965		4100-021500-1254-253-210	4/03/2019	390.00	390.00	213025	.00	Equipment Maintenance	01572 ACCT# 749
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	390.00	.00	EPY PMT TOTAL	390.00	TOTAL	390.00
00000	001573 BOVD CHEVROLET BUICK GMC	607153/1		4100-051100-1265-512-510	3/28/2019	506.01	506.01	213026	.00	Vehicle Maintenance & Repairs	01572 SUSSEX SHERIFF
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	506.01	.00	EPY PMT TOTAL	506.01	TOTAL	506.01
00000	001472 BRACY, KEVIN	KB 040819		4100-021400-1217-241-210	4/08/2019	75.00	75.00	213027	.00	Commission/Beard Compensation	01572 JOINT MEETING
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	75.00	.00	EPY PMT TOTAL	75.00	TOTAL	75.00
00000	001251 CABIN POINT VETERINARY	58862		4100-021600-1227-251-210	3/29/2019	40.00	40.00	213028	.00	Medical Services	01572 ACCT# 1707
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	40.00	.00	EPY PMT TOTAL	40.00	TOTAL	40.00
00000	001485 CENTRAL AGRIBUSINESS	JR21588		4100-051500-1246-551-510	4/02/2019	58.80	58.80	213029	.00	Food Supplies	01572 SUSSEX SHERIFF
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	58.80	.00	EPY PMT TOTAL	58.80	TOTAL	58.80
00000	999999 CHEEKS, MICHAEL	MC 0319		4100-051500-1215-551-510	4/05/2019	83.70	83.70	213030	.00	Inmate Pay	01572 INMATE PAY
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	83.70	.00	EPY PMT TOTAL	83.70	TOTAL	83.70
00000	001630 CHENEY BROTHERS	10-917403077		4100-051500-1247-551-510	3/29/2019	1,223.43	1,223.43	213031	.00	Janitorial Supplies	01572 ACCT# 60030700
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	1,223.43	.00	EPY PMT TOTAL	1,223.43	TOTAL	1,223.43
00000	001722 COPELAND LTD-PREPWORK	179		4100-021400-1225-242-210	4/04/2019	900.00	900.00	213032	.00	Management Consulting Service	01572 SUSSEX COUNTY
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	900.00	.00	EPY PMT TOTAL	900.00	TOTAL	900.00
00000	999999 CORNER, TASHONNA	TC 0319		4100-051500-1215-551-510	4/05/2019	144.45	144.45	213033	.00	Inmate Pay	01572 INMATE PAY
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	144.45	.00	EPY PMT TOTAL	144.45	TOTAL	144.45
00000	000622 COUNTY OF GREENSVILLE	2429		4100-051100-1214-611-610	4/02/2019	2,471.81	2,471.81	213034	.00	Comp Court Administrator	01572 ACCT# 65
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	2,471.81	.00	EPY PMT TOTAL	2,471.81	TOTAL	2,471.81
00000	000931 COUNTY OF PRINCE GEORGE	QTR 3 2019		4100-061100-1214-611-610	4/05/2019	1,267.72	1,267.72	213035	.00	Comp Court Administrator	01572 COURT ADMINISTRATOR
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	1,267.72	.00	EPY PMT TOTAL	1,267.72	TOTAL	1,267.72
00000	000020 COHLING BROTHERS	111180		4100-051500-1272-551-510	3/01/2019	1.78	1.78	213036	.00	Building Maintenance & Repair	01572 ACCT# SCJ001
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	1.78	.00	EPY PMT TOTAL	1.78	TOTAL	1.78
00000	000020	116086		4100-051500-1272-551-510	3/04/2019	6.03	6.03	213036	.00	Building Maintenance & Repair	01572 ACCT# SCJ001
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	6.03	.00	EPY PMT TOTAL	6.03	TOTAL	6.03
00000	000020	117364		4100-051500-1273-551-510	3/19/2019	4.01	4.01	213036	.00	Building Systems Main & Repair	01572 ACCT# SCJ001
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	4.01	.00	EPY PMT TOTAL	4.01	TOTAL	4.01
00000	000020	117371		4100-021200-1274-221-210	3/19/2019	17.54	17.54	213036	.00	Grounds Maintenance & Repairs	01572 ACCT# SC0006
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	17.54	.00	EPY PMT TOTAL	17.54	TOTAL	17.54
00000	000871 CRYSTAL SPRINGS	6091788 030719		4100-062100-1277-621-620	3/07/2019	20.95	20.95	213037	.00	Water Services	01572 # 11421076091789
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	20.95	.00	EPY PMT TOTAL	20.95	TOTAL	20.95
00000	001613 CUSTOM CLEANERS	12000		4100-051500-1244-551-510	3/20/2019	86.00	86.00	213038	.00	Uniform Services	01572 SUSSEX SHERIFF
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	86.00	.00	EPY PMT TOTAL	86.00	TOTAL	86.00
00000	001613	12001		4100-051100-1244-512-510	3/20/2019	50.00	50.00	213038	.00	Uniform Services	01572 SUSSEX SHERIFF
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	50.00	.00	EPY PMT TOTAL	50.00	TOTAL	50.00
00000	000902 DOC FARMER'S MARKET	WMT65842		4100-051500-1246-551-510	4/08/2019	223.65	223.65	213039	.00	Food Supplies	01572 SUSSEX COUNTY JAIL
	DISC. TOTAL	.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	223.65	.00	EPY PMT TOTAL	223.65	TOTAL	223.65





AP100 4/11/2019 SUSSEX COUNTY TIME-12:48:48 ActPd - 2019/04

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	BATCH INVENTORY DESCRIPTION
00000 000067	STONY CREEK PHARMACY	SCP 040119	4/01/2019	4/01/2019	4100-051500-1291-551-510	331.51	213066	331.51	01572 MARCH 2019
		CHECK TOTAL							
00000 000162	SUFFOLK ENERGIES INC	37607314	4/01/2019	4/01/2019	4100-021200-1278-221-210	542.57	213067	542.57	01572 ACCT# 66740484
		497552	3/31/2019	3/31/2019	4100-051100-1264-512-510	295.96	213067	295.96	01572 ACCT# 66740352
		CHECK TOTAL							
			838.53			838.53			
00000 999999	TREASURER OF VIRGINIA	WC 040419	4/04/2019	4/04/2019	4100-021100-1299-211-210	345.85	213068	345.85	01572 GLORIA FALTZ
		WC 040919	4/09/2019	4/09/2019	4100-021100-1299-211-210	691.70	213068	691.70	01572 GLORIA FALTZ
		CHECK TOTAL							
			1,037.55			1,037.55			
00000 000080	TRI CITY OFFICE PRODUCTS	01310877-001	3/12/2019	3/12/2019	4100-062100-1241-621-620	77.98	213069	77.98	01572 ACCT# SXCC-0
		0131235-001	4/04/2019	4/04/2019	4100-063100-1241-631-630	168.83	213069	168.83	01572 ACCT# SXCHAT-0
		0131243-001	3/29/2019	3/29/2019	4100-063100-1241-631-630	91.68	213069	91.68	01572 ACCT# SXCHAT-0
		0131301-001	4/09/2019	4/09/2019	4100-051100-1241-512-510	51.64	213069	51.64	01572 ACCT# SCSD-0
		CHECK TOTAL							
			390.13			390.13			
00000 999999	TURNER, LORENZO	LT 0319	4/05/2019	4/05/2019	4100-051500-1215-551-510	100.80	213070	100.80	01572 INMATE PAY
		CHECK TOTAL							
			100.80			100.80			
00000 000087	VAN CLEEF AUTO PARTS INC	4358	3/01/2019	3/01/2019	4100-051600-1265-261-210	107.85	213071	107.85	01572 ACCT# 27430
		4365	3/05/2019	3/05/2019	4100-051100-1265-512-510	37.99	213071	37.99	01572 ACCT# 27431
		4398	3/05/2019	3/05/2019	4100-051100-1265-512-510	56.66	213071	56.66	01572 ACCT# 27431
		4436	3/08/2019	3/08/2019	4100-051500-1265-551-510	122.32	213071	122.32	01572 ACCT# 27431
		4558	3/21/2019	3/21/2019	4100-051100-1265-512-510	43.98	213071	43.98	01572 ACCT# 27431
		4618	3/28/2019	3/28/2019	4100-051100-1265-512-510	126.54	213071	126.54	01572 ACCT# 27431
		4629	3/29/2019	3/29/2019	4100-051100-1265-512-510	21.99	213071	21.99	01572 ACCT# 27431
		4631	3/29/2019	3/29/2019	4100-051100-1265-512-510	21.99	213071	21.99	01572 ACCT# 27431
		574179	3/14/2019	3/14/2019	4100-051100-1265-512-510	59.76	213071	59.76	01572 ACCT# 27431
		574491	3/15/2019	3/15/2019	4100-051100-1242-512-510	24.35	213071	24.35	01572 ACCT# 27431
		CHECK TOTAL							
			623.43			623.43			
00000 000087	VAN CLEEF AUTO PARTS INC	575069	3/28/2019	3/28/2019	4100-051100-1265-512-510	12.44	213072	12.44	01572 ACCT# 27431
		CHECK TOTAL							
			12.44			12.44			
00000 000769	VERIZON	0237854482 0419	4/01/2019	4/01/2019	4100-061100-1234-613-610	168.98	213073	168.98	01572 # 000156873625
		4342462206 0419	4/01/2019	4/01/2019	4100-051100-1234-516-510	298.95	213073	298.95	01572 # 000130839639
		4342464016 0419	4/01/2019	4/01/2019	4100-051100-1234-516-510	65.85	213073	65.85	01572 # 000790535026
		8045205137 0818	8/26/2018	8/26/2018	4100-061100-1234-613-610	71.59	213073	71.59	01572 # 000050404195
		CHECK TOTAL							
			605.37			605.37			
00000 000757	VERIZON BUSINESS	08024365	4/10/2019	4/10/2019	4100-021100-1234-211-210	47.63	213074	47.63	01572 # Y2694822
		08024365	4/10/2019	4/10/2019	4100-021400-1234-241-210	47.67	213074	47.67	01572 # Y2694822
		08024365	4/10/2019	4/10/2019	4100-021400-1234-249-210	47.67	213074	47.67	01572 # Y2694822
		08024365	4/10/2019	4/10/2019	4100-041100-1234-411-410	47.67	213074	47.67	01572 # Y2694822
		08024365	4/10/2019	4/10/2019	4100-031100-1234-311-310	47.67	213074	47.67	01572 # Y2694822
		08024365	4/10/2019	4/10/2019	4100-023100-1234-291-230	47.67	213074	47.67	01572 # Y2694822
		08024365	4/10/2019	4/10/2019	4100-021500-1234-253-210	47.67	213074	47.67	01572 # Y2694822
		08024365	4/10/2019	4/10/2019	4100-051100-1234-516-510	47.67	213074	47.67	01572 # Y2694822
		08024365	4/10/2019	4/10/2019	4100-063100-1234-631-610	47.67	213074	47.67	01572 # Y2694822
		CHECK TOTAL							
			428.99			428.99			

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000 999999	VEGA	MASON 0419	4/08/2019		4100-081300-2110-822-810	40.00	213075		VA Cooperative Extension	01572 REGISTRATION
	DISC. TOTAL	CHECK TOTAL	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00			TOTAL	40.00
00000 000322	WILLIAMS, GARY M., CLERK	GRW 040819	4/08/2019		4100-062100-1292-621-620	94.08	213076		Bank/CC & Other Fees	01572 BANK FEES
	DISC. TOTAL	CHECK TOTAL	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00			TOTAL	94.08
00000 001408	WITHER PUBLIC SAFETY GRP.	1930788	4/02/2019		4100-051500-1244-551-510	60.00	213077		Uniform Services	01572 ACCT# SUSCOU
	DISC. TOTAL	CHECK TOTAL	ACH PMT TOTAL		4100-051100-1244-512-510	60.00	213077		Uniform Services	01572 ACCT# SUSCOU
					.00 CPA PMT TOTAL	.00			TOTAL	120.00
00000 001590	WOODLEY & FLYNN, PLLC	186	3/29/2019		4100-022100-1223-281-220	6,126.98	213078		Legal Services	01572 SUSSEX COUNTY
	DISC. TOTAL	CHECK TOTAL	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00			TOTAL	6,126.98
00000 000093	XEROX CORPORATION	096340735	3/20/2019		4100-062100-1252-621-620	205.66	213079		Equipment Lease/Rental	01572 # 099018525
	DISC. TOTAL	CHECK TOTAL	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00			TOTAL	205.66
00000 009312	YOUNG, ROBERT JR	RY 040819	4/08/2019		4100-021400-1217-241-210	75.00	213080		Commission/Board Compensation	01572 JOINT MEETING
	DISC. TOTAL	CHECK TOTAL	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00			TOTAL	75.00
					.00 CPA PMT TOTAL	.00			TOTAL	112,054.20
					.00 CPA PMT TOTAL	.00			TOTAL	112,054.20

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 112,054.20 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

4-15-19  
 DATE  
 4-15-19  
 DATE  
 4-15-19  
 DATE

Kelly St. Moore  
 DIRECTOR OF FINANCE

JUDY V. WOODS  
 DEPT. J. COX  
 TREASURER

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000	001435 ADVANCE AUTO PARTS	2860905225707	2/21/2019	4100-021200-1265-221-210	40.47	213083	40.47	213083	Vehicle Maintenance & Repairs	01573 # 2860027805	40.47
00000	000342 AGRI-VA, INC	12722/6	4/15/2019	4100-021200-1275-221-210	19.99	213084	19.99	213084	Maintenance Equipment Repairs	01573 # 5327370866	19.99
00000	001011 ANTHEM BLUE CROSS& SHIELD	532731049230	4/10/2019	4100-051500-1293-551-510	544.00	213085	544.00	213085	Inmate Medical Expenses	01573 # 5327370866	544.00
00000	001769 ATLANTIC EMERGENCY SOLUTI	5289RIC	4/02/2019	4100-021500-1265-251-210	422.01	213086	422.01	213086	Vehicle Maintenance & Repairs	01573 ACCT# 17366	422.01
00000	001676 BERKLEY GROUP	#3	4/02/2019	4100-021100-1225-211-210	4,298.56	213087	4,298.56	213087	Management Consulting Service	01573 SUSSEX COUNTY	4,298.56
00000	999999 BRADNER, SCOTT	W0056765	4/10/2019	4100-061100-1213-611-610	124.12	213088	124.12	213088	Witness Fees	01573 COMMONWEALTH WITNESS	124.12
00000	001485 CENTRAL AGRIBUSINESS	JR21688	4/12/2019	4100-051500-1246-551-510	58.80	213089	58.80	213089	Food Supplies	01573 SUSSEX SHERIFF	58.80
00000	001630 CHENEY BROTHERS	10-917436396	4/04/2019	4100-051500-1246-551-510	2,573.31	213090	2,573.31	213090	Food Supplies	01573 ACCT# 60030700	2,573.31
00000	001722 COPELAND LTD-PREFWORK	180	4/11/2019	4100-021400-1225-242-210	450.00	213091	450.00	213091	Management Consulting Service	01573 SUSSEX COUNTY	450.00
00000	000871 CRYSTAL SPRINGS	7302164 040419	4/04/2019	4100-061100-1277-611-610	39.65	213092	39.65	213092	Water Services	01573 # 37281837302164	39.65
00000	000193 DEPART OF MOTOR VEHICLES	2019088785	4/11/2019	4100-041100-1299-412-410	5,775.00	213093	5,775.00	213093	Misc. Oth.-DMV Stops	01573 # 546801642019	5,775.00
00000	001651 DOCUMENT SYSTEMS	99079	4/05/2019	4100-021400-1252-241-210	137.52	213094	137.52	213094	Equipment Lease/Rental	01573 SUSSEX COUNTY	137.52
00000	001651	99079	4/05/2019	4100-021400-1252-242-210	534.15	213094	534.15	213094	Equipment Lease/Rental	01573 SUSSEX COUNTY	534.15
00000	001651	99236	4/08/2019	4100-021300-1252-231-210	117.80	213094	117.80	213094	Equipment Lease/Rental	01573 SERIAL: LX7-660809	926.99
00000	000084 DOMINION VIRGINIA POWER	240632505 0419	4/01/2019	4100-051500-1276-551-510	1,492.95	213095	1,492.95	213095	Electric	01573 # 240632505	1,492.95
00000	000084	2921584914 0319	3/29/2019	4100-051500-1276-551-510	6.77	213095	6.77	213095	Electric	01573 # 2921584914	1,499.72
00000	001692 FERRELLGAS	1106171792	4/11/2019	4100-051500-1279-551-510	433.86	213096	433.86	213096	Propane Gas	01573 # 112364120	433.86
00000	000111 JARRATT VOL. FIRE DEPT	JVFD FV18/19	3/27/2019	4100-021500-2110-252-210-522	2,098.00	213097	2,098.00	213097	Four for Life - Emg. Med Serv	01573 FOUR FOR LIFE	2,098.00
00000	001533 JOHN DEERE FINANCIAL	F15586	3/18/2019	4100-021200-1275-221-210	132.26	213098	132.26	213098	Maintenance Equipment Repairs	01573 # 11113-41650	132.26
00000	001533	F15967	3/27/2019	4100-021200-1275-221-210	67.02	213098	67.02	213098	Maintenance Equipment Repairs	01573 # 11113-41650	67.02
00000	001692 FERRELLGAS	1106171792	4/11/2019	4100-051500-1279-551-510	199.28	213098	199.28	213098	Maintenance Equipment Repairs	01573 # 11113-41650	199.28



P. O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH ACCT#	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000 000583	JONES ELECTRIC CONTRACTOR	27963	1/30/2019		4100-021400-1273-221-210	245.00	213099			Building Systems Main & Repair01573 SUSSEX COURTHOUSE	
00000 000583		28278	4/11/2019		4100-021200-1273-221-210	1,963.00	213099			Building Systems Main & Repair01573 SUSSEX COUNTY BOS	
	DISC. TOTAL					.00				TOTAL	2,208.00
00000 001336	LAW OFFICES OF WALLACE	3843	3/31/2019		4100-022100-1223-281-220	5,220.00	213100			Legal Services#	01573 ACCT# 193769
	DISC. TOTAL					.00				TOTAL	5,220.00
00000 001187	OHEN PRINTING COMPANY	29838	3/14/2019		4100-021400-1233-241-210	162.50	213101			Printing	01573 SUSSEX PLANNING DEPT
00000 001187		29838	3/14/2019		4100-021400-1231-241-210	45.10	213101			Postage#	01573 SUSSEX PLANNING DEPT
	DISC. TOTAL					.00				TOTAL	207.60
00000 000991	PARKER OIL CO	461463	3/04/2019		4100-051500-1278-551-510	592.57	213102			Oil	01573 ACCT# 87746E
00000 000991		461618	3/18/2019		4100-051500-1278-551-510	467.84	213102			Oil	01573 ACCT# 87746E
	DISC. TOTAL					.00				TOTAL	1,060.41
00000 001246	PHILLIPS TELECOMMUNICATION	23077	1/24/2019		4100-021300-1234-231-210	200.00	213103			Telecommunications	01573 SUSSEX COUNTY
	DISC. TOTAL					.00				TOTAL	200.00
00000 001768	RECALL TECHNOLOGIES, INC	20190203	4/01/2019		4125-031700-5843-	7,485.00	213104			Drug Forf. Fund / Sheriff Sta01573 SUSSEX SHERIFF	01573 ACCT# 118626
	DISC. TOTAL					.00				TOTAL	7,485.00
00000 000176	ROBINSON FARMER & COX	RFC 041219	4/12/2019		4100-021100-1222-211-210	17,200.00	213105			Auditing Services	01573 SUSSEX COUNTY
00000 000176		RFC 041219	4/12/2019		4100-041100-1222-411-410	17,200.00	213105			Auditing Services	01573 SUSSEX COUNTY
	DISC. TOTAL					.00				TOTAL	34,400.00
00000 000465	ROM MIC CONSTRUCTION, INC	1270	4/12/2019		4100-021200-1272-221-210	970.00	213106			Building Maintenance & Repair01573 SUSSEX COUNTY	
	DISC. TOTAL					.00				TOTAL	970.00
00000 001488	RRS FOODSERVICE	2064796	4/10/2019		4100-051500-1246-551-510	2,742.11	213107			Food Supplies	01573 ACCT# 118626
	DISC. TOTAL					.00				TOTAL	2,742.11
00000 000968	SIXTH JUDICIAL CIRCUIT	MAY 2019	4/16/2019		4100-061100-1241-611-610	231.04	213108			Office Supplies	01573 OFFICE EXPENSE
	DISC. TOTAL					.00				TOTAL	231.04
00000 000901	SIXTH JUDICIAL CIRCUIT CT	MAY 2019	4/16/2019		4100-061100-1241-611-610	231.04	213109			Office Supplies	01573 OFFICE EXPENSE
	DISC. TOTAL					.00				TOTAL	231.04
00000 000074	STAPLES CREDIT PLAN	225256671	3/01/2019		4100-021400-1241-242-210	114.63	213110			Office Supplies	01573 # 6035517812578820
00000 000074		2253230621	3/02/2019		4100-021500-1241-253-210	69.99	213110			Office Supplies	01573 # 6035517812578820
00000 000074		2256274681	3/07/2019		4100-021100-1241-211-210	44.19	213110			Office Supplies	01573 # 6035517812578820
00000 000074		2256485431	3/08/2019		4100-021100-1241-211-210	58.92	213110			Office Supplies	01573 # 6035517812578820
00000 000074		2260854341	3/15/2019		4100-021100-1241-211-210	333.76	213110			Office Supplies	01573 # 6035517812578820
00000 000074		2263186381	3/20/2019		4100-021100-1241-111-110	99.99	213110			Office Supplies	01573 # 6035517812578820
00000 000074		2263166471	3/20/2019		4100-011100-1241-111-110	40.18	213110			Office Supplies	01573 # 6035517812578820
00000 000074		2264189041	3/22/2019		4100-021400-1241-242-210	59.65	213110			Office Supplies	01573 # 6035517812578820
00000 000074		2264204101	3/22/2019		4100-021100-1241-211-210	90.91	213110			Office Supplies	01573 # 6035517812578820
00000 000074		2264566631	3/22/2019		4100-021100-1241-211-210	7.32	213110			Office Supplies	01573 # 6035517812578820
	DISC. TOTAL					.00				TOTAL	919.54
00000 000074	STAPLES CREDIT PLAN	2264854621	3/23/2019		4100-021400-1241-242-210	14.49	213111			Office Supplies	01573 # 6035517812578820
00000 000074		2267231531	3/28/2019		4100-021400-1241-242-210	19.64	213111			Office Supplies	01573 # 6035517812578820

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT TOTAL	BATCH INV. DESCRIPTION
00000 000074		58856	3/11/2019	4100-023100-1241-291-230			56.96	213111			01573 # 6035517812578820
00000 000074		60406	3/18/2019	4100-023100-1241-291-230			29.99	213111			01573 # 6035517812578820
00000 000074		79762	3/20/2019	4100-021200-1241-221-210			42.08	213111			01573 # 6035517812578820
	DISC. TOTAL		163.16								163.16
00000 000139	STONY CREEK HEALTH CENTER	157967	4/09/2019	4100-051500-1293-551-510			61.00	213112			01573 FRAZIER, JOSHUA
00000 000139		158071	4/12/2019	4100-051500-1293-551-510			56.00	213112			01573 DUNN III, RICHARD F
00000 000139		156166	4/15/2019	4100-051500-1293-551-510			61.00	213112			01573 JOHNSON, SHANTIQUE
	DISC. TOTAL		178.00								178.00
00000 001733	SUPHIT DESIGN & ENGINEERS	21948	4/12/2019	4100-021300-9004-231-210			1,000.00	213113			01573 PROJ# 18-7911.V60
	DISC. TOTAL		1,000.00								1,000.00
00000 000942	SUSSEX MINI MART	302134	12/20/2018	4100-021200-1299-221-210			15.01	213114			Miscellaneous Oth./First Aid
00000 000942		312492	1/25/2019	4100-021200-1299-221-210			5.00	213114			01573 SUSSEX BLDG & GRNDS
00000 000942		326036	3/21/2019	4100-021200-1299-221-210			5.00	213114			Miscellaneous Oth./First Aid
	DISC. TOTAL		25.01								25.01
00000 000080	TRI CITY OFFICE PRODUCTS	0131261-001	4/08/2019	4100-021300-1241-231-210			217.49	213115			01573 ACCT# SAO-0
00000 000080		0131222-001	4/11/2019	4100-051500-1241-551-510			4.21	213115			01573 ACCT# SCSD-0
	DISC. TOTAL		221.70								221.70
00000 000769	VERIZON	0232504072 0419	4/07/2019	4100-063100-1234-631-630			275.00	213116			01573 # 000695890340
00000 000769		0232504134 0419	4/07/2019	4100-063100-1234-631-630			275.00	213116			01573 # 000749973011
00000 000769		4342462453 0419	4/05/2019	4100-063100-1234-631-630			105.55	213116			01573 # 000732325316
00000 000769		4342463724 0419	4/07/2019	4100-063100-1234-631-630			65.85	213116			01573 # 000966301725
00000 000769		4342465362 0419	4/07/2019	4100-051100-1234-512-510			743.46	213116			01573 # 000130840093
00000 000769		4342468256 0419	4/07/2019	4100-051100-1234-512-510			65.85	213116			01573 # 00077014348
00000 000769		4345358364 0419	4/07/2019	4100-021200-1234-221-210			68.94	213116			01573 # 000130843684
00000 000769		4346340705 0419	4/07/2019	4100-051500-1234-551-510			86.61	213116			01573 # 000763493682
00000 000769		4346341094 0419	4/07/2019	4100-061100-1234-613-610			86.61	213116			01573 # 000770254016
	DISC. TOTAL		1,772.87								1,772.87
00000 000039	VERIZON WIRELESS	9827964543	4/10/2019	4100-011100-1234-111-110			190.43	213117			01573 # 80525039400001
00000 000039		9827964543	4/10/2019	4100-021100-1234-211-210			960.39	213117			01573 # 80525039400001
00000 000039		9827964543	4/10/2019	4100-021200-1234-221-210			87.89	213117			01573 # 80525039400001
00000 000039		9827964543	4/10/2019	4100-021300-1234-231-210			127.76	213117			01573 # 80525039400001
00000 000039		9827964543	4/10/2019	4100-021400-1234-241-210			115.31	213117			01573 # 80525039400001
00000 000039		9827964543	4/10/2019	4100-021400-1234-242-210			40.01	213117			01573 # 80525039400001
00000 000039		9827964543	4/10/2019	4100-021500-1234-253-210			90.15	213117			01573 # 80525039400001
00000 000039		9827964543	4/10/2019	4100-021600-1234-261-210			330.46	213117			01573 # 80525039400001
00000 000039		9827964543	4/10/2019	4100-021600-1234-262-210			234.43	213117			01573 # 80525039400001
00000 000039		9827964543	4/10/2019	4100-023100-1234-291-230			40.01	213117			01573 # 80525039400001
00000 000039		9827964543	4/10/2019	4100-061100-1234-613-610			50.14	213117			01573 # 80525039400001
	DISC. TOTAL		2,266.98								2,266.98
00000 001209	VIRGINIA COOPERATIVE EXT BILL SALARY	1919901	4/03/2019	4100-081300-2110-822-810			5,033.57	213118			01573 FY 2019 3RD QUARTER
	DISC. TOTAL		5,033.57								5,033.57
00000 001408	WITHER PUBLIC SAFETY GRP.	1919901	3/16/2019	4100-021500-1244-253-210			663.00	213119			01573 ACCT# SUSCO2
	DISC. TOTAL		663.00								663.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000	001644	XEROX FINANCIAL SERVICES	1551038 A	3/21/2019		4100-021100-1252-211-210	295.09	213120		Equipment Lease/Rental	01573 # 0200073202001
00000	001644		1551038 B	3/21/2019		4100-021400-1252-241-210	147.54	213120		Equipment Lease/Rental	01573 # 0200073202001
00000	001644		1551038 B	3/21/2019		4100-021400-1252-242-210	147.55	213120		Equipment Lease/Rental	01573 # 0200073202001
		DISC. TOTAL				.00 CPA PMT TOTAL	.00	REFY PMT TOTAL			590.18
		CHECK TOTAL				.00 CPA PMT TOTAL	.00	REFY PMT TOTAL			87,292.97
		CHECK TOTAL				.00 CPA PMT TOTAL	.00	REFY PMT TOTAL			87,292.97

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 87,292.97 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

4-18-19  
 DATE  
 4-18-19  
 DATE  
 4-18-19  
 DATE

*Karen Malone*  
 DIRECTOR OF FINANCE

*James L. Tomlin*  
 V. JAMES L. TOMLIN  
 DESTE J. COX, TREASURER

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000 001701	ADAMS, MELISSA-KAY B.	MA 042319	4/23/2019		4100-063100-1204-631-630	330.48	213132			Lodging	01574 REIMBURSEMENT
00000 001701		MA 042319	4/23/2019		4100-063100-1205-631-630	153.50	213132			Meals	01574 REIMBURSEMENT
00000 001701		MA 042319	4/23/2019		4100-063100-1264-631-630	127.60	213132			Gasoline/Mileage-Non Training	01574 REIMBURSEMENT
00000 001701		MA 042319	4/23/2019		4100-063100-1206-631-630	39.00	213132			Transportation (exclude miles)	01574 REIMBURSEMENT
	DISC. TOTAL					.00				TOTAL	650.58
00000 000342	AGRI-VA, INC	12812/6	4/23/2019		4100-021200-1274-221-210	8.98	213133			Grounds Maintenance & Repairs	01574 ACCT# 60146
00000 000342		12812/6	4/23/2019		4100-021200-1254-221-210	44.99	213133			Equipment Maintenance	01574 ACCT# 60146
00000 000342		12830/6	4/24/2019		4100-021200-1275-221-210	26.45	213133			Maintenance Equipment Repairs	01574 ACCT# 60146
	DISC. TOTAL					.00				TOTAL	80.42
00000 999999	ALLEN, AVERY N.	AA 042219	4/22/2019		4100-063100-1264-632-630	72.76	213134			Gasoline/Mileage-Non Training	01574 REIMBURSEMENT
00000 999999		AA 042219	4/22/2019		4100-063100-1205-632-630	18.08	213134			Meals	01574 REIMBURSEMENT
	DISC. TOTAL					.00				TOTAL	90.84
00000 000010	BANK OF SOUTHSIDE VA	0107 0419 01	3/12/2019		4100-051500-1264-551-510	42.00	213135			Gasoline/Mileage-Non Training	01574 JAIL ACCT
00000 000010		0107 0419 02	3/12/2019		4100-051500-1264-551-510	45.31	213135			Gasoline/Mileage-Non Training	01574 JAIL ACCT
00000 000010		0107 0419 03	3/13/2019		4100-051500-1264-551-510	31.01	213135			Gasoline/Mileage-Non Training	01574 JAIL ACCT
00000 000010		0107 0419 04	3/13/2019		4100-051500-1284-551-510	132.83	213135			Lodging	01574 JAIL ACCT
00000 000010		0107 0419 05	3/13/2019		4100-051500-1205-551-510	40.03	213135			Meals	01574 JAIL ACCT
00000 000010		0107 0419 06	3/13/2019		4100-051500-1205-551-510	35.37	213135			Meals	01574 JAIL ACCT
00000 000010		0107 0419 07	3/13/2019		4100-051500-1264-551-510	47.38	213135			Gasoline/Mileage-Non Training	01574 JAIL ACCT
00000 000010		0107 0419 08	3/26/2019		4100-051500-1299-551-510	39.97	213135			Miscellaneous Others	01574 JAIL ACCT
00000 000010		0107 0419 09	3/31/2019		4100-051500-1289-551-510	39.68	213135			Miscellaneous Others	01574 JAIL ACCT
00000 000010		0107 0419 10	4/03/2019		4100-051500-1272-551-510	189.85	213135			Building Maintenance & Repair	01574 JAIL ACCT
	DISC. TOTAL					.00				TOTAL	643.43
00000 000010	BANK OF SOUTHSIDE VA	0164 0419 01	4/08/2019		4100-051100-1264-512-510	31.25	213136			Mileage/Gas	01574 J. OGBURN ACCT
00000 000010		0164 0419 02	4/09/2019		4100-051100-1204-512-510	158.42	213136			Lodging	01574 J. OGBURN ACCT
00000 000010		0198 0419 01	3/11/2019		4100-051500-1299-551-510	4.00	213136			Miscellaneous Others	01574 V. GIVENS ACCT
00000 000010		0198 0419 02	3/11/2019		4100-051500-1233-551-510	28.00	213136			Printing	01574 V. GIVENS ACCT
00000 000010		0198 0419 03	3/12/2019		4100-051500-1246-551-510	6.14	213136			Food Supplies	01574 V. GIVENS ACCT
00000 000010		0198 0419 04	3/14/2019		4100-051500-1246-551-510	20.18	213136			Food Supplies	01574 V. GIVENS ACCT
00000 000010		0198 0419 05	3/14/2019		4100-051500-1272-551-510	30.92	213136			Building Maintenance & Repair	01574 V. GIVENS ACCT
00000 000010		0198 0419 06	3/15/2019		4100-051500-1253-551-510	189.00	213136			Equipment Lease/Purchase	01574 V. GIVENS ACCT
00000 000010		0198 0419 07	3/15/2019		4100-051500-1272-551-510	149.94	213136			Building Maintenance & Repair	01574 V. GIVENS ACCT
00000 000010		0198 0419 08	3/22/2019		4100-051500-1299-551-510	39.97	213136			Miscellaneous Others	01574 V. GIVENS ACCT
	DISC. TOTAL					.00				TOTAL	657.82
00000 000010	BANK OF SOUTHSIDE VA	0198 0419 09	4/08/2019		4100-051500-1247-551-510	78.91	213137			Janitorial Supplies	01574 V. GIVENS ACCT
00000 000010		0206 0419 01	3/11/2019		4100-051100-1203-512-510	375.00	213137			Workshops and Conferences	01574 J. HARRISON ACCT
00000 000010		0206 0419 02	3/21/2019		4100-051100-1203-516-510	264.80	213137			Workshops and Conferences	01574 J. HARRISON ACCT
00000 000010		0206 0419 03	3/22/2019		4100-051100-1241-516-510	89.28	213137			Office Supplies	01574 J. HARRISON ACCT
00000 000010		0206 0419 04	3/22/2019		4100-051100-1241-512-510	10.00	213137			Office Supplies	01574 J. HARRISON ACCT
00000 000010		0206 0419 05	3/22/2019		4100-051100-1203-516-510	13.24	213137			Workshops and Conferences	01574 J. HARRISON ACCT
00000 000010		0206 0419 06	3/25/2019		4100-051100-1203-512-510	200.00	213137			Workshops and Conferences	01574 J. HARRISON ACCT
00000 000010		0206 0419 07	3/25/2019		4100-051100-1203-516-510	52.96	213137			Workshops and Conferences	01574 J. HARRISON ACCT
00000 000010		0206 0419 08	3/26/2019		4100-051100-1203-516-510	450.00	213137			Workshops and Conferences	01574 J. HARRISON ACCT
00000 000010		0206 0419 09	3/29/2019		4100-051100-1241-512-510	23.86	213137			Office Supplies	01574 J. HARRISON ACCT
	DISC. TOTAL					.00				TOTAL	1,558.05

AP100 4/29/2019 SUSSEX COUNTY A/P CHECK REGISTER TIME-14:31:45 Acct'd - 2019/04

P.O. NUMBER	VEHICLE NO.	VEHICLE MAKE	INVOICE DATE	A/P ACCT#	ACCOUNT NO.	INVOICE DATE	ACH FMT TOTAL	DISC. TOTAL	CHECK TOTAL	NET AMOUNT	CHECK NO.	ACH FMT TOTAL	BATCH INV. DESCRIPTION
00000	000300	BATTERY BARR OF VA INC	4/10/2019	478.50	4100-021500-1256-253-210		478.50	.00	344544	478.50	213138	478.50	Communication Equipment 01574 ACCT# 749
00000	000183	BRITT'S SERVICE CENTER	2/09/2019		4100-051100-1265-512-510				60.00	60.00	213139	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	2/08/2019		4100-051100-1265-512-510				60.00	60.00	213139	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	2/12/2019		4100-051100-1265-512-510				457.06	457.06	213139	457.06	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	2/06/2019		4100-051100-1265-512-510				60.00	60.00	213139	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	2/07/2019		4100-051100-1265-512-510				60.00	60.00	213139	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	2/15/2019		4100-051100-1265-512-510				75.00	75.00	213139	75.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	2/20/2019		4100-051100-1265-512-510				748.97	748.97	213139	748.97	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	3/07/2019		4100-051100-1265-512-510				66.00	66.00	213139	66.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	3/09/2019		4100-051100-1265-512-510				66.00	66.00	213139	66.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	3/07/2019		4100-051100-1265-512-510				337.42	337.42	213139	337.42	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
				1,984.45	ACH FMT TOTAL		1,984.45	.00	1,984.45	.00	EPY FMT TOTAL		TOTAL
00000	000183	BRITT'S SERVICE CENTER	3/11/2019		4100-051100-1265-512-510				60.00	60.00	213140	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	3/15/2019		4100-051100-1265-512-510				60.00	60.00	213140	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	3/19/2019		4100-051100-1265-512-510				60.00	60.00	213140	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	3/21/2019		4100-051100-1265-512-510				163.48	163.48	213140	163.48	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	3/23/2019		4100-051100-1265-512-510				60.00	60.00	213140	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	3/22/2019		4100-051100-1265-512-510				247.14	247.14	213140	247.14	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	3/29/2019		4100-051100-1265-512-510				60.00	60.00	213140	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	3/29/2019		4100-051100-1265-512-510				60.00	60.00	213140	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	4/01/2019		4100-051100-1265-512-510				60.00	60.00	213140	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
00000	000183	BRITT'S SERVICE CENTER	4/02/2019		4100-051100-1265-512-510				60.00	60.00	213140	60.00	Vehicle Maintenance & Repairs01574 SUSSEX SHERIFF
				890.62	ACH FMT TOTAL		890.62	.00	890.62	.00	EPY FMT TOTAL		TOTAL
00000	000360	BUSINESS DATA OF VA, INC	3/15/2019		4100-031100-1224-311-310				425.00	425.00	213141	425.00	Information Systems Services 01574 SUSSEX COMM OF REV
00000	000360	BUSINESS DATA OF VA, INC	3/15/2019		4100-031100-1229-311-310				2,343.13	2,343.13	213141	2,343.13	Other Professional Services 01574 SUSSEX COMM OF REV
00000	000360	BUSINESS DATA OF VA, INC	12/31/2018		4100-031100-1224-311-310				440.75	440.75	213141	440.75	Information Systems Services 01574 SUSSEX COMM OF REV
				3,208.88	ACH FMT TOTAL		3,208.88	.00	3,208.88	.00	EPY FMT TOTAL		TOTAL
00000	001251	CABIN POINT VETERINARY	4/09/2019		4100-021600-1227-261-210				223.50	223.50	213142	223.50	Medical Services 01574 ACCT# 1707
				223.50	ACH FMT TOTAL		223.50	.00	223.50	.00	EPY FMT TOTAL		TOTAL
00000	001755	COMPTONICS OF VA INC	4/04/2019		4100-021500-1256-253-210				258.00	258.00	213143	258.00	Communication Equipment 01574 ACCT# 1267
				258.00	ACH FMT TOTAL		258.00	.00	258.00	.00	EPY FMT TOTAL		TOTAL
00000	001722	COPELAND LTD-PREFWORK	4/18/2019		4100-021300-1225-242-210				450.00	450.00	213144	450.00	Management Consulting Service01574 SUSSEX COUNTY
				450.00	ACH FMT TOTAL		450.00	.00	450.00	.00	EPY FMT TOTAL		TOTAL
00000	000845	CROWN CASTLE GT COMPANY	5/01/2019		4100-021500-1252-253-210				1,257.58	1,257.58	213145	1,257.58	Equipment Lease/Rental 01574 ACCT# 106663
				1,257.58	ACH FMT TOTAL		1,257.58	.00	1,257.58	.00	EPY FMT TOTAL		TOTAL
00000	000871	CRYSTAL SPRINGS	4/16/2019		4100-063100-1277-631-630				46.50	46.50	213146	46.50	Water Services 01574 # 114253012841556
00000	000871	CRYSTAL SPRINGS	4/16/2019		4100-021100-1277-611-210				140.42	140.42	213146	140.42	Water Services 01574 # 11425301352472
				186.92	ACH FMT TOTAL		186.92	.00	186.92	.00	EPY FMT TOTAL		TOTAL
00000	001725	EDMONDS WASTE REMOVAL INC	3/31/2019		4100-021600-1247-262-210-601				85.00	85.00	213147	85.00	Janitorial Supplies-Convenien01574 SUSSEX COUNTY
00000	001725	EDMONDS WASTE REMOVAL INC	3/31/2019		4100-021600-1247-262-210-601				85.00	85.00	213147	85.00	Janitorial Supplies-Convenien01574 SUSSEX COUNTY
00000	001725	EDMONDS WASTE REMOVAL INC	3/31/2019		4100-021600-1247-262-210-601				85.00	85.00	213147	85.00	Janitorial Supplies-Convenien01574 SUSSEX COUNTY

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	MET AMOUNT	CHECK NO.	ACH PMT	ACH	BATCH INV DESCRIPTION
00000 001725		76173	3/31/2019		4100-021600-1247-262-210-601	85.00	213147			Janitorial Supplies-Convenien01574 SUSSEX COUNTY
00000 001725		76174	3/31/2019		4100-021600-1247-262-210-601	85.00	213147			Janitorial Supplies-Convenien01574 SUSSEX COUNTY
						.00	EPY PMT TOTAL			425.00
00000 000545	EEE CONSULTING, INC	14600	3/26/2019		4100-021600-1225-266-210	2,541.60	213148			Management Cons. /EEE Consul 01574 PROJ 16-107
						.00	EPY PMT TOTAL			2,541.60
00000 000611	FORD QUALITY FLEET C PRG	GSC1901406-	3/25/2019		4100-051500-1265-551-510	34.00	213149			Vehicle Maintenance & Repairs01574 ACCT# 6591
						.00	EPY PMT TOTAL			34.00
00000 001605	GLOBAL SIGNAL ACQUISITIONS	27764405	5/01/2019		4100-021500-1252-253-210	424.36	213150			Equipment Lease/Rental 01574 ACCT# 393860
						.00	EPY PMT TOTAL			424.36
00000 001747	HERC RENTALS INC.	30433067-003	2/13/2019		4100-021600-1272-262-210-601	966.46	213151			Bldg Maint & Repairs-Convenie01574 ACCT# 2068027
						.00	EPY PMT TOTAL			966.46
00000 001599	HILL MANUFACTURING CO.	17147-798	4/10/2019		4100-021600-1247-261-210	1,200.53	213152			Janitorial Supplies 01574 ACCT# 4174510
						.00	EPY PMT TOTAL			1,200.53
00000 001253	JAMES RIVER EQUIPMENT	W22263	3/06/2019		4100-021600-1254-262-210	589.80	213153			Equipment Maintenance 01574 ACCT# SUSSE002
						.00	EPY PMT TOTAL			589.80
00000 000951	JOHNSON, JANETTE	JJ 042219	4/22/2019		4100-051100-1205-512-510	37.44	213154			Meals 01574 REIMBURSEMENT
						.00	EPY PMT TOTAL			37.44
00000 001550	KINEX NETWORKING SOLUTION	190419-0001	4/19/2019		4100-021100-1234-211-210	97.24	213155			Telecommunications 01574 SUSSEX COUNTY
00000 001550		190419-0001	4/19/2019		4100-021400-1234-241-210	97.22	213155			Telecommunications 01574 SUSSEX COUNTY
00000 001550		190419-0001	4/19/2019		4100-021400-1234-242-210	97.22	213155			Telecommunications 01574 SUSSEX COUNTY
00000 001550		190419-0001	4/19/2019		4100-031100-1234-311-310	97.22	213155			Telecommunications 01574 SUSSEX COUNTY
00000 001550		190419-0001	4/19/2019		4100-023100-1234-291-230	97.22	213155			Telecommunications 01574 SUSSEX COUNTY
00000 001550		190419-0001	4/19/2019		4100-021500-1234-253-210	97.22	213155			Telecommunications 01574 SUSSEX COUNTY
00000 001550		190419-0001	4/19/2019		4100-051100-1234-516-510	97.22	213155			Telecommunications 01574 SUSSEX COUNTY
00000 001550		190419-0001	4/19/2019		4100-063100-1234-631-630	97.22	213155			Telecommunications 01574 SUSSEX COUNTY
						.00	EPY PMT TOTAL			875.00
00000 001046	MCI	4342462428 0419	4/17/2019		4100-061100-1234-613-610	32.72	213156			Telecommunications 01574 ACCT# 2DG40965
00000 001046		4342462453 0419	4/17/2019		4100-061100-1234-613-610	32.72	213156			Telecommunications 01574 ACCT# 2DG40966
00000 001046		4342465511 0419	4/13/2019		4100-021100-1234-211-210	50.98	213156			Telecommunications 01574 # 08652926192
00000 001046		4342465511 0419	4/13/2019		4100-021400-1234-242-210	8.44	213156			Telecommunications 01574 # 08652926192
00000 001046		4342465511 0419	4/13/2019		4100-021300-1234-231-210	35.19	213156			Telecommunications 01574 # 08652926192
00000 001046		4342465511 0419	4/13/2019		4100-021400-1234-241-210	9.04	213156			Telecommunications 01574 # 08652926192
00000 001046		4342465511 0419	4/13/2019		4100-021600-1234-261-210	5.24	213156			Telecommunications 01574 # 08652926192
00000 001046		4342465511 0419	4/13/2019		4100-021500-1234-253-210	4.22	213156			Telecommunications 01574 # 08652926192
00000 001046		4342465511 0419	4/13/2019		4100-031100-1234-311-310	17.14	213156			Telecommunications 01574 # 08652926192
00000 001046		4342465511 0419	4/13/2019		4100-063100-1234-631-630	17.03	213156			Telecommunications 01574 # 08652926192
00000 001046		4342465511 0419	4/13/2019		4100-062100-1234-621-620	24.10	213156			Telecommunications 01574 # 08652926192
00000 001046		4342465511 0419	4/13/2019		4100-063100-1234-632-630	42.21	213156			Telecommunications 01574 # 08652926192
00000 001046		4342465511 0419	4/13/2019		4100-061100-1234-611-610	4.22	213156			Telecommunications 01574 # 08652926192
00000 001046		4342465511 0419	4/13/2019		4100-061100-1234-611-610	1.80	213156			Telecommunications 01574 # 08652926192



P.O. VENDOR NO. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	BATCH INV. DESCRIPTION
00000 000317	TOWN OF WAKEFIELD	1943 051519	5/15/2019		4100-021200-1277-221-210	15.08	213170		Water Services	01574 ACCT# 01943.00
	DISC. TOTAL		15.08			.00				15.08
00000 001723	UNITED AMERICAN SECURITY	1117373	3/25/2019		4100-021600-1229-262-210-601	994.50	213171		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117374	3/25/2019		4100-021600-1229-262-210-601	994.50	213171		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117375	3/25/2019		4100-021600-1229-262-210-601	994.50	213171		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117376	3/25/2019		4100-021600-1229-262-210-601	994.50	213171		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117377	3/25/2019		4100-021600-1229-262-210-601	994.50	213171		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117378	3/25/2019		4100-021600-1229-262-210-601	994.50	213171		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117379	3/25/2019		4100-021600-1229-262-210-601	994.50	213171		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117380	3/25/2019		4100-021600-1229-262-210-601	994.50	213171		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117427	4/01/2019		4100-021600-1229-262-210-601	994.50	213171		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117428	4/01/2019		4100-021600-1229-262-210-601	994.50	213171		Professional Svcs-Convenience01574 ACCT# SUS001	
	DISC. TOTAL		9,945.00			.00				9,945.00
00000 001723	UNITED AMERICAN SECURITY	1117429	4/01/2019		4100-021600-1229-262-210-601	994.50	213172		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117430	4/01/2019		4100-021600-1229-262-210-601	994.50	213172		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117431	4/01/2019		4100-021600-1229-262-210-601	994.50	213172		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117432	4/01/2019		4100-021600-1229-262-210-601	994.50	213172		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117433	4/01/2019		4100-021600-1229-262-210-601	994.50	213172		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117434	4/01/2019		4100-021600-1229-262-210-601	994.50	213172		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117491	4/08/2019		4100-021600-1229-262-210-601	994.50	213172		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117492	4/08/2019		4100-021600-1229-262-210-601	994.50	213172		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117493	4/08/2019		4100-021600-1229-262-210-601	994.50	213172		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117494	4/08/2019		4100-021600-1229-262-210-601	994.50	213172		Professional Svcs-Convenience01574 ACCT# SUS001	
	DISC. TOTAL		9,945.00			.00				9,945.00
00000 001723	UNITED AMERICAN SECURITY	1117495	4/08/2019		4100-021600-1229-262-210-601	994.50	213173		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117496	4/08/2019		4100-021600-1229-262-210-601	994.50	213173		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117497	4/08/2019		4100-021600-1229-262-210-601	994.50	213173		Professional Svcs-Convenience01574 ACCT# SUS001	
00000 001723		1117498	4/08/2019		4100-021600-1229-262-210-601	994.50	213173		Professional Svcs-Convenience01574 ACCT# SUS001	
	DISC. TOTAL		3,978.00			.00				3,978.00
00000 000087	VAN CLEEF AUTO PARTS INC	576366	4/19/2019		4100-021200-1299-221-210	10.10	213174		Miscellaneous Oth./First Aid 01574 ACCT# 27430	
	DISC. TOTAL		10.10			.00				10.10
00000 000039	VERIZON WIRELESS	9828058990	4/12/2019		4100-051500-1234-551-510	234.82	213175		Telecommunications 01574 # 52062082400001	
00000 000039		9828058990	4/12/2019		4100-051100-1234-512-510	791.11	213175		Telecommunications 01574 # 52062082400001	
00000 000039		9828058990	4/12/2019		4100-051100-1234-516-510	440.13	213175		Telecommunications 01574 # 52062082400001	
	DISC. TOTAL		1,466.06			.00				1,466.06
00000 000873	WASTE MANAGEMENT OF	3349515-2424-1	3/25/2019		4100-021600-1229-262-210-601	1,084.91	213176		Professional Svcs-Convenience01574 # 103305252006	
00000 000873		3351948-2424-9	4/02/2019		4100-021600-1229-262-210-601	164.00	213176		Professional Svcs-Convenience01574 # 203115233003	
	DISC. TOTAL		1,248.91			.00				1,248.91
00000 000879	KOMACK PUBLISHING CO.	185590	3/06/2019		4100-011100-1235-111-110	139.30	213177		Advertising 01574 ACCT# W0097	
00000 000879		185803	3/13/2019		4100-021200-1235-211-210	159.20	213177		Advertising 01574 ACCT# W0048	
00000 000879		185804	3/13/2019		4100-021400-1235-241-210	79.60	213177		Advertising 01574 ACCT# W0048	
00000 000879		185805	3/13/2019		4100-011100-1235-111-110	79.60	213177		Advertising 01574 ACCT# W0048	
00000 000879		185805	3/13/2019		4100-011100-1235-111-110	139.30	213177		Advertising 01574 ACCT# W0097	
00000 000879		186526	3/20/2019		4100-021400-1235-241-210	79.60	213177		Advertising 01574 ACCT# W0048	



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	A/P DATE	INVOICE DATE	ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	C/L ACCOUNT DESC.	BATCH INVENTORY DESCRIPTION
00000	000879		186526	3/20/2019			4100-011100-1235-111-110	79.60	213177			Advertising	01574 ACCT# W0048
00000	000879		186623	3/17/2019			4100-021400-1235-241-210	167.40	213177			Advertising	01574 ACCT# W0048
00000	000879		186623	3/17/2019			4100-011100-1235-111-110	167.40	213177			Advertising	01574 ACCT# W0048
00000	000879		187330	3/24/2019			4100-021400-1235-241-210	167.40	213177			Advertising	01574 ACCT# W0097
00000	000879		187330	3/24/2019			4100-011100-1235-111-110	167.40	213177			Advertising	01574 ACCT# W0097
DISC. TOTAL				1,425.80									
00000	999999	ROOD, ADAM	7621639	4/02/2019			4100-061100-1223-611-610	120.00	213178			Legal Services - Court Appt.	01574 MARKS, TRAVIS LEE
DISC. TOTAL				120.00									
00000	000093	XEROX CORPORATION	096422038	4/01/2019			4100-031100-1252-311-310	223.71	213179			Equipment Lease/Rental	01574 ACCT# 101294460
DISC. TOTAL				223.71									
00000	001644	XEROX FINANCIAL SERVICES	1587619	4/14/2019			4100-021300-1252-231-210	129.17	213180			Equipment Lease/Rental	01574 # 0200074478001
00000	001644		1588293 A	4/18/2019			4100-021100-1252-211-210	295.09	213180			Equipment Lease/Rental	01574 # 0200073202001
00000	001644		1588293 B	4/18/2019			4100-021400-1252-241-210	147.55	213180			Equipment Lease/Rental	01574 # 0200073202001
00000	001644		1588293 B	4/18/2019			4100-021000-1252-242-210	147.54	213180			Equipment Lease/Rental	01574 # 0200073202001
DISC. TOTAL				719.35									
00000				86,445.50									
DISC. TOTAL				86,445.50									

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

THE TOTAL 86,445.50 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED

4-29-19

DATE

4-29-19

DATE

4/29/19

DATE

*Kelly W. Gifford*  
 DIRECTOR OF FINANCE  
*Andy Thomas, III*  
 DEPT. CLERK, TREASURER

VEND. VENDOR NO. NAME INVOICE NO. G/L ACCOUNT INVOICE DATE DUE DATE GROSS AMOUNT CASH DISCOUNT CLS NET PO AMT NO.

001253 JAMES RIVER EQUIPMENT P15586 4100-021200-1254-221-210- 3/18/2019 3/25/2019 132.26- .00 \*PAID\*  
 INVOICE TOTAL CK#-0212892/4100 132.26- .00 132.26- 00000

Term Code:

VENDOR TOTAL 132.26- .00 132.26-

FINAL TOTAL 132.26- .00 132.26-

BATCH#- 338 CREATED BY JBINNS ON 4/02/2019 RUN BY JBINNS ON 4/02/2019

VEND. VENDOR NO. NAME	INVOICE NO.	G/L ACCOUNT	INVOICE DATE	DUE DATE	GROSS AMOUNT	CASH DISCOUNT	CLS NET AMT	PO NO.
000093 XEROX CORPORATION	096422038	4100-031100-1252-311-310- CK#-0213179/4100	4/01/2019	4/29/2019	223.71-	.00	223.71-	*PAID* 00000
INVOICE TOTAL	096422038		Term Code:		223.71-	.00	223.71-	
VENDOR TOTAL								
001644 XEROX FINANCIAL SERVI	1587619	4100-021300-1252-331-210- CK#-0213180/4100	4/14/2019	4/29/2019	129.17-	.00	129.17-	*PAID* 00000
INVOICE TOTAL	1587619		Term Code:		129.17-	.00	129.17-	
001644 XEROX FINANCIAL SERVI	1588293 A	4100-021100-1252-311-210- CK#-0213180/4100	4/18/2019	4/29/2019	295.09-	.00	295.09-	*PAID* 00000
INVOICE TOTAL	1588293 A		Term Code:		295.09-	.00	295.09-	
001644 XEROX FINANCIAL SERVI	1588293 B	4100-021400-1252-341-210-	4/18/2019	4/29/2019	147.55-	.00	147.55-	*PAID* 00000
001644 XEROX FINANCIAL SERVI	1588293 B	4100-021400-1252-342-210-	4/18/2019	4/29/2019	147.54-	.00	147.54-	*PAID* 00000
INVOICE TOTAL	1588293 B		Term Code:		295.09-	.00	295.09-	
VENDOR TOTAL								
999999 WOOD, ADAM	7621639	4100-061100-1223-611-610-	4/02/2019	4/29/2019	120.00-	.00	120.00-	*PAID* 00000
INVOICE TOTAL	7621639		Term Code:		120.00-	.00	120.00-	
VENDOR TOTAL								
FINAL TOTAL								
					1063.06-	.00	1063.06-	

BATCH#- 339 CREATED BY JBINNS ON 4/30/2019 RUN BY JBINNS ON 4/30/2019

# PAYROLL DEDUCTION CHECKS



P/O NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK AMOUNT	BATCH
00000	000245	AFLAC	DC040190416190400	4/16/2019	100-000200-0100-	213013	942.81	00000
00000	000245		DC040190416190400	4/16/2019	105-000200-0100-	213013	162.32	00000
00000	000245		DC041190416190400	4/16/2019	100-000200-0100-	213013	694.06	00000
00000	000245		DC041190416190400	4/16/2019	105-000200-0100-	213013	182.98	00000
					CHECK TOTAL		1,982.17	
00000	001397	LEGAL SHIELD	DC097190416190400	4/16/2019	100-000200-0100-	213014	21.46	00000
00000	001397		DC097190416190400	4/16/2019	105-000200-0100-	213014	14.95	00000
					CHECK TOTAL		36.41	
00000	001576	MICHAEL P. COTTER, TRUSTEE	DC109190416190400	4/16/2019	100-000200-0100-	213015	200.00	00000
					CHECK TOTAL		200.00	
00000	001021	MINNESOTA LIFE INS CO	DC200190416190400	4/16/2019	100-000200-0100-	213016	332.92	00000
00000	001021		DC200190416190400	4/16/2019	105-000200-0100-	213016	67.57	00000
					CHECK TOTAL		400.49	
00000	001443	N. C. CHILD SUPPORT	DC101190416190400	4/16/2019	100-000200-0100-	213017	133.50	00000
					CHECK TOTAL		133.50	
00000	000872	NATIONWIDE RETIREMENT	DC090190416190400	4/16/2019	100-000200-0100-	213018	2,283.33	00000
00000	000872		DC090190416190400	4/16/2019	105-000200-0100-	213018	120.00	00000
					CHECK TOTAL		2,403.33	
00000	001560	SUZANNE E WADE, TRUSTEE	DC107190416190400	4/16/2019	100-000200-0100-	213019	700.00	00000
					CHECK TOTAL		700.00	
00000	000779	TREASURER OF SUSSEX CO.	DC001190416190400	4/16/2019	100-000200-0100-	213020	31,980.00	00000
00000	000779		DC001190416190400	4/16/2019	105-000200-0100-	213020	6,560.00	00000
00000	000779		DC002190416190400	4/16/2019	100-000200-0100-	213020	4,551.00	00000
00000	000779		DC002190416190400	4/16/2019	105-000200-0100-	213020	758.50	00000
00000	000779		DC006190416190400	4/16/2019	100-000200-0100-	213020	927.50	00000
00000	000779		DC006190416190400	4/16/2019	105-000200-0100-	213020	1,906.50	00000
00000	000779		DC012190416190400	4/16/2019	100-000200-0100-	213020	2,542.00	00000
					CHECK TOTAL		50,153.00	
00000	000247	TREASURER OF VIRGINIA	DC080190416190400	4/16/2019	100-000200-0100-	213021	2,379.08	00000
					CHECK TOTAL		2,379.08	
00000	000831	VACORP	DC035190416190400	4/16/2019	100-000200-0100-	213022	61.26	00000
00000	000831		DC035190416190400	4/16/2019	105-000200-0100-	213022	109.22	00000
					CHECK TOTAL		170.48	
00000	001027	VALIC RETIREMENT	DC091190416190400	4/16/2019	100-000200-0100-	213023	115.00	00000
00000	001027		DC091190416190400	4/16/2019	105-000200-0100-	213023	75.00	00000
					CHECK TOTAL		190.00	
					CLASS TOTAL		58,748.46	
					FINAL TOTAL		58,748.46	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 58,748.46- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

04/10/19  
DATE  
H/10/19

  
COUNTY ADMINISTRATOR  
DUSTY COX

PR100C RPT RUN TIME- 10.44.33 --P/R CHECK REGISTER RPT RUN DTE- 4/18/2019 PR END DATE-2019/04/17

EMPLOYEE#	NAME	SOC. SEC.	CHECK#	NET PAY
000291	SCOTT, JONATHAN T	XXX-XX-2887	213082 ✓	430.03
****COMPANY TOTAL****				430.03

520.40

GROSS-\$

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED. THE TOTAL 430.03 EQUALS THE CHECK REGISTER.

DATE 04-18-19  
 COUNTY ADMINISTRATOR [Signature]  
W. St. J. Cox

WOC

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040190430190400	4/30/2019	100-000200-0100-	942.81	213121 ✓		00000
00000	000245		DC040190430190400	4/30/2019	105-000200-0100-	162.32	213121		00000
00000	000245		DC041190430190400	4/30/2019	100-000200-0100-	694.06	213121		00000
00000	000245		DC041190430190400	4/30/2019	105-000200-0100-	162.98	213121		00000
					CHECK TOTAL	1,982.17			
00000	001397	LEGAL SHIELD	DC097190430190400	4/30/2019	100-000200-0100-	21.46	213122		00000
00000	001397		DC097190430190400	4/30/2019	105-000200-0100-	14.95	213122		00000
					CHECK TOTAL	36.41			
00000	001576	MICHAEL P. COTTER, TRUSTEE	DC109190430190400	4/30/2019	100-000200-0100-	200.00	213123		00000
					CHECK TOTAL	200.00			
00000	001021	MINNESOTA LIFE INS CO	DC200190430190400	4/30/2019	100-000200-0100-	332.92	213124		00000
00000	001021		DC200190430190400	4/30/2019	105-000200-0100-	67.57	213124		00000
					CHECK TOTAL	400.49			
00000	001443	N.C. CHILD SUPPORT	DC101190430190400	4/30/2019	100-000200-0100-	133.50	213125		00000
					CHECK TOTAL	133.50			
00000	000872	NATIONWIDE RETIREMENT	DC090190430190400	4/30/2019	100-000200-0100-	2,283.33	213126		00000
00000	000872		DC090190430190400	4/30/2019	105-000200-0100-	120.00	213126		00000
					CHECK TOTAL	2,403.33			
00000	001560	SUZANNE E WADE, TRUSTEE	DC107190430190400	4/30/2019	100-000200-0100-	700.00	213127		00000
					CHECK TOTAL	700.00			
00000	000779	TREASURER OF SUSSEX CO.	DC001190430190400	4/30/2019	100-000200-0100-	32,800.00	213128		00000
00000	000779		DC001190430190400	4/30/2019	105-000200-0100-	7,380.00	213128		00000
00000	000779		DC002190430190400	4/30/2019	100-000200-0100-	4,551.00	213128		00000
00000	000779		DC002190430190400	4/30/2019	105-000200-0100-	758.50	213128		00000
00000	000779		DC004190430190400	4/30/2019	100-000200-0100-	927.50	213128		00000
00000	000779		DC006190430190400	4/30/2019	100-000200-0100-	1,906.50	213128		00000
00000	000779		DC006190430190400	4/30/2019	105-000200-0100-	2,542.00	213128		00000
00000	000779		DC012190430190400	4/30/2019	100-000200-0100-	927.50	213128		00000
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					CHECK TOTAL	51,985.96			
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					CHECK TOTAL	2,379.08			
00000	000831	VACORP	DC035190430190400	4/30/2019	100-000200-0100-	61.26	213130		00000
00000	000831		DC035190430190400	4/30/2019	105-000200-0100-	109.22	213130		00000
					CHECK TOTAL	170.48			
00000	001027	VALIC RETIREMENT	DC091190430190400	4/30/2019	100-000200-0100-	115.00	213131		00000
00000	001027		DC091190430190400	4/30/2019	105-000200-0100-	75.00	213131 ✓		00000
					CHECK TOTAL	190.00			
					CLASS TOTAL	60,581.42			
					FINAL TOTAL	60,581.42			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
THE TOTAL 60,581.42 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

4/24/19 [Signature]  
4/25/19 [Signature]



**BOARD ACTION FORM**

**Agenda Item:** Consent Agenda #2.03

**Subject:** Proclamation: May 2019 Business Appreciation Month

**Board Meeting Date:** May 16 2019

=====  
**Summary:** On May 1, 2019, Governor Northam declared May as Business Appreciation Month.

Per the Virginia Department of Housing and Community Development (DHCD) Business Appreciation Month is an annual month-long celebration in Virginia throughout the entire month of May to honor businesses.

A copy of the resolution is included in the Board packet.

**Recommendation:** That the Board approves and adopts the Proclamation declaring May 2019 as Business Appreciation Month in the County of Sussex, Virginia.

**Attachment:** A copy of the Proclamation Declaring May 2019 Business Appreciation Month  
=====

**ACTION:** That the Board approves and adopts the Proclamation declaring May 2019 as Business Appreciation Month in the County of Sussex, Virginia.

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

---

<b><u>Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>	<b><u>Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___

## COUNTY OF SUSSEX

### “BUSINESS APPRECIATION MONTH”

May 2019

WHEREAS, Sussex County has a diverse base of businesses and industries that support our local economy; and

WHEREAS, these businesses are domestically based and range in size from very small entrepreneurial companies to large governmental agencies; and

WHEREAS, these businesses have found Sussex County to be a very attractive place to conduct business and recruit and retain skilled employees; and

WHEREAS, monies have been invested and new jobs created by businesses thus far in Fiscal Year 2019-2020, with the total impact of County businesses being an integral part of the local economy and vital to supporting the high quality of life enjoyed by Sussex residents; and

WHEREAS, businesses and industries in Sussex County provide essential employment opportunities for the residents of Sussex County, as well as incorporate new technologies that make them more competitive and sustainable long into the future; and

WHEREAS, business tax revenues are critical in offsetting the cost of county-provided services and new businesses located on the U.S. Route 301 corridor and will contribute in additional in real estate tax revenue.

NOW, THEREFORE, BE IT RESOLVED that the Sussex County Board of Supervisors hereby expresses its gratitude on behalf of county residents to all businesses and industries located in Sussex County for their contributions over many years by recognizing May 2019, as “Business Appreciation Month.”

AND, BE IT FURTHER RESOLVED that a copy of this resolution be permanently recorded among the papers of this Board of Supervisors of Sussex County, Virginia.

Adopted this 16<sup>th</sup> day of May, 2019.

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*Susan B. Seward, Chair  
Board of Supervisors*

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*Keith C. Blowe, Vice-Chairman  
Board of Supervisors*

**BOARD ACTION FORM**

**Agenda Item:** Recognition #3.01

**Subject:** PRESENTATION: Dominion Energy – Align Renewable Natural Gas (RNG)

**Board Meeting Date:** May 16 2019

=====  
**Summary:** Dominion Energy and Smithfield Foods form joint venture, Align Renewable Natural Gas (RNG). Initial projects announced in North Carolina, Virginia and Utah will capture waste methane from hog farms and convert it into renewable natural gas to heat homes and power local industries. Transformational partnership will dramatically reduce methane emissions from the agriculture and energy industries in support of state greenhouse gas reduction initiatives. RNG enhances fuel diversity for natural gas utilities and provides a waste management solution and new revenue stream for family farmers

A representative from Dominion Energy will be present to give a brief overview.

*Information was obtained from Dominion Energy’s website.*

**Recommendation:** N/A

**Attachment:** N/A

=====

**ACTION:** N/A

**MOTION BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**Member**      **Aye**    **Nay**

**Member**      **Aye**    **Nay**

Blowe            \_\_\_    \_\_\_

Seward           \_\_\_    \_\_\_

Fly                \_\_\_    \_\_\_

Stringfield      \_\_\_    \_\_\_

Futrell           \_\_\_    \_\_\_

Tyler              \_\_\_    \_\_\_

**BOARD ACTION FORM**

**Agenda Item:** Recognition #3.02

**Subject:** PRESENTATION: United American Security, LLC – Major Hall

**Board Meeting Date:** May 16 2019

=====  
**Summary:** Major Hall, of United American Security, LLC, will be present to provide an overview of the convenience sites.

- **Attachment:** N/A

=====  
**ACTION:** N/A

**MOTION BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

<b><u>Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>
Blowe	___	___
Fly	___	___
Futrell	___	___

<b><u>Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>
Seward	___	___
Stringfield	___	___
Tyler	___	___

**BOARD ACTION FORM**

**Agenda Item:** Recognition #3.03

**Subject:** RESOLUTION: Ms. Kathryn “Kathy” P. Beale’s Retirement – Sussex Sheriff’s Department

**Board Meeting Date:** May 16 2019

=====

**Summary:** Staff received a request from Sheriff Giles to have the Board of Supervisors adopt a resolution for presentation to Ms. Kathryn P. Beale in recognition of her retirement. Ms. Beale retired May 31, 2019—after working over 40 years in various positions with the Sussex County Sheriff’s Department.

The Board, County Administration and fellow co-workers on the complex along with the Sheriff’s Department and their staff and citizens are most appreciative for her years of dedicated services and hard work. Ms. Beale will be missed by all. At this time, we all want to wish her a happy retirement. May she enjoy the time with her grandchildren and the next chapter in her life.

Ms. Beale will be present to accept the resolution.

**Recommendation:** That the Board approves and adopts the resolution honoring Mrs. Kathy P. Beale on her retirement.

**Attachments:** (1) Copy of the Resolution Honoring of Ms. Kathy P. Beale  
(2) Copy of Sheriff Giles’ Request, dated May 1, 2019

=====

**ACTION:** That the Board approves and adopts the resolution honoring Ms. Kathy P. Beale for her years of service

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___

# Resolution



In Recognition of

## Kathryn P. Beale

WHEREAS, Kathryn “Kathy” Beale retired on May 1, 2019, after dedicating 40 years of service to the Sussex County Sheriff’s Department; and

WHEREAS, Ms. Beale began her employment with the Sussex County Sheriff’s Department on April 9, 1979 under Sheriff Kitchen’s Administration; and

WHEREAS, She began her career as a deputy sheriff working as the Civil Process Deputy; and

WHEREAS, She was promoted to Secretary I in 1989, and

WHEREAS, through the years Ms. Beale was promoted to Secretary II and, finally, Administrative Assistant; and

WHEREAS, Ms. Beale served under three Sheriffs—Sheriff E. S. Kitchen, the Sheriff R. R. Bell, and Sheriff E. L. Giles, Jr.;

NOW, THEREFORE, BE RESOLVED that the Sussex County Board of Supervisors hereby takes great pleasure in recognizing and honoring Ms. Kathryn “Kathy” P. Beale on her retirement after many years of dedicated service to the Sussex County Sheriff’s Department, the County and its citizens and is presented this Resolution as a token of Sussex County’s appreciation; and

BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the minutes of this Board meeting this 16<sup>th</sup> day of May, 2019.

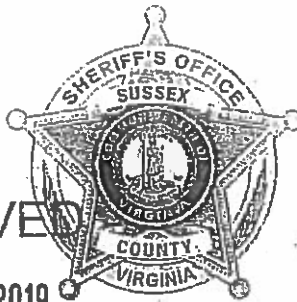
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*Susan B. Seward, Chair  
Board of Supervisors*

---

*Keith C. Blowe, Vice-Chairman  
Board of Supervisors*

OFFICE OF THE SHERIFF  
Ernest L. Giles, Sr., Sheriff  
TEL 434-246-5000  
FAX 434-246-5714



P. O. Box 1326  
20212 Thornton Square  
Sussex, Virginia 23884  
www.sussexsheriffva.com  
email: egiles@sussexso.com

RECEIVED  
MAY 01 2019

SUSSEX COUNTY  
ADMINISTRATION

May 1, 2019

Ms. Susan Seward, Chairman  
Board of Supervisors  
County of Sussex  
Sussex, Virginia 23884

RE: Recognition of Retirement

Ms. Seward,

This letter to request at the next monthly Board of Supervisors Meeting to recognize the retirement of Kathryn P. Beale from the Sussex County Sheriff's Office on May 1, 2019 after 40 years of dedicated service to the Department. I am also requesting a resolution be given to Ms. Beale.

Kathryn P. Beale began her employment with the Sussex County Sheriff's Office on April 9, 1979 under Sheriff E.S. Kitchen's Administration. She began her career as a deputy sheriff working as the Civil Process Deputy. In 1981 she was promoted to Secretary I and then through the years promoted to Secretary II and finally Administrative Assistant. Kathy Beale retired from the Sussex County Sheriff's Office on May 1, 2019 after forty years of service. Kathy served under three Sheriff's: Sheriff E.S. Kitchen, Sheriff R.R. Bell, and Sheriff E.L. Giles, Sr. While employed at the Sheriff's Office, Kathy had two children who are now grown. She now has four grandchildren that she plans to enjoy now that she is retired. We want to thank Ms. Beale for her dedicated service to the Department and wish her a happy retirement.

If you have any questions, please contact me.

Respectfully,

Sheriff E.L. Giles, Sr., Sheriff  
County of Sussex

cc: File

**BOARD ACTION FORM**

**Agenda Item:** Recognition #3.04

**Subject:** RECOGNITION: Sheriff Giles – Board of Directors of Virginia Sheriff’s Institute

**Board Meeting Date:** May 16 2019

=====

**Summary:** At an annual Virginia Sheriff Institute (VSI) Spring Conference held in Norfolk, Sheriff Ernest Giles was elected unanimously to serve on their Board of Directors. The Board of Directors consists of nine (9) Virginia sheriffs who are responsible for approval of their annual budget and work plan for the Institute. The Board of Directors, also serve as the policy-makers and governing body of VSI.

This Board sponsors several programs such support to families of officers killed in the line of duty, Virginia State Police Association Emergency Relief Fund, and Virginia Coalition for the Prevention of Elder Abuse, Inc. to name a few.

Administration would like to take this opportunity to recognize and congratulate Sheriff Giles on this achievement.

*Information taken from the Wednesday, May 1<sup>st</sup> edition of the Sussex-Surry Dispatch newspaper.*

**Recommendation:**

**Attachments:**

=====

**ACTION:**

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<b><u>Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>	<b><u>Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___



**BOARD ACTION FORM**

**Agenda Item:** Recognition #3.05

**Subject:** RECOGNITION: The Honorable Susan B. Seward, Chair, BOS

**Board Meeting Date:** May 16 2019

=====  
**Summary:** On April 30, 2019, the Virginia Association of Counties held its 2019 VACo Regions 1 and 4 meeting in Nottoway County. Our very own, the Honorable Susan Seward, Chair of the Board of Supervisors, was the keynote speaker. Ms. Seward’s topic was animal welfare.

Further details can be found in the May 8, 2019 edition of the *Sussex –Surry Dispatch* newspaper.

**Attachments:**

=====

**ACTION:**

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___

**BOARD ACTION FORM**

**Agenda Item:** Recognition #3.06

**Subject:** RESOLUTION: Recognition of Sussex County Honor Graduates

**Board Meeting Date:** May 16 2019

=====  
**Summary:** Each year Sussex County recognizes Honor graduates from Sussex County. The graduates may attend different schools; however, they are all residents of Sussex County. The County recognizes the students for this major accomplishment.

The name of the school and the number of graduates are as follows:

Sussex Central High School	23 Honor graduates
Appomattox Regional Governor School	3 Honor graduates
Southampton Academy	1 Honor graduate
Tidewater Academy	3 Honor graduates

Resolutions have been prepared to be given to the students on their momentous occasion.

**Recommendation:** That the Board approves and adopts the resolutions for the Honor graduates of Sussex County

**Attachment:** Copies of Resolutions for the Student for Each School

=====  
**ACTION:** That the Board approves and adopts the resolutions for the Honor graduates of Sussex County

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___

**Resolution in Recognition of Sussex Central High School Honor Graduates**

**WHEREAS**, on June 7, 2019 at 7:00 p.m., Sussex Central High School will hold its fifty seventh (58<sup>th</sup>) commencement exercises; and

**WHEREAS**, the sixty-three (63) graduates of the Class of 2019 are to be acknowledged and congratulated for their outstanding achievements; and,

**WHEREAS**, the Sussex County Board of Supervisors and County Employees are proud to urge each graduating Senior to continue along the path of academic progression, professional development and lifelong success; and

**WHEREAS**, a special recognition is given to the twenty-three (23) students who have maintained an overall grade point average of 3.0 or better and for that reason will graduate as Honor Students; and

**WHEREAS**, these outstanding and talented members of the Sussex County family have exhibited extraordinary academic and social skills to be so honored; and

**WHEREAS**, each parent, grandparent, family and community member who have helped raise the Sussex Central High School Class of 2019 are to also be acknowledged for their contributions and support.

**THEREFORE BE IT RESOLVED** that (*Name of Student*) is encouraged to continue the pursuit of excellence and high achievement; and

**BE IT FURTHER RESOLVED** that this resolution shall be spread upon the Minutes Book of the Sussex County Board of Supervisors May 16, 2019 meeting and presented to said graduate.

VAUGHAN, Zhane'  
CHEILCHANI, Armani  
HILL, Martika  
CLARY, Lashanna  
JONES, Yasmeen  
MALPICA, Tabyas  
JONES, Chenelle  
KITCHEN, Cassandra  
HILL, Cornelious  
JENKINS, Savannah  
POARCH, Corey

BAILEY, Myesha  
BATES, Montell  
KING, MaKiya  
WILLIAMS, Kamryn  
FRANCO-ARIAS, Shelsey  
BULLOCK, Michelle  
BAILEY, Tyesha  
STITH, Tyrese  
BAILEY, Morgan  
KIGLER, Devon  
ELLIS, James  
WESTBROOK, Kailee

## Resolution in Recognition of



### Appomattox Regional Governor's School Honor Graduates

**WHEREAS**, on June 14, 2019 at 7:00 p.m., Appomattox Regional Governor School will hold its commencement exercises; and

**WHEREAS**, the three (3) Sussex County graduates of the Class of 2019 are to be acknowledged and congratulated for their outstanding achievements; and,

**WHEREAS**, the Sussex County Board of Supervisors and County Employees are proud to urge each graduating Senior to continue along the path of academic progression, professional development and lifelong success; and

**WHEREAS**, a special recognition is given to the three (3) students from Sussex County who maintained honor status whose final grade point average point average was 4.01 and for that reason will graduate as an Honor Student; and

**WHEREAS**, these outstanding and talented members of the Sussex County family have exhibited extraordinary academic and social skills to be so honored; and

**WHEREAS**, each parent, grandparent, family and community member who have helped raise the Appomattox Regional Governor's School Class of 2019 are to also be acknowledged for their contributions and support.

**THEREFORE BE IT RESOLVED** that (*Name of Student*) is encouraged to continue the pursuit of excellence and high achievement; and

**BE IT FURTHER RESOLVED** that this resolution shall be spread upon the Minutes Book of the Sussex County Board of Supervisors May 16, 2019 meeting and presented to said graduate.

Erin C. Dodson  
Jalen T. Gary  
Jonalen T. Gary

## Resolution in Recognition of



### Southampton Academy Honor Graduates

**WHEREAS**, on May 23, 2019 at 7:00 p.m., Southampton Academy will hold its commencement exercises; and

**WHEREAS**, the forty-two (42) graduates of the Class of 2019 were acknowledged and congratulated for their outstanding achievements; and,

**WHEREAS**, the Sussex County Board of Supervisors and County Employees are proud to urge each graduating Senior to continue along the path of academic progression, professional development and lifelong success; and

**WHEREAS**, a special recognition is given to the one (1) student from Sussex County who has maintained an overall grade point average of 3.5 or better and for that reason will graduate as Honor Students; and

**WHEREAS**, the outstanding and talented member of the Sussex County family have exhibited extraordinary academic and social skills to be so honored; and

**WHEREAS**, each parent, grandparent, family and community member who have helped raise the Southampton Academy Class of 2019 are to also be acknowledged for their contributions and support.

**THEREFORE BE IT RESOLVED** that *Virginia Blair Harrell* is encouraged to continue the pursuit of excellence and high achievement; and

**BE IT FURTHER RESOLVED** that this resolution shall be spread upon the Minutes Book of the Sussex County Board of Supervisors May 16, 2019 meeting and presented to said graduate.

## Resolution in Recognition of



### Tidewater Academy Honor Graduates

**WHEREAS**, on May 23, 2019 at 7:00 p.m., Tidewater Academy will hold its commencement exercises; and

**WHEREAS**, the five (5) graduates of the Class of 2019 are to be acknowledged and congratulated for their outstanding achievements; and,

**WHEREAS**, the Sussex County Board of Supervisors and County Employees are proud to urge each graduating Senior to continue along the path of academic progression, professional development and lifelong success; and

**WHEREAS**, a special recognition is given to the three (3) students from Sussex County who have maintained an overall grade point average of 3.5 or better and for that reason will graduate as Honor Students; and

**WHEREAS**, these outstanding and talented members of the Sussex County family have exhibited extraordinary academic and social skills to be so honored; and

**WHEREAS**, each parent, grandparent, family and community member who have helped raise the Tidewater Academy Class of 2019 are to also be acknowledged for their contributions and support.

**THEREFORE BE IT RESOLVED** that (*Name of Student*) is encouraged to continue the pursuit of excellence and high achievement; and

**BE IT FURTHER RESOLVED** that this resolution shall be spread upon the Minutes Book of the Sussex County Board of Supervisors May 16, 2019 meeting and presented to said graduate.

Rebecca Caroline Norris  
Cameron Rai Parham  
Peyton Elisabeth Quisenberry

**BOARD ACTION FORM**

**Agenda Item:** Public Hearing Item #4.01

**Subject:** Virginia Department of Transportation Proposed Secondary Six Year Plan & Budget

**Board Meeting Date:** May 16 2019

=====  
**Summary:** The Virginia Department of Transportation and the Sussex County Board of Supervisors, in accordance with Section 33.1-70.01 of the Code of Virginia, will conduct a joint public hearing in the General District Courtroom, Sussex Judicial Center, 15098 Courthouse Road, Sussex Virginia, 23884 at 7:00 p.m., on Thursday, May 16, 2019. The purpose of the public hearing is to receive public comment on proposed Secondary Six Year Plan for Fiscal Year 2020 through 2025 in Sussex County and on the Secondary System Construction Plan and Budget for 2020. Copies of the proposed plan and budget may be reviewed at the Sussex County Administrator’s Office located at 20135 Princeton Road, Sussex VA 23884 or at the Franklin Residency of the Virginia Department of Transportation, 23116 Meherrin Road, Courtland, Virginia 23837.

All projects in the Secondary Six Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Plan, which documents how Virginia will obligate federal transportation funds.

**Recommendation:** That the Board approves the attached resolution.

**Attachments:** Proposed Resolution  
A Copy of the Sussex County Construction Program Estimated Allocations  
A Copy of Secondary System Construction Plan

=====  
**ACTION:** That the Board of Supervisors hereby approves the resolution

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___

**RESOLUTION**  
**Virginia Department of Transportation**  
**Proposed Secondary Six Year Plan and Budget**

WHEREAS, Section 33.1-23 and 33.1-23.4 of the Code of Virginia, 1950, as amended, provides the opportunity for each County to work with the Virginia Department of Transportation in developing a Secondary Six Year Road Plan; and

WHEREAS, this Board has previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures and participated in a public hearing on the Proposed (FY2020/2021 through 2024/2025) on May 16, 2019, after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

WHEREAS, Jerry Kee, Virginia Department of Transportation appeared before the Board and recommended approval of the Six Year Plan for Secondary Roads and the Construction Priority List for Sussex County; and

WHEREAS, the Priority List is as follows:

Priority #1: Route 635 (Steel Bridge Road) pave non hard surface road, to Route 610 and Route 609 (3.4 miles)

Priority #2: Route 735 (Courthouse Road) Reconstruction and drainage improvements on Route 735, to Route 660 (Gilliam Road) and Route 631 (Gray Road) (2.1 miles) from Route

Priority #3: Route 636 (Longevity Road) Pave non-hard surface road, to Route 626 (Courthouse Road) (1.2 miles) from Route 626

Priority #4: Future unpaved roads: 4-6 Years, various locations through the County

Priority #5: Route 635 (Stokes Road), over Magus Mill Pond, 0.783 mile north of Route 644 and 0.823 mile north of Route 644.

Priority #6: Glyndon Lane and Carver Lane; Glyndon Lane and Carver Lane Rural Addition, Various

NOW THEREFORE BE IT RESOLVED that since the plan appears to be in the best interest of the Secondary Road System, said Secondary Six Year Plan is hereby approved as presented at the public hearing.



Secondary System  
Sussex County  
Construction Program  
Estimated Allocations

Fund	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Total
CTB Formula - Unpaved State	\$130,408	\$0	\$0	\$0	\$0	\$0	\$130,408
Secondary Unpaved Roads	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TeleFee	\$38,448	\$38,448	\$38,448	\$38,448	\$38,448	\$38,448	\$230,688
Residue Parcels	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STP Converted from IM	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal STP - Bond Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Formula STP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MG Formula	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BR Formula	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other State Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal STP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
District Grant - Unpaved	\$0	\$183,104	\$33,962	\$51,041	\$51,847	\$51,847	\$371,801
<b>Total</b>	<b>\$168,856</b>	<b>\$221,552</b>	<b>\$72,410</b>	<b>\$89,489</b>	<b>\$90,295</b>	<b>\$90,295</b>	<b>\$732,897</b>

Board Approval Date:

-----  
Charles T. Catlett, Jr.

Residency Administrator

Date

-----  
Vandy V. Jones III

County Administrator

Date

District: Hampton Roads

County: Sussex County

Board Approval Date:

2020-21 through 2024-25

Route PPMS ID Accomplishment Type of Funds Type of Project Priority #	Road Name Project # Description FROM TO Length	Estimated Cost     Ad Date	Traffic Count Scope of Work FHWA # Comments
0635 98816 STATE FORCES/HIRED EQUIPMENT  Migration 0003.00	Steel Bridge Road 0635091726 Route 635 - Pave Non-Hard Surface Road  Route 610 Route 609 3.4	<i>PE</i> \$30,000 <i>RW</i> \$0 <i>CN</i> \$717,548  <i>Total</i> <b>\$747,548</b>  10/29/2018	42 Reconstruction w/o Added Capacity 17004
0735 107435 RAAP CONTRACT  STP/S Tier 1 - Road work w RW (PE, RW, CN) 9999.01	Courthouse Road 0735091752 Reconstruction & Drainage Improvements on Route 735 - Sussex Route 660 Gilliam Road Route 631 Gray Road 2.1	<i>PE</i> \$350,000 <i>RW</i> \$350,000 <i>CN</i> \$1,820,000  <i>Total</i> <b>\$2,520,000</b>  10/13/2026	Reconstruction w/o Added Capacity 15004
0636 109685 STATE FORCES/HIRED EQUIPMENT  State forces/Hired equip CN Only 9999.02	Longevity Rd 0636091755 Route 636 - Pave Non-Hard Surface Road  Route 626; Courthouse Rd 1.2 Miles from Route 626 1.2	<i>PE</i> \$0 <i>RW</i> \$0 <i>CN</i> \$409,484  <i>Total</i> <b>\$409,484</b>  7/26/2019	Reconstruction w/o Added Capacity 17004
8888 -3370 NOT APPLICABLE  9999.99	8888888P88 FUTURE UNPAVED FUNDS: YR4-YR6 VARIOUS LOCATIONS IN COUNTY	<i>PE</i> \$0 <i>RW</i> \$0 <i>CN</i> \$0  <i>Total</i> <b>\$0</b>	50
0635 85946 RAAP CONTRACT BROS Migration 9999.99	0635091707 Stokes Rd over Magus Mill Pond Va struc 6054 0.783 Mi N of Rte. 644 0.823 Mi N of Rte. 644 0.0	<i>PE</i> \$430,393 <i>RW</i> \$0 <i>CN</i> \$674,950  <i>Total</i> <b>\$1,105,343</b>  8/8/2017	Bridge Replacement w/o Added Capacity 17011

9999	Glyndon Lane & Carver Lane	<i>PE</i>	\$30,000	
114015	9999091761	<i>RW</i>	\$0	Reconstruction w/o Added Capacity
SAAP CONTRACT	Glyndon & Carver Lanes - Rural Addition	<i>CN</i>	\$120,000	17004
	Various	<i>Total</i>	<b>\$150,000</b>	
Tier 1 - Road work w/o RW or Bridge (PE & CN)	Various			
9999.99				4/12/2022

Sussex County Board of Supervisors  
Notice of Joint Public Hearing

The Virginia Department of Transportation and the Sussex County Board of Supervisors, in accordance with Section 33.1-70.01 of the Code of Virginia, will conduct a joint public hearing in the General District Courtroom, Sussex Judicial Center, 15098 Courthouse Road, Sussex, Virginia, 23884 at 7:00 p.m., on Thursday, May 16, 2019. The purpose of the public hearing is to receive public comment on proposed Secondary Six Year Plan for Fiscal Years 2020 through 2025 in Sussex County and on the Secondary System Construction Plan and Budget for Fiscal Year 2020. Copies of the proposed plan and budget may be reviewed at the Sussex County Administrator's Office located at 20135 Princeton Road, Sussex VA 23884 or at the Franklin Residency of the Virginia Department of Transportation located at 23116 Meherrin Road, Courtland, Virginia 23837.

All projects in the Secondary Six Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Plan, which documents how Virginia will obligate federal transportation funds.

Persons requiring special assistance to attend and participate in this meeting should contact the Virginia Department of Transportation at (800) 367-7623. Persons wishing to speak at this public hearing should contact the Sussex County Administrator's Office at (434) 246 1000, Monday through Friday, between the hours of 8:30 a.m. and 5:00 p.m., (excluding County approved holidays).

Authorized by:  
Vandy V. Jones, III  
County Administrator

**BOARD ACTION FORM**

**Agenda Item:** Appointments #5.01

**Subject:** Appointment to the Crater Workforce Investment Board

**Board Meeting Date:** May 16 2019

=====

**Summary:** Mr. Jason Williams, Senior District Manager of Atlantic Waste Disposal, Inc., 3474 Atlantic Lane, Waverly, Virginia 23890, is serving in the capacity of the Chief Elected Officials (CLEO) business representative for Sussex County on the Crater Workforce Investment Board. Mr. Williams’ term is due to expire June 30, 2019. Staff contact has contacted Mr. Williams. He will not be able to continue to serve.

An appointment will need to be made to fill this vacancy created. The appointment for this vacancy has to be someone from a business in Sussex County. The initial term of appointment is a two (2) year term. If reappointed by the Board, the following term will be a three (3) year term.

**Recommendation:** That the Board makes an appointment to the Crater Workforce Investment Board, with a term expiring June 30, 2021.

**Attachment:** A copy of Mr. Williams’ Letter, dated March 27, 2019

=====

**ACTION:** That the Board makes an appointment to the Crater Workforce Investment Board, with a term expiring June 30, 2021.

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___



**Board of Supervisors**

Susan B. Seward, Chairperson  
Keith C. Blow, Vice Chairman  
C. Eric Fly, Sr.  
Alfred G. Futrell  
John A. Stringfield  
Rufus E. Tyler, Sr.

Post Office Box 1397  
20135 Princeton Road  
Sussex, Virginia 23884

Vandy V. Jones, III  
County Administrator  
[www.sussexcountyva.gov](http://www.sussexcountyva.gov)

Telephone: (434) 246-1000  
Facsimile: (434) 246-6013  
[www.sussexcountyva.gov](http://www.sussexcountyva.gov)

March 27, 2019

Jason Williams  
Atlantic Waste Disposal  
3474 Atlantic Lane  
Waverly, Virginia 23890

Re: Crater Workforce Investment Board

Dear Mr. Williams:

Our records indicate that your appointment to the Crater Workforce Investment Board will expire June 30, 2019. So that we may have adequate documentation, this correspondence is being forwarded to you to ask whether or not you would like to be reappointed to the Planning Commission.

Please complete the area below and return in the self-addressed, stamped envelope by April 5, 2019. You may retain a copy for your records.

Sincerely,

Shilton R. Butts  
Assistant to County Administrator/  
Deputy Clerk to the Board

I wish to be reappointed to the Crater Workforce Investment Board.

I do not wish to be reappointed to the Crater Workforce Investment Board.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**BOARD ACTION FORM**

**Agenda Item:** Appointments #5.02

**Subject:** Appointments to the Industrial Development (IDA) Board of Directors

**Board Meeting Date:** May 16 2019

=====  
**Summary:** The term of Ms. Ann Dix, Post Office Box 326, Jarratt, Virginia 23867 on the Industrial Development Authority (IDA) Board of Directors is due to expire May 15, 2019. Staff has contacted Ms. Dix. Ms. Dix does not wish to be reappointed to IDA Board of Directors.

Due to Ms. Dix no longer wishing to serve on the IDA Board of Directors, an appointment will be need to be made to fill the vacancy created, with a term expiring May 15, 2023.

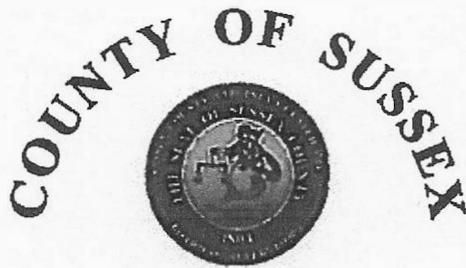
**Attachment:** A Copy of Mr. Dix’s Letter  
A Copy of IDA Roster

=====  
**ACTION:** That the Board appoints \_\_\_\_\_ to the Industrial Development Authority (IDA) Board of Directors, with a term expiring May 15, 2023.

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

---

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___



**Board of Supervisors**

Susan B. Seward, Chair  
Keith C. Blowe, Vice Chairman  
C. Eric Fly, Sr.  
Alfred G. Futrell  
John A. Stringfield  
Rufus E. Tyler, Sr.

Post Office Box 1397  
20135 Princeton Road  
Sussex, Virginia 23884

Vandy V. Jones, III  
Interim County Administrator  
[vjones@sussexcountyva.com](mailto:vjones@sussexcountyva.com)

Telephone: (434) 246-1000  
Facsimile: (434) 246-6013  
[www.sussexcountyva.gov](http://www.sussexcountyva.gov)

April 1, 2019

Ms. Ann O. Dix  
PO Box 326  
Jarratt, VA 23867

Re: Industrial Development Authority

Dear Ms. Dix:

Our records indicate that your appointment to the Industrial Development Authority will expire May 15, 2019. So that we may have adequate documentation, this correspondence is being forwarded to you to ask whether or not you would like to be reappointed to the Industrial Development Authority.

Please complete the area below and return in the self-addressed, stamped envelope by April 9, 2019. Two (2) originals have been provided. You may retain one (1) original for your records.

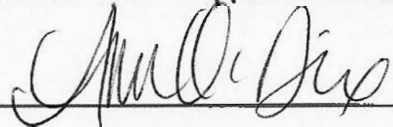
Sincerely,

Shilton R. Butts  
Assistant to the County Administrator/  
Deputy Clerk to the Board



I wish to be reappointed to the Industrial Development Authority.

I do not wish to be reappointed to the Industrial Development Authority.

Signature:  Date: 4-30-19



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

(Updated April 2019)

**L. Chester Carter, Chairman**

Post Office Box 505  
Stony Creek VA 23882  
Cell: 804 712 1250  
Term Expires: 05/15/2020

**Ann O. Dix, Vice Chair**

Post Office Box 326  
Jarratt VA 23867  
Office: 434 535 8515  
Term Expires: 05/15/2019

**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

**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.01a

**Subject:** Adoption & Appropriation of Budget for Fiscal Year 2020

**Board Meeting Date:** May 16 2019

=====

**Summary:** Several Budget Work Sessions were held to allow the Sussex County Board of Supervisors, department heads, constitutional officers, and outside agencies to review, comment and/or ask questions regarding the Proposed Fiscal Year 2020 Budget. The Proposed Fiscal Year 2020 Budget was properly advertised and was presented at the April 18, 2019 Board of Supervisors' Public Hearing.

The Board has approved the Health Insurance for the employees and the Sussex County Public Schools System Special (Budget Work Session) meeting.

After other Budget Work Sessions, the Proposed Budget for Fiscal Year 2020 is being brought before the Board adoption and appropriation.

Due to the cancellation of the Budget Work Session scheduled for May 7, 2019 a copy of the Ordinances to approve Budget & Appropriate Funds for FY2020 was not prepared at the time of the distribution of the Board Packet. The Budget Work Session has been rescheduled to Tuesday, May 14, 2019 at 6:30 p.m. The ordinances will provided at the May 16, 2019 regular Board meeting.

**Recommendation:** That the Board of Supervisors adopts and appropriates the budget for the County of Sussex and the Sussex County School Division for the Fiscal Year beginning July 1, 2019, and ending June 30, 2020.

**Attachments:** Provided at the Board meeting

=====

**ACTION:** That the Board of Supervisors adopts and appropriates the budget for the County of Sussex and the Sussex County School Division for the Fiscal Year beginning July 1, 2019, and ending June 30, 2020.

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___

**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.01b

**Subject:** Adoption & Appropriation of Fiscal Year 2020 Capital Improvement Plan

**Board Meeting Date:** May 16 2019

=====  
**Summary:** The Fiscal Year 2020 Capital Improvement Plan is being brought before the Board of Supervisors for adoption and appropriation.

Due to the cancellation of the Budget Work Session scheduled for May 7, 2019 a copy of the Ordinance to approve & appropriate Fiscal Year 2020 Capital Improvement Plan was not prepared at the time of the distribution of the Board Packet. The Budget Work Session has been rescheduled to Tuesday, May 14, 2019 at 6:30 p.m. The ordinance will be provided at the May 16, 2019 regular Board meeting.

**Recommendation:** That the Board of Supervisors adopts and appropriates Fiscal Year 2020 Capital Improvement Plan

**Attachments:** Provided at the Board meeting

=====  
**ACTION:** That the Board of Supervisors adopts and appropriates Fiscal Year 2020 Capital Improvement Plan

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___

**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.01c

**Subject:** Laying of Levy for Calendar Year 2019

**Board Meeting Date:** May 16 2019

=====  
**Summary:** There were no increase in taxes; therefore, there was no change in levy for Calendar Year 2019. The levy was properly advertised and the public hearing was held April 18, 2019.

The Laying of Levy for Calendar Year 2019 is requested for approval and adoption.

**Recommendation:** That the Board of Supervisors approves and adopts the ordinance for the laying of levy on for Calendar Year 2019

**Attachments:** Copy of Ordinance No. 19-03 Calendar Year 2019 Tax Rates

=====  
**ACTION:** That the Board of Supervisors approves and adopts the ordinance for the laying of levy on for Calendar Year 2019

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b><u>Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>	<b><u>Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___

BOARD OF SUPERVISORS  
COUNTY OF SUSSEX  
SUSSEX, VIRGINIA

Ordinance

At a regular meeting of the Sussex County Board of Supervisors held in the Courthouse, Sussex, Virginia, on the 16<sup>th</sup> day of May, 2019:

---

Present

Vote

Ms. Susan B. Seward, Chairman  
Mr. Keith C. Blowe, Vice Chair  
Mr. C. Eric Fly, Sr.  
Mr. Alfred G. Futrell  
Mr. John A. Stringfield  
Mr. Rufus E. Tyler

---

ON MOTION OF SUPERVISOR \_\_\_\_\_, seconded by SUPERVISOR \_\_\_\_\_ which carried \_\_\_\_\_, the following ordinance was adopted:

AN ORDINANCE TO IMPOSE TAX LEVIES UPON TANGIBLE PERSONAL PROPERTY, UPON MACHINERY AND TOOLS, UPON MERCHANT'S CAPITAL, UPON FIRE & RESCUE, UPON MOBILE HOMES, AND UPON REAL ESTATE FOR THE CALENDAR YEAR 2019

WHEREAS, it is necessary for the Board of Supervisors to establish real estate and personal property tax levies for the County of Sussex for calendar year beginning January 1, 2019 and ending December 31, 2019; and

WHEREAS, the Board has duly advertised and held a public hearing on the subject of tax levies;

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors this 16<sup>th</sup> day of May, 2019, that the following County tax levies be, and they hereby are, imposed for the calendar year 2019:

<u>Class of Property</u>	<u>Rate Per \$100 of Assessed Valuation</u>
Real Estate (including Public Service Corporations)	\$0.58
Mobile Homes	\$0.58
Machinery & Tools	\$2.43
Merchant's Capital	\$1.00
Fire & Rescue	\$2.43
Tangible Personal Property (including Public Service Corporations)	\$4.85

**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.02

**Subject:** Compensatory Leave Balances

**Board Meeting Date:** May 16, 2019

=====  
**Summary:** Compensatory leave balances for general and public safety employees may not exceed 120 hours at the end of the calendar year per the Sussex County Personnel Policy and Procedures Manual.

There are two employees that had over the allowed 120 hours at the end of the calendar year. The compensatory leave overages total 126 hours valued at \$3,646.29.

**Recommendation:** That the Board of Supervisors would approve the compensatory leave overages for the two employees to be paid out in the May 31, 2019 pay period.

**Attachments (if any):** N/A

=====  
**ACTION:** That the Board of Supervisors would approve the compensatory leave overages for the two employees to be paid out in the May 31, 2019 pay period.

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___

**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.03

**Subject:** Hybrid Disability Program

**Board Meeting Date:** May 16, 2019

=====

**Summary:** Beginning January 1, 2014, Sussex County contracted with The Standard to handle the Hybrid Disability Program, which was sponsored by VACORP. The contract with The Standard ends June 30, 2019. Beginning July 1, 2019, VACORP has decided to offer the Hybrid Disability Program through Anthem. Anthem will offer the same benefits and customer service as The Standard, but our rate will decrease from 0.59% to 0.528% with a guaranteed rate stability for an additional five-year term through FY2024.

**Recommendation:** That the Board of Supervisors would approve to contract with Anthem sponsored by VACORP to handle the Hybrid Disability Program and authorize the County Administrator to complete any necessary paperwork required.

**Attachment:** VACORP Disability Program Participation Agreement Amendment

=====

**ACTION:** That the Board of Supervisors would approve to contract with Anthem sponsored by VACORP to handle the Hybrid Disability Program and authorize the County Administrator to complete any necessary paperwork required.

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___



**Virginia Association of Counties Risk Pool (VACORP)  
Disability Program Participation Agreement Amendment**

This Amendment affects the Participation Agreement entered into by the Virginia Association of Counties Group Self-Insurance Risk Pool (VACORP), as Program Sponsor for short term disability (STD) benefits and long term disability (LTD) insurance coverage and \_\_\_\_\_ (Group), a public entity.

The parties hereto entered into said Participation Agreement dated \_\_\_\_\_ for administrative services for an employer-funded STD program and a fully-insured LTD group insurance policy (collectively “Disability Program”) through Standard Insurance Company.

Whereas the original Participation Agreement provided for notice to the Group of VACORP’s intent to terminate the agreement with Standard.

Whereas, VACORP issued a Request for Proposals for the services set forth in the original Participation Agreement and after completing the procurement process, VACORP has awarded the contract to Anthem.

The parties therefore agree and understand the following:

- 1) This Amendment is notice of VACORP’s intent to terminate the agreement with Standard.
- 2) Effective July 1, 2019 the Group’s fully-insured LTD group insurance policy will be provided by Anthem and Anthem will provide administrative services for the Group’s employer-funded STD program
- 3) VACORP will continue to provide billing services for the program.
- 4) The following changes are hereby made to the original Disability Program Participation Agreement:
  - a. The word “Standard” is replaced with the word “Anthem”.
- 5) Except as set forth in this Amendment, the original Disability Program Participation Agreement is unaffected and shall continue in full force and effect in accordance with its terms.

**Authorized Representative of Group:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**VACORP Representative:**

\_\_\_\_\_  
Christopher J. Carey, Administrator

\_\_\_\_\_  
Date

2/27/19

# SUSSEX COUNTY

## FINANCIAL STATEMENTS

SUBMITTED BY DESTE J. COX, TREASURER

April 30, 2019

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## TREASURER'S OFFICE

*DESTE J. 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 April 30, 2019

**BB&T #201- SUSSEX, VA**

Bank Balance - Money Market Checking_____	\$6,363,471.96	
Plus Cr Card Chg - in bank, not in office---JE_____		
Plus Bank Svc Chg - in bank, not in office---JE_____	580.04	
Plus Deposits in Transit - in office, not in bank_____		
Plus Cr Card Deposits in Transit - in office, not in bank_____		
Less Outstanding Checks not cleared bank_____	(960,283.53)	
Less Deposits in Transit - in bank, not in office_____	(716.95)	\$5,403,051.52

**BSV #301- STONY CREEK, VA**

Bank Balance_____	\$79,372.83	
Plus Bank Svc Chg - in office, not in bank---JE_____		
Plus Online Credit Cd Pmts in Transit - in office, not in bank_____		
Less Deposits in Transit - in bank, not in office_____	(2.80)	79,370.03

**SONA #401- WAVERLY, VA**

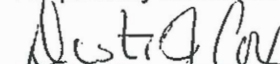
Bank Balance_____	\$16,530.97	
Less Deposits in Transit - in bank, not in office_____	(0.72)	16,530.25
Investments and CD's_____		
#30371619 - SONA #451		\$2,234,156.13

<b><u>QZAB -05 #701</u></b> Investment Balance_____		883,601.87
<b><u>QZAB -06 #702</u></b> Investment Balance_____		1,512,584.96
<b><u>LGIP INVESTMENT #803</u></b> Investment Balance_____		2,455,021.44
<b><u>VA INV POOL #804</u></b> Investn Investment Balance_____		4,544,170.99

TOTAL IN BANKS REC W/GL\_\_\_\_\_ \$17,128,487.19

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

**BALANCE SHEET - COMPARATIVE PERIODS**  
2015/07 - 2019/04

**FUND #-999 TREASURER'S ACCOUNTABILITY FUND**  
GL070C

MAJOR#	DESCRIPTION	FY/2016 Bal. Sheet 2015/07 Thru 2016/04	FY/2017 Bal. Sheet 2016/07 Thru 2017/04	FY/2018 Bal. Sheet 2017/07 Thru 2018/04	FY/2019 Bal. Sheet 2018/07 Thru 2019/04
000000-0000	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
		.00	.00	.00	.00
000100-0000	ASSETS	.00	.00	.00	.00
000100-0101	Cash in Office - Treasurer	600.00	600.00	600.00	1,000.00
000100-0201	BB&T - MM Checking	2,959,910.59	6,485,695.33	2,302,488.94	5,403,051.52
000100-0251	BB&T - CD's	.00	.00	.00	.00
000100-0252	BB&T - Repos	.00	.00	.00	.00
000100-0301	BSV - MM Checking	1,044,450.40	913,189.42	10,229.63	79,370.03
000100-0351	BSV - CD's	.00	.00	.00	.00
000100-0352	BSV - Repos	.00	.00	.00	.00
000100-0401	SONA BANK (SB) CHECKING	256,076.94	257,464.67	11,540.04	16,530.25
000100-0451	SONA BANK (SB) CD'S	4,376,987.92	2,216,289.69	2,219,253.59	2,234,156.13
000100-0452	SONA BANK (SB) REPOS	.00	.00	.00	.00
000100-0701	Bank of America QZAB Acct	654,590.31	729,186.87	805,449.26	883,601.87
000100-0702	Bk of America QZAB 06 Escrow	1,092,929.27	1,229,658.24	1,369,449.98	1,512,584.96
000100-0803	LGIP - Investments	4,569,854.81	2,087,872.29	4,627,566.61	2,455,021.44
000100-0804	VIP - Investments	.00	.00	3,003,212.85	4,544,170.99
000100-0805	Mentor Snap - VPSA Bond Proceeds	.00	.00	.00	.00
000100-0806	Va.Snap/PFM-VPSA Int. Acct	.00	.00	.00	.00
000100-0901	NSF Checks	8.75	2,295.71	437.00	852.89
	ASSETS	14,955,408.99	13,922,252.22	14,350,227.90	17,130,340.08
	<b>TOTAL ASSETS</b>	<b>14,955,408.99</b>	<b>13,922,252.22</b>	<b>14,350,227.90</b>	<b>17,130,340.08</b>
000300-0000	FUND EQUITY	.00	.00	.00	.00
000300-0100	General Fund	6,878,033.34	6,315,542.82	6,689,106.15	9,718,762.05
000300-0105	VPA Fund	.00	.00	.00	992.84
000300-0110	CSA Fund	105,672.99	108,618.35	107,913.80	32,218.96
000300-0115	BJA Trust Fund	2,015.41	.00	.00	.00
000300-0120	IPR Loan Program Fund	.00	.00	.00	.00
000300-0121	IPR Program Income Fund (11/02)	43,597.69	38,120.13	36,357.17	39,037.92
000300-0122	Disaster Recovery Relief Fund	.00	.00	.00	.00
000300-0123	CDBG Housing Program	52,375.99	56,243.99	58,830.99	59,290.99
000300-0124	Sussex Gardens Proj FD (Revl FD)	.00	.00	.00	.00
000300-0125	Drug Forfeiture Fund	13,880.96	8,762.97	17,142.39	18,338.19
000300-0135	Reserve for CP and DS	2,874,586.02	3,577,529.02	3,580,770.02	3,600,502.02
000300-0140	Criminal Justice Reserve Fund	.00	.00	.00	.00
000300-0201	Law Library Fund	27,273.53	27,744.44	28,186.90	29,109.56
000300-0251	School Fund	.00	.00	.00	.00
000300-0252	School Food Services Fund	11,527.65	24,248.47	21,000.90	38,963.97
000300-0253	Summer Food Service Fund	8,650.48	7,153.51	5,535.81	5,933.61
000300-0254	Title and Grant fund	25,334.60	386,840.57	562,263.26	355,413.51
000300-0255	School Textbook Fund	90,964.33	197,991.82	306,654.86	150,209.50

**BALANCE SHEET - COMPARATIVE PERIODS**  
2015/07 - 2019/04

FUND # - 999 TREASURER'S ACCOUNTABILITY FUND  
GL070C

MAJOR#	DESCRIPTION	FY/2016 Bal. Sheet 2015/07 Thru 2016/04	FY/2017 Bal. Sheet 2016/07 Thru 2017/04	FY/2018 Bal. Sheet 2017/07 Thru 2018/04	FY/2019 Bal. Sheet 2018/07 Thru 2019/04
000300-0256	Smart Beg.Early Childhood Dev	.00	.00	.00	.00
000300-0301	School Capital Projects Fund	201,338.05-	197,951.05-	198,064.05-	201,171.05-
000300-0302	General Capital Projects Fund	2,338,065.73-	828,275.98-	436,980.68-	312,088.66-
000300-0303	Elementary School Capital Proj Fund	.00	.00	.00	.00
000300-0305	Mega Site - Industrial Park Fund	5,524.34-	27,031.05-	56,348.69	141,535.27
000300-0306	Cabin Point - Industriail Park Fund	9,723.89	21,492.49	9,723.89	17,098.88
000300-0307	Henry - Industrial Park Fund	.00	.00	113,991.84-	113,991.84-
000300-0723	Robert Mitchell Scholarship Fund	26,416.17-	25,819.17-	25,214.17-	25,423.17-
000300-0724	Wav/Wak Rotary Scholarship Fund	28,338.86-	32,298.86-	30,292.86-	34,505.86-
000300-0725	RICHARD CLEMENTS MOORE III SCH FUND	28,896.83-	29,421.83-	29,927.83-	31,145.83-
000300-0726	Millard D. Stith Sch. Fund	78,542.00-	84,663.00-	102,482.00-	102,987.00-
000300-0733	Special Welfare Fund	2,289.71-	1,150.63-	952.67-	9,454.07-
000300-0135-200	Restricted Res for Elem Loans	.00	.00	.00	.00
	<b>FUND EQUITY</b>	<b>12,618,223.99-</b>	<b>11,736,678.47-</b>	<b>12,069,768.17-</b>	<b>14,656,468.53-</b>
	TOTAL PRIOR YR FUND BALANCE	12,618,223.99-	11,736,678.47-	12,069,768.17-	14,656,468.53-
000400-0000	OTHER ACCOUNTS	.00	.00	.00	.00
000400-0001	Treasurer's Deferred Account	1,288.68-	1,288.68-	1,344.51-	.00
000400-0002	Cash Over and Short	19.48-	50.69-	82.94-	30.69-
000400-0011	Overpayments	.00	.00	.00	.00
000400-0012	Prepaid Taxes - PP	5,605.46-	13,567.98-	11,135.67-	4,466.23-
000400-0013	Prepaid Taxes - RE	27,071.81-	21,148.79-	22,387.37-	38,430.80-
000400-0014	Available PTR for Distrib \$1.093M	36,424.51	.00	.00	.00
000400-0015	Escrow Acct. QZAB 2005	654,590.31-	729,186.87-	805,449.26-	883,601.87-
000400-0016	QZAB 2006 Escrow Acct.	1,092,929.27-	1,229,658.24-	1,369,449.98-	1,512,584.96-
000400-0021	Escrow Acct - Perf. Surety(ESCROW)	64,235.00-	64,422.50-	70,610.00-	86,550.00-
000400-0101	Commonwealth Current Credit Account	.00	.00	.00	.00
000400-0102	Commonwealth Current Debit Account	.00	.00	.00	.00
000400-0103	Commonwealth Cur C-DHCD Ln-Woodfued	.00	.00	.00	.00
000400-0104	Escrow Sheriff's Sales (SHSALE)	.00	.00	.00	.00
000400-0150	Health Insurance Cont. Fund (HINS)	38,380.50	.00	.00	51,793.00
	OTHER ACCOUNTS	1,770,935.00-	2,059,323.75-	2,280,459.73-	2,473,871.55-
000401-0000	ESCROW ACCTS. RESERVED CIF ACCTS	.00	.00	.00	.00
000401-0101	Escrow for Fire Dept. Vehicles	500,000.00-	60,000.00-	.00	.00
000401-0102	Escrow for Rescue Vehicles	66,250.00-	66,250.00-	.00	.00
	ESCROW ACCTS. RESERVED CIF ACCTS	566,250.00-	126,250.00-	.00	.00
	<b>OTHER EQUITY &amp; ESCROW ACCTS</b>	<b>2,337,185.00-</b>	<b>2,185,573.75-</b>	<b>2,280,459.73-</b>	<b>2,473,871.55-</b>
000500-0000	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
000501-0000	UNCOLLECTED TAXES - RE	.00	.00	.00	.00
000501-1990	Real Estate - 1990	.00	.00	.00	.00
000501-1991	Real Estate - 1991	.00	.00	.00	.00
000501-1992	Real Estate - 1992	.00	.00	.00	.00

**BALANCE SHEET - COMPARATIVE PERIODS**

2015/07 - 2019/04

FUND #-999 TREASURER'S ACCOUNTABILITY FUND  
GL070C

MAJOR#	DESCRIPTION	FY/2016	FY/2017	FY/2018	FY/2019
		Bal. Sheet 2015/07 Thru 2016/04	Bal. Sheet 2016/07 Thru 2017/04	Bal. Sheet 2017/07 Thru 2018/04	Bal. Sheet 2018/07 Thru 2019/04
000501-1993	Real Estate - 1993	.00	.00	.00	.00
000501-1994	Real Estate - 1994	.00	.00	.00	.00
000501-1995	Real Estate - 1995	393.50	.00	.00	.00
000501-1996	Real Estate - 1996	424.99	176.80	.00	.00
000501-1997	Real Estate - 1997	531.41	193.17	.00	.00
000501-1998	Real Estate - 1998	600.12	256.14	86.04	.00
000501-1999	REAL ESTATE - 1999	742.74	291.78	121.68	121.68
000501-2000	Real Estate - 2000	855.60	322.80	168.00	168.00
000501-2001	Real Estate - 2001	942.60	409.80	168.00	168.00
000501-2002	Real Estate - 2002	1,221.93	557.70	182.00	182.00
000501-2003	Real Estate - 2003	1,283.76	578.50	182.00	182.00
000501-2004	REAL ESTATE - 2004	1,308.45	584.35	187.85	187.85
000501-2005	Real Estate - 2005	1,431.02	584.35	187.85	187.85
000501-2006	Real Estate - 2006	1,397.76	427.68	161.28	161.28
000501-2007	Real Estate - 2007	1,466.40	427.68	161.28	161.28
000501-2008	REAL ESTATE - 2008	2,404.73	574.11	274.41	274.41
000501-2009	RE - 2009	3,444.66	828.90	529.20	529.20
000501-2010	Real Estate - 2010	5,098.19	1,606.41	907.62	725.22
000501-2011	Real Estate - 2011	10,287.24	4,703.53	1,705.71	1,218.85
000501-2012	Real Estate - 2012	18,959.39	8,493.46	3,595.22	2,620.47
000501-2013	Real Estate - 2013	28,213.29	15,966.73	8,686.65	4,708.61
000501-2014	Real Estate - 2014	64,759.35	29,324.86	18,142.73	10,145.31
000501-2015	Real Estate - 2015	236,676.59	79,894.06	35,769.18	23,233.92
000501-2016	Real Estate - 2016	.00	227,666.59	102,613.34	62,198.59
000501-2017	Real Estate - 2017	.00	.00	219,267.89	118,754.68
000501-2018	Real Estate - 2018	.00	.00	.00	241,333.73
000501-2019	Real Estate - 2019	.00	.00	.00	.00
000501-9999	Reserve - Real Estate Taxes	382,443.72-	373,869.40-	393,097.93-	467,262.93-
	UNCOLLECTED TAXES - RE	.00	.00	.00	.00
000502-0000	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000502-2005	PP - 2005	.00	.00	.00	.00
000502-2006	PP - 2006	.00	.00	.00	.00
000502-2007	PP - 2007	.00	.00	.00	.00
000502-2008	PP - 2008	.00	.00	.00	.00
000502-2009	PP - 2009	.00	.00	.00	.00
000502-2010	PP - 2010	15,228.89	.00	.00	.00
000502-2011	PP - 2011	15,807.49	15,226.13	.00	.00
000502-2012	PP - 2012	19,960.44	18,508.89	.00	.00
000502-2013	PP - 2013	32,149.75	13,459.98	11,878.87	.00
000502-2014	PP - 2014	58,812.07	26,689.19	22,457.34	19,661.99
000502-2015	PP - 2015	343,368.88	38,617.29	25,427.59	20,939.65
000502-2016	PP - 2016	.00	280,783.98	114,774.31	95,464.84

**BALANCE SHEET - COMPARATIVE PERIODS**  
2015/07 - 2019/04

FUND #-999 TREASURER'S ACCOUNTABILITY FUND  
GL070C

MAJOR#	DESCRIPTION	FY/2016 Bal. Sheet 2015/07 Thru 2016/04	FY/2017 Bal. Sheet 2016/07 Thru 2017/04	FY/2018 Bal. Sheet 2017/07 Thru 2018/04	FY/2019 Bal. Sheet 2018/07 Thru 2019/04
000502-2017	PP - 2017	.00	.00	305,955.44	48,860.24
000502-2018	PP - 2018	.00	.00	.00	195,795.27
000502-2019	PP - 2019	.00	.00	.00	.00
000502-9999	Reserve - PP Taxes	485,327.52-	393,285.46-	480,493.55-	380,721.99-
	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000503-0000	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000503-2006	PSC - 2006	.00	.00	.00	.00
000503-2007	PSC - 2007	.00	.00	.00	.00
000503-2008	PSC - 2008	.00	.00	.00	.00
000503-2009	PSC - 2009	.00	.00	.00	.00
000503-2010	PSC - 2010	.00	.00	.00	.00
000503-2011	PSC - 2011	.00	.00	.00	.00
000503-2012	PSC - 2012	.00	.00	.00	.00
000503-2013	PSC - 2013	.00	.00	.00	.00
000503-2014	PSC - 2014	.00	.00	.00	.00
000503-2015	PSC - 2015	.00	.00	.00	.00
000503-2016	PSC - 2016	.00	44.88	.00	.00
000503-2017	PSC - 2017	.00	.00	.00	.00
000503-2018	PSC - 2018	.00	.00	.00	.00
000503-2019	PSC - 2019	.00	.00	.00	.00
000503-9999	Reserve - PSC Taxes	.00	44.88-	.00	.00
	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000504-0000	UNCOLLECTED BUISNESS LICENSE	.00	.00	.00	.00
000504-2015	BL - 2015	.00	.00	.00	.00
000504-2016	BL - 2016	241.68-	401.68-	.00	.00
000504-2017	BL - 2017	.00	30.00-	.00	.00
000504-2018	BL - 2018	.00	.00	31.00	32.00-
000504-2019	BL - 2019	.00	.00	.00	174.00-
000504-9999	Reserve for Buisness License	241.68	431.68	31.00-	206.00
	UNCOLLECTED BUISNESS LICENSE	.00	.00	.00	.00
000520-0000	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000520-0001	DMV Withholding Fees Receivable	21,109.86	4,851.70	.00	.00
000520-9999	Reserve for DMV Withholding Fees	21,109.86-	4,851.70-	.00	.00
	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000521-0000	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
000521-0001	Administrative Fees Receivable	29,850.23	5,649.67	.00	.00
000521-9999	Reserve for Administrative Fees	29,850.23-	5,649.67-	.00	.00
	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
		.00	.00	.00	.00
000600-0000	UNCOLLECTED TAXES - STATE	.00	.00	.00	.00
	UNCOLLECTED TAXES - STATE	.00	.00	.00	.00
000601-0000	UNCOLLECTED TAXES - SI	.00	.00	.00	.00



**BALANCE SHEET - COMPARATIVE PERIODS**  
2015/07 - 2019/04

**FUND #-999 TREASURER'S ACCOUNTABILITY FUND**  
GL070C

MAJOR#	DESCRIPTION	FY/2016	FY/2017	FY/2018	FY/2019
		Bal. Sheet 2015/07 Thru 2016/04	Bal. Sheet 2016/07 Thru 2017/04	Bal. Sheet 2017/07 Thru 2018/04	Bal. Sheet 2018/07 Thru 2019/04
000601-2009	State Income Tax - 2009	.00	.00	.00	.00
000601-2010	State Income Tax - 2010	.00	.00	.00	.00
000601-2011	State Income Tax - 2011	.00	.00	.00	.00
000601-2012	State Income Tax - 2012	.00	.00	.00	.00
000601-2013	State Income Tax - 2013	.00	.00	.00	.00
000601-2014	State Income Tax - 2014	13,898.79	.00	.00	.00
000601-2015	State Income Tax - 2015	5,940.00	.00	.00	.00
000601-2016	State Income Tax - 2016	.00	1,492.00	.00	.00
000601-2017	State Income Tax - 2017	.00	.00	852.00	.00
000601-2018	State Income Tax - 2018	.00	.00	.00	11,348.00
000601-9999	Reserve - State Income UNCOLLECTED TAXES - SI	19,838.79-	1,492.00-	852.00-	11,348.00-
		.00	.00	.00	.00
		.00	.00	.00	.00
000702-0000	IPR Loan Payments Receivable	2,759.48	2,804.74	3,756.14	4,330.83
000702-9999	Reserve for IPR Loan Payments	2,759.48-	2,804.74-	3,756.14-	4,330.83-
	IPR Loan Payments Receivable	.00	.00	.00	.00
000703-0000	CDBG Loan Payments Receivable	664.00	.00	.00	.00
000703-9999	Reserve for CDBG Loan Payments	664.00-	.00	.00	.00
	CDBG Loan Payments Receivable	.00	.00	.00	.00
		.00	.00	.00	.00

FUND # -100 GENERAL FUND

BALANCE SHEET  
4/30/2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
	GENERAL FUND				
	ASSETS				
100-0100	Cash With Treasurer	9,925,283.69	1,280,176.60	1,486,698.24-	9,718,762.05
	ASSETS	9,925,283.69	1,280,176.60	1,486,698.24-	9,718,762.05
	OTHER ASSETS AND RESERVES				
101-0050	Revl & Ln Due From Other Funds		1.01	1.01-	
101-0051	Due From School Fund				
101-0235	Reserve for IDA Lease Agreement				
101-0236	Reserve for VPSA99 Bonds High Sch.	279,581.25			279,581.25
101-0237	Res for Literary Loan - High Schoo	2,528,893.00			2,528,893.00
101-0238	Res for Literary Loan - Mid Sch 07	3,151,133.00			3,151,133.00
101-0239	Res for IDA QZAB Bond Deposit	607,322.75			607,322.75
101-0240	Reserve for VPSA 2012 Bond Elem Sc	3,180,000.00			3,180,000.00
101-0241	Woodfuel Loan Receivable(DHCD Loan	311,905.34			311,905.34
101-0600	Commonwealth PTR avail. for distr.	135,816.79-	2,175.30		133,641.49-
101-0900	Accrued Accounts Receivable				
101-0901	Reversion Due From School Fund				
	OTHER ASSETS AND RESERVES	9,923,018.55	2,176.31	1.01-	9,925,193.85
	TOTAL ASSETS	19,848,302.24	1,282,352.91	1,486,699.25-	19,643,955.90
	LIABILITIES				
200-0000	Clearing Account - Payroll		251,947.04	251,947.04-	
200-0100	Clearing Account - Accounts Payabl	35.21	377,666.54	377,700.54-	1.21
200-0200	Clearing Account - Accounts Payabl	35.21	377,666.54	377,700.54-	1.21
200-0235	IDA Lease Payable				
200-0236	VPSA99 Bonds Payable - High Sch	279,581.25-			279,581.25-
200-0237	Literary Loan Pay - High Sch.	2,528,893.00-			2,528,893.00-
200-0238	Literary Loan Pay - Middle Sch 07	3,151,133.00-			3,151,133.00-
200-0239	IDA QZAB Bond Deposit Payable	607,322.75-			607,322.75-
200-0240	VPSA 2012 Bond Payable - Elem Sch.	3,180,000.00-			3,180,000.00-
200-0241	DHCD Loan Payable (Woodfuel)	311,905.34-			311,905.34-
200-0300	Clearing Account - Jurors				
200-0600	Commonwealth PTR outstanding bal.	135,816.79		2,175.30-	133,641.49
200-0700	Deferred Revenue - Prepaid Taxes				
200-0800	Performance Surety				
200-0900	Accrued Accounts Payable				
	LIABILITIES	9,922,983.34-	629,613.58	631,822.88-	9,925,192.64-
	TOTAL LIABILITIES	9,922,983.34-	629,613.58	631,822.88-	9,925,192.64-
	FUND EQUITY				
300-0100	Fund Balance	3,574,072.32-			3,574,072.32-
	FUND EQUITY	3,574,072.32-			3,574,072.32-
	TOTAL PRIOR YR FUND BALANCE	3,574,072.32-			3,574,072.32-
	TOTAL REVENUE	21,470,899.20-		1,259,462.95-	22,730,362.15-
	TOTAL EXPENDITURE	15,119,652.62		1,466,018.59	16,585,671.21
	TOTAL CURRENT FUND BALANCE				6,144,690.94- Rev. over Exp.
	TOTAL LIABILITIES AND FUND BALANCE	19,848,302.24-	2,095,632.17	1,891,285.83-	19,643,955.90-

SUSSEX COUNTY

REVENUE SUMMARY BY FUNDS

7/01/2018 - 4/30/2019

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% REMAIN.
100	REVENUE - GENERAL FUND	23,238,788.00	24,283,634.84	1,259,462.95	22,730,362.15	1,553,272.69	6.39
105	REVENUE - VPA/DSS FUND	1,983,973.00	1,983,973.00	136,999.26	1,382,164.97	601,808.03	30.33
110	REVENUE - CSA FUND	725,000.00	725,000.00	61,555.69	474,765.62	250,234.38	34.51
121	REV.- IPR PROG. INCOME FD (11/02)	2,025.00	2,025.00	131.00	2,035.72	10.72-	.52-
123	REV - CDBG HOUSING PRG (4/09)	3,425.00	3,425.00	124.00	372.00	3,053.00	89.13
125	REVENUE - DRUG FORFEITURE FUND	.00	8,233.79	56.00	11,992.82	3,759.03-	45.65-
135	REVENUE - CP / DS RESERVE FUND	.00	.00	3,597.00	10,780.00	10,780.00-	100.00-
201	REVENUE - LAW LIBRARY FUND	766.00	766.00	165.90	1,058.60	292.60-	38.19-
251	REVENUE - SCHOOL FUND	16,210,405.00	16,210,405.00	1,302,014.69	11,565,830.99	4,644,574.01	28.65
252	REVENUE - SCHOOL FOOD SERVICES FUND	817,332.00	817,332.00	94,999.99	663,426.64	153,905.36	18.83
253	REVENUE - SUMMER FOOD SERVICES FUND	27,850.00	27,850.00	.00	26,212.62	1,637.38	5.87
254	REVENUE - TITLE & GRANT FUND	1,681,985.00	1,681,985.00	.00	705,933.03	976,051.97	58.02
255	REVENUE - SCH. TEXTBOOK FUND	101,697.00	101,697.00	5,626.89	55,478.22	46,218.78	45.44
301	REVENUE - SCHOOL CAPITAL PROJECTS	.00	.00	941.00	2,810.00	2,810.00-	100.00-
302	REVENUE - CAPITAL PROJECT FUND	1,097,500.00	1,097,500.00	1,586.00	6,511.00	1,090,989.00	99.40
306	REVENUE - CABIN POINT INDUST. PARK	.00	.00	.00	36,360.88	36,360.88-	100.00-
723	REVENUE - MITCHELL SCHOLARSHIP FUND	.00	.00	139.00	416.00	416.00-	100.00-
724	REVENUE - SUSSEX ENDOWM SCHSHP FD	.00	.00	189.00	6,509.00	6,509.00-	100.00-
725	REV - RICHARD CLEMENT MOORE III FD	.00	.00	170.00	1,005.00	1,005.00-	100.00-
726	REV.- MILLARD & FLORENCE STITH FSF	.00	.00	563.00	1,685.00	1,685.00-	100.00-
733	REVENUE - SPECIAL WELFARE FUND	.00	.00	854.00	16,056.21	16,056.21-	100.00-
	-- REVENUE TOTAL --	45,890,746.00	46,943,826.63	2,869,175.37	37,701,766.47	9,242,060.16	19.68

SUSSEX COUNTY

EXPENDITURE SUMMARY BY FUNDS

7/01/2018 - 4/30/2019

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
100	EXPENDITURES - GENERAL FUND	23,238,788.00	23,664,349.84	1,466,018.59	16,585,671.21	.00	7,078,678.63	29.91
105	EXPENDITURES - VPA/DSS FUND	1,983,973.00	1,980,973.00	136,006.42	1,402,503.49	.00	578,469.51	29.20
110	EXPENDITURES - CSA FUND	725,000.00	725,000.00	32,492.28	348,084.48	.00	376,915.52	51.98
121	EXPEND. - IPR PROG. INCOME FD 11/02	2,025.00	2,025.00	.00	.00	.00	2,025.00	100.00
123	EXPEND. CDBG HOUSING PROGRAM	3,425.00	3,425.00	.00	.00	.00	3,425.00	100.00
125	EXPENDITURES - DRUG FORFEITURE FD	.00	28,345.31	7,595.50	10,063.12	.00	18,282.19	64.49
201	EXPENDITURES - LAW LIBRARY FUND	766.00	766.00	37.08	212.56	.00	553.44	72.25
251	SCHOOL FUND EXPENDITURES	16,210,405.00	16,217,405.00	1,302,014.69	11,565,830.99	.00	4,651,574.01	28.68
252	EXPENDITURES - SCHOOL FOOD SERV	817,332.00	817,332.00	85,348.59	608,362.36	.00	208,969.64	25.56
253	EXPENDITURES - SUMMER FS FUND	27,850.00	27,850.00	.00	25,814.82	.00	2,035.18	7.30
254	TITLE & GRANT REVOLVING FUND	1,681,985.00	1,681,985.00	86,733.58	1,192,344.30	.00	489,640.70	29.11
255	EXPENDITURES - TEXTBOOK FUND	101,697.00	101,697.00	.00	139,590.38	.00	37,893.38	37.26
302	EXPENDITURES - CAPITAL PROJECT FD	1,097,500.00	1,514,987.00	27,000.00	388,426.94	.00	1,126,560.06	74.36
305	EXPENDITURES - MEGA SITE	.00	6,493.00	.00	21,011.58	.00	14,518.58	223.60
306	EXPENDITURES - CABIN POINT PARK	.00	242,694.00	.00	34,150.00	.00	208,544.00	85.92
723	EXPENDITURES - ROBERT MITCHELL SCH	.00	.00	.00	800.00	.00	800.00	100.00
724	EXPENS. SUSSEX ENDOWM SCHSHP FD	.00	.00	.00	3,000.00	.00	3,000.00	100.00
725	EXPS.- RICHARD CLEMENT MOORE S.FD.	.00	.00	.00	1,000.00	.00	1,000.00	100.00
726	EXP. - MILLARD & FLORENCE STITH FSF	.00	.00	.00	2,000.00	.00	2,000.00	100.00
733	EXPENDITURES - SPECIAL WELFARE FD	.00	.00	1,970.00	7,946.81	.00	7,946.81	100.00
	-- EXPENDITURE TOTAL --	45,890,746.00	47,015,327.15	3,145,216.73	32,336,813.04	.00	14,678,514.11	31.22

FUND #-100 REVENUE

GENERAL FUND - REVENUE SUMMARY BY MAJOR SOURCE

7/01/2018 - 4/30/2019

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% UNCOLLECTED
999	REVENUE - GENERAL FUND						
10000	REVENUE FROM LOCAL SOURCES						
11000	GENERAL PROPERTY TAXES						
11010	REAL PROPERTY TAXES	5,186,755.00	5,186,755.00	43,791.32	5,045,396.61	141,358.39	2.72
11020	PUBLIC SERVICE CORP TAXES	754,395.00	754,395.00		727,713.66	26,681.34	3.53
11030	PERSONAL PROPERTY TAXES	2,707,913.00	2,707,913.00	39,495.09	2,336,225.02	371,687.98	13.72
11031	MOBILE HOME TAXES	20,000.00	20,000.00	347.56	13,964.50	6,035.50	30.17
11032	FIRE AND RESCUE TAXES	10,183.00	10,183.00	137.01	7,573.75	2,609.25	25.62
11040	MACHINERY AND TOOLS TAXES	1,082,947.00	1,082,947.00		972,764.96	110,182.04	10.17
11050	MERCHANTS CAPITAL TAXES	68,626.00	68,626.00		72,370.77	3,744.77-	5.45-
11060	PENALTIES, INTEREST & TREAS ADM FEES	166,000.00	166,000.00	24,027.83	152,562.02	13,437.98	8.09
	GENERAL PROPERTY TAXES	9,996,819.00	9,996,819.00	107,798.81	9,328,571.29	668,247.71	6.68
12000	OTHER LOCAL TAXES						
12010	LOCAL SALES USE AND TAXES	899,797.00	899,797.00	54,886.24	735,516.95	164,280.05	18.25
12011	OCCUPANCY TAXES	64,000.00	64,000.00	5,344.79	51,961.41	12,038.59	18.81
12020	CONSUMER UTILITY TAXES	98,000.00	98,000.00	7,925.28	74,930.89	23,069.11	23.53
12030	BUSINESS LICENSE TAXES	81,130.00	81,130.00	3,779.91	63,746.79	17,383.21	21.42
12040	FRANCHISE LICENSE TAXES						
12050	MOTOR VEHICLE LICENSES	205,000.00	205,000.00	8,727.37	216,081.58	11,081.58-	5.40-
12060	BANK STOCK TAXES	3,500.00	3,500.00		5,775.55	2,275.55-	65.01-
12070	RECORDATION TAXES						
	OTHER LOCAL TAXES	1,351,427.00	1,351,427.00	80,663.59	1,148,013.17	203,413.83	15.05
13000	PERMITS, FEES AND LICENSES						
13010	ANIMAL LICENSES	6,000.00	6,000.00	337.00	5,883.00	117.00	1.95
13030	PERMITS AND OTHER LICENSES	5,741,770.00	5,741,770.00	686,441.76	7,246,114.39	1,504,344.39-	26.20-
	PERMITS, FEES AND LICENSES	5,747,770.00	5,747,770.00	686,778.76	7,251,997.39	1,504,227.39-	26.17-
14000	FINES AND FORFEITURES						
14010	FINES AND FORFEITURES	1,100,000.00	1,100,000.00	110,031.55	911,715.11	188,284.89	17.11
	FINES AND FORFEITURES	1,100,000.00	1,100,000.00	110,031.55	911,715.11	188,284.89	17.11
15000	REVENUE FROM USE OF MONEY/PROPERTY						
15010	REVENUE FROM USE OF MONEY	35,000.00	35,000.00	7,792.14	84,903.65	49,903.65-	142.58-
15020	REVENUE FROM USE OF PROPERTY	77,500.00	77,500.00	3,967.63	56,999.09	20,500.91	26.45
	REVENUE FROM USE OF MONEY/PROPERTY	112,500.00	112,500.00	11,759.77	141,902.74	29,402.74-	26.13-
16000	CHARGES FOR SERVICES						
16010	COURT COSTS	181,315.00	181,315.00	18,879.81	140,428.99	40,886.01	22.54
16020	COMMONWEALTH'S ATTORNEY FEES	1,800.00	1,800.00	157.72	1,533.59	266.41	14.80
16050	CHARGES FOR CORRECTION/DETENTION	4,300.00	4,300.00	489.38	5,761.73	1,461.73-	33.99-
16060	CHARGES FOR OTHER PROTECTION	3,800.00	3,800.00	205.00	2,759.00	1,041.00	27.39

FUND #-100 REVENUE

GENERAL FUND - REVENUE SUMMARY BY MAJOR SOURCE

7/01/2018 - 4/30/2019

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	UNCOLLECTED
16080	CHARGES FOR SANITATION/WASTE REMVL						
16160	CHARGES FOR COMMUNITY DEVELOPMENT	24,000.00	24,000.00		9,844.69	14,155.31	58.98
16210	CHG FOR CREDIT & DEBIT CARD USE	3,400.00	3,400.00	920.13	6,797.72	3,397.72-	99.93-
	CHARGES FOR SERVICES	218,615.00	218,615.00	20,652.04	167,125.72	51,489.28	23.55
18000	MISCELLANEOUS REVENUE						
18030	EXPENDITURE REFUNDS	41,000.00	44,941.34	2,019.43	75,552.54	30,611.20-	68.11-
18990	MISCELLANEOUS	9,500.00	12,392.02	3,288.27	63,159.08	50,767.06-	409.67-
	MISCELLANEOUS REVENUE	50,500.00	57,333.36	5,307.70	138,711.62	81,378.26-	141.93-
19000	RECOVERED COSTS	93,438.00	93,438.00	7,786.49	77,864.90	15,573.10	16.66
19020	RECOVERED COSTS - OTHER	200,433.00	206,339.00	124.12	191,603.79	14,735.21	7.14
	RECOVERED COSTS	293,871.00	299,777.00	7,910.61	269,468.69	30,308.31	10.11
20000	REVENUE FROM THE COMMONWEALTH						
21000	PAYMENT IN LIEU OF TAXES	42,000.00	42,000.00	6,524.99	49,710.06	7,710.06-	18.35-
	PAYMENT IN LIEU OF TAXES	42,000.00	42,000.00	6,524.99	49,710.06	7,710.06-	18.35-
22000	NON-CATEGORICAL AID - STATE						
22010	NON - CATEGORICAL AID	372,500.00	372,500.00	19,076.05	284,461.12	88,038.88	23.63
22011	LOCAL FINES FROM DOA TO BE DISTRIB						
	NON-CATEGORICAL AID - STATE	372,500.00	372,500.00	19,076.05	284,461.12	88,038.88	23.63
23000	SHARED EXPENSES - CATEGORICAL						
23010	COMMONWEALTH'S ATTORNEY	237,500.00	237,909.48	20,668.95	210,065.92	27,843.56	11.70
23020	SHERIFF SHARED EXPENSE	1,260,000.00	1,260,000.00	113,502.74	1,110,191.15	149,808.85	11.88
23030	COMMISSIONER OF REVENUE	77,123.00	77,123.00	6,392.70	63,640.38	13,482.62	17.48
23040	TREASURER SHARED EXPENSE	86,434.00	86,434.00	6,705.64	67,073.87	19,360.13	22.39
23050	MEDICAL EXAMINER SHARED EXP						
23060	REGISTRAR/ELECTORAL BD SHARED EXP	38,633.00	38,633.00			38,633.00	100.00
23070	CLERK OF COURT SHARED EXP	204,000.00	204,000.00	16,110.40	160,467.13	43,532.87	21.33
23080	JAIL SHARED EXPENSE	105,000.00	105,000.00	26,600.00	107,352.00	2,352.00-	2.24-
	SHARED EXPENSES - CATEGORICAL	2,008,690.00	2,009,099.48	189,980.43	1,718,790.45	290,309.03	14.44
24040	OTHER CATEGORICAL AID - STATE	1,388,579.00	1,388,579.00	12,978.65	1,337,675.23	50,903.77	3.66
	OTHER CATEGORICAL AID - STATE	1,388,579.00	1,388,579.00	12,978.65	1,337,675.23	50,903.77	3.66
30000	REVENUE FROM THE FEDERAL GOVERNMENT						
32000	NON-CATEGORICAL AID - FEDERAL						
32010	CDBG COMMUNITY DEV. BLOCK GRANT						
32020	SOCIAL SECURITY ADM. BOUNTY - JAIL				400.00	400.00-	100.00-
	NON-CATEGORICAL AID - FEDERAL				400.00	400.00-	100.00-

SUSSEX COUNTY  
**GENERAL FUND - REVENUE SUMMARY BY MAJOR SOURCE**  
 7/01/2018 - 4/30/2019

CURRENT	Y-T-D					BUDGET	APPR.
ACCT#	DESCRIPTION	AMOUNT	AMOUNT	AMOUNT	AMOUNT	BALANCE	UNCOLLECTED
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33000	CATEGORICAL AID - FED						
33030	Emergency Ser. Grant - Res						
40000	OTHER FINANCING SOURCES						
41000	NON-REVENUE RECEIPTS						
41040	PROCEEDS FROM INDEBTNESS						
41050	TRANSFERS FROM OTHER FUNDS						
41060	DESIGNATED USE OF FUND BALANCES	555,517.00	1,587,215.00		18,180.44-	1,605,395.44	101.14
	NON-REVENUE RECEIPTS	555,517.00	1,587,215.00		18,180.44-	1,605,395.44	101.14
	--FUND TOTAL--	23,238,788.00	24,283,634.84	1,259,462.95	22,730,362.15	1,553,272.69	6.39

FUND #-100 EXPENDITURE

GENERAL FUND - EXPENDITURE SUMMARY BY DEPARTMENTS

7/01/2018 - 4/30/2019

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
999	EXPENDITURES - GENERAL FUND							
11100-111	BOARD OF SUPERVISORS	171,246.00	171,246.00	19,519.58	124,494.59		46,751.41	27.30
	--MAJOR TOTAL--	171,246.00	171,246.00	19,519.58	124,494.59		46,751.41	27.30
	BOARD OF SUPERVISORS	171,246.00	171,246.00	19,519.58	124,494.59		46,751.41	27.30
21100-211	ADMINISTRATOR	831,939.00	828,539.00	82,936.67	633,122.60		195,416.40	23.58
	--MAJOR TOTAL--	831,939.00	828,539.00	82,936.67	633,122.60		195,416.40	23.58
21200-221	BUILDING & GROUNDS	531,558.00	531,558.00	34,478.69	432,637.25		98,920.75	18.60
	--MAJOR TOTAL--	531,558.00	531,558.00	34,478.69	432,637.25		98,920.75	18.60
21300-231	HOUSING	125,547.00	125,547.00	10,828.42	177,260.12		51,713.12	41.19
	--MAJOR TOTAL--	125,547.00	125,547.00	10,828.42	177,260.12		51,713.12	41.19
21400-241	PLANNING	255,428.00	255,428.00	14,460.85	175,109.18		80,318.82	31.44
21400-242	BUILDING INSPECTIONS	219,024.00	219,610.00	12,296.29	132,720.49		86,889.51	39.56
21400-243	ZONING	1,875.00	1,875.00		356.28		1,518.72	80.99
	--MAJOR TOTAL--	476,327.00	476,913.00	26,757.14	308,185.95		168,727.05	35.37
21500-251	FIRE & RESCUE	199,900.00	199,900.00	1,014.66	81,278.26		118,621.74	59.34
21500-252	AMBULANCE & RESCUE	1,062,325.00	1,062,325.00	91,252.30	762,449.44		299,875.56	28.22
21500-253	EMERGENCY SERVICES	211,809.00	211,809.00	15,438.42	153,263.76		58,545.24	27.64
21500-255	FOREST FIRE EXTINCTION	24,000.00	24,000.00		23,067.18		932.82	3.88
	--MAJOR TOTAL--	1,498,034.00	1,498,034.00	107,705.38	1,020,058.64		477,975.36	31.90
21600-261	ANIMAL CONTROL	200,748.00	200,748.00	16,051.52	187,445.36		13,302.64	6.62
21600-262	ENVIRONMENTAL INSPECTIONS	491,162.00	578,436.00	41,678.35	608,488.41		30,052.41	5.19
21600-263	GENERAL WORKS	79,000.00	79,000.00	7,515.69	97,381.11		18,381.11	23.26
21600-266	REFUSE DISPOSAL	122,350.00	122,350.00	2,541.60	71,857.45		50,492.55	41.26
	--MAJOR TOTAL--	893,260.00	980,534.00	67,787.16	965,172.33		15,361.67	1.56
21700-271	IT AND CENTRAL ACCOUNTING AS400	35,321.00	35,321.00		38,764.97		3,443.97	9.75
	--MAJOR TOTAL--	35,321.00	35,321.00		38,764.97		3,443.97	9.75
	ADMINISTRATOR	4,391,986.00	4,476,446.00	330,493.46	3,575,201.86		901,244.14	20.13
22100-281	COUNTY ATTORNEY	90,000.00	90,000.00	11,346.98	119,013.28		29,013.28	32.23
	--MAJOR TOTAL--	90,000.00	90,000.00	11,346.98	119,013.28		29,013.28	32.23
	COUNTY ATTORNEY	90,000.00	90,000.00	11,346.98	119,013.28		29,013.28	32.23
23100-291	REGISTRAR/BOARD OF ELECTIONS	190,884.00	190,884.00	11,290.26	146,788.49		44,095.51	23.10
	--MAJOR TOTAL--	190,884.00	190,884.00	11,290.26	146,788.49		44,095.51	23.10
	REGISTRAR/BOARD OF ELECTIONS	190,884.00	190,884.00	11,290.26	146,788.49		44,095.51	23.10
31100-311	COMMISSIONER OF REVENUE	256,677.00	256,677.00	21,768.64	204,785.85		51,891.15	20.21



SUSSEX COUNTY

**GENERAL FUND - EXPENDITURE SUMMARY BY DEPARTMENTS**

7/01/2018 - 4/30/2019

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
	--MAJOR TOTAL--	256,677.00	256,677.00	21,768.64	204,785.85		51,891.15	20.21
	COMMISSIONER OF REVENUE	256,677.00	256,677.00	21,768.64	204,785.85		51,891.15	20.21
41100-411	TREASURER	358,163.00	358,163.00	43,155.69	302,752.16		55,410.84	15.47
41100-412	LICENSE BUREAU	52,450.00	52,450.00	5,775.00	37,841.26		14,608.74	27.85
	--MAJOR TOTAL--	410,613.00	410,613.00	48,930.69	340,593.42		70,019.58	17.05
	TREASURER	410,613.00	410,613.00	48,930.69	340,593.42		70,019.58	17.05
51100-511	COURTROOM SECURITY	214,411.00	214,411.00	16,274.06	159,010.23		55,400.77	25.83
51100-512	FIELD OPERATIONS	1,726,086.00	1,767,060.34	116,487.72	1,286,598.92		480,461.42	27.18
51100-513	SPOT OPERATIONS	59,973.00	59,973.00	1,846.97	33,921.36		26,051.64	43.43
51100-514	SELECTIVE ENFORCEMENT	218,800.00	234,000.00	13,707.98	150,901.49		83,098.51	35.51
51100-515	WAKEFIELD OPERATIONS	54,139.00	54,139.00	4,449.52	44,750.62		9,388.38	17.34
51100-516	E911	194,678.00	194,678.00	6,679.45	127,910.73		66,767.27	34.29
51100-517	SCHOOL RESOURCE OFFICERS	125,613.00	125,613.00	9,989.54	99,161.76		26,451.24	21.05
	--MAJOR TOTAL--	2,593,700.00	2,649,874.34	169,435.24	1,902,255.11		747,619.23	28.21
51500-551	CONFINEMENT OF INMATES	1,688,544.00	1,694,723.02	130,042.02	1,404,687.78		290,035.24	17.11
	--MAJOR TOTAL--	1,688,544.00	1,694,723.02	130,042.02	1,404,687.78		290,035.24	17.11
	SHERIFF'S DEPARTMENT	4,282,244.00	4,344,597.36	299,477.26	3,306,942.89		1,037,654.47	23.88
61100-611	CIRCUIT COURT	37,345.00	37,345.00	4,521.18	28,583.01		8,761.99	23.46
61100-612	GENERAL DISTRICT COURT	44,068.00	44,068.00	2,537.49	27,441.67		16,626.33	37.72
61100-613	SPECIAL MAGISTRATES	8,400.00	8,400.00	752.29	7,288.47		1,111.53	13.23
61100-614	JUV & DOM RELATIONS COURT	12,262.00	12,262.00		12,262.00			
	--MAJOR TOTAL--	102,075.00	102,075.00	7,810.96	75,575.15		26,499.85	25.96
	CIRCUIT COURT	102,075.00	102,075.00	7,810.96	75,575.15		26,499.85	25.96
62100-621	CLERK OF COURTS	376,212.00	376,212.00	28,122.35	307,071.43		69,140.57	18.37
	--MAJOR TOTAL--	376,212.00	376,212.00	28,122.35	307,071.43		69,140.57	18.37
	CLERK OF COURTS	376,212.00	376,212.00	28,122.35	307,071.43		69,140.57	18.37
63100-631	COMMONWEALTH'S ATTORNEY	490,184.00	490,593.48	40,319.44	394,029.83		96,563.65	19.68
63100-632	VICTIM/WITNESS PROGRAM	76,285.00	105,474.00	7,716.23	79,425.92		26,048.08	24.69
	--MAJOR TOTAL--	566,469.00	596,067.48	48,035.67	473,455.75		122,611.73	20.57
	COMMONWEALTH'S ATTORNEY	566,469.00	596,067.48	48,035.67	473,455.75		122,611.73	20.57
	--MAJOR TOTAL--							
81000	CONTRIBUTIONS TO OUTSIDE AGENCIES							
81100-801	Crater Health District	198,317.00	198,317.00	24,579.25	148,317.00		50,000.00	25.21
81100-803	Old Dominion Emerg. Medical Serv.	982.00	982.00		982.00			

FUND # - 100 EXPENDITURE

GENERAL FUND - EXPENDITURE SUMMARY BY DEPARTMENTS

7/01/2018 - 4/30/2019

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
81100-805	District 19 Community Services Bd	64,499.00	64,499.00		69,719.00		5,220.00-	8.09-
	--MAJOR TOTAL--	263,798.00	263,798.00	24,579.25	219,018.00		44,780.00	16.97
81300-811	Crater Area Aging	7,060.00	7,060.00				7,060.00	100.00
81300-814	The Improvement Assoc	64,000.00	64,000.00		64,000.00			
81300-816	Red Cross	2,000.00	2,000.00	2,000.00	2,000.00			
81300-820	Virginia Legal Aid Society	1,135.00	1,135.00		1,135.00			
81300-822	VA Cooperative Extension	70,768.00	70,768.00	5,212.76	24,315.86		46,452.14	65.64
81300-823	Chowan Basin Soil & Water Conserv.	7,415.00	7,415.00		7,415.00			
81300-829	Chowan Basin Proj. / City Franklin	7,480.00	7,480.00		7,630.00		150.00-	2.00-
	--MAJOR TOTAL--	159,858.00	159,858.00	7,212.76	106,495.86		53,362.14	33.38
81400-825	Wakefield Foundation	11,500.00	11,500.00		11,500.00			
81400-826	Blackwater/Regional Library	154,985.00	154,985.00	38,746.25	154,985.00			
81400-827	MBC Museum	3,500.00	3,500.00		3,500.00			
	--MAJOR TOTAL--	169,985.00	169,985.00	38,746.25	169,985.00			
81500-831	John Tyler Community College	1,016.00	1,016.00		964.00		52.00	5.11
81500-832	Virginia State University	1,000.00	1,000.00		1,000.00			
81500-833	Southside Virginia Education Center	4,000.00	4,000.00		4,000.00			
81500-834	Richard Bland College Foundation	1,500.00	1,500.00		1,500.00			
	--MAJOR TOTAL--	7,516.00	7,516.00		7,464.00		52.00	.69
81600-840	Sussex Youth & Adult Recreation Ctr	6,000.00	6,000.00		6,000.00			
81600-843	Senior Citizens, Eastern	10,000.00	10,000.00		10,000.00			
81600-844	Southeast 4-H Center	10,000.00	10,000.00				10,000.00	100.00
81600-847	Recreation - Unallocated Acct.	5,000.00	6,250.00				6,250.00	100.00
	--MAJOR TOTAL--	31,000.00	32,250.00		16,000.00		16,250.00	50.38
81800-860	Crater Planning District Commission	9,790.00	9,790.00		9,790.00			
81800-861	IDA		250,000.00		250,000.00			
81800-862	Virginia's Gateway Region	22,000.00	22,000.00		21,025.00		975.00	4.43
81800-863	Crater Youth Care Commission	110,608.00	110,608.00		82,956.36		27,651.64	24.99
81800-869	Crater Small Bus Dev Cent Longwod U	3,000.00	3,000.00		3,000.00			
	--MAJOR TOTAL--	145,398.00	395,398.00		366,771.36		28,626.64	7.23
	CONTRIBUTIONS TO OUTSIDE AGENCIES	777,555.00	1,028,805.00	70,538.26	885,734.22		143,070.78	13.90
93100	TRANSFERS TO OTHER FUNDS	9,607,004.00	9,607,004.00	568,684.48	5,096,641.52		4,510,362.48	46.94
93200	EXP ACCOUNT NON DEPARTMENT	115,000.00	112,900.00				112,900.00	100.00
	TRANSFERS TO OTHER FUNDS	9,722,004.00	9,719,904.00	568,684.48	5,096,641.52		4,623,262.48	47.56
95000	DEBT SERVICE	1,894,823.00	1,894,823.00		1,921,463.60		26,640.60-	1.40-
	DEBT SERVICE	1,894,823.00	1,894,823.00		1,921,463.60		26,640.60-	1.40-
99900	NON DEPARTMENTAL	6,000.00	6,000.00		7,909.16		1,909.16-	31.81-
	NON DEPARTMENTAL	6,000.00	6,000.00		7,909.16		1,909.16-	31.81-
	--FUND TOTAL--	23,238,788.00	23,664,349.84	1,466,018.59	16,585,671.21		7,078,678.63	29.91

FUND #-302 REVENUE

CAPITAL IMPROVEMENT FUND - DETAIL REVENUE SUMMARY

7/01/2018 - 4/30/2019

FUND #-302 REVENUE - CAPITAL PROJECT FUND

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% REMAIN.
999	REVENUE - CAPITAL PROJECT FUND						
10000	REVENUE FROM LOCAL SOURCES						
15000	REVENUE FROM USE OF MONEY/PROPERTY						
15010	REVENUE FROM USE OF MONEY						
0001	Interest Earned on Bank Deposits	.00	.00	1,586.00	6,511.00	6,511.00-	100.00-
	REVENUE FROM USE OF MONEY	.00	.00	1,586.00	6,511.00	6,511.00-	100.00-
	REVENUE FROM USE OF MONEY/PROPERTY	.00	.00	1,586.00	6,511.00	6,511.00-	100.00-
16000	CHARGES FOR SERVICES						
16010	COURT COSTS						
18030	COURT COSTS						
20000	REVENUE FROM THE COMMONWEALTH						
24000	CATEGORICAL AID - STATE						
24040	CATEGORICAL AID - OTHER						
40000	OTHER FINANCING SOURCES						
41000	NON-REVENUE RECEIPTS						
41040	PROCEEDS FROM INDEBTNESS						
41050	FUND TRANSFERS						
0100	Transfer from General Fund	1,097,500.00	1,097,500.00	.00	.00	1,097,500.00	100.00
	FUND TRANSFERS	1,097,500.00	1,097,500.00	.00	.00	1,097,500.00	100.00
	NON-REVENUE RECEIPTS	1,097,500.00	1,097,500.00	.00	.00	1,097,500.00	100.00
	--FUND TOTAL--	1,097,500.00	1,097,500.00	1,586.00	6,511.00	1,090,989.00	99.40

7/01/2018 - 4/30/2019

FUND #-302 EXPENDITURES - CAPITAL PROJECT FD

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
999	EXPENDITURES - CAPITAL PROJECT FD							
90000	CAPITAL PROJECTS							
91000	CAPITAL IMPROVEMENT PLAN							
91100	NEW CONSTRUCTION, ADD. OR RE							
91200	TECHNOLOGY INFRASTRUTURE							
91201	REPLACE E911 EQUIPMENT							
1257	Replace CAD System	.00	80,000.00	.00	.00	.00	80,000.00	100.00
	REPLACE E911 EQUIPMENT	.00	80,000.00	.00	.00	.00	80,000.00	100.00
91202	Replace AS400 Server							
91203	Replace Voting Machines							
91300	VEHICLES & OTHER RELATED EQUIP.							
0001	Fire Truck	700,000.00	700,000.00	.00	.00	.00	700,000.00	100.00
0011	Sheriff Patrol Vehicle	73,500.00	147,000.00	.00	73,000.00	.00	74,000.00	50.34
0013	Buildings & Grounds - Vehicle	.00	42,000.00	.00	42,000.00	.00	.00	.00
0015	Building Inspections - Vehicle	30,000.00	30,000.00	.00	27,721.16	.00	2,278.84	7.59
	VEHICLES & OTHER RELATED EQUIP.	803,500.00	919,000.00	.00	142,721.16	.00	776,278.84	84.46
91500	MISCELLANEOUS PROJECTS							
	CAPITAL IMPROVEMENT PLAN	803,500.00	999,000.00	.00	142,721.16	.00	856,278.84	85.71
93100	TRANSFERS TO OTHER FUNDS							
94000	CAPITAL PROJECTS							
94000-120	CAPITAL PROJECTS							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
94100	LANDFILL CLOSURE							
94250	COMMUNICATIONS							
8212	New Radio System Cost	.00	250,000.00	.00	250,000.00	.00	.00	.00
8214	Broadband Project Exp.	.00	250,000.00-	.00	250,000.00-	.00	.00	.00
	COMMUNICATIONS	.00	.00	.00	.00	.00	.00	.00
94300	EMERG REPAIR JARRATT SENIOR CTR							
94400	RENOVATION OF COUNTY BLDGS							
8212	Renov/Repair Bldg/Phone Sys. Etc.	42,000.00	72,737.00	.00	1,394.22-	.00	74,131.22	101.91
8217	Carpet Replacement - GDC	25,000.00	25,000.00	.00	.00	.00	25,000.00	100.00
8219	Judicial Complex HVAC-Phase 2	50,000.00	50,000.00	.00	.00	.00	50,000.00	100.00
8220	Water Tower Repairs	150,000.00	225,000.00	.00	217,200.00	.00	7,800.00	3.46
8223	Jail Upgrades	.00	89,000.00	.00	.00	.00	89,000.00	100.00
	RENOVATION OF COUNTY BLDGS	267,000.00	461,737.00	.00	215,805.78	.00	245,931.22	53.26
94500	SCHOOL PROJECTS							
0001	Lease Purchase - School Busses	27,000.00	27,000.00	27,000.00	27,000.00	.00	.00	.00
	SCHOOL PROJECTS	27,000.00	27,000.00	27,000.00	27,000.00	.00	.00	.00
94700	ANIMAL POUND BLDG & COMPLEX							
8103	Repairs ar Animal Shelter	.00	27,250.00	.00	2,900.00	.00	24,350.00	89.35
	ANIMAL POUND BLDG & COMPLEX	.00	27,250.00	.00	2,900.00	.00	24,350.00	89.35

SUSSEX COUNTY  
**EXPENDITURE SUMMARY**  
 7/01/2018 ~ 4/30/2019

FUND #-302 EXPENDITURES - CAPITAL PROJECT FD  
 MAJOR

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	& REMAIN.
94800	WASTE SITE PURCHASE							
94900	COMMONWEALTH ATTNY OFFICE BLDG							
	CAPITAL PROJECTS	294,000.00	515,987.00	27,000.00	245,705.78	.00	270,281.22	52.38
95300	STONY CREEK SCHOOL SITE							
96000	PUBLIC PARK DEVELOPEMENT							
	--FUND TOTAL--	1,097,500.00	1,514,987.00	27,000.00	388,426.94	.00	1,126,560.06	74.36

# FYE19 LANDFILL TIPPING FEES

DESTE J. COX, TREASURER

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DATE REC'D	FOR MONTH	RATE/TON 0.00	NET/TON 0.00	CO. USED TONS	TOTAL REV. Bud 5.3 mil	CONSENT FEE ESCROW FD	CONSENT FEE BRAMBLES CR	BASE RENT	Ave need & Bal of Bud.
									<b>\$5,300,000.00</b> Budgeted
7/24/2018	June 2018	\$4.53	35,273.33	1,284.18	\$159,788.18				
7/24/2018	June 2018	<b>\$4.75 **</b>	74,542.71		\$354,077.87				\$435,103.47
rounding adj for June 2018									\$435,103.47
8/23/2018	July 2018	\$4.75	110,968.33	1,736.34	\$527,099.57				\$425,903.86
9/25/2018	Aug 2018	\$4.75	141,406.78	2,014.49	\$671,682.21				\$398,595.16
11/5/2018	Sept 2018	\$4.75	126,888.28	1,438.25	\$602,719.33				\$373,079.63
11/28/2018	Oct 2018	\$4.75	162,358.63	1,496.27	\$771,203.49				\$316,204.80
1/7/2019	Nov 2018	\$4.75	129,147.62	1,285.06	\$613,451.20				\$266,663.73
1/31/2019	Dec 2018	\$4.75	145,076.23	1,370.36	\$689,112.09				\$182,174.06
2/25/2019	Jan 2019	\$4.75	157,268.17	1,393.52	\$712,424.81				\$182,174.06
<b>**Partial Payment for January, balance = \$34,599.00</b>									
3/20/2019	Jan 2019				\$34,599.00				
3/25/2019	Feb 2019	\$4.75	140,573.35	1,254.99	\$667,723.41				\$40,961.62
4/21/2019	Mar 2019	\$4.75	143,157.30	1,823.87	\$679,997.18				
5/31/2019	Apr 2019	\$4.75			\$0.00				
6/23/2019	May 2019	\$4.75			\$0.00				
<b>AC TOT FYE 2019 Bud</b>									<b>\$5,075,000</b>
			<b>1,366,660.73</b>	<b>15,097.33</b>	<b>\$6,483,874.11</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>\$1,183,874.11</b> over budgeted amt
<b>G TOTAL PROJ</b>									<b>33,985,444.96</b>
				<b>217,830.77</b>	<b>135,820,572.99</b>	<b>4,768,264.00</b>	<b>5,192,300.00</b>	<b>5,480,000.10</b>	

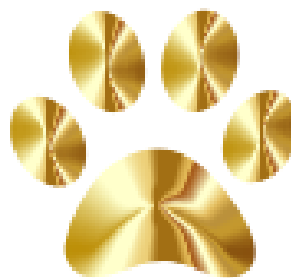
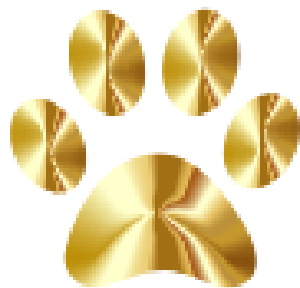
**Current Conditions of Agreement and CUP - Per the 5th Amendment to Host Agreement dated May 25, 2017**

1. Beginning 4/1/17, rate increases from \$4.03/ton to **4.53/ton**. Summer 2018 - Rate increases from \$4.53/ton to **4.75/ton** on the earlier of (1) first delivery of trash by railcar from NY contract or (2) July 1, 2018.
  2. Adjustment to CPI on 10th anniversary of amendment (2028), not to exceed \$5.00/ton, but rate shall not be reduced if CPI is less than \$4.75
  3. Minimum Monthly Payments will be 1/12th of 50% of previous calendar year's tipping fees, but not below \$2,000,000/year
  4. Remote Convenience Centers will be reduced to 5, and beginning June 1, 2018, the County will be responsible for daily operations, acceptance of waste, & routine maintenance of Remote Transfer Stations.
  5. Lump Sum pmt of \$150,000 to erect necessary improvements to man & manage operations of Remote Convenience Centers. (Received 8/23/17)
  4. Inspection & Operations Fee paid by Waste Management to County for 2017 = \$250,000, increasing to **\$375,000 January 1, 2018**, and adjusted to CPI every 5 years thereafter based on the CPI for each of the five years. The fee shall not be reduced based on CPI adjustment and shall not exceed \$425,000.
  5. Landfill Current Lease 1,315 Acres
  6. Escrow Agreement: Escrow account/bond/letter \$5,000/acres with a max. of \$1,000,000 with interest earning to a gross max. of \$2,000,000. Amendment to Escrow Agreement allows for additions deposits of \$5,000/acres over 200 acres of landfill used with no maximum accumulation.
  7. Current County Capacity 800,000 tons
- Note: Sup. Rent ended 12/02

SUSSEX COUNTY  
TEN YEAR LANDFILL REVENUE SUMMARY  
DESTE J. COX, TREASURER

MO. RECD	FYE2009	FYE2010	FYE2011	FYE2012	FYE2013	FYE2014	FYE2015	FYE2016	FYE2017	FYE2018	FYE2019	FY16-18 3Yr Ave.
July	699,620	558,173	599,541	629,481	471,147	490,908	480,391	501,253	436,313	478,992	513,862	472,186
							716.69					
August	712,021	577,545	509,002	597,953	445,265	489,118	454,641	429,103	401,017	433,259	527,100	421,127
July Adj						23,595						
September	669,685	475,125	503,372	592,764	479,789	432,466	350,607	324,276	424,719	492,106	671,682	413,700
Aug. Adj						10,179						
October	683,656	500,954	545,971	514,347	408,069	401,828	399,043	308,871	367,365	417,047	602,719	364,428
Sept. Adj						20,337						
November	670,320	481,954	567,260	476,176	430,052	405,430	382,450	334,371	441,841	459,048	771,203	411,753
December	537,570	455,412	541,780	415,797	534,057	322,278	335,460	339,298	353,495	475,139	613,451	389,311
January	504,874	449,831	479,350	441,254	488,614	343,461	389,239	390,132	339,065	493,320	689,112	407,505
February	486,201	437,417	484,712	432,349	542,928	377,628	403,443	342,709	375,933	458,704	712,425	392,449
Jan CPI Adj									4,723			
Jan19 Bal											34,599	
March	449,975	419,355	472,753	404,675	403,559	317,919	290,654	341,827	314,512	480,123	667,723	378,821
April	507,925	493,043	586,694	403,647	426,530	338,922	459,688	389,559	393,938	458,270	679,997	413,922
Mar18 Bal										10,000		
May	544,548	507,140	572,823	441,761	480,225	390,339	544,490	360,063	383,640	373,837		372,513
June	518,084	571,595	578,670	458,093	473,070	399,471	508,752	400,137	467,027	432,824		433,329
Totals	<u>6,984,479</u>	<u>5,927,545</u>	<u>6,441,927</u>	<u>5,808,297</u>	<u>5,583,306</u>	<u>4,763,878</u>	<u>4,999,574</u>	<u>4,461,599</u>	<u>4,703,587</u>	<u>5,462,669</u>	<u>6,483,874</u>	<u>4,875,952</u>

Current Year Budget amount: 5,300,000



# Animal Services

## May 2019 Monthly Report





OFFICE OF PUBLIC SAFETY  
CECIL R STAINBACK  
ANIMAL SERVICES OFFICER  
(434) 246-1044 – FAX (434) 246-6013  
EMAIL: STAINBACK@SUSSEXCOUNTYVA.GOV



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

May 6, 2019

TO: VANDY JONES, COUNTY ADMINISTRATOR  
FROM: CECIL R STAINBACK, ANIMAL SERVICES OFFICER  
SUBJECT: MARCH 2019 MONTHLY REPORT

=====  
Enclosed is the MARCH 2019 monthly report.

**Animal Services Monthly Report:** Attached is the APRIL 2019 Monthly Report. As you can see, we are attempting to adopt, rescue and return as many animals as possible.

This month, twelve (12) canines were rescued, four (4) canines was returned to owner and four (4) was adopted. No canines euthanized.

This month, four (4) feline rescued, four (4) was adopted and four (4) fostered. No feline euthanized.

**Daily Operation Data:** Attached in the monthly daily operations data. The data shows the various task and functions preforms by the Officers daily. Please read the description for each category for a better understanding and the hours spent each month.

**Administration:** The Administration category is very broad and includes the officer’s paperwork, time at the County Administration Office and taking moneys collected to the Treasurer’s Office. Each animal that is picked-up and received at the shelter must have a report and paperwork throughout it’s time there. This category also includes coping files, printing photographs for cases and court cases and written reports. **Total for April (16.5) Hours**

**Patrol:** Each Officer is required to patrol a designated area of the County each month. They are looking for stray animals, code violations, and animal welfare checks and ensure the citizens have their County Licenses and Rabies shots just to mention a few task. **Total for April (69.5) Hours**

**Total Number of Calls for Service:** A new category will be added to the report each month. This data is needed to understand the call volume within the Division. This number will be all calls received from the County Dispatch Center “# of calls” and, all “In house calls”, those calls received at the shelter or direct calls to staffing. **Total for April (44) Calls**

**Complaints:** These are calls given to the Officers by the Dispatch Center or received from citizens by phone or word of mouth. **Total for April (49) Hours**

**Welfare Checks:** These are either response from phone calls and/or while on patrol. These times are recorded since we need to understand how many hours are spent on this task. **Total for April (6.5) Hours**

**Rabies/License Check:** While on Patrol or on-duty, if an animal, pen, kennel and/or evidence that an animal is present; the Officer will check to ensure the owner of the animals has their County License and their Rabies shots are current. **Total for April (5.5) Hours**

**Phone Call/In/Out:** During their daily task, the Officers receive and return phone calls throughout the day. These could include communications with the staff members, answering questions for the citizens and addressing concerns, just to list a few examples. **Total in April (18) Hours**

**Investigation:** While answering complaints and/or on patrol, the Officers may come across different situations such as animal cruelty, lack of care for the animals, neglect and lack of medical attention, improper care of the animals to list a few examples. The Officer will investigate the case to gather the facts, interview witnesses, communicate with the animal owner or caregiver, take photos to record the scene and gather evidence to present to the courts if needed. The Officer may have to return multiple times to gather the needed information. **Total in April (4) Hours**

**Follow up Visit:** While on Patrol or addressing a complaint, if an Officer identifies a code violation with an animal, the Officer will attempt to work with the owner/caregiver to resolve the issue through education provide the code section information and explain the violation and possible way to resolve the problem. The owner will be given 10 days to resolve the issue unless they have been cited for the same violation before or it is a safety, health and/or animal Welfare issue. In these listed cases, a follow-up visit is required to ensure compliance on the identified issue. **Total in April (10.5) Hours**

**Summons:** Whenever a code can't be resolved through education, information provided, working with the animal owner and other related examples, a summons will be given as a last result. In cases where the animal owner has been warned once before about an issue, cases of animal cruelty and neglect, not getting a county licenses/rabies shots and other related examples, a summons shall be issued. **Total in April (0) Hours**

**After Hour Cases:** Since emergency animal complaints and bites occur all the time, the Officers will be required to respond to such emergency after hours and on weekends. This includes one weekend of Mutual Aid coverage for Surry County. **Total in April (12) Hours**

**Training:** Each Officer is required to attend in-service hour each two (2) years. Also, the division provides training in-house during the month and also during our monthly staff meetings. This includes the On the Job training received by ASO M. Hartless. **Total in April (3) Hours**

**Rabies Clinic:** The Officers assist the veterinarian with rabies vaccinations. Several times a year, a local rabies vaccination clinic is held throughout the county to reduce the normal cost to the citizens. **Total in April (0) Hours**

**Equipment/Shelter Maintenance:** The Officers provide maintenance on the shelter, traps; vehicles (wash and disinfect vehicles) and grounds whenever possible. This reduces the cost of operations and down time waiting on an outside vendor to respond to the request. **Total in April (3.5) Hours**

**Veterinarian:** Our Officers from time to time must carry animals from the shelter to our veterinarian for medical reasons, injuries, medical treatment and other related issues. **Total in April (10.5) Hours**

**Landfill:** Great strides are being made to reduce the number of Euthanized animals at our shelter. However, from time to time an animal may die within the shelter; an animal may have to be euthanized due to aggression, deemed dangerous by the courts and other related examples. In such rare cases, the animals must be properly disposed of at the county landfill. The shelter does have a large freezer to store the animals to avoid numerous trips each month. **Total in April (0) Hour**

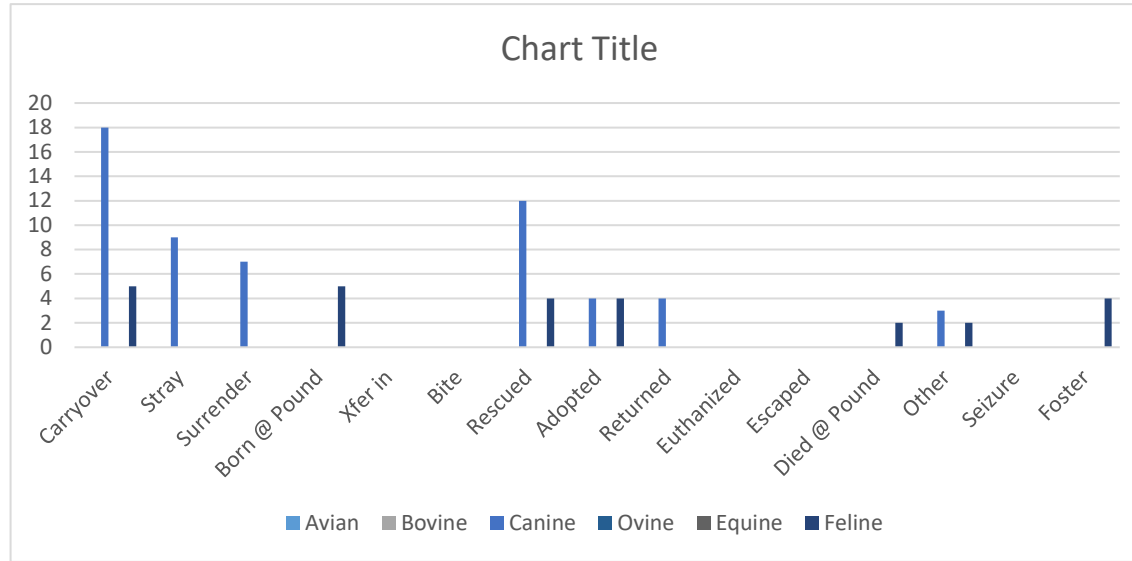
**Court:** In cases where the Officers attempt to resolve the animal code related issues fails, the animal owner/caretaker shall be issued a Summons to appear in court. **Total in March (0) Hours**

**Kennel Inspections:** Each week the Officers make kennel inspections within our shelter. They are looking for cleanliness, missing screws and/or hardware, sharp objects that could cut or injure the animals and/or possible safety and/or injury potentials to the staff and animals. **Total in March (3.5) Hour**

**Canine Shots:** Whenever needed, the Officers will provide shots to the canines within the shelter. This is based on the number of canines in the shelter. **Total in March (3.5) Hours**

**Shelter Related:** The Officers provide support to the pound attendants and the Adoption/Rescue Coordinator at the shelter. This includes but not limited to animal transports, animal feed from the storage bins to the shelter, transfer cleaning chemicals from the outside building to inside the shelter and many other related issues as an example. **Total in March (100.5) Hours**

# Sussex County Animal Control Monthly Intake Report April 2019



	Carryover	Stray	Surrender	Born @ Pound	Xfer in	Bite	Rescued	Adopted	Returned	Euthanized	Escaped	Died @ Pound	Other	Seizure	Foster
Avian	0	0	0	0	0	0	0	0	0	0	0	0		0	0
Bovine	0	0	0	0	0	0	0	0	0	0	0	0		0	0
Canine	18	9	7	0	0	0	12	4	4	0	0	0	3	0	0
Ovine	0	0	0	0	0	0	0	0	0	0	0	0		0	0
Equine	0	0	0	0	0	0	0	0	0	0	0	0		0	0
Feline	5	0	0	5	0	0	4	4	0	0	0	2	2	0	4

<b>ACTIVE CASES</b>		<b>CANINE</b>	17	<b>FELINE</b>	6	<b>EQUINE</b>	0	Bovine	0		Ovine	0
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<b>TOTALS</b>	44
<b>MILEAGE</b>	
<b>UNIT 6</b>	1,830
<b>UNIT 7</b>	1,518
<b>TOTALS</b>	3,348.00
<b>SUMMONS</b>	0

Calls

Diesel

Gas

Canines/Felines Rescued or Transferred

April
Total of 12 Canines
<b>Total of 4 Felines</b>

Intake Number	Name	Rescue Organization/Animal Shelter
11-19011001	Ava	Houlagans Rest
20-19012201	Gypsy	Houlagans Rest
27-19012301	Gadget	Fredericksburg SPCA
41-19020501	Ms. T.	Houlagans Rest
77-19031505	Snowball	Fredericksburg SPCA
78-19031801	Spring	Richmond SPCA
87-19040201	Autumn	Homes Fur Hounds
88-19040202	Leo	Richmond SPCA
90-19040302	Judge	Richmond SPCA
99-19042501	Sis	Richmond SPCA
101-19042503	Blondie	Richmond SPCA
102-19042504	Rosie	Richmond SPCA
<b>13 - 19040501</b>	<b>Emmy</b>	IOW Humane Society
<b>14 - 19040502</b>	<b>Peanut</b>	IOW Humane Society
<b>15 - 19040503</b>	<b>Tiger</b>	IOW Humane Society
<b>16 - 19040504</b>	<b>Lemon</b>	IOW Humane Society

Month: April 2019

Date	Admin	Patrol	# of calls	In House calls	In House Assists	Complaints	Welfare Check	Rabies/Lic Check	Phone Calls In/Out	Invest	Follow up visit	Summons	After Duty Cases	Training	Rabies Clinic	Equip/Shelter Maint.	Vet	Landfill	Court	Kennel Inspect.	Canine Shots	Shelter Related
1	2.5	5	1	2		3.5			1				1									4
2	1	3	1			1.5	1	1	1.5							1	1			1		4
3		4.5	1	1		2			1.5		1		2									7
4	2	3		2		2.5	0.5	0.5	1.5				2								1	5
5	1.5	3.5	1	2		3.5	0.5	0.5	1.5		1											4
6													2									
7																						
8	2	2	1			1	0.5	0.5	1								2			1	1	5
9		3.5		3		4	0.5	0.5	1.5		1						0.5					4.5
10	1	4.5		1		2			1.5							1						6
11		4		3		2.5			1		1										0.5	7
12	2	3.5		2		2			1.5		0.5											6.5
13																						
14																						
15		1.5	1	1		2	1		0.5													3
16		1.5	1			1.5			1													4
17		1		1		1											3					3
18		2							0.5		0.5										1	4
19		2	1			1.5			0.5		1											3
20																						
21													0.5									
22		3	2	2		4.5	1	1			1											5.5
23		4.5	3	1		4.5	0.5	0.5	0.5		0.5		1			1.5	1					2.5
24	1	2.5	1	1		2.5			0.5		0.5			3			2					4
25	2.5	3.5		1		1				3	2											4
26		3.5											2				1					1.5
27													1.5									
28																						3
29	1	3.5	2			1	1	1	1	1										1.5		5
30		4.5	2	3	1	5					0.5											5
Total	16.5	69.5	18	26	1	49	6.5	5.5	18	4	10.5	0	12	3	0	3.5	10.5	0	0	3.5	3.5	100.5

Admin will include: Paperwork, County Admin Office, Treasurers Office

Training will include Monthly Meetings

# *Community Development*



*May 2019*

*Monthly Report*

# Community Development Office Monthly April 2019

*Mr. André M. Greene, Director of Community Development*

## *Economic Development.*

- *Sussex County was awarded an Economic Development Grant of \$350,000 from the Department of Housing and Community Development to assist SuperB Solution for You Inc.*

## *Community Development/Special Programs Grant Administration*

- *Pre-bid meetings were held on April 10<sup>th</sup> and April 17<sup>th</sup> at the Sussex County Housing Dept. regarding the Pocahontas Neighborhood Improvement project and the UNOS project.*
- *Management team meetings were held regarding the Waverly Tornado Recovery (UNOS) project and the Pocahontas Neighborhood project.*
- *Bid opening were held on April 22<sup>nd</sup> regarding the Pocahontas Neighborhood Improvement project and the UNOS project*

## *Planning & Zoning*

- *A Joint Public Hearing with the Planning Commission and Board of Supervisors was held on April 1<sup>st</sup> 2019.*
- *A Public Hearing was held with the Sussex County Board of Supervisors on April 18, 2019.*
- *Three (3) Zoning Applications were reviewed and approved.*
- *One (1) plat was approved.*

## *Erosion & Sediment Control*

- *Four (4) E&S projects are active with inspections being made after each rain event.*
- *Five (5) Agreement in Lieu of an Erosion & Sediment Control Plan Application was completed.*
- *One (1) new site plan for Erosion and Sediment control has been reviewed and approved.*
- *Four (4) Land Disturbance permit have been approved and issued*





## MEMORANDUM

DATE: May 2, 2019  
 TO: Vandy Jones, Interim County Administrator  
 FROM: Andre M. Greene, Director of Community Development  
 SUBJECT: April 2019 - Monthly Report

Please accept this as the April 2019 update for the Community Development Department.

### BUILDING ACTIVITY

- April 2019

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing &amp; Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
11	11	3	11	84	\$741,947.00	\$3,029.11

- April 2018

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing &amp; Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
11	12	2	9	89	\$535,180.00	\$4,028.40

- January 2019 – December 2019 (Yearly totals)

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing &amp; Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
33	32	16	27	252	\$2,248,367.00	\$12,131.74





# County of Sussex Housing Options

Brenda H. Drew | Sussex County Housing Program Office

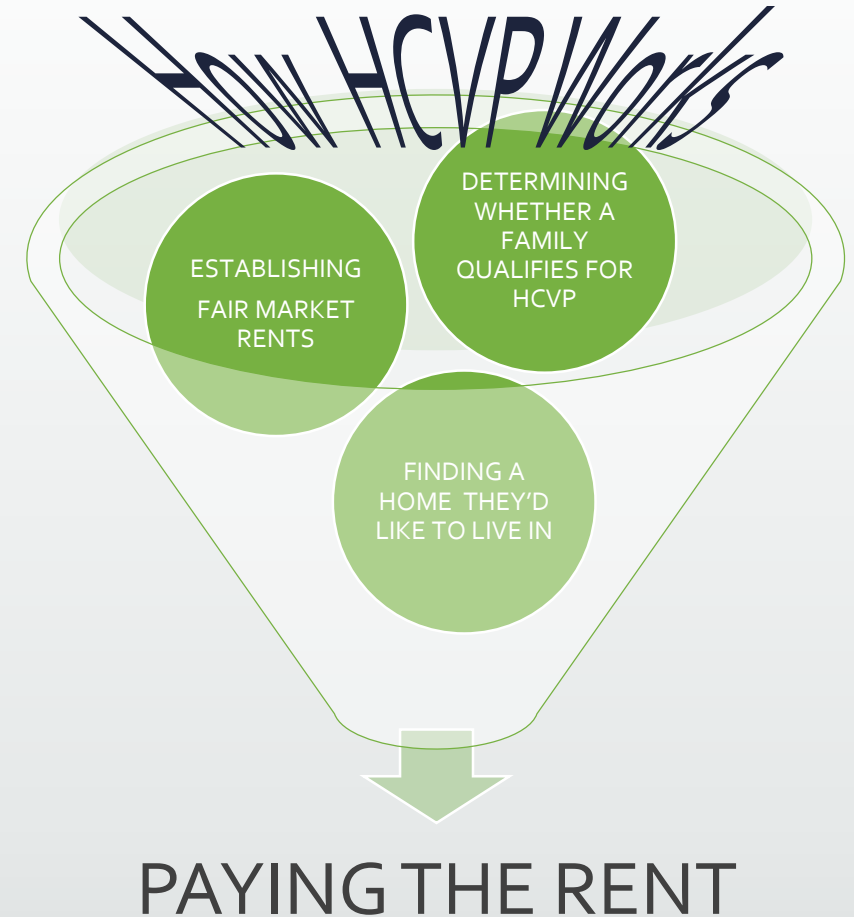
# Housing Choice Voucher (HCV) Program

To assist low to moderate income households in attaining safe, sanitary, decent and affordable housing. In addition, supportive services and housing counseling is coordinated to assist program participants achieve self-sufficiency goals .



# HCV Program Overview

- There are a variety of reasons why landlords and property owners participate in the Housing Choice Voucher Program. One of the most common is the desire to help their communities. But regardless of why they participate, landlords receive real financial benefits:
- Up to 70% of the rent is guaranteed.
- Rental property is leased that otherwise might be vacant.
- Initial and annual inspections to ensure the property is maintained in accordance with HUD's housing quality standards to protect the landlord's investment.
- Landlords retain all of their rights as property owners. Neither VHDA nor the local housing agency selects the residents or interferes in a landlord's selection process as long as there is no discrimination on the basis of race, color, creed, sex, national origin, handicap or familial status.



## Program Status and Benefits:

- A total of \$1,092,520.00 in HAP payments was made to property owners in the Participating in HCV Program (Jan 2018 to Jan 2019)
- Approximately 114 Property owners
- A total of \$56,403.00 in UAP payment made as utility assistance in the Greenville.
- Currently we are working with a total of 200 households.
- 2018 Waiting list status – 130 applicants
- Numerous others currently living in the county who are wishing to be added to the waiting list
- Since 2003 preference is given to families who live in Sussex County.

## Other Benefits:

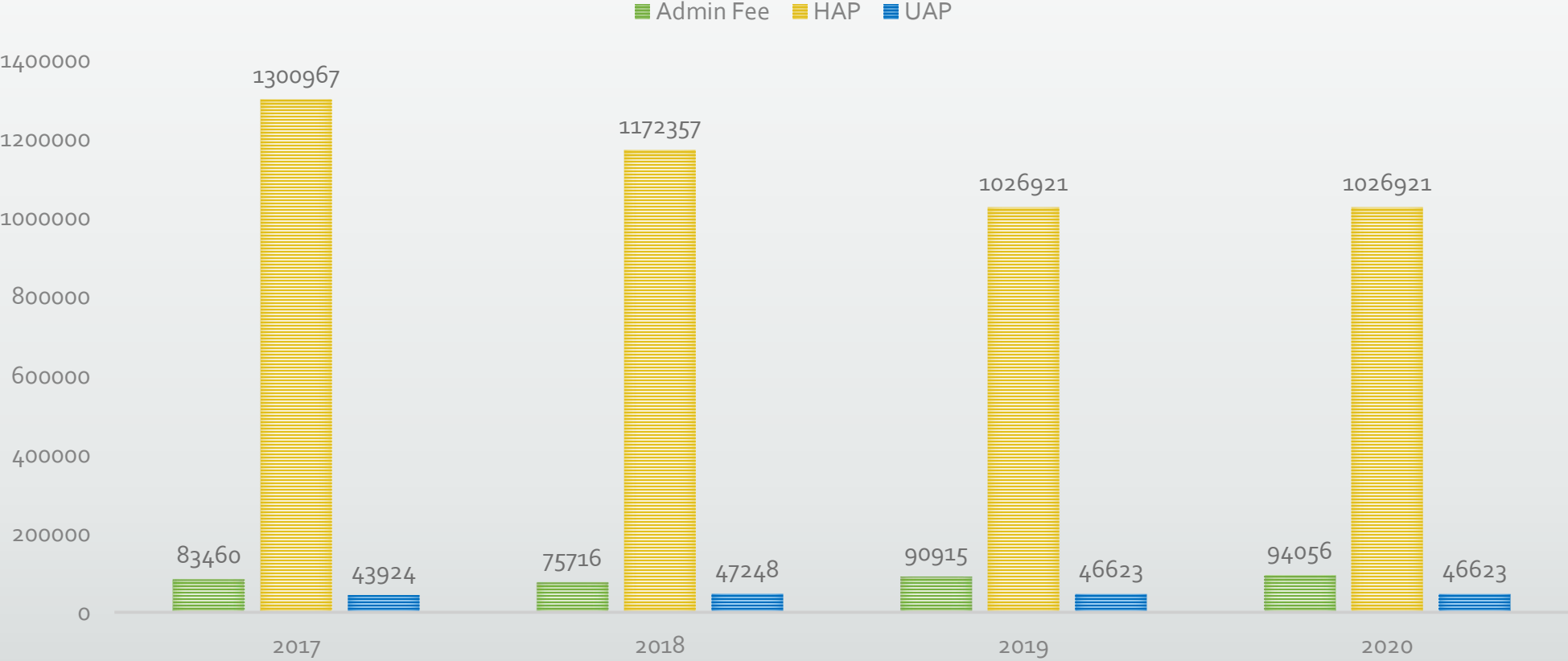
- Housing Choice Voucher Program –Benefits are paid directly to property owners to assist eligible participants with rent payments.
- Rental units are inspected at-least annually to ensure that units are being maintained in a safe, sanitary decent manner meeting HUD’s housing quality standards (HQS).
- Households are recertified annually to ensure eligibility. The overall goal is to utilize housing as a platform for improving quality of life;
- HUD’s VASH (Veterans Affairs Supportive Housing) Program helps homeless veteran’s lease safe, affordable housing. VASH is a partnership between the Veterans Administration (VA) and HUD. Participating veterans receive case management and clinical services provided by the VA, to help them maintain healthy, productive lives.

**With housing needs met, participants are positioned and empowered to take control of their lives by focusing on training, education, employment and savings to attain set goals towards self-sufficiency.**

# Success Factors

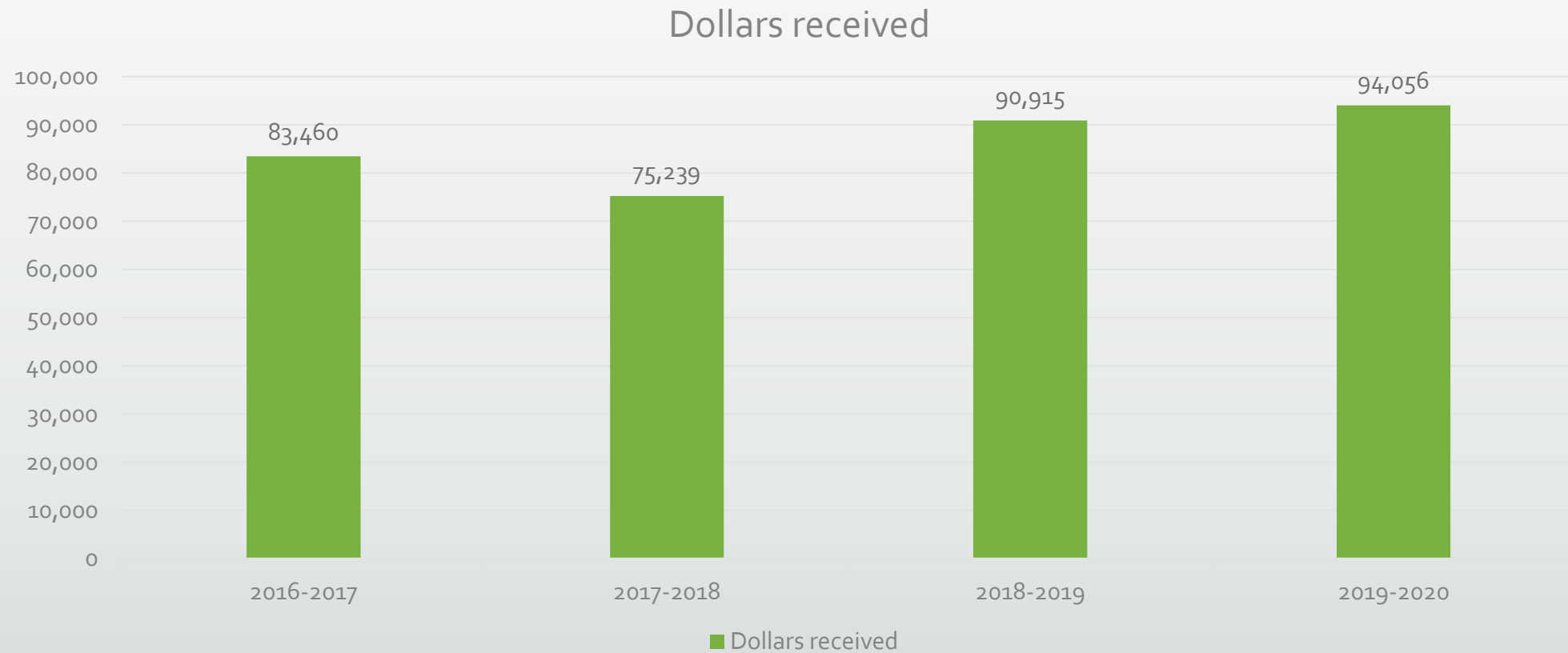
Goals	Indicators Measured	Measurement Tools
Stabilized Families	# of vacant rental units	Tenant and Landlord Briefings
Increase Incomes	# of participants employed	Annual Income Re-exams
Reduce Lease Violations # of damaged Properties & Criminal Activities nonpayment of rent	# of Court Ordered Evictions	Landlord Briefings
Homeownership	# of Zero HAP households	Home buyer's club/Class

# Economic Impact





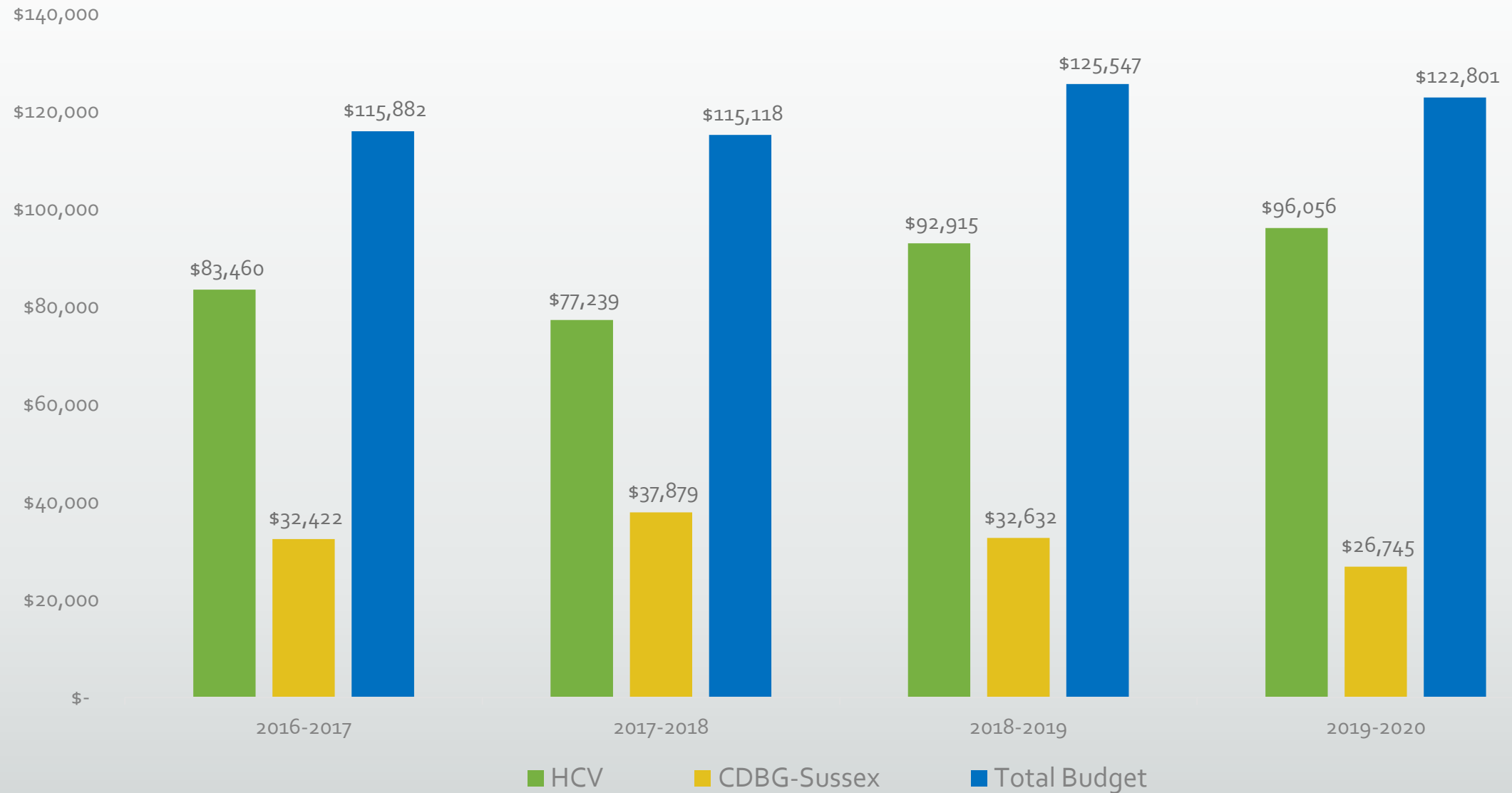
# Administrative Fees Paid to Sussex



# Other Housing related services provided:

- Solicit/confirm Eligibility/Approve Applicants
- Assist with finalizing Management Plan and distribute sign copies
- Assist with Housing Rehab Program Design
- Assist with set-up Grantee Project files
- Assist with Solicit/pre-qualify/approval of contractors
- Grant Administration – CDBG Project File Maintenance
- Monitor Project Milestones
- Conoordinate Meetings of Team and Board
- Other Program required record keeping (LMI benefits records, e tc.
- Assist with Interim Compliance Review

# program revenue & Sussex contribution



# Making Affordable Housing Fair! Housing Open House & Celebration

**Thursday, June 20<sup>th</sup> at 1 pm to 3 pm**

**@ The Housing Office-233L South County Drive**

Waverly, VA

In celebration of Homeownership Month!

*Prepare yourself for*

**The Home YOU Want to purchase**

Free Intensive Financial Counseling available on a 1<sup>st</sup> come 1<sup>st</sup> serve basis!

Sign up to join our Homebuyer's Club!

For additional information, call 834-1302 ext. 28

Gift Card  
Drawing!

Door  
Prizes

Refreshments

# Environmental Inspections



May 2019

Monthly Report

**Origin / Material Summary Report**

**Criteria: 04/01/2019 12:00 AM to 04/30/2019 11:59 PM**

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

Origin	Material	Tons
CT	MSWT	123.07
<b>Origin Total</b>		<b>123.07</b>
DC	Special Misc-Tons	490.30
<b>Origin Total</b>		<b>490.30</b>
DE	MSWT	3.23
DE	Sandblast Grit-Tons	2.01
DE	Special Misc-Tons	122.04
<b>Origin Total</b>		<b>127.28</b>
MA	MSWT	69.69
<b>Origin Total</b>		<b>69.69</b>
MD	MSWT	574.79
MD	Sludge Indus-Tons	169.81
MD	SludgeIndus-Tons	22.42
MD	Special Misc-Tons	54.73
<b>Origin Total</b>		<b>821.75</b>
NC	MSWT	4,643.51
<b>Origin Total</b>		<b>4,643.51</b>
NJ	Auto Fluff RGC-Tons	14,091.90
NJ	MSWT	23,487.18
<b>Origin Total</b>		<b>37,579.08</b>
NY	MSWT	61,500.79
<b>Origin Total</b>		<b>61,500.79</b>
PA	MSWT	51.32
<b>Origin Total</b>		<b>51.32</b>
SUSS BUS	MSWT	101.05
SUSS BUS	Sludge Indus-Tons	1,010.15
<b>Origin Total</b>		<b>1,111.20</b>
SUSS RES	MSWT	546.91
<b>Origin Total</b>		<b>546.91</b>
VA	CDTC	129.39
VA	MSWT	11,124.19
VA	SludgeIndus-Tons	226.64
VA	Special Misc-Tons	230.01
<b>Origin Total</b>		<b>11,710.23</b>
<b>Totals</b>		<b>118,775.13</b>

# Sheriff's Department



SUSSEX COUNTY  
SHERIFF'S  
DEPARTMENT



# May 2019 Monthly Reports

OFFICE OF THE SHERIFF  
 Ernest L. Giles, Sr., Sheriff  
 TEL 434-246-5000  
 FAX 434-246-5714



P. O. Box 1326  
 20212 Thornton Square  
 Sussex, Virginia 23884  
 www.sussexsheriffva.com  
 email: egiles@sussexso.com

**Sussex County Sheriff's Office Monthly Report  
 Month of April 2019**

**PATROL**

<b>CALLS FOR SERVICE</b>	
<b>Type:</b>	<b>Total:</b>
Sheriff	522
Fire	30
Rescue	143
Animal Control	18
Town of Wakefield	58
Traffic	58
<b>TOTAL</b>	<b>1758</b>

**COURTS**

<b>Court:</b>	<b>Days of Court:</b>
Circuit Court	2
General District	12
JDR Court	3

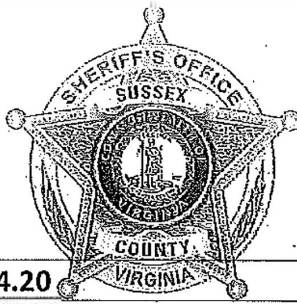
<b>Court:</b>	<b>Judges:</b>
Circuit Court	2
General District	2
JDR Court	1

**CIVIL**

<b>Type:</b>	<b>Total:</b>
Subpoenas Served	192
Jury Summoned	8
Criminal Warrants	57
DMV Notices	6
Levies	0
TDO	1
ECO	0
Other Civil	122



OFFICE OF THE SHERIFF  
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P. O. Box 1326  
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 www.sussexsheriffva.com  
 email: egiles@sussexso.com

<b>Fines and Forfeitures</b>	<b>\$120,254.20</b>
<b>Sheriff's Fees</b>	<b>\$126.00</b>
<b>Courthouse Security</b>	<b>\$11,972.63</b>

**JAIL**

During the month of April 2019, our average daily population was 45 inmates. The jail booked in 39 individuals during April. Of that number, some were serving weekend confinement, so the actual number of unique (non-recurring) inmates was 37.

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

Pre- Trial	43 inmates, having been confined a total of 613 days
Sentenced Misdemeanant	13 inmates, having been confined a total of 239 days
Sentenced Felons	15 inmates, having been confined a total of 295 days
Others	9 inmates, convicted but not sentences, etc.
Weekenders	2 inmates, serving misdemeanor sentences

Transports of inmates for various reasons are listed below:

Court / Jail	11
Medical	4
Juvenile	0
Road Crew	4
TDO (Mental)	0
<b>TOTAL</b>	<b>19</b>

**BOARD ACTION FORM**

**Agenda Item:** New Business #10.01

**Subject:** Personnel Policy Suggested Amendments

**Board Meeting Date:** May 16 2019

=====  
**Summary:** The Board of Supervisors Personnel Committee has held several meetings to review the County's Personnel Policy.

After reviewing the Policy, the Personnel Committee has recommended several amendments and/or additions to forward to the Board for review and adoption at its May 2019 regular meeting.

The Personnel Committee is also recommending adoption of changes made by former County Attorney Mark Flynn.

**Recommendation:** None

**Attachment:** (1) Recommended Amendments - March 18 & April 16, 2019 BOS Personnel Committee Meetings

=====  
**ACTION:**

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Blowe	___	___	Seward	___	___
Fly	___	___	Stringfield	___	___
Futrell	___	___	Tyler	___	___

**RECOMMENDED AMENDMENTS**  
**March 18, 2019 BOS Personnel Committee Meeting**

**Review of Personnel Policy**

There was general discussion of recommended changes to the Personnel Policy to following sections:

**SECTION 5 APPLICATIONS AND SELECTION**

5.2 Interviewing

It was recommended to change the latter part of the last sentence in paragraph two (2) to read: “supervisory staff employed by the County and appropriate professionals”, deleting “and/or other individuals outside of County employment” from the sentence.

5.4 References

It was recommended to remove the sentence, “No employment offers will be made unless background checks are completed”, from Section 5.4 References to Section 5.6 Pre-Employment Criminal Background Check.

5.6 Pre-Employment Criminal Background Check

Change Sussex County “may” require a criminal background check for applicants to “shall” require a criminal background check for application.

5.7 Selection and Notification of Offer

It was recommended to add the language, “The Department Head will select top candidate in job related criteria after an interview process”. It was also recommended to include salary or rate of pay in letter of job offer.

**SECTION 7 EMPLOYMENT REQUIREMENT**

7.1 Pre-Employment Examinations

There was discussion in terms of pre-employment examinations such as how, when, and who would access and/or determine when psychological testing is needed. There was a recommendation of removing this section and/or language regarding psychological testing from the Personnel Policy due to possible discrimination in determining the selection of the candidate to be tested for employment. After further discussion, it was decided to include deleting “psychological testing” and add language to note “additional testing may be required”.

7.2 Employee Examinations

After discussion, it was determined to require a mandatory substance abuse/drug test as a condition of employment. It was also determined to require an employee to take a mandatory drug test if involved in an accident. Employees are subject to random drug tests was recommended to be added to the Personnel Policy, as well.

## **SECTION 9 NEPOTISM POLICY**

9.1 Supervisor – Employee: correct typographical errors.

## **SECTION 10 - ORIENTATION**

There was discussion of Section 10 – Orientation of new employees. It was determined that language should be added stating “Employee shall complete orientation within ten (10) days of date of hire”.

## **SECTION 39 EMPLOYEE CODE OF ETHICS**

Section 39.1 Code of Ethics, #5

It was recommended to change verbiage to state “Employee shall not conduct personal business, nor shall they consume illegal drugs or alcoholic beverages while on the job”.

Under the Appendix Agreement for Training and Uniform Reimbursement for Police Officers, Police Department should be changed to Sheriff’s Department. Police Officers should be changed to Deputy Officers.

It was recommended to have the County Administrator, Sheriff, and Director of Finance review this section regarding uniforms.

There was also discussion of adding a Work from Home Policy, if the County participated in telecommuting.

## **SECTION 13 FINANCIAL COMPENSATION**

There was recommendation to change the first sentence in paragraph two (2), under 13.1 Merit Increase from “acceptable” to “exceptional”. There was also a recommendation to delete Section 13.1 Merit Increase from the Personnel Policy.

There was discussion that a Wage & Salary study completed by Springsted; however, it was not implemented.

There was inquiry as to whether the non-financial section of the Personnel Policy could be forwarded to the Board for review for updates and adopted by July 1, 2019. It was noted that this should be able to be done.

**RECOMMENDED AMENDMENTS**  
**April 16, 2019 BOS Personnel Committee Meeting**

There was also discussion of developing an employee evaluation form. The top portion of the form will be standard for all employees; however, the other portion of the evaluation form will be specific to the employees' responsibilities in his/her department. It was recommended to develop the evaluation form and present it at the June 2019 regular Board meeting and schedule meetings accordingly to have evaluations forms in place by July 1, 2019 as well.

The Personnel Committee recommends that the Personnel Policy be inclusive of edits of the former County Attorney Flynn and

There was general discussions of recommended changes, amendments or additions to the following sections.

**SECTION 8 ALCOHOL AND DRUG TESTING**

There was recommendation to have a drug testing policy as a standalone policy to cover various scenarios where drug testing will be required.

. It was recommended to have each employee sign to acknowledge reading and receipt of policy.

It was noted that there is language in the Personnel Policy regarding employees being compelled to take drug tests for certain situations. It was stated that language for random drug testing should be added. It was also recommended that any employee involved in a vehicular and physical accident on the job, require immediate drug testing. It was recommended that the County would also reserve the right to request a drug test due to performance. The drug testing policy needed to be amended due to its vagueness and the history of the County in dealing with drug testing in the past.

It was recommended to require drug tests for new employees going forward.

**SECTION 22 OVERTIME COMPENSATION**

Section 22.7 Flexible Scheduling

In a previous Personnel Committee meeting, there was discussion of whether or not staff would be allowed to work from home or whether working from home would be appropriate. If so, a telecommuting policy for staff employees would have to be drafted and put in place. There was discussion of certain situations/task wherein an employee may be more productive working from home without interruptions. It was also discussed that certain medical situations that may prohibit an employee from coming to work; however, the employee may be allowed to telecommute (work from home) without disrupting the office workflow.