

**Sussex County Board of Supervisors Meeting**  
**Thursday, June 21, 2018 – 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 May 17 and 31, 2018 Meetings
- 2.02 Warrants and Vouchers

**3. Recognitions/Awards** - none

**4. Public Hearing** - none

**5. Appointments**

- 5.01 Appointment to the Sussex County Community Policy & Management Team (CPMT)
- 5.02 Appointment to the Blackwater Regional Library Board of Trustees
- 5.03 Appointment to the Building Code Appeals (2)
- 5.04 Appointment to the Social Services Board (2)
- 5.05 Appointment to Sussex Service Authority Board

**6. Action Items**

- 6.01 Authorization for Interim County Attorney to File Petitions for Treasurer
- 6.02 Authorization for NACO Voting Credentials
- 6.03 Approval of Addendum to Contract between the County of Sussex and Community Planning Partners, Inc. – Grant Management Assistance Services
- 6.04 Adoption of the Fiscal Year 2019 Budget
  - a. Adoption & Appropriation of Fiscal Year 2019 Budget
  - b. Adoption & Appropriation of Fiscal Year 2019 Capital Improvement Plan
  - c. Laying of Tax Levy for Calendar Year 2019

**7. Report of Departments**

- 7.01 Treasurer's Report – *for information only*
- 7.02 Animal Services/Public Safety Report – *for information only*
- 7.03 Community Development Report – *for information only*
- 7.04 Housing Department Report – *for information only*
- 7.05 Environmental Inspections – *for information only*

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

**9. Unfinished Business** – none

**10. New Business** – none

**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. Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community, applicable Code Section 2.2-3711(A)5

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 Regular Meeting, Thursday, July 19, 2018 @ 7 p.m., General District Courtroom – Sussex Judicial Center, 15098 Courthouse Road, Sussex VA 23884

**At a Regular Meeting of the Sussex County Board of Supervisors  
Held in the General District Courtroom on  
Thursday, May 17, 2018 at 7 pm**

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

Susan B. Seward

**STAFF PRESENT:**

Vandy V. Jones, III, County Administrator  
Millard D. Stith, Independent Consultant  
Danielle Powell, Interim County Attorney  
Deste J. Cox, Chief Deputy Treasurer  
Brenda H. Drew, Housing Coordinator  
Ernest Giles, Sheriff  
Kelly W. Moore, Interim Finance Director  
Jenell Whitfield, Secretary I/Receptionist  
Onnie L. Woodruff, Treasurer  
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk to the Board

**1. Commencement**

**1.01 Call to Order/Determine Quorum**

The May 17, 2018 meeting of the Sussex County Board of Supervisors was called to order by Vice Chairman Blowe.

**1.02 The Invocation**

The Invocation was offered by Supervisor Tyler.

**1.03 The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**1.04 Agenda Amendments**

County Administrator Jones requested to add an additional personnel matter under Item 12. Closed Session, pursuant to Va. Code Section §2.2-3711(A)1.

Supervisor Fly requested to move Consent Agenda Item 2.03 Resolution in Recognition of Sussex Central High School Honor Graduates to Item 6. Action Items, as Item 6.02, as well as adding as Item 6.03 Request for Resolution for Sussex County honor graduates at Southampton Academy, Tidewater Academy, and other graduating seniors in Sussex County.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves agenda amendments to include moving Consent Agenda Item 2.03 Resolution in Recognition of Sussex Central High School Honor Graduates to Item 6. Action Items as Item 6.02, as well as adding as Item 6.03 Request for Resolution for Sussex County honor graduates at Southampton Academy, Tidewater Academy, and the Appomattox Governor School; and adding an additional personnel matter under Item 12. Closed Session, applicable Va. Code Section §2.2-3711(A)1.

Voting aye: Supervisor Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

#### 1.05 Approval of Regular Agenda

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the May 21, 2018 regular agenda, moving Consent Agenda Item 2.03 Resolution in Recognition of Sussex Central High School Honor Graduates to Item 6. Action Items as Item 6.02, as well as adding as Item 6.03 Request for Resolution for Sussex County honor graduates at Southampton Academy, Tidewater Academy, and other graduating seniors in Sussex County; and adding an additional personnel matter under Item 12. Closed Session, applicable Va. Code Section §2.2-3711(A)1.

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

Voting nay: none

Absent: Supervisor Seward

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

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the consent agenda inclusive of the following: (a) Minutes of April 5, 12, 19, and 26, 2018 Board meetings; and (b) Approval of Warrants and Vouchers.

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

Voting nay: none

Absent: Supervisor Seward

### **3. Recognitions/Awards**

#### 3.01 Resolution: Recognizing the Honorable Onnie L. Woodruff

County Administrator Jones stated that Mrs. Deste Cox, Chief Deputy Treasurer, requested the Board of Supervisors to approve and adopt a resolution in recognition of the Honorable Onnie L. Woodruff, Sussex County Treasurer. He stated that Mr. Woodruff will be retiring June 30, 2018 after serving over 38 years of service with Sussex County.

County Administrator Jones stated that the Board, County Administration, and staff are most grateful and appreciative for his service and dedication to the County. County Administrator Jones congratulated Mr. Woodruff on his retirement.

Family and co-workers will be giving Mr. Woodruff a retirement dinner some time later.

County Administrator read the resolution aloud. A copy of the resolution was included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that Sussex County Board of Supervisors hereby approves and adopts resolution in recognition of the Honorable Onnie L. Woodruff after serving over 38 years of Service with Sussex County, to wit:

**WHEREAS**, Onnie L. Woodruff will retire from public service on June the thirtieth, 2018A.D. after completing over thirty eight years of employment with the County of Sussex; and in grateful appreciation of this devotion and service, the Board of Supervisors of Sussex County, Virginia observes that;

**WHEREAS**, this native born, locally educated, father, freeholder, and Christian child of Sussex County has, during his life made this County a better place to live; and

**WHEREAS**, Onnie L. Woodruff did faithfully and with honor, integrity and great distinction serve as Treasurer to the citizens of Sussex in the office of the Treasurer of Sussex County, Virginia, and

**WHEREAS**, this mature and most respected leader is an example of the true devoted public servant.

**THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Sussex County, Virginia that Onnie L. Woodruff be acknowledged as a good and faithful servant of this County and that this be, and the same is hereby proclaimed and spread upon the permanent records of this County forever.

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

Voting nay: none

Absent: Supervisor Seward

*Mr. Woodruff gave a brief speech and stated that he would be around if needed.*

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

Vice Chairman Blowe announced that the Board was entering Public Hearing.

4.01 Virginia Department of Transportation (VDOT) Proposed Secondary Six Year Plan & Budget – Mr. Jerry Kee

County Administrator Jones stated that the public hearing is an annual occurrence for the VDOT Proposed Secondary Six Year Plan and Budget. The purpose of the public hearing was to receive public comments on the Virginia Department of Transportation (VDOT) Proposed Secondary Six Year Plan for Fiscal Year 2018/2019 & Secondary System Construction Plan and Budget for Fiscal Year 2018/2019 through 2023/2024.

Copies of the proposed plan and budget were available at the County office and the VDOT Franklin residency office for any citizens to review.

Mr. Jerry Kee, with the Virginia Department of Transportation, gave a brief overview of the Proposed Secondary Six Year Plan and Budget. Mr. Kee stated that the plan was the same as last year with the exception of Glyndon and Carver Lane being added.

A copy of the proposed plan and budget were included in the Board packet.

There were no Public Comments from the citizens.

Board Comments were heard from Supervisor Stringfield regarding identifying an improved working relationship with Town leaders. Supervisor Stringfield noted working with the Town of Wakefield on a VDOT road project.

*County Administrator Jones gave a brief overview of the VDOT project. He stated that the project is not in the Six Year Plan; however, it is a very important safety project for the County and Town of Wakefield. This project is in regards to property purchased by the Town of Wakefield at the corner of Route 460 and Main Street. This project would fall under VDOT's Smart Scale Program which is a statewide competitive program. Although the property is in the town, VDOT requires that the County applies for the program. County Administrator Jones gave a brief overview of the pre-app program which requires no funding from the County. County Administrator Jones stated that Supervisor Stringfield wanted this item brought to the Board at the current meeting because if the County is successful with the pre-app part, a resolution of support from the Board of Supervisor would be needed prior to the August submission. The project is a joint effort between the Town of Wakefield and the County of Sussex.*

Vice Chairman Blowe closed the public hearing.

#### 4.02 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 the Virginia Department of Transportation Proposed Secondary System Six Year Plan and budget, to-wit:

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 (FY2018/2019 through 2023/2024) on May 17, 2018, 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: Glyndon Lane and Carver Lane; Glyndon Lane and Carver Lane Rural Addition, Various

Priority #5: Future unpaved roads: 4-6 Years, various locations through the County

Priority #6: Route 635 (Stokes Road), over Magus Mill Pond, 0.783 mile north of Route 644 and 0.823 mile north of Route 644.

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.

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

Voting nay: none

Absent: Supervisor Seward

## **5. Appointments**

There were no appointments.

## **6. Action Items**

### **6.01 Compensatory Leave Balance**

County Administrator Jones stated that the compensatory leave balance was an annual occurrence. Per the County's Personnel Policy and Procedures Manual, compensatory leave balances may not exceed 120 hours at the end of the calendar year. Hours in excess of the 120 hours would be paid out at a subsequent pay period.

There were three (3) employees that had over the allowed 120 hours at the end of the calendar year. The leave overages totaled 89 hours valued at \$2,551.91.

Staff has requested that the overages be paid out on the May 31, 2018 pay period.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves payment of the compensatory leave balance overages in the May 31, 2018 pay period.

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

Voting nay: none

Absent: Supervisor Seward

6.02 Resolution: Recognition of the Sussex Central High School Class of 2018 Honor Graduates

This item was initially listed as Item 2.03 under Item 2. Approval of the Consent Agenda.

Each year the Board of Supervisors recognizes the Sussex Central High School Honor Graduates.

Supervisor Fly requested that the resolution and students be read aloud. County Administrator Jones read the resolution aloud announcing each students' name.

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

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the resolution recognizing the Sussex Central High School Class of 2018 Honor Graduates, to-wit:

**WHEREAS**, on June 8, 2018 at 7:00 p.m., Sussex Central High School will hold its fifty seventh (57<sup>th</sup>) commencement exercises; and

**WHEREAS**, the eighty-eight (88) graduates of the Class of 2018 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 thirty-eight (38) 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 2018 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 17, 2018 meeting and presented to said graduate.

PLASTER, Raywon Alvin  
SHABAZZ, Rebekah Iman  
PORZELT, Latoya Jettita  
CAREN, Brianna Michelle  
CORL, Jessica Lynn  
LENSEY, Qiana Renique  
MESSIER, Zachery Andrew  
WILLIAMS, Ki'Asia Mona Denise  
GOODWYN, Charlesa Alaysha Mae  
MCMAHON, Cheynne Nicole  
HARRIS, Treasure Yalon  
BOLDEN, Ke'Asia Shadeira  
EKE, Cecile Onyinyechukwu  
PARKER, Maseo Nicholas  
WISE, Makayla Elizabeth  
THOMAS, Pres'Cious Mo'Nae  
CARROLL, Christina Alexis  
HARRIS, Pha'Shard Ki'onte  
BYNUM, Armahne LeAnne

VAUGHN, Antoine Lamont  
WYATT, Sarah Mackensie  
JENKINS, Paula Gayle  
STRINGFIELD, Jaylen Armani  
HATCH, Trevon Lamont  
JONES, Messiah Hakeem  
FLOWERS, Jmari Shrhonda  
LANGFORD, Charidra LaShae  
BAINES, Shakayla Diamond  
PARSON, DeTaijah Shacole  
TRAVIS, Keaton Christopher  
JOHNSON, Daray Jamal  
MATTHEWS, Julian Micah  
HALE, Ashley Nichole  
LYLES, Davian Laron  
TAYLOR, Aneaka Ne'shay  
THOMAS, Tabione D'onte  
VARNER, Bailey Nikol  
ELLIS, Thomas Cody

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

Voting nay: none

Absent: Supervisor Seward

#### 6.03 Request for Recognition of Sussex County Honor Graduates Attending Other Schools

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors authorizes County Administration to produce three (3) resolutions for the graduates of Sussex County attending Southampton Academy, Tidewater Academy, and the Appomattox Governor's School.

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

Voting nay: none

Absent: Supervisor Seward

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

#### 7.01 Treasurer's Report, Onnie L. Woodruff, Treasurer – included in Board packet

7.02 Housing Department Report- included in Board packet

7.03 Community Development Report – included in Board packet

7.04 Environmental Inspections Monthly Report – included in Board packet

*There were inquiries regarding the Animal Control/Public Safety Report. Staff advised that information used to compile Animal Control report is stored on a particular laptop that is inoperable. Mr. Danuser, IT Department, has not been able to restore the laptop at this time.*

## **8. Citizens' Comments (7:35 pm)**

Comments were heard from Anne Joyner (Wakefield District) regarding. Animal Control; neighbor's concerns regarding telephone call to Animal Control-no return call; employee customer service; missing dog.

*Supervisor Stringfield (Wakefield District) expressed concerns regarding returning telephone calls regarding dogs/animals.*

## **9. Unfinished Business**

There was no Unfinished Business.

## **10. New Business**

There was no New Business.

## **11. Board Member Comments**

11.01 Blackwater District - absent

11.02 Courthouse District – schedule Budget Work Session before June 21, 2018 BOS meeting.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby schedules a Special Meeting for Budget Work Session on Thursday, May 31, 2018 at 5:00 p.m. in the General District Courtroom.

Voting aye: Supervisors Blowe, Fly, Futrell, Stringfield

Voting nay: none

Abstained: Supervisor Tyler

Absent: Supervisor Seward

11.03 Henry District – none

11.04 Stony Creek District – Town Hall meeting; citizens' interest in budget and County business; County Administrator Jones and Frank Irving (Sussex Service Authority) were in attendance.

11.05 Wakefield District – none

11.06 Waverly District – – none

*Citizens' comments were heard prior to 8:00 p.m.; however, the Board would be entering Closed Session. Interim County Attorney Powell advised the Board to recess briefly to allow for other citizens that may enter for Citizens' Comments at 8:00 p.m.*

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby take a temporary recess returning at 8:00 p.m.

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

Voting nay: none

Absent: Supervisor Seward

*The Board recessed at 7:52 p.m.*

*Returned from Recess at 8:00 p.m.*

## **12. Closed Session**

### **12.01 Convene into Closed Session**

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR STRINGFIELD 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, pursuant to applicable Code Section 2.2-3711(A)1, County Treasurer and position for County Attorney.

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

Voting nay: none

Absent: Supervisor Seward

### **12.02 Reconvene to Open Session/Certification**

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby returns to Open Session; and,

FURTHER RESOLVED that 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 Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

#### 12.04 Action Resulting from Closed Session

No action was taken on the closed session item.

*Supervisor Tyler, Chairman of Personnel Committee, scheduled a Personnel Committee meeting for Wednesday, May 30, 2018 at 3:00 p.m.*

### **13. Continuance**

#### 13.01 Continuance

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR TYLER and carried: RESOLVED that the May 17, 2018 meeting of the Sussex County Board of Supervisors is hereby continued the May 17, 2018 meeting at 8:46 p.m. to May 31, 2018 at 5:00 p.m. in the General District Courtroom.

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

Voting nay: none

Absent: Supervisor Seward

#### 13.02 Next Meeting

The next Board of Supervisors Continued meeting will be held Thursday, May 31, 2018 at 5 p.m. in the General District Courtroom – Judicial Center located at 15098 Courthouse Road, Sussex, VA 23884.

**At a Continued Meeting (Budget Work Session) of the  
Sussex County Board of Supervisors  
Held in the General District Courtroom on  
Thursday, May 31, 2018 at 5 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 P. Stith, Independent Consultant  
Danielle Powell, Interim County Attorney  
Deste J. Cox, Chief Deputy Treasurer  
Ernest Giles, Sheriff  
Bill Jenkins, Registrar  
Kelly W. Moore, Interim Finance Supervisor  
Lyndia Ramsey, Commonwealth's Attorney  
Shilton R. Butts, Assistant to the County Administrator/  
Deputy Clerk to the Board

**Item 1. Call to Order/Determine Quorum (5:16 p.m.)**

The May 31, 2018 Continued Meeting (Budget Work Session) meeting of the Sussex County Board of Supervisors was called to order by Vice Chairman Blowe.

*Chairman Seward entered at approximately 5:19 p.m.*

**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 Amendments**

County Administrator Jones requested to add a Closed Session item, pursuant to Virginia Code Section 2.2-3711(A)1, personnel contract.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the May 31, 2018 Continued Meeting (Budget Work Session) agenda inclusive of adding Closed Session item, pursuant to Virginia State Code 2.2-3711(A)1, personnel contract.

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

Voting nay: none

#### **Item 6. FY2019 Budget Work Session**

County Administrator Jones stated that this May 31, 2018 meeting is a Continued Meeting from the May 17, 2018 regular Board of Supervisors meeting. It was determined that another Budget Work Session was needed. The approval of the budget was moved from the May 17, 2018 to the June 21, 2018 regular Board of Supervisors meeting with the anticipation of the State passing a budget prior to the June 2018 meeting.

One of the items for this Budget Work Session is the desire of the Board to review with Sheriff Giles, the Sheriff's Department FY2019 budget request.

Chairman Seward stated that there were items for discussion submitted by Supervisor Fly for review as well at this Budget Work Session.

County Administrator Jones stated that after speaking with Sheriff Giles, the best way to address his budget was to start with the Proposed Budget Book, starting on Tab 5, starting on Page 5-12.

Sheriff Giles met with County Administrator Jones, Kelly Moore (Interim Finance Director), and Carol White (Financial Consultant-by phone). County Administrator Jones stated that in preparation of the budget, Sheriff Giles put together what the Sheriff's Department's needs were from a line item standpoint.

County Administrator Jones reviewed actuals that were done for Fiscal Years 2015, 2016, 2017, and what was adopted for 2018—the current fiscal year. County Administrator Jones explained that Admin Request numbers were the Sheriff's requests during their meetings. Adjustments were made to the Sheriff's budget at the last Budget Work Session which were not reflected in the Adopted column. Outside of those requests, there has been adjustments that Administration talked to the Sheriff about that have come up since the Sheriff made the requests in the Request column.

Sheriff Giles met with Deste Cox and Kelly Moore to review four (4) items that the Sheriff had. They discussed how those items could be handled in the budget.

County Administrator Jones stated that there were four (4) items for the Sheriff's Department that were not in the Budget book that he itemized as General Fund and Capital Improvement items. The first item is a General Fund item which includes carousels—the software for the E911 system.

Sheriff Giles stated that the carousel project's proposed solution is \$21,000.00. Sheriff Giles stated that the program is needed in dispatch and for DaPro.

Chairman Seward stated that there was \$7,100.00 in Line Item 559 in the Requested Budget. Chairman Seward requested clarification of whether the Sheriff Department needed an additional \$21,000.00 or the difference between the \$7,100.00 and the \$21,000.00. Sheriff Giles clarified that difference between the \$7,100.00 and the \$21,000.00 was needed.

County Administrator Jones stated that the next three (3) items for the Sheriff's Department was under the Capital Improvement Plan (CIP). The second item is a program called Intrinsic. Intrinsic is used for body cam cloud storage (Line Item 503 - \$24,075.00). Line Item 503 currently has \$20,000.00; the additional \$24,075.00 would be added for the cloud storage.

County Administrator Jones stated that the third item is jail upgrades. The total costs received from vendors are \$75,075.00. The jail upgrades include HVAC, lighting and windows.

County Administrator Jones stated that the fourth item is ID Network. ID Network ties into the second item, the Intrinsic program. New monies were included in the FY2019 budget to satisfy maintenance for another year (\$20,450.00 included on the line item for the second item). ID Networks took over DaPro. County Administrator Jones gave a brief background overview.

Sheriff Giles stated that to change the existing software would cost approximately \$2,500.00. He would move the \$2,500.00 from another line item.

The question was raised whether or not the Sheriff had enough money in the budget to pay employees.

There was discussion of the salaries in the budget for the current vacant positions and what salary step is needed.

There were also discussions regarding surrounding localities pay for their Sheriff's Department and the County's Sheriff's Department.

There was brief discussion of transferring Animal Control to the Sheriff's Department.

It was requested that Sheriff Giles and Ms. Cox provide numbers to the Board and County staff.

County Administrator Jones noted that there were other items that needed adjustments made of which some did not have full support. One of the items was the Tie Breaker being offered the same opportunities as Board members—salary (\$7,956.00), health benefits (\$9,840.00), and cell phone stipend (\$600.00) in the Board of Supervisors' budget.



County Administrator Jones stated that the State has various grant programs that could be beneficial to small businesses in localities. However, the State program requires grant money from the State to be matched by the locality. One of the adjustments being considered is creating a new line item in the amount of \$5,000.00 that could be used to match State funds.

Other items are representatives from Jarratt Recreation and Sussex County Youth Men's Athletic Club (SCYMAC) requesting funding in which applications were submitted after the deadline. Both organizations has been funded by the County; however, they have not been funded in the last two (2) budget cycles. Jarratt Recreation requested approximately \$4,000.00; SCYMAC requested \$20,000.00. County Administrator Jones stated that an adjustment of \$4,000.00 for each organization at a total of \$8,000.00 could be made if it is the pleasure of the Board.

Supervisor Fly had a list of items regarding the budget. One of the items was the inquiry regarding whether the Office Space Study had been received. There was also discussion about the Old Historical Courthouse. Supervisor Fly stated that the Board should consider having money in the budget for this item.

Supervisor Fly discussed the Parks and Recreation and Cultural line item. There was discussion of cost to hire a part time Director of Parks and Recreation. Supervisor Fly stated that Parks and Recreation could organize recreation and bring structure under one (1) department instead of funding the requests of the various organizations. Staff was requested to research the salary/cost for a part-time Director of Parks and Recreation.

Supervisor Fly discussed Sussex County's membership with the Gateway Region. There were discussions of other options. The majority agreed to not remit funding.

Supervisor Fly discussed the two (2) vacant elementary schools and the options the County could possibly do to sell the vacant schools..

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

Citizens' Comments were heard from:

Kevin Bracy (Courthouse District) – Sheriff's Department; Gateway; staff soliciting business for County; schools; old Courthouse; Animal Control; Waste Management; funding Blackwater Library; funding churches; Improvement Association.

Chester Carter (Stony Creek District)- Sheriff's Department; Tie Breaker; meal tax; Hampton Roads investments; schools.

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

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session for discussion of (1) personnel matter, discussion or consideration of prospective



candidates for employment; assignment, appointment, promotion, performance, resignation, pursuant to Code Section 2.2-3711(A)1, Treasurer; and (2) consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Code Section 2.2-3711(A)8, Treasurer, Atlantic Waste Contract.

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

Voting nay: none

#### **Item 8a. Return to Open Session/Certification**

ON MOTION OF SUPERVISOR BLOWE seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby returns to Open Session; and

WHEREAS, the Board of Supervisors of Sussex County, Virginia 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 Minutes of the November 20, 2014 Meeting of the Sussex County Board of Supervisors Page 25 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 Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

#### **Item 8b. Action on Closed Session Items**

There was no action on Closed Session Items.

*There was discussion of scheduling a Special Meeting for budget discussions.*

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby schedules a Special Meeting for Monday, June 11, 2018 at 5:00 p.m.

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

Voting nay: none

#### **Item 9. Adjournment**

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the May 31, 2018 Special Meeting of the Sussex County Board of Supervisors is hereby adjourned at 9:46 p.m.

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

Voting nay: none

**Item 8.1 Next Meeting**

The next Board of Supervisors meeting will be a Special Meeting (Budget Work Session) held on Monday, June 11, 2018 at 5 p.m. in the Judicial Center - General District Courtroom, 15098 Courthouse Road, Sussex, VA 23884.

# JUNE 21, 2018

## WARRANTS & VOUCHERS SUMMARY

<b>TOTAL ALL WARRANTS FOR APPROVAL</b>	<b>\$344,197.81</b>
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<b>TOTAL ALL VOID CHECKS FOR APPROVAL</b>	<b>\$0.00</b>
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ACCOUNTS PAYABLE WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF MAY 2018	209627-209684	\$ 59,667.18	RUN DATE 5/08/18
	209685-209718	\$ 44,581.53	RUN DATE 5/9/18
	209734-209772	\$ 1,170.00	RUN DATE 5/14/18
	209773-209819	\$ 94,411.06	RUN DATE 5/16/18
	209831-209884	\$ 32,520.69	RUN DATE 5/31/18

<b>Total Regular Warrants</b>	<b>\$232,350.46</b>
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PAY. DEDUCTION WARRANTS:	209719-209722	\$ 470.00	RUN DATE 5/10/18
	209723-209733	\$ 55,127.79	RUN DATE 5/16/18
	209820-209830	\$ 56,249.56	RUN DATE 5/31/18

<b>Total Deduction Warrants:</b>	<b>\$111,847.35</b>
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<b>TOTAL VOUCHERS &amp; WARRANTS FOR APPROVAL</b>	<b>\$344,197.81</b>
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<b>VOID CHECKS</b>	See attached	\$	-
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# ACCOUNTS PAYABLE CHECKS



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	001645	A LOGO FOR YOU	15835	4/26/2018		4100-021200-1244-221-210	311.62	209627				Uniform Services	01507	ACCT# 2356
		DISC. TOTAL	.00	CHECK TOTAL	311.62	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL	311.62		
00000	001435	ADVANCE AUTO PARTS	2860806148581	3/02/2018		4100-021600-1272-261-210	123.99	209628				Building Maintenance & Repair	01507	ACCT# 2860027805
		DISC. TOTAL	.00	CHECK TOTAL	123.99	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL	123.99		
00000	000923	ALL SEASONS TERMITE &	44803	4/25/2018		4100-051500-1272-551-510	65.00	209629				Building Maintenance & Repair	01507	ACCT# 188
		DISC. TOTAL	.00	CHECK TOTAL	65.00	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL	65.00		
00000	001636	APPEL, CARA	CA 050218 01	5/02/2018		4100-021600-1242-261-210	27.48	209630				Agricultural Supplies	01507	REIMBURSEMENT
00000	001636		CA 050218 02	5/02/2018		4100-021600-1205-261-210	300.00	209630				Meals	01507	REIMBURSEMENT
00000	001636		CA 050418	5/04/2018		4100-021600-1244-261-210	60.45	209630				Uniform Services	01507	REIMBURSEMENT
00000	001636		CA 050418	5/04/2018		4100-021600-1242-261-210	24.58	209630				Agricultural Supplies	01507	REIMBURSEMENT
		DISC. TOTAL	.00	CHECK TOTAL	412.51	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL	412.51		
00000	000010	BANK OF SOUTHSIDE VA	0123 0418 01	3/15/2018		4100-051500-1272-551-510	34.82	209631				Building Maintenance & Repair	01507	V.GIVENS ACCT
00000	000010		0123 0418 02	3/15/2018		4100-051500-1299-551-510	68.45	209631				Miscellaneous Others	01507	V.GIVENS ACCT
00000	000010		0123 0418 03	3/16/2018		4100-051500-1241-551-510	70.00	209631				Office Supplies	01507	V.GIVENS ACCT
00000	000010		0123 0418 04	3/18/2018		4100-051500-1246-551-510	14.07	209631				Food Supplies	01507	V.GIVENS ACCT
00000	000010		0123 0418 05	3/20/2018		4100-051500-1246-551-510	16.75	209631				Food Supplies	01507	V.GIVENS ACCT
00000	000010		0123 0418 06	3/20/2018		4100-051500-1277-551-510	15.00	209631				Water Services	01507	V.GIVENS ACCT
00000	000010		0123 0418 07	3/20/2018		4100-051500-1272-551-510	8.97	209631				Building Maintenance & Repair	01507	V.GIVENS ACCT
00000	000010		0123 0418 08	3/21/2018		4100-051500-1202-551-510	288.45	209631				Publ., Subsc., Books, Ref. Mi	01507	V.GIVENS ACCT
00000	000010		0123 0418 09	4/05/2018		4100-051500-1272-551-510	91.06	209631				Building Maintenance & Repair	01507	V.GIVENS ACCT
00000	000010		0123 0418 10	4/05/2018		4100-051500-1272-551-510	33.00	209631				Building Maintenance & Repair	01507	V.GIVENS ACCT
00000	000010		0123 0418 11	4/07/2018		4100-051500-1241-551-510	57.93	209631				Office Supplies	01507	V.GIVENS ACCT
00000	000010		0123 0418 12	4/07/2018		4100-051500-1241-551-510	19.97	209631				Office Supplies	01507	V.GIVENS ACCT
00000	000010		0180 0418 01	4/02/2018		4100-051100-1203-512-510	350.00	209631				Workshops and Conferences	01507	J.HARRISON ACCT
00000	000010		0180 0418 02	4/02/2018		4100-051100-1203-512-510	375.00	209631				Workshops and Conferences	01507	J.HARRISON ACCT
		DISC. TOTAL	.00	CHECK TOTAL	1,377.47	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL	1,377.47		
00000	001639	BMS DIRECT INC.	123928	4/24/2018		4100-041100-1241-411-410	697.00	209632				Office Supplies	01507	ACCT# MW421
00000	001639		123930	4/24/2018		4100-041100-1241-412-410	738.75	209632				Office Supplies	01507	ACCT# MW421
00000	001639		123930	4/24/2018		4100-041100-1241-411-410	821.57	209632				Office Supplies	01507	ACCT# MW421
		DISC. TOTAL	.00	CHECK TOTAL	2,257.32	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL	2,257.32		
00000	000002	BOB BARKER COMPANY	WEB000536807	4/20/2018		4100-051500-1246-551-510	455.38	209633				Food Supplies	01507	ACCT# SUSVA5
		DISC. TOTAL	.00	CHECK TOTAL	455.38	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL	455.38		
00000	000728	CARQUEST OF WAKEFIELD	5484-119216	4/02/2018		4100-021600-1265-262-210	16.22	209634				Vehicle Maintenance & Repairs	01507	ACCT# 2836
00000	000728		5484-119861	4/18/2018		4100-021600-1265-262-210	16.98	209634				Vehicle Maintenance & Repairs	01507	ACCT# 2836
		DISC. TOTAL	.00	CHECK TOTAL	33.20	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL	33.20		
00000	000017	CARTER'S SERVICE CENTER	2051	4/30/2018		4100-021200-1275-221-210	120.00	209635				Maintenance Equipment Repairs	01507	SUSSEX COUTY
		DISC. TOTAL	.00	CHECK TOTAL	120.00	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL	120.00		
00000	001485	CENTRAL AGRIBUSINESS	JR17065	4/19/2018		4100-051500-1246-551-510	88.20	209636				Food Supplies	01507	SUSSEX SHERIFF
00000	001485		JR17154	4/26/2018		4100-051500-1246-551-510	88.20	209636				Food Supplies	01507	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	176.40	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL	176.40		
00000	999999	CHEEKS, MICHAEL	MC 0518	5/01/2018		4100-051500-1215-551-510	43.20	209637				Inmate Pay	01507	INMATE PAY
		DISC. TOTAL	.00	CHECK TOTAL	43.20	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL	43.20		

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	001630	CHENEY BROTHERS	10-915860381	5/03/2018		4100-051500-1246-551-510	3,551.21	209638				Food Supplies	01507	ACCT# 60030700
		DISC. TOTAL	.00	CHECK TOTAL	3,551.21	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		3,551.21		
00000	001706	CLANTON, TAMIKA D.	TC 042018	4/20/2018		4100-051500-1264-551-510	97.90	209639				Gasoline/Mileage-Non Training	01507	REIMBURSEMENT
00000	001706		TC 050218 01	5/02/2018		4100-051500-1264-551-510	97.90	209639				Gasoline/Mileage-Non Training	01507	REIMBURSEMENT
00000	001706		TC 050218 02	5/02/2018		4100-051500-1205-551-510	23.35	209639				Meals	01507	REIMBURSEMENT
		DISC. TOTAL	.00	CHECK TOTAL	219.15	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		219.15		
00000	001517	COMMODOORE SALES LLC	140029879	4/13/2018		4100-051100-1265-512-510	216.57	209640				Vehicle Maintenance & Repairs	01507	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	216.57	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		216.57		
00000	001280	CONNIE LOUISE EDWARDS, PC	8016690	4/30/2018		4100-061100-1223-611-610	120.00	209641				Legal Services - Court Appt.	01507	MISTY, BRISCOE
		DISC. TOTAL	.00	CHECK TOTAL	120.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		120.00		
00000	001449	CONVERGENT TECHNOLOGIES	21178	5/01/2018		4100-051100-1224-516-510	275.00	209642				Information System Services	01507	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	275.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		275.00		
00000	000020	COWLING BROTHERS	88951	2/09/2018		4100-021600-1272-261-210	14.28	209643				Building Maintenance & Repair	01507	ACCT# SCO006
00000	000020		91113	2/08/2018		4100-021600-1272-261-210	3.04	209643				Building Maintenance & Repair	01507	ACCT# SCO006
00000	000020		92083	4/09/2018		4100-021600-1272-261-210	7.48	209643				Building Maintenance & Repair	01507	ACCT# SCO006
		DISC. TOTAL	.00	CHECK TOTAL	24.80	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		24.80		
00000	000411	CRATER CRIMINAL JUSTICE	1680	4/23/2018		4100-051100-1244-512-510	150.00	209644				Uniform Services	01507	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	150.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		150.00		
00000	001613	CUSTOM CLEANERS	393	4/09/2018		4100-051500-1244-551-510	68.00	209645				Uniform Services	01507	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	68.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		68.00		
00000	001663	DAVIS TRAVEL CENTERS	1015122	4/30/2018		4100-051500-1205-551-510	9.79	209646				Meals	01507	SUSSEX COUNTY JAIL
00000	001663		1020727	4/02/2018		4100-051500-1205-551-510	9.79	209646				Meals	01507	SUSSEX COUNTY JAIL
00000	001663		1036714	4/06/2018		4100-051500-1205-551-510	9.79	209646				Meals	01507	SUSSEX COUNTY JAIL
00000	001663		1045759	4/11/2018		4100-051500-1205-551-510	9.79	209646				Meals	01507	SUSSEX COUNTY JAIL
00000	001663		1049318	4/18/2018		4100-051500-1205-551-510	9.79	209646				Meals	01507	SUSSEX COUNTY JAIL
		DISC. TOTAL	.00	CHECK TOTAL	48.95	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		48.95		
00000	000868	DISH NETWORK	81054533 0418	4/18/2018		4100-021500-1234-253-210	57.03	209647				Telecommunications	01507	# 8255707081054533
00000	000868		82613550 FINAL	3/31/2018		4100-021200-1234-221-210	225.86	209647				Telecommunications	01507	# 8255707082613550
		DISC. TOTAL	.00	CHECK TOTAL	282.89	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		282.89		
00000	000902	DOC FARMER'S MARKET	MKT59674	4/23/2018		4100-051500-1246-551-510	285.20	209648				Food Supplies	01507	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	285.20	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		285.20		
00000	001651	DOCUMENT SYSTEMS	92572	4/03/2018		4100-021300-1252-231-210	78.88	209649				Equipment Lease/Rental	01507	SUSSEX COUNTY
00000	001651		92913	5/01/2018		4100-021100-1252-211-210	755.35	209649				Equipment Lease/Rental	01507	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	834.23	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		834.23		
00000	000084	DOMINION VIRGINIA POWER	0482572328 0418	4/27/2018		4100-021600-1276-263-210	2,915.55	209650				Electric	01507	ACCT# 0482572328
00000	000084		0561293952 0418	4/30/2018		4100-021200-1276-221-210	6.69	209650				Electric	01507	ACCT# 0561293952
00000	000084		2921584914 0418	4/30/2018		4100-051500-1276-551-510	7.08	209650				Electric	01507	ACCT# 2921584914
00000	000084		5080737736 0418	4/27/2018		4100-021200-1276-221-210	62.25	209650				Electric	01507	ACCT# 5080737736
00000	000084		5690307508 0418	4/30/2018		4100-021500-1279-251-210	118.61	209650				Propane Gas & Electric	01507	ACCT# 5690307508

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR'L	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV DESCRIPTION
00000	000084		7378703693	0418	4/30/2018	4100-021600-1276-266-210	43.99	209650				Electric	01507	ACCT# 7378703693
00000	000084		8855852839	0418	4/30/2018	4100-021200-1276-221-210	352.53	209650				Electric	01507	ACCT# 8855852839
00000	000084		9447701492	0418	4/25/2018	4100-021200-1276-221-210	6.83	209650				Electric	01507	ACCT# 9447701492
00000	000084		9660330003	0418	4/30/2018	4100-021200-1276-221-210	137.45	209650				Electric	01507	ACCT# 9660330003
00000	000084		9670342501	0518	5/01/2018	4100-021200-1276-221-210	69.38	209650				Electric	01507	ACCT# 9670342501
	DISC. TOTAL	.00	CHECK TOTAL		3,720.36	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		3,720.36		
00000	001578	ELLIS, DANIELE	DE 042618		4/26/2018	4100-041100-1264-411-410	36.49	209651		N		Gasoline/Mileage-Non Training	01507	REIMBURSEMENT
	DISC. TOTAL	.00	CHECK TOTAL		36.49	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		36.49		
00000	001516	ELLIS, KELLY BRITT	KBE 042618 01		4/26/2018	4100-041100-1264-411-410	105.91	209652				Gasoline/Mileage-Non Training	01507	REIMBURSEMENT
00000	001516		KBE 042618 02		4/26/2018	4100-041100-1205-411-410	29.00	209652				Meals	01507	REIMBURSEMENT
	DISC. TOTAL	.00	CHECK TOTAL		134.91	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		134.91		
00000	001387	ENVELOPES ONLY PLUS	135951		4/13/2018	4100-041100-1241-412-410	313.88	209653				Office Supplies	01507	ACCT# 8088808
	DISC. TOTAL	.00	CHECK TOTAL		313.88	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		313.88		
00000	001081	GREENE'S SERVICE CENTER,	54338		4/23/2018	4100-051100-1265-512-510	50.00	209654				Vehicle Maintenance & Repairs	01507	SUSSEX SHERIFF
	DISC. TOTAL	.00	CHECK TOTAL		50.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		50.00		
00000	000276	GREENSVILLE COUNTY WATER	1175 042618		4/26/2018	4100-021200-1277-221-210	51.11	209655				Water Services	01507	ACCT# 1175
	DISC. TOTAL	.00	CHECK TOTAL		51.11	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		51.11		
00000	001704	HARTLESS,VIRGIE MELISSA	VMH 050218		5/02/2018	4100-021600-1205-261-210	300.00	209656				Meals	01507	REIMBURSEMENT
	DISC. TOTAL	.00	CHECK TOTAL		300.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		300.00		
00000	000049	JARRATT HARDWARE	A151975		4/18/2018	4100-021100-1241-211-210	34.45	209657				Office Supplies	01507	ACCT# 136
00000	000049		B278823		3/22/2018	4100-021600-1272-261-210	13.96	209657				Building Maintenance & Repair	01507	ACCT# 136
	DISC. TOTAL	.00	CHECK TOTAL		48.41	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		48.41		
00000	001433	LOWE'S	909308		3/28/2018	4100-021200-1274-221-210	64.43	209658				Grounds Maintenance & Repairs	01507	ACCT# 99000502080
00000	001433		909308		3/28/2018	4100-021200-1272-221-210	10.85	209658				Building Maintenance & Repair	01507	ACCT# 99000502080
00000	001433		909308		3/28/2018	4100-021200-1247-221-210	11.34	209658				Janitorial Supplies	01507	ACCT# 99000502080
00000	001433		911334		4/24/2018	4100-021200-1274-221-210	161.16	209658				Grounds Maintenance & Repairs	01507	ACCT# 99000502080
00000	001433		929364		3/26/2018	4100-021200-1273-221-210	83.37	209658				Building Systems Main & Repair	01507	ACCT# 99000502080
	DISC. TOTAL	.00	CHECK TOTAL		331.15	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		331.15		
00000	000534	MORRIS, ANTOINETTE C	ACH 020918		2/09/2018	4100-063100-1241-632-630	67.38	209659				Office Supplies	01507	REIMBURSEMENT
	DISC. TOTAL	.00	CHECK TOTAL		67.38	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		67.38		
00000	000051	MSAG LLC	C312849		4/30/2018	4100-021400-1225-241-210	115.00	209660				Management Consulting Service	01507	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL		115.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		115.00		
00000	000061	PRINCE GEORGE ELECTRIC	1413003200	0418	4/27/2018	4100-021600-1276-263-210	54.54	209661				Electric	01507	ACCT# 1413003200
00000	000061		1423010000	0418	4/27/2018	4100-021600-1276-263-210	78.39	209661				Electric	01507	ACCT# 1423010000
00000	000061		1667000200	0418	4/27/2018	4100-021200-1276-221-210	132.78	209661				Electric	01507	ACCT# 1667000200
	DISC. TOTAL	.00	CHECK TOTAL		265.71	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		265.71		
00000	001226	R.M. WILKINSON OIL CO,INC	19878		4/24/2018	4100-051500-1273-551-510	95.00	209662				Building Systems Main & Repair	01507	SUSSEX COUNTY JAIL
	DISC. TOTAL	.00	CHECK TOTAL		95.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		95.00		



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	001023	RICOH USA, INC.	5053152327	4/17/2018		4100-051100-1252-512-510	65.30	209663				Equipment Lease/Rental	01507	ACCT# 4719771
00000	001023		5053152327	4/17/2018		4100-051500-1252-551-510	48.36	209663				Equipment Lease/Rental	01507	ACCT# 4719771
		DISC. TOTAL	.00	CHECK TOTAL	113.66	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		113.66		
00000	001488	RRS FOODSERVICE	1996570	4/20/2018		4100-051500-1246-551-510	3,226.52	209664		N		Food Supplies	01507	ACCT# 118626
		DISC. TOTAL	.00	CHECK TOTAL	3,226.52	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		3,226.52		
00000	000832	SAM'S CLUB DIRECT	1681	4/05/2018		4100-051500-1277-551-510	64.92	209665				Water Services	01507	ACCT# 0402188473177
00000	000832		2877	4/13/2018		4100-051500-1247-551-510	415.50	209665				Janitorial Supplies	01507	ACCT# 0402188473177
00000	000832		3248	4/12/2018		4100-051500-1205-551-510	27.94	209665				Meals	01507	ACCT# 0402188473177
00000	000832		9519	3/20/2018		4100-051500-1277-551-510	39.40	209665				Water Services	01507	ACCT# 0402188473177
00000	000832		9520	3/20/2018		4100-051500-1247-551-510	199.63	209665				Janitorial Supplies	01507	ACCT# 0402188473177
		DISC. TOTAL	.00	CHECK TOTAL	747.39	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		747.39		
00000	001376	SELECT CUSTOM APPARATUS	13247	2/26/2018		4100-021500-1265-252-210	217.50	209666				Vehicle Maintenance & Repairs	01507	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	217.50	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		217.50		
00000	000074	STAPLES CREDIT PLAN	FEES 050718	5/07/2018		4100-021100-1292-211-210	148.62	209667				Bank/Credit Card Fees	01507	# 6035517812578820
00000	000074		18393	4/13/2018		4100-021400-1233-241-210	56.86	209667				Printing	01507	# 6035517812578820
00000	000074		2051676431	3/30/2018		4100-041100-1241-411-410	26.63	209667				Office Supplies	01507	#6035517812578820
00000	000074		2056871021	4/05/2018		4100-021100-1241-211-210	4.29	209667				Office Supplies	01507	# 6035517812578820
00000	000074		2057097581	4/06/2018		4100-021100-1241-211-210	411.90	209667				Office Supplies	01507	# 6035517812578820
00000	000074		2060800631	4/11/2018		4100-021100-1241-211-210	92.51	209667				Office Supplies	01507	# 6035517812578820
00000	000074		2065868971	4/17/2018		4100-021100-1241-211-210	111.04	209667				Office Supplies	01507	# 6035517812578820
00000	000074		2067365171	4/18/2018		4100-021100-1241-211-210	6.29	209667				Office Supplies	01507	# 6035517812578820
00000	000074		38713	11/21/2017		4100-023100-1241-291-230	204.69	209667				Office Supplies	01507	# 6035517812578820
		DISC. TOTAL	.00	CHECK TOTAL	1,062.83	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		1,062.83		
00000	000139	STONY CREEK HEALTH CENTER	146902	4/20/2018		4100-051500-1293-551-510	61.00	209668				Inmate Medical Expenses	01507	JOHNSON, MILTON P
		DISC. TOTAL	.00	CHECK TOTAL	61.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		61.00		
00000	000067	STONY CREEK PHARMACY	SCP 050718	5/07/2018		4100-051500-1293-551-510	1,372.22	209669				Inmate Medical Expenses	01507	APRIL 2018
		DISC. TOTAL	.00	CHECK TOTAL	1,372.22	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		1,372.22		
00000	000081	THACKER HARDWARE	60093	4/03/2018		4100-021200-1272-221-210	5.97	209670				Building Maintenance & Repair	01507	ACCT# 341500
		DISC. TOTAL	.00	CHECK TOTAL	5.97	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		5.97		
00000	000963	TIMMONS GROUP	204662	4/10/2018		4305-091400-0101-	6,750.00	209671				Professional Service - Land	01507	PROJ# 33994.002
00000	000963		204663	4/10/2018		4305-091400-0101-	15,075.00	209671				Professional Service - Land	01507	PROJ# 37503
00000	000963		204927	4/10/2018		4305-091400-0101-	800.00	209671				Professional Service - Land	01507	PROJ# 33994.006
		DISC. TOTAL	.00	CHECK TOTAL	22,625.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		22,625.00		
00000	999999	UNIVERSITY OF VIRGINIA	35724	4/25/2018		4100-041100-1203-411-410	185.00	209672				Workshops and Conferences	01507	COX, DESTA
		DISC. TOTAL	.00	CHECK TOTAL	185.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		185.00		
00000	000087	VAN CLEEF AUTO PARTS INC	1123	4/20/2018		4100-021600-1265-261-210	84.20	209673				Vehicle Maintenance & Repairs	01507	ACCT# 27430
00000	000087		556724	4/23/2018		4100-021500-1254-253-210	92.54	209673				Equipment Maintenance	01507	ACCT# 27430
00000	000087		998380	4/02/2018		4100-021600-1265-261-210	68.13	209673				Vehicle Maintenance & Repairs	01507	ACCT# 27430
		DISC. TOTAL	.00	CHECK TOTAL	244.87	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		244.87		
00000	000769	VERIZON	4342462347 0418	4/28/2018		4100-041100-1234-411-410	68.79	209674				Telecommunications	01507	ACCT# 000979866056



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	000769		8045205137	0418	4/28/2018	4100-061100-1234-613-610	76.46	209674				Telecommunications	01507	ACCT# 000050404195
	DISC. TOTAL	.00	CHECK TOTAL	145.25	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			145.25		
00000	001693	VIRGINIA STAFFING GROUP	8290		4/22/2018	4100-021100-1229-211-210	301.92	209675				Other Professional Services	01507	ACCT# 134
00000	001693		8305		4/29/2018	4100-021100-1229-211-210	222.00	209675				Other Professional Services	01507	ACCT# 134
	DISC. TOTAL	.00	CHECK TOTAL	523.92	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			523.92		
00000	000873	WASTE MANAGEMENT OF	3270323-2424-3		4/25/2018	4100-021600-1229-266-210	4,144.05	209676				Oth. Profess. Ser./Waste Mana	01507	ACCT# 103305252006
	DISC. TOTAL	.00	CHECK TOTAL	4,144.05	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			4,144.05		
00000	000088	WAVERLY GLASS SHOP	12111		4/20/2018	4100-051100-1265-512-510	350.00	209677				Vehicle Maintenance & Repairs	01507	SUSSEX SHERIFF
	DISC. TOTAL	.00	CHECK TOTAL	350.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			350.00		
00000	001714	WCSI & ASSOC., LLC	1820162		3/28/2018	4302-094250-8212-	3,200.00	209678				New Radio System Cost	01507	SUSSEX RADIO PROJ
	DISC. TOTAL	.00	CHECK TOTAL	3,200.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			3,200.00		
00000	000322	WILLIAMS, GARY M., CLERK	SEWARD 0518		5/01/2018	4100-021100-1229-211-210	44.00	209679				Other Professional Services	01507	SUSSEX BOS
	DISC. TOTAL	.00	CHECK TOTAL	44.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			44.00		
00000	001572	WIMMER, WILLIE	862		5/03/2018	4100-021500-1265-251-210	2,022.50	209680				Vehicle Maintenance & Rpairs	01507	SUSSEX PUBLIC SAFETY
	DISC. TOTAL	.00	CHECK TOTAL	2,022.50	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			2,022.50		
00000	001408	WITMER PUBLIC SAFETY GRP.	1842559.001		4/13/2018	4100-051500-1244-551-510	223.00	209681				Uniform Services	01507	ACCT# SUSCOU
00000	001408		1848407		4/17/2018	4100-051500-1244-551-510	218.00	209681				Uniform Services	01507	ACCT# SUSCOU
00000	001408		1848421		4/17/2018	4100-051500-1244-551-510	555.50	209681				Uniform Services	01507	ACCT# SUSCOU
00000	001408		1848428		4/17/2018	4100-051100-1244-512-510	195.00	209681				Uniform Services	01507	ACCT# SUSCOU
	DISC. TOTAL	.00	CHECK TOTAL	1,191.50	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			1,191.50		
00000	000879	WOMACK PUBLISHING CO.	145197		11/08/2017	4100-021300-9004-231-210	116.55	209682				UNOS-CDBG Housing Grt	01507	ACCT# W0097
00000	000879		145199		11/08/2017	4100-021300-9004-231-210	233.10	209682				UNOS-CDBG Housing Grt	01507	ACCT# W0097
00000	000879		147453		11/08/2017	4100-021300-9004-231-210	116.55	209682				UNOS-CDBG Housing Grt	01507	ACCT# W0097
	DISC. TOTAL	.00	CHECK TOTAL	466.20	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			466.20		
00000	000158	WOODRUFF, ONNIE L	OLW 042718		4/27/2018	4100-041100-1264-411-410	84.11	209683				Gasoline/Mileage-Non Training	01507	REIMBURSEMENT
	DISC. TOTAL	.00	CHECK TOTAL	84.11	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			84.11		
00000	000010	BANK OF SOUTHSIDE VA	2557 0418 09		3/22/2018	4100-021600-1205-261-210	23.99	209684				Meals	01507	# 4053250002002557
00000	000010		2557 0418 11		3/27/2018	4100-021600-1227-261-210	38.36	209684				Medical Services	01507	# 4053250002002557
00000	000010		2557 0418 11		3/27/2018	4100-021600-1241-261-210	482.11	209684				Office Supplies	01507	# 4053250002002557
00000	000010		2557 0418 17		3/29/2018	4100-021600-1227-261-210	107.74	209684				Medical Services	01507	# 4053250002002557
	DISC. TOTAL	.00	CHECK TOTAL	652.20	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			652.20		
	.00	CHECK TOTAL	59,667.18	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL				59,667.18		
	.00	CHECK TOTAL	59,667.18	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL				59,667.18		

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 59,667.18- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

5-8-18  
 DATE  
 5-8-18  
 DATE  
 5/8/18

*Kelly J. Moore*  
 DIRECTOR OF FINANCE  
*Vandy V. Jones*  
 VANDY V. JONES, IGT ADMIN  
*Dest. J. Cho*

DATE

OMNIE L. WOODRUFF, TREAS.

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH	ACH	PMT	PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	000342	AGRI-VA, INC	10045/6	5/04/2018		4100-021200-1275-221-210	50.45	209685						Maintenance Equipment Repairs	01508	ACCT# 60146
00000	000342		10046/6	5/04/2018		4100-021200-1274-221-210	79.96	209685						Grounds Maintenance & Repairs	01508	ACCT# 60146
	DISC. TOTAL	.00	CHECK TOTAL		130.41	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	130.41		
00000	001277	AMERICAN TIRE DISTRIBUTOR	S106040216	3/30/2018		4100-051100-1265-512-510	279.96	209686						Vehicle Maintenance & Repairs	01508	ACCT# 190415
00000	001277		S107371949	4/27/2018		4100-051100-1265-512-510	1,119.84	209686						Vehicle Maintenance & Repairs	01508	ACCT# 190415
00000	001277		S107453851	4/30/2018		4100-051100-1265-512-510	446.80	209686						Vehicle Maintenance & Repairs	01508	ACCT# 190415
	DISC. TOTAL	.00	CHECK TOTAL		1,846.60	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	1,846.60		
00000	001445	ANIMAL HOSPITAL OF	203175	4/09/2018		4100-051100-1227-512-510	182.00	209687	N					Medical Services inc/k9	01508	ACCT# 9027
	DISC. TOTAL	.00	CHECK TOTAL		182.00	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	182.00		
00000	000010	BANK OF SOUTHSIDE VA	0172 0418 01	3/27/2018		4100-051100-1245-512-510	317.70	209688						Law Enforcement Supplies	01508	V.RICKS ACCT
00000	000010		0172 0418 02	4/03/2018		4100-051100-1203-512-510	308.00	209688						Workshops and Conferences	01508	V.RICKS ACCT
	DISC. TOTAL	.00	CHECK TOTAL		617.70	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	617.70		
00000	001507	BARKSDALE OILS INC.	SUSSCTY 043018	4/30/2018		4100-021600-1264-261-210	373.24	209689						Mileage	01508	ACCT# SUSSCTY
00000	001507		SUSSCTY 043018	4/30/2018		4100-021200-1264-221-210	717.42	209689						Mileage	01508	ACCT# SUSSCTY
00000	001507		SUSSCTY 043018	4/30/2018		4100-021400-1265-242-210	196.68	209689						Vehicle Maintenance & Repairs	01508	ACCT# SUSSCTY
00000	001507		SUSSCTY 043018	4/30/2018		4100-021600-1264-262-210	753.18	209689						Mileage	01508	ACCT# SUSSCTY
00000	001507		SUSSCTY 043018	4/30/2018		4100-021300-1264-231-210	53.64	209689						Gasoline/Mileage-Non Training	01508	ACCT# SUSSCTY
00000	001507		SUSSCTY 043018	4/30/2018		4100-021400-1264-241-210	84.93	209689						Mileage	01508	ACCT# SUSSCTY
00000	001507		SUSSCTY 043018	4/30/2018		4100-051100-1264-512-510	6,425.49	209689						Mileage/Gas	01508	ACCT# SUSSCTY
00000	001507		SUSSCTY 043018	4/30/2018		4105-071100-1264-711-710	417.92	209689						Gasoline	01508	ACCT# SUSSCTY
	DISC. TOTAL	.00	CHECK TOTAL		9,022.50	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	9,022.50		
00000	001715	BLUE COMFORT DENTAL PC	TAYLOR 040518	4/05/2018		4100-051500-1293-551-510	416.00	209690						Inmate Medical Expenses	01508	TAYLOR, TYWAN
	DISC. TOTAL	.00	CHECK TOTAL		416.00	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	416.00		
00000	000002	BOB BARKER COMPANY	WEB000538162	4/30/2018		4100-051500-1243-551-510	1,348.71	209691						Linen Supplies	01508	ACCT# SUSVA5
00000	000002		WEB000538388	4/30/2018		4100-051500-1243-551-510	45.49	209691						Linen Supplies	01508	ACCT# SUSVA5
	DISC. TOTAL	.00	CHECK TOTAL		1,394.20	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	1,394.20		
00000	000181	BUCKLEY'S SECURITYSMITHS	89755	5/04/2018		4302-094250-8212-	1,169.00	209692						New Radio System Cost	01508	SUSSEX RADIO PROJ
	DISC. TOTAL	.00	CHECK TOTAL		1,169.00	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	1,169.00		
00000	001485	CENTRAL AGRIBUSINESS	JR17244	5/03/2018		4100-051500-1246-551-510	88.20	209693						Food Supplies	01508	SUSSEX SHERIFF
	DISC. TOTAL	.00	CHECK TOTAL		88.20	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	88.20		
00000	001706	CLANTON, TAHIKA D.	TC 050818 01	5/08/2018		4100-051500-1264-551-510	78.32	209694						Gasoline/Mileage-Non Training	01508	REIMBURSEMENT
00000	001706		TC 050818 02	5/08/2018		4100-051500-1205-551-510	32.21	209694						Meals	01508	REIMBURSEMENT
	DISC. TOTAL	.00	CHECK TOTAL		110.53	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	110.53		
00000	000411	CRATER CRIMINAL JUSTICE	1593	8/14/2017		4100-021600-1201-261-210	874.58	209695						Organization Membership	01508	CONTRIBUTION FEE
	DISC. TOTAL	.00	CHECK TOTAL		874.58	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	874.58		
00000	000845	CROWN CASTLE GT COMPANY	FEE5 0518	5/03/2018		4100-021500-1252-253-210	230.00	209696						Equipment Lease/Rental	01508	ACCT# 106663
	DISC. TOTAL	.00	CHECK TOTAL		230.00	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	230.00		
00000	000902	DOC FARMER'S MARKET	MKT59797	4/30/2018		4100-051500-1246-551-510	270.70	209697						Food Supplies	01508	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL		270.70	ACH PMT TOTAL	.00	CPA PMT TOTAL					TOTAL	270.70		

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	001651	DOCUMENT SYSTEMS	92912	5/01/2018		4100-021400-1252-242-210	114.67	209698				Equipment Lease/Rental	01508	SUSSEX COUNTY
00000	001651		92912	5/01/2018		4100-021400-1252-241-210	114.66	209698				Equipment Lease/Rental	01508	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	229.33	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	229.33	
00000	000084	DOMINION VIRGINIA POWER	0963166285 0518	5/03/2018		4100-021200-1276-221-210	113.33	209699				Electric	01508	ACCT# 0963166285
00000	000084		1088433121 0518	5/01/2018		4100-021200-1276-221-210	88.72	209699				Electric	01508	ACCT# 1088433121
00000	000084		2406362505 0518	5/01/2018		4100-051500-1276-551-510	1,491.08	209699				Electric	01508	ACCT# 2406362505
00000	000084		3500335009 0518	5/01/2018		4100-021200-1276-221-210	1,179.33	209699				Electric	01508	ACCT# 3500335009
00000	000084		3776508966 0518	5/02/2018		4100-021200-1276-221-210	6.59	209699				Electric	01508	ACCT# 3776508966
00000	000084		4723819456 0518	5/03/2018		4100-021200-1276-221-210	39.18	209699				Electric	01508	ACCT# 4723819456
00000	000084		6860160149 0518	5/01/2018		4100-021200-1276-221-210	374.09	209699				Electric	01508	ACCT# 6860160149
00000	000084		7190905005 0518	5/01/2018		4100-021600-1276-263-210	156.50	209699				Electric	01508	ACCT# 7190905005
00000	000084		7248699964 0518	5/03/2018		4100-021200-1276-221-210	501.48	209699				Electric	01508	ACCT# 7248699964
00000	000084		7860242267 0518	5/01/2018		4100-021200-1276-221-210	236.02	209699				Electric	01508	ACCT# 7860242267
00000	000084		9073933633 0418	4/30/2018		4100-051500-1276-551-510	20.29	209699				Electric	01508	ACCT# 9073933633
00000	000084		9293060001 0518	5/03/2018		4100-021600-1276-266-210	48.69	209699				Electric	01508	ACCT# 9293060001
00000	000084		9560347503 0518	5/01/2018		4100-021200-1276-221-210	2,347.20	209699				Electric	01508	ACCT# 9560347503
00000	000084		9630317502 0518	5/01/2018		4100-021200-1276-221-210	457.36	209699				Electric	01508	ACCT# 9630317502
		DISC. TOTAL	.00	CHECK TOTAL	7,059.86	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	7,059.86	
00000	000084	DOMINION VIRGINIA POWER	9650330005 0518	5/01/2018		4100-021200-1276-221-210	388.50	209700				Electric	01508	ACCT# 9650330005
		DISC. TOTAL	.00	CHECK TOTAL	388.50	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	388.50	
00000	000097	DREW, BRENDA H	BHD 050218 01	5/02/2018		4100-021300-1205-231-210	84.00	209701				Meals	01508	REIMBURSEMENT
00000	000097		BHD 050218 02	5/02/2018		4100-021300-1264-231-210	123.88	209701				Gasoline/Mileage-Non Training	01508	REIMBURSEMENT
		DISC. TOTAL	.00	CHECK TOTAL	207.88	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	207.88	
00000	001605	GLOBAL SIGNAL ACQUISITIONS FEES	0518	5/03/2018		4100-021500-1252-253-210	25.00	209702				Equipment Lease/Rental	01508	ACCT# 393860
		DISC. TOTAL	.00	CHECK TOTAL	25.00	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	25.00	
00000	000389	JACKSON CREEK MFG., INC	24641	3/22/2018		4100-021600-1259-261-210	1,079.24	209703				Other Equipment Purchases	01508	SUSSEX ANML CONTROL
		DISC. TOTAL	.00	CHECK TOTAL	1,079.24	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	1,079.24	
00000	000049	JARRATT HARDWARE	A152050	4/19/2018		4100-051500-1272-551-510	1.17	209704				Building Maintenance & Repair	01508	ACCT# 159
00000	000049		B280301	4/14/2018		4100-051500-1272-551-510	34.99	209704				Building Maintenance & Repair	01508	ACCT# 159
00000	000049		B280875	4/23/2018		4100-051500-1272-551-510	12.99	209704				Building Maintenance & Repair	01508	ACCT# 159
		DISC. TOTAL	.00	CHECK TOTAL	49.15	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	49.15	
00000	001538	JIM WHELAN'S SERV. CENTER	79925	2/23/2018		4100-051100-1265-512-510	49.95	209705				Vehicle Maintenance & Repairs	01508	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	49.95	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	49.95	
00000	001213	LEETE TIRE & AUTO CENTER	1486589	4/20/2018		4100-021500-1265-252-210	2,155.31	209706				Vehicle Maintenance & Repairs	01508	ACCT# 6912582
		DISC. TOTAL	.00	CHECK TOTAL	2,155.31	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	2,155.31	
00000	001716	LINK LAW FIRM PLLC	8060464	3/19/2018		4100-061100-1223-611-610	120.00	209707				Legal Services - Court Appt.	01508	BROWN,ASHLEY
		DISC. TOTAL	.00	CHECK TOTAL	120.00	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	120.00	
00000	001621	PERKINSON CONSTRUCTION,LL	05012018	5/01/2018		4306-091400-0202-	9,585.87	209708				Water & Sewer Lines Extention	01508	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	9,585.87	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	9,585.87	
00000	001246	PHILLIPS TELECOMMUNICATION	21632	12/04/2017		4302-094250-8212-	300.00	209709				New Radio System Cost	01508	SUSSEX RADIO PROJ
		DISC. TOTAL	.00	CHECK TOTAL	300.00	ACH PMT TOTAL	.00	CPA PMT TOTAL				TOTAL	300.00	

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV.DESCRPTION
00000	000165	POSTMASTER	SHERIFF 050818	5/08/2018		4100-051100-1231-512-510	200.00	209710			Postage	01508	POSTAGE
		DISC. TOTAL	CHECK TOTAL	200.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00		TOTAL		200.00		
00000	001035	STEPHEN E. MCBRIDE, P.E.	SEM 050718	5/07/2018		4100-021400-1225-241-210	180.00	209711			Management Consulting Service	01508	SUSSEX CO PLANNING
		DISC. TOTAL	CHECK TOTAL	180.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00		TOTAL		180.00		
00000	001543	STITH, MILLARD	MS MAY18-01	5/08/2018		4100-021100-1225-211-210	3,333.50	209712			Management Consulting Service	01508	MAY 2018 1ST HALF
		DISC. TOTAL	CHECK TOTAL	3,333.50	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00		TOTAL		3,333.50		
00000	000162	SUFFOLK ENERGIES INC	480678	4/30/2018		4100-051100-1264-512-510	230.25	209713			Mileage/Gas	01508	ACCT# 66740352
00000	000162		480692	4/30/2018		4100-021600-1264-261-210	50.37	209713			Mileage	01508	ACCT# 66740484
		DISC. TOTAL	CHECK TOTAL	280.62	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00		TOTAL		280.62		
00000	000318	TOWN OF WAVERLY	04302018	4/30/2018		4100-021200-1277-221-210	62.00	209714			Water Services	01508	ACCT# 1814040098
		DISC. TOTAL	CHECK TOTAL	62.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00		TOTAL		62.00		
00000	000087	VAN CLEEF AUTO PARTS INC	1007	4/10/2018		4100-051100-1265-512-510	97.96	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		1042	4/13/2018		4100-051500-1265-551-510	107.17	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		10501	4/10/2018		4100-051100-1265-512-510	147.44	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		1007	4/17/2018		4100-051100-1265-512-510	55.00	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		1135	4/23/2018		4100-051100-1265-515-510	26.00	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		1136	4/24/2018		4100-051100-1265-512-510	62.58	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		1171	4/26/2018		4100-051100-1265-512-510	720.21	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		1189	4/27/2018		4100-051100-1265-512-510	44.66	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		212401	4/27/2018		4100-051100-1265-512-510	12.98	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		555811	4/06/2018		4100-051100-1265-512-510	45.48	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		556424	4/17/2018		4100-051100-1242-512-510	23.85	209715			Agricultural Supplies K-9	01508	ACCT# 27431
00000	000087		556880	4/25/2018		4100-051100-1265-512-510	45.48	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		998404	4/03/2018		4100-051100-1265-512-510	71.96	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
00000	000087		999963	4/05/2018		4100-051100-1265-512-510	210.62	209715			Vehicle Maintenance & Repairs	01508	ACCT# 27431
		DISC. TOTAL	CHECK TOTAL	1,671.39	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00		TOTAL		1,671.39		
00000	000087	VAN CLEEF AUTO PARTS INC	999977	4/06/2018		4100-051100-1265-512-510	52.00	209716			Vehicle Maintenance & Repairs	01508	ACCT# 27431
		DISC. TOTAL	CHECK TOTAL	52.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00		TOTAL		52.00		
00000	000769	VERIZON	0237854482 0518	5/01/2018		4100-061100-1234-613-610	171.52	209717			Telecommunications	01508	ACCT# 000156873625
00000	000769		8048341302 0418	4/25/2018		4100-021300-1234-231-210	513.97	209717			Telecommunications Extension	01508	ACCT# 00077088064
00000	000769		8048341309 0418	4/25/2018		4100-081300-2110-822-810	121.39	209717			VA Cooperative Extension	01508	ACCT# 000635121520
		DISC. TOTAL	CHECK TOTAL	806.88	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00		TOTAL		806.88		
00000	000757	VERIZON BUSINESS	63701316	5/10/2018		4100-021100-1234-211-210	43.63	209718			Telecommunications	01508	ACCT# Y2694822
00000	000757		63701316	5/10/2018		4100-021400-1234-241-210	43.63	209718			Telecommunications	01508	ACCT# Y2694822
00000	000757		63701316	5/10/2018		4100-021400-1234-242-210	43.63	209718			Telecommunications	01508	ACCT# Y2694822
00000	000757		63701316	5/10/2018		4100-041100-1234-411-410	43.63	209718			Telecommunications	01508	ACCT# Y2694822
00000	000757		63701316	5/10/2018		4100-031100-1234-311-310	43.63	209718			Telecommunications	01508	ACCT# Y2694822
00000	000757		63701316	5/10/2018		4100-023100-1234-291-230	43.63	209718			Telecommunications	01508	ACCT# Y2694822
00000	000757		63701316	5/10/2018		4100-021500-1234-253-210	43.63	209718			Telecommunications	01508	ACCT# Y2694822
00000	000757		63701316	5/10/2018		4100-051100-1234-516-510	43.63	209718			Telecommunications	01508	ACCT# Y2694822
00000	000757		63701316	5/10/2018		4100-063100-1234-631-630	43.59	209718			Telecommunications	01508	ACCT# Y2694822
		DISC. TOTAL	CHECK TOTAL	392.63	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00		TOTAL		392.63		
		.00	CHECK TOTAL	44,581.53	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00		TOTAL		44,581.53		
		.00	CHECK TOTAL	44,581.53	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00		TOTAL		44,581.53		

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

THE TOTAL 44,581.53-

EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

5.9.18

DATE

5-9-18

DATE

5/10/18

DATE

Kelly W. Moore

DIRECTOR OF FINANCE

[Signature]

VANDY Y. JONES, III ADMIN

Destiny Cox

ONIE L. WOODRUFF, TREAS.

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV DESCRIPTION
00000	999999	ANTHONY GRAY	000001751180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209734				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	ANTHONY JOSEPH GARRISON	000001745180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209735				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	ARIC MASON	000001772180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209736				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	BRIAN PADGETT	000001766180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209737				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	CHARLES LEONARD SPIVEY	000001744180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209738				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	CHARLES STEPHENSON	000001750180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209739				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	CORNELL LORENZA TURNER,SR	000001748180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209740				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	DARNELL FREEMAN	000001760180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209741				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	DIANNA WHETSEL PALENKAS	000001747180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209742				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	DONALD PERSON	000001764180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209743				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	ERNEST GRAVES	000001753180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209744				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	GARY HARRIS	000001759180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209745				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	GERALD MCKINLEY GRIFFIN	000000683180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209746				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	GERALD PARHAM	000001770180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209747				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	JACQUELINE HUNNICUTT KITC	000001060180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209748				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	JADA DAVENPORT GOODRICH	000001477180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209749				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		
00000	999999	JAMES EARL NEALY	000001035180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209750				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00 CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL				30.00		

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV DESCRIPTION
00000	999999	JAMES R. BORDEN	000001771180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209751			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	JANNIE ELLIS	000001767180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209752			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	JULIE MCCONNELL	000001762180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209753			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	KAREN LOVONNE GILLIAM	000001528180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209754			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	KELLY PEMBERTON SHARPE	000001749180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209755			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	KENDRICK BUTTS	000001763180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209756			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	KENNETH MANNING	000001752180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209757			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	KEVIN WALKER	000001765180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209758			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	LISA HAMMER	000001773180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209759			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	LUREE WALL THOMAS	000001276180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209760			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	Melissa Cooper	000001755180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209761			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	Melissa Gray	000001757180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209762			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	Michelle Crenshaw	000001758180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209763			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	Robert Hilliard	000001756180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209764			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	ROBERT EARL HAMLIM	000001746180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209765			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	Samantha Mingloski	000001754180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209766			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		
00000	999999	SHARON JUAREZ	000001774180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209767			Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	CHECK TOTAL	30.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	TOTAL			30.00		



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	999999	STUART ALLAN HARRELL	000001352180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209768				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00	CHECK TOTAL	30.00	ACH PMT TOTAL	.00	TOTAL				30.00		
00000	999999	TANYA HICKS	000001761180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209769				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00	CHECK TOTAL	30.00	ACH PMT TOTAL	.00	TOTAL				30.00		
00000	999999	TERESA JETER FINCH	000000241180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209770				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00	CHECK TOTAL	30.00	ACH PMT TOTAL	.00	TOTAL				30.00		
00000	999999	TESHELL PARHAM	000001769180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209771				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00	CHECK TOTAL	30.00	ACH PMT TOTAL	.00	TOTAL				30.00		
00000	999999	THOMAS TRAYLOR	000001768180313JU	3/13/2018		4100-061100-1213-611-610	30.00	209772				Witness Fees	01510	JUROR PAYMNT
		DISC. TOTAL	.00	CHECK TOTAL	30.00	ACH PMT TOTAL	.00	TOTAL				30.00		
			.00	CHECK TOTAL	1,170.00	ACH PMT TOTAL	.00	TOTAL				1,170.00		
			.00	CHECK TOTAL	1,170.00	ACH PMT TOTAL	.00	TOTAL				1,170.00		

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 1,170.00- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

5.14.18

DATE

5-14-18

DATE

5/14/18

DATE

*Keely Z Moore*  
 DIRECTOR OF FINANCE

*[Signature]*  
 WANDY M. JONES, III ADMIN  
*[Signature]*  
 ONNIE L. WOODRUFF, TREAS.

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	001701	ADAMS, MELISSA-KAY B.	MA 050918 01	5/09/2018		4100-063100-1204-631-630	324.06	209773				Lodging	01509	REIMBURSEMENT
00000	001701		MA 050918 02	5/09/2018		4100-063100-1264-631-630	160.81	209773				Gasoline/Mileage-Non Training	01509	REIMBURSEMENT
00000	001701		MA 050918 03	5/09/2018		4100-063100-1205-631-630	132.25	209773				Meals	01509	REIMBURSEMENT
		DISC. TOTAL	.00	CHECK TOTAL	617.12	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		617.12		
00000	001676	BERKLEY GROUP	7	5/01/2018		4100-021400-1225-241-210	4,680.00	209774				Management Consulting Service	01509	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	4,680.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		4,680.00		
00000	001684	BOONE, ALITA L.	ALB 050918	5/09/2018		4100-031100-1229-311-310	351.00	209775				Other Professional Services	01509	SUSSEX COMM OF REV
		DISC. TOTAL	.00	CHECK TOTAL	351.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		351.00		
00000	001573	BOYD CHEVROLET BUICK GMC	6068511/1	5/07/2018		4100-051100-1265-512-510	170.98	209776				Vehicle Maintenance & Repairs	01509	SUSSEX SHERIFF DEPT
		DISC. TOTAL	.00	CHECK TOTAL	170.98	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		170.98		
00000	001472	BRACY, KEVIN	KB 0518	5/14/2018		4100-021400-1217-241-210	75.00	209777				Commission/Board Compensation	01509	PLANNING COMMISSION
		DISC. TOTAL	.00	CHECK TOTAL	75.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		75.00		
00000	001474	BURGESS, BRENDA	BB 0518	5/14/2018		4100-021400-1217-241-210	75.00	209778				Commission/Board Compensation	01509	PLANNING COMMISSION
		DISC. TOTAL	.00	CHECK TOTAL	75.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		75.00		
00000	001251	CABIN POINT VETERINARY	54764	5/03/2018		4100-021600-1227-261-210	304.00	209779				Medical Services	01509	ACCT# 1707
		DISC. TOTAL	.00	CHECK TOTAL	304.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		304.00		
00000	001485	CENTRAL AGRIBUSINESS	JR17333	5/09/2018		4100-051500-1246-551-510	88.20	209780				Food Supplies	01509	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	88.20	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		88.20		
00000	001706	CLANTON, TAMIKA D.	TC 051518 01	5/15/2018		4100-051500-1264-551-510	97.90	209781				Gasoline/Mileage-Non Training	01509	REIMBURSEMENT
00000	001706		TC 051518 02	5/15/2018		4100-051500-1205-551-510	18.69	209781				Meals	01509	REIMBURSEMENT
		DISC. TOTAL	.00	CHECK TOTAL	116.59	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		116.59		
00000	001440	COFIELD'S LOCKSMITH, LLC	1880	3/29/2018		4100-051500-1272-551-510	350.00	209782				Building Maintenance & Repair	01509	SUSSEX COUNTY CRTHSE
		DISC. TOTAL	.00	CHECK TOTAL	350.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		350.00		
00000	000825	COMMISSIONER OF THE	FY 18/19 DUES	5/10/2018		4100-031100-1201-311-310	275.00	209783				Organization Membership	01509	ANNUAL DUES
		DISC. TOTAL	.00	CHECK TOTAL	275.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		275.00		
00000	001448	COMMUNITY PLANNING	18039	5/02/2018		4100-021300-9003-231-210	2,700.00	209784				Pocahontas-CDBG Housing Grt	01509	ACCT#79105
		DISC. TOTAL	.00	CHECK TOTAL	2,700.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		2,700.00		
00000	000024	CRATER YOUTH CARE	1892-01	4/13/2018		4100-081800-2110-863-810	4,238.08	209785				Crater Youth Care Commission	01509	APRIL-JUNE USAGE FEE
00000	000024		1892-02	4/13/2018		4100-081800-2110-863-810	15,676.75	209785				Crater Youth Care Commission	01509	FY18-4TH QUARTER
		DISC. TOTAL	.00	CHECK TOTAL	19,914.83	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		19,914.83		
00000	000845	CROWN CASTLE GT COMPANY	23968325	3/01/2018		4100-021500-1252-253-210	1,224.64	209786				Equipment Lease/Rental	01509	ACCT# 106663
00000	000845		23968325 FEES	5/08/2018		4100-021500-1252-253-210	315.00	209786				Equipment Lease/Rental	01509	ACCT# 106663
00000	000845		24469806 FEES	5/08/2018		4100-021500-1252-253-210	5.00	209786				Equipment Lease/Rental	01509	ACCT# 106663
		DISC. TOTAL	.00	CHECK TOTAL	1,544.64	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		1,544.64		
00000	000871	CRYSTAL SPRINGS	6091788 040518	4/05/2018		4100-062100-1277-621-620	36.55	209787				Water Services	01509	ACCT# 11421076091788
00000	000871		7302164 050318	5/03/2018		4100-061100-1277-611-610	41.65	209787				Water Services	01509	ACCT# 37281837302164
		DISC. TOTAL	.00	CHECK TOTAL	78.20	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL		78.20		

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000	000193	DEPART OF MOTOR VEHICLES	201820786	5/09/2018		4100-041100-1299-412-410	2,975.00	209788			Misc. Oth.-DMV Stops	01509 ACCT# 546001642019
		DISC. TOTAL	.00	CHECK TOTAL	2,975.00	ACH PMT TOTAL	.00			TOTAL	2,975.00	
00000	000902	DOC FARMER'S MARKET	MKT59942	5/07/2018		4100-051500-1246-551-510	133.25	209789			Food Supplies	01509 SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	133.25	ACH PMT TOTAL	.00			TOTAL	133.25	
00000	001651	DOCUMENT SYSTEMS	93116	5/08/2018		4100-021300-1252-231-210	87.99	209790			Equipment Lease/Rental	01509 SUSSEX CO HOUSING
		DISC. TOTAL	.00	CHECK TOTAL	87.99	ACH PMT TOTAL	.00			TOTAL	87.99	
00000	000123	EDMOND, J. LAFAYETTE	JLE 0518	5/14/2018		4100-021400-1217-241-210	100.00	209791			Commission/Board Compensation	01509 PLANNING COMMISSION
		DISC. TOTAL	.00	CHECK TOTAL	100.00	ACH PMT TOTAL	.00			TOTAL	100.00	
00000	001692	FERRELLGAS	1101339749	5/11/2018		4100-021200-1279-221-210	250.93	209792			Propane Gas	01509 ACCT# 112364120
		DISC. TOTAL	.00	CHECK TOTAL	250.93	ACH PMT TOTAL	.00			TOTAL	250.93	
00000	001540	GARY, JEFFERY	JG 0518	5/14/2018		4100-021400-1217-241-210	75.00	209793			Commission/Board Compensation	01509 PLANNING COMMISSION
		DISC. TOTAL	.00	CHECK TOTAL	75.00	ACH PMT TOTAL	.00			TOTAL	75.00	
00000	000258	GEORGE COX & SONS	8244	3/31/2018		4100-051100-1254-516-510	75.00	209794			Equipment Maintenance	01509 SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	75.00	ACH PMT TOTAL	.00			TOTAL	75.00	
00000	001605	GLOBAL SIGNAL ACQUISITIONS	24024178	3/01/2018		4100-021500-1252-253-210	412.00	209795			Equipment Lease/Rental	01509 ACCT# 393860
00000	001605		24024178-FEES05	5/08/2018		4100-021500-1252-253-210	25.00	209795			Equipment Lease/Rental	01509 ACCT# 393860
		DISC. TOTAL	.00	CHECK TOTAL	437.00	ACH PMT TOTAL	.00			TOTAL	437.00	
00000	001475	IRVING, FRANK	FI 0518	5/14/2018		4100-021400-1217-241-210	75.00	209796			Commission/Board Compensation	01509 PLANNING COMMISSION
		DISC. TOTAL	.00	CHECK TOTAL	75.00	ACH PMT TOTAL	.00			TOTAL	75.00	
00000	000583	JONES ELECTRIC CONTRACTOR	25974	5/03/2018		4100-021200-1272-221-210	1,506.10	209797			Building Maintenance & Repair	01509 SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	1,506.10	ACH PMT TOTAL	.00			TOTAL	1,506.10	
00000	001477	KING, ROGER	RK 0518	5/14/2018		4100-021400-1217-241-210	75.00	209798			Commission/Board Compensation	01509 PLANNING COMMISSION
		DISC. TOTAL	.00	CHECK TOTAL	75.00	ACH PMT TOTAL	.00			TOTAL	75.00	
00000	000129	LOGAN SYSTEMS, INC	50919	4/15/2018		4100-062100-1236-621-620	664.38	209799			Microfilming & Scanning Servi	01509 SUSSEX CIRCUIT COURT
		DISC. TOTAL	.00	CHECK TOTAL	664.38	ACH PMT TOTAL	.00			TOTAL	664.38	
00000	001392	MASON, DENNIS	DM 0518	5/14/2018		4100-021400-1217-241-210	75.00	209800			Commission/Board Compensation	01509 PLANNING COMMISSION
		DISC. TOTAL	.00	CHECK TOTAL	75.00	ACH PMT TOTAL	.00			TOTAL	75.00	
00000	000309	MASSENBURG, TERRY	TM 0518	5/14/2018		4100-021400-1217-241-210	75.00	209801			Commission/Board Compensation	01509 PLANNING COMMISSION
		DISC. TOTAL	.00	CHECK TOTAL	75.00	ACH PMT TOTAL	.00			TOTAL	75.00	
00000	001141	PARHAM'S WELDING &	32799	5/09/2018		4100-021200-1275-221-210	184.54	209802			Maintenance Equipment Repairs	01509 SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	184.54	ACH PMT TOTAL	.00			TOTAL	184.54	
00000	000991	PARKER OIL CO	454734	4/09/2018		4100-051500-1278-551-510	1,091.99	209803			Oil	01509 ACCT# 87746E
		DISC. TOTAL	.00	CHECK TOTAL	1,091.99	ACH PMT TOTAL	.00			TOTAL	1,091.99	
00000	000061	PRINCE GEORGE ELECTRIC	2006028100 0518	5/03/2018		4100-021200-1276-221-210	498.53	209804			Electric	01509 ACCT# 2006028100
		DISC. TOTAL	.00	CHECK TOTAL	498.53	ACH PMT TOTAL	.00			TOTAL	498.53	

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	000620	RAMSEY, LYNDIA P	LPR 050918 01	5/09/2018		4100-063100-1204-631-630	216.04	209805			Lodging	01509	REIMBURSEMENT
00000	000620		LPR 050918 02	5/09/2018		4100-063100-1264-631-630	85.34	209805			Gasoline/Mileage-Non Training	01509	REIMBURSEMENT
00000	000620		LPR 050918 03	5/09/2018		4100-063100-1205-631-630	88.25	209805			Meals	01509	REIMBURSEMENT
		DISC. TOTAL	.00	CHECK TOTAL	389.63	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	389.63		
00000	000968	SIXTH JUDICIAL CIRCUIT	JUNE 2018	5/14/2018		4100-061100-1241-611-610	231.04	209806			Office Supplies	01509	OFFICE EXPENSES
		DISC. TOTAL	.00	CHECK TOTAL	231.04	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	231.04		
00000	000901	SIXTH JUDICIAL CIRCUIT CT	JUNE 2018	5/14/2018		4100-061100-1241-611-610	231.04	209807			Office Supplies	01509	OFFICE EXPENSES
		DISC. TOTAL	.00	CHECK TOTAL	231.04	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	231.04		
00000	000139	STONY CREEK HEALTH CENTER	147350	5/07/2018		4100-051500-1293-551-510	61.00	209808			Inmate Medical Expenses	01509	OBANDO, ERICK
00000	000139		147403	5/08/2018		4100-051500-1293-551-510	61.00	209808			Inmate Medical Expenses	01509	REEVES, JONATHAN
		DISC. TOTAL	.00	CHECK TOTAL	122.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	122.00		
00000	000077	SUSSEX SERVICE AUTHORITY	200814394	4/30/2018		4100-021600-1277-263-210	3,590.97	209809			Water Services	01509	ACCT# 2699
		DISC. TOTAL	.00	CHECK TOTAL	3,590.97	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	3,590.97		
00000	001302	THE LAW OFFICE OF	8447038	5/02/2018		4100-061100-1223-611-610	120.00	209810			Legal Services - Court Appt.	01509	ROBINSON, JAMONTE
		DISC. TOTAL	.00	CHECK TOTAL	120.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	120.00		
00000	000963	TIMMONS GROUP	205744	5/07/2018		4305-091400-0101-	10,500.00	209811			Professional Service - Land	D01509	PROJ# 33994.002
00000	000963		205745	5/07/2018		4305-091400-0101-	2,750.00	209811			Professional Service - Land	D01509	PROJ# 34030
00000	000963		205746	5/07/2018		4305-091400-0101-	19,825.00	209811			Professional Service - Land	D01509	PROJ# 37503
00000	000963		206046	5/08/2018		4305-091400-0101-	8,475.00	209811			Professional Service - Land	D01509	PROJ# 33994.006
		DISC. TOTAL	.00	CHECK TOTAL	41,550.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	41,550.00		
00000	000080	TRI CITY OFFICE PRODUCTS	0128113-001	4/25/2018		4100-062100-1241-621-620	199.30	209812			Office Supplies	01509	ACCT# SXCC-0
00000	000080		0128113-003	5/07/2018		4100-062100-1233-621-620	39.00	209812			Printing	01509	ACCT# SXCC-0
00000	000080		0128309-001	5/10/2018		4100-062100-1241-621-620	67.43	209812			Office Supplies	01509	ACCT# SXCC-0
		DISC. TOTAL	.00	CHECK TOTAL	305.73	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	305.73		
00000	000769	VERIZON	0232504072 0418	4/07/2018		4100-063100-1234-631-630	216.68	209813			Telecommunications	01509	ACCT# 000695890340
00000	000769		0232504072 0518	5/07/2018		4100-063100-1234-631-630	216.68	209813			Telecommunications	01509	ACCT# 000695890340
00000	000769		0232504134 0418	4/07/2018		4100-063100-1234-631-630	221.68	209813			Telecommunications	01509	ACCT# 000749973011
00000	000769		0232504134 0518	5/07/2018		4100-063100-1234-631-630	221.68	209813			Telecommunications	01509	ACCT# 000749973011
00000	000769		4342462206 0518	5/01/2018		4100-051100-1234-516-510	298.95	209813			Telecommunications	01509	ACCT# 000130839639
00000	000769		4342462453 0518	5/05/2018		4100-061100-1234-613-610	103.18	209813			Telecommunications	01509	ACCT# 000732325316
00000	000769		4342463724 0418	4/07/2018		4100-063100-1234-631-630	68.72	209813			Telecommunications	01509	ACCT# 000966301725
00000	000769		4342463724 0518	5/07/2018		4100-063100-1234-631-630	68.72	209813			Telecommunications	01509	ACCT# 000966301725
00000	000769		4342464016 0518	5/01/2018		4100-051100-1234-516-510	63.72	209813			Telecommunications	01509	ACCT# 000790535026
00000	000769		4342465362 0418	4/07/2018		4100-051100-1234-512-510	734.15	209813			Telecommunications	01509	ACCT# 000130840093
00000	000769		4342468256 0418	4/07/2018		4100-051100-1234-512-510	68.72	209813			Telecommunications	01509	ACCT# 000777014348
00000	000769		4342468256 0518	5/07/2018		4100-051100-1234-512-510	68.72	209813			Telecommunications	01509	ACCT# 000777014348
00000	000769		4346340705 0418	4/07/2018		4100-051500-1234-551-510	84.31	209813			Telecommunications	01509	ACCT# 000763493682
00000	000769		4346341094 0418	4/07/2018		4100-061100-1234-613-610	84.31	209813			Telecommunications	01509	ACCT# 000770254016
		DISC. TOTAL	.00	CHECK TOTAL	2,520.22	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	2,520.22		
00000	000039	VERIZON WIRELESS	9807041164	5/10/2018		4100-011100-1234-111-110	190.25	209814			Telecommunications	01509	# 805250394-00001
00000	000039		9807041164	5/10/2018		4100-021100-1234-211-210	590.82	209814			Telecommunications	01509	# 805250394-00001
00000	000039		9807041164	5/10/2018		4100-021200-1234-221-210	91.73	209814			Telecommunications	01509	# 805250394-00001

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000	000039		9807041164	5/10/2018		4100-021300-1234-231-210	127.66	209814			Telecommunications	01509 # 805250394-00001
00000	000039		9807041164	5/10/2018		4100-021400-1234-241-210	115.19	209814			Telecommunications	01509 # 805250394-00001
00000	000039		9807041164	5/10/2018		4100-021400-1234-242-210	40.01	209814			Telecommunications	01509 # 805250394-00001
00000	000039		9807041164	5/10/2018		4100-021500-1234-253-210	90.09	209814			Telecommunications	01509 # 805250394-00001
00000	000039		9807041164	5/10/2018		4100-021600-1234-261-210	330.28	209814			Telecommunications	01509 # 805250394-00001
00000	000039		9807041164	5/10/2018		4100-021600-1234-262-210	229.33	209814			Telecommunications	01509 # 805250394-00001
00000	000039		9807041164	5/10/2018		4100-023100-1234-291-230	40.01	209814			Telecommunications	01509 # 805250394-00001
00000	000039		9807041164	5/10/2018		4100-061100-1234-613-610	50.08	209814			Telecommunications	01509 # 805250394-00001
		DISC. TOTAL	.00	CHECK TOTAL	1,895.45	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	1,895.45	
00000	001693	VIRGINIA STAFFING GROUP	8319	5/06/2018		4100-021100-1229-211-210	213.12	209815			Other Professional Services	01509 ACCT# 134
		DISC. TOTAL	.00	CHECK TOTAL	213.12	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	213.12	
00000	000322	WILLIAMS, GARY M., CLERK	GMW 050718	5/07/2018		4100-062100-1292-621-620	108.15	209816			Bank/CC & Other Fees	01509 REIMBURSEMENT
		DISC. TOTAL	.00	CHECK TOTAL	108.15	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	108.15	
00000	001590	WOODLEY & FLYNN, PLLC	174	3/31/2018		4100-022100-1223-281-220	3,132.78	209817			Legal Services	01509 SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	3,132.78	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	3,132.78	
00000	000093	XEROX CORPORATION	092998300	5/01/2018		4100-062100-1252-621-620	205.66	209818			Equipment Lease/Rental	01509 ACCT# 099018525
		DISC. TOTAL	.00	CHECK TOTAL	205.66	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	205.66	
00000	000312	YOUNG, ROBERT JR	RY 0518	5/14/2018		4100-021400-1217-241-210	75.00	209819			Commission/Board Compensation	01509 PLANNING COMMISSION
		DISC. TOTAL	.00	CHECK TOTAL	75.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	75.00	
		.00	CHECK TOTAL	94,411.06	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	94,411.06		
		.00	CHECK TOTAL	94,411.06	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	94,411.06		

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 94,411.06- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

5-16-18  
 DATE  
 5-16-18  
 DATE  
 5/16/18  
 DATE

*Kelly A. Man*  
 DIRECTOR OF FINANCE  
*Vandy V. Jones III*  
 VANDY V. JONES III ADMIN  
*Onnie L. Woodruff*  
 ONNIE L. WOODRUFF, TREAS.

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	000342	AGRI-VA, INC	10182/6	5/18/2018		4100-021200-1299-221-210	6.61	209831				Miscellaneous Oth./First Aid	01511	ACCT# 60146
00000	000342		10210/6	5/22/2018		4100-021200-1274-221-210	19.99	209831				Grounds Maintenance & Repairs	01511	ACCT# 60039
00000	000342		10210/6	5/22/2018		4100-021200-1272-221-210	11.98	209831				Building Maintenance & Repair	01511	ACCT# 60039
	DISC. TOTAL	.00	CHECK TOTAL	38.58	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			38.58		
00000	001340	AMERICAN INSTITUTE	1015	2/05/2018		4100-061100-1203-612-610	700.00	209832				Workshops and Conferences	01511	SUSSEX COMBINED CRT
	DISC. TOTAL	.00	CHECK TOTAL	700.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			700.00		
00000	001636	APPEL, CARA	CA 091817-1	5/21/2018		4100-021600-1242-261-210	11.58	209833				Agricultural Supplies	01511	REISSUE CHECKS
	DISC. TOTAL	.00	CHECK TOTAL	11.58	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			11.58		
00000	001298	B&B AUTO REPAIR & TOWING	BB 091316-1	5/21/2018		4100-021400-1265-241-210	20.00	209834				Vehicle Maintenance & Repairs	01511	REISSUE CHECKS
	DISC. TOTAL	.00	CHECK TOTAL	20.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			20.00		
00000	000010	BANK OF SOUTHSIDE VA	0123 0518 01	4/12/2018		4100-051500-1246-551-510	22.78	209835				Food Supplies	01511	V.GIVENS ACCT
00000	000010		0123 0518 02	4/12/2018		4100-051500-1205-551-510	6.00	209835				Meals	01511	V.GIVENS ACCT
00000	000010		0123 0518 03	4/13/2018		4100-051500-1241-551-510	37.50	209835				Office Supplies	01511	V.GIVENS ACCT
00000	000010		0123 0518 04	4/13/2018		4100-051500-1272-551-510	99.87	209835				Building Maintenance & Repair	01511	V.GIVENS ACCT
00000	000010		0123 0518 05	4/13/2018		4100-051500-1205-551-510	19.78	209835				Meals	01511	V.GIVENS ACCT
00000	000010		0123 0518 06	4/17/2018		4100-051500-1247-551-510	45.57	209835				Janitorial Supplies	01511	V.GIVENS ACCT
00000	000010		0123 0518 07	4/18/2018		4100-051500-1272-551-510	5.98	209835				Building Maintenance & Repair	01511	V.GIVENS ACCT
00000	000010		0123 0518 08	4/24/2018		4100-051500-1246-551-510	20.10	209835				Food Supplies	01511	V.GIVENS ACCT
00000	000010		0123 0518 09	4/27/2018		4100-051500-1246-551-510	4.50	209835				Food Supplies	01511	V.GIVENS ACCT
00000	000010		0123 0518 10	4/30/2018		4100-051500-1205-551-510	17.86	209835				Meals	01511	V.GIVENS ACCT
00000	000010		0123 0518 11	5/01/2018		4100-051500-1277-551-510	39.99	209835				Water Services	01511	V.GIVENS ACCT
00000	000010		0123 0518 12	5/01/2018		4100-051500-1205-551-510	16.41	209835				Meals	01511	V.GIVENS ACCT
00000	000010		0123 0518 13	5/03/2018		4100-051500-1247-551-510	47.35	209835				Janitorial Supplies	01511	V.GIVENS ACCT
00000	000010		0123 0518 14	5/04/2018		4100-051500-1272-551-510	67.52	209835				Building Maintenance & Repair	01511	V.GIVENS ACCT
	DISC. TOTAL	.00	CHECK TOTAL	451.21	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			451.21		
00000	000010	BANK OF SOUTHSIDE VA	0123 0518 15	5/04/2018		4100-051500-1299-551-510	69.99	209836				Miscellaneous Others	01511	V.GIVENS ACCT
00000	000010		0123 0518 16	5/08/2018		4100-051500-1246-551-510	12.80	209836				Food Supplies	01511	V.GIVENS ACCT
00000	000010		0123 0518 17	5/08/2018		4100-051500-1272-551-510	9.96	209836				Building Maintenance & Repair	01511	V.GIVENS ACCT
00000	000010		0123 0518 18	5/09/2018		4100-051500-1272-551-510	7.88	209836				Building Maintenance & Repair	01511	V.GIVENS ACCT
00000	000010		0123 0518 19	5/09/2018		4100-051500-1246-551-510	20.10	209836				Food Supplies	01511	V.GIVENS ACCT
00000	000010		0131 0518 01	4/13/2018		4100-051100-1241-512-510	56.71	209836				Office Supplies	01511	E.GILES ACCT
00000	000010		0131 0518 02	4/13/2018		4100-051100-1241-512-510	29.99	209836				Office Supplies	01511	E.GILES ACCT
00000	000010		0131 0518 03	4/13/2018		4100-051100-1241-512-510	9.76	209836				Office Supplies	01511	E.GILES ACCT
00000	000010		0131 0518 04	4/26/2018		4100-051100-1205-512-510	87.97	209836				Meals	01511	E.GILES ACCT
00000	000010		0131 0518 05	4/28/2018		4100-051100-1204-512-510	432.92	209836				Lodging	01511	E.GILES ACCT
00000	000010		0131 0518 06	4/28/2018		4100-051100-1204-512-510	273.32	209836				Lodging	01511	E.GILES ACCT
00000	000010		0131 0518 07	4/28/2018		4100-051100-1204-512-510	273.32	209836				Lodging	01511	E.GILES ACCT
00000	000010		0164 0518 01	4/12/2018		4100-051100-1205-512-510	16.00	209836				Meals	01511	J.OGBURN ACCT
00000	000010		0172 0518 01	5/09/2018		4100-051100-1205-512-510	44.60	209836				Meals	01511	V.RICKS ACCT
	DISC. TOTAL	.00	CHECK TOTAL	1,345.32	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			1,345.32		
00000	000010	BANK OF SOUTHSIDE VA	0180 0518 01	4/12/2018		4100-051100-1204-512-510	344.58	209837				Lodging	01511	J.HARRISON ACCT
00000	000010		0180 0518 02	4/19/2018		4100-051100-1241-512-510	76.96	209837				Office Supplies	01511	J.HARRISON ACCT
00000	000010		0180 0518 05	4/26/2018		4100-051100-1241-512-510	23.99	209837				Office Supplies	01511	J.HARRISON ACCT
00000	000010		2557 1017 12	9/20/2017		4100-021600-1227-261-210	100.00	209837				Medical Services	01511	# 405325002002557
00000	000010		2557 1017 12FEE	9/20/2017		4100-021600-1292-261-210	4.38	209837				BANK/CREDIT CARD FEES	01511	# 405325002002557
	DISC. TOTAL	.00	CHECK TOTAL	549.91	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			549.91		

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	000017	CARTER'S SERVICE CENTER	587573-1	5/21/2018		4100-051100-1265-512-510	102.49	209818			Vehicle Maintenance & Repairs	01511	REISSUE CHECKS
		DISC. TOTAL	.00	CHECK TOTAL	102.49	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	102.49		
00000	001485	CENTRAL AGRIBUSINESS	JR17429	5/17/2018		4100-051500-1246-551-510	88.20	209839			Food Supplies	01511	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	88.20	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	88.20		
00000	001706	CLANTON, TAMIKA D.	TC 052218 01	5/22/2018		4100-051500-1205-551-510	14.92	209840			Meals	01511	REIMBURSEMENT
00000	001706		TC 052218 02	5/22/2018		4100-051500-1264-551-510	97.90	209840			Gasoline/Mileage-Non Training	01511	REIMBURSEMENT
		DISC. TOTAL	.00	CHECK TOTAL	112.82	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	112.82		
00000	000931	COUNTY OF PRINCE GEORGE	QTR3 2018	5/23/2018		4100-061100-1214-611-610	1,128.80	209841			Comp Court Administrator	01511	COURT ADMINISTRATOR
00000	000931		QTR4 2018	5/23/2018		4100-061100-1214-611-610	1,128.80	209841			Comp Court Administrator	01511	COURT ADMINISTRATOR
		DISC. TOTAL	.00	CHECK TOTAL	2,257.60	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	2,257.60		
00000	000020	COWLING BROTHERS	241006	3/05/2018		4100-021200-1272-221-210	7.42	209842			Building Maintenance & Repair	01511	ACCT# SCO006
		DISC. TOTAL	.00	CHECK TOTAL	7.42	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	7.42		
00000	001074	COX, DESTE	DC 051818 01	5/18/2018		4100-041100-1204-411-410	268.76	209843			Lodging	01511	REIMBURSEMENT
00000	001074		DC 051818 02	5/18/2018		4100-041100-1205-411-410	123.00	209843			Meals	01511	REIMBURSEMENT
00000	001074		DC 051818 03	5/18/2018		4100-041100-1264-411-410	79.66	209843			Gasoline/Mileage-Non Training	01511	REIMBURSEMENT
		DISC. TOTAL	.00	CHECK TOTAL	471.42	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	471.42		
00000	001043	CRAWFORD'S SMALL ENGINE	23230-1	5/21/2018		4100-021200-1275-221-210	13.48	209844			Maintenance Equipment Repairs	01511	REISSUE CHECKS
		DISC. TOTAL	.00	CHECK TOTAL	13.48	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	13.48		
00000	000845	CROWN CASTLE GT COMPANY	24637763	6/01/2018		4100-021500-1252-253-210	1,224.64	209845			Equipment Lease/Rental	01511	ACCT# 106663
		DISC. TOTAL	.00	CHECK TOTAL	1,224.64	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	1,224.64		
00000	000871	CRYSTAL SPRINGS	1352055 050318	5/03/2018		4100-061100-1277-612-610	17.83	209846			Water Services	01511	# 11421181352055
00000	000871		1352472 051618	5/16/2018		4100-021100-1277-211-210	110.44	209846			Water Services	01511	# 11425301352472
		DISC. TOTAL	.00	CHECK TOTAL	128.27	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	128.27		
00000	001613	CUSTOM CLEANERS	10901	5/02/2018		4100-051100-1244-512-510	30.00	209847			Uniform Services	01511	SUSSEX SHERIFF
00000	001613		10903	5/10/2018		4100-051500-1243-551-510	70.00	209847			Linen Supplies	01511	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	100.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	100.00		
00000	000868	DISH NETWORK	80372704 0518	5/04/2018		4100-021500-1234-253-210	50.03	209848			Telecommunications	01511	# 8255707080372704
		DISC. TOTAL	.00	CHECK TOTAL	50.03	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	50.03		
00000	000902	DOC FARMER'S MARKET	MKT60101	5/14/2018		4100-051500-1246-551-510	232.00	209849			Food Supplies	01511	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	232.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	232.00		
00000	000084	DOMINION VIRGINIA POWER	6300335004 0418	4/30/2018		4100-021600-1276-266-210	38.55	209850			Electric	01511	ACCT# 6300335004
		DISC. TOTAL	.00	CHECK TOTAL	38.55	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	38.55		
00000	001692	FERRELLGAS	1100124623	2/15/2018		4100-021200-1279-221-210	972.92	209851			Propane Gas	01511	ACCT# 112364120
00000	001692		1100497537	3/12/2018		4100-021200-1279-221-210	832.40	209851			Propane Gas	01511	ACCT# 112364120
		DISC. TOTAL	.00	CHECK TOTAL	1,805.32	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	1,805.32		
00000	001532	FLY, AUSTIN G.	AGP 051617-1	5/21/2018		4100-051100-1272-512-510	39.72	209852			Building Maintenance & Repair	01511	REISSUE CHECKS
		DISC. TOTAL	.00	CHECK TOTAL	39.72	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	39.72		

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	000152	GALLS, LLC	9719223	4/13/2018		4100-051100-1245-512-510	407.78	209853			Law Enforcement Supplies	01511	ACCT# 5417395
		DISC. TOTAL	.00	CHECK TOTAL	407.78	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	407.78		
00000	000258	GEORGE COX & SONS	8022-1	5/21/2018		4100-051500-1272-551-510	225.00	209854			Building Maintenance & Repair	01511	REISSUE CHECKS
		DISC. TOTAL	.00	CHECK TOTAL	225.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	225.00		
00000	001605	GLOBAL SIGNAL ACQUISITIONS	24693480	6/01/2018		4100-021500-1252-253-210	412.00	209855			Equipment Lease/Rental	01511	ACCT# 393860
		DISC. TOTAL	.00	CHECK TOTAL	412.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	412.00		
00000	001538	JIM WHELAN'S SERV. CENTER	81357	5/16/2018		4100-051100-1265-512-510	49.95	209856			Vehicle Maintenance & Repairs	01511	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	49.95	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	49.95		
00000	001533	JOHN DEERE FINANCIAL	P04431	4/24/2018		4100-021200-1275-221-210	21.50	209857			Maintenance Equipment Repairs	01511	ACCT# 11113-41658
		DISC. TOTAL	.00	CHECK TOTAL	21.50	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	21.50		
00000	000583	JONES ELECTRIC CONTRACTOR	26068	5/16/2018		4100-021200-1272-221-210	144.81	209858			Building Maintenance & Repair	01511	SUSSEX COUNTY BOS
		DISC. TOTAL	.00	CHECK TOTAL	144.81	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	144.81		
00000	001550	KINEX NETWORKING SOLUTION	180519-0001	5/19/2018		4100-021100-1234-211-210	97.24	209859			Telecommunications	01511	SUSSEX COUNTY
00000	001550		180519-0001	5/19/2018		4100-021400-1234-241-210	97.22	209859			Telecommunications	01511	SUSSEX COUNTY
00000	001550		180519-0001	5/19/2018		4100-021400-1234-242-210	97.22	209859			Telecommunications	01511	SUSSEX COUNTY
00000	001550		180519-0001	5/19/2018		4100-041100-1234-411-410	97.22	209859			Telecommunications	01511	SUSSEX COUNTY
00000	001550		180519-0001	5/19/2018		4100-031100-1234-311-310	97.22	209859			Telecommunications	01511	SUSSEX COUNTY
00000	001550		180519-0001	5/19/2018		4100-023100-1234-291-230	97.22	209859			Telecommunications	01511	SUSSEX COUNTY
00000	001550		180519-0001	5/19/2018		4100-021500-1234-253-210	97.22	209859			Telecommunications	01511	SUSSEX COUNTY
00000	001550		180519-0001	5/19/2018		4100-051100-1234-516-510	97.22	209859			Telecommunications	01511	SUSSEX COUNTY
00000	001550		180519-0001	5/19/2018		4100-063100-1234-631-630	97.22	209859			Telecommunications	01511	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	875.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	875.00		
00000	999999	KNOX COMPANY	18-0010703	5/17/2018		4100-021500-1248-253-210	342.00	209860			Civil Defense/Disaster Suppli	01511	SUSSEX CO PUBLIC SFTY
		DISC. TOTAL	.00	CHECK TOTAL	342.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	342.00		
00000	001716	LINK LAW FIRM PLLC	8341650	3/19/2018		4100-061100-1223-611-610	120.00	209861			Legal Services - Court Appt.	01511	SINGLETON, RYAN
		DISC. TOTAL	.00	CHECK TOTAL	120.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	120.00		
00000	001606	MOORE, KELLY	KWM 051517-1	5/21/2018		4100-021100-1241-211-210	2.65	209862			Office Supplies	01511	REISSUE CHECKS
00000	001606		KWM 051517-1	5/21/2018		4100-021100-1205-211-210	23.11	209862			Meals	01511	REISSUE CHECKS
		DISC. TOTAL	.00	CHECK TOTAL	25.76	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	25.76		
00000	001717	NAVARRO, ROCKY	RN 051418	5/14/2018		4100-051100-1264-512-510	29.37	209863			Mileage/Gas	01511	REIMBURSEMENT
		DISC. TOTAL	.00	CHECK TOTAL	29.37	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	29.37		
00000	000056	OWEN FORD, INC	FOCS69959	5/16/2018		4100-051100-1265-512-510	449.36	209864			Vehicle Maintenance & Repairs	01511	ACCT# 1241
		DISC. TOTAL	.00	CHECK TOTAL	449.36	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	449.36		
00000	000165	POSTMASTER	VICTWIT 052218	5/22/2018		4100-063100-1231-632-630	121.00	209865			Postage	01511	POSTAGE
		DISC. TOTAL	.00	CHECK TOTAL	121.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	121.00		
00000	001023	RICOH USA, INC.	30126138	5/11/2018		4100-051100-1252-512-510	87.18	209866			Equipment Lease/Rental	01511	ACCT# 4719771
00000	001023		9026303030	5/12/2018		4100-051100-1252-512-510	194.54	209866			Equipment Lease/Rental	01511	ACCT# 4719771
00000	001023		9026303030	5/12/2018		4100-051500-1252-551-510	194.54	209866			Equipment Lease/Rental	01511	ACCT# 4719771
		DISC. TOTAL	.00	CHECK TOTAL	476.26	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL	476.26		



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
00000	001488	RRS FOODSERVICE	2000728	5/16/2018		4100-051500-1246-551-510	3,621.70	209867			M	Food Supplies	01511	ACCT# 118626
		DISC. TOTAL	.00				.00			TOTAL		3,621.70		
00000	000068	SADLER BROS. OIL CO., INC	344524	4/07/2018		4100-051100-1264-512-510	23.04	209868				Mileage/Gas	01511	ACCT# 12520019
		DISC. TOTAL	.00				.00			TOTAL		23.04		
00000	001219	STEPHEN D. BLOOM	JAN-JUNE 2018	5/17/2018		4100-061100-1234-612-610	510.00	209869				Telecommunications	01511	CELL PHONE STIPEND
		DISC. TOTAL	.00				.00			TOTAL		510.00		
00000	001543	STITH, MILLARD	MS MAY18-02	5/22/2018		4100-021100-1225-211-210	3,733.50	209870				Management Consulting Service	01511	MAY 2018 2ND HALF
		DISC. TOTAL	.00				.00			TOTAL		3,733.50		
00000	000480	STONY CREEK VOLUNTEER	SCVFD 062416-1	5/21/2018		4100-023100-1271-291-230	100.00	209871				Building Lease/Rental	01511	REISSUE CHECKS
		DISC. TOTAL	.00				.00			TOTAL		100.00		
00000	000485	THOMSON WEST	6121195765	4/26/2018		4201-021800-6012-	114.70	209872				Books and Subscriptions / Sup01511	01511	ACCT# 1000717371
00000	000485	THOMSON WEST	6121591668	5/02/2018		4201-021800-6012-	37.08	209872				Books and Subscriptions / Sup01511	01511	ACCT# 1000717371
		DISC. TOTAL	.00				.00			TOTAL		151.78		
00000	001176	TOWN GUN SHOP, INC.	R81539	4/24/2018		4100-051100-1244-512-510-601	1,130.00	209873				Uniform Services-Grt Exp	01511	ACCT# R-SXSO
		DISC. TOTAL	.00				.00			TOTAL		1,130.00		
00000	000317	TOWN OF WAKEFIELD	1943 061518	6/15/2018		4100-021200-1276-221-210	15.88	209874				Electric	01511	ACCT# 1943
		DISC. TOTAL	.00				.00			TOTAL		15.88		
00000	000897	TRANE COMPANY	39009094	5/09/2018		4302-094400-8218-	4,237.10	209875				Judicial Complex HVAC-Phase 101511	01511	ACCT# 2687151
		DISC. TOTAL	.00				.00			TOTAL		4,237.10		
00000	000779	TREASURER OF SUSSEX CO.	ETV 120916-1	5/21/2018		4100-021500-1248-253-210	10.15	209876				Civil Defense/Disaster Suppl	01511	REISSUE CHECKS
00000	000779	TREASURER OF SUSSEX CO.	ETV 122716-1	5/21/2018		4100-021500-1244-253-210	28.00	209876				Uniform Services	01511	REISSUE CHECKS
00000	000779	TREASURER OF SUSSEX CO.	GU 102215-1	5/21/2018		4100-061100-1213-611-610	4.40	209876				Witness Fees	01511	REISSUE CHECKS
00000	000779	TREASURER OF SUSSEX CO.	LML 102715-1	5/21/2018		4100-061100-1212-611-610	30.00	209876				Compensation Jury Commission	01511	REISSUE CHECKS
00000	000779	TREASURER OF SUSSEX CO.	ND 031416-01	5/21/2018		4100-051100-1205-512-510	29.66	209876				Meals	01511	REISSUE CHECKS
00000	000779	TREASURER OF SUSSEX CO.	RW 042117-1	5/21/2018		4100-051500-1272-551-510	7.15	209876				Building Maintenance & Repair	01511	REISSUE CHECKS
00000	000779	TREASURER OF SUSSEX CO.	RW 102815-1	5/21/2018		4100-051500-1272-551-510	8.36	209876				Building Maintenance & Repair	01511	REISSUE CHECKS
00000	000779	TREASURER OF SUSSEX CO.	052118	5/21/2018		4100-061100-1213-611-610	466.54	209876				Witness Fees	01511	REISSUE CHECKS
		DISC. TOTAL	.00				.00			TOTAL		584.26		
00000	000080	TRI CITY OFFICE PRODUCTS	0128381-001	5/18/2018		4100-063100-1241-632-630	38.99	209877				Office Supplies	01511	ACCT# SCVW-01
		DISC. TOTAL	.00				.00			TOTAL		38.99		
00000	001593	VENABLE, MATTHEW	MC 051518	5/15/2018		4100-021600-1264-262-210	65.95	209878				Mileage	01511	REIMBURSEMENT
		DISC. TOTAL	.00				.00			TOTAL		65.95		
00000	000769	VERIZON	4342465436 0518	5/16/2018		4100-051100-1234-512-510	63.72	209879				Telecommunications	01511	ACCT# 000130999200
		DISC. TOTAL	.00				.00			TOTAL		63.72		
00000	000039	VERIZON WIRELESS	9807126681	5/12/2018		4100-051100-1234-516-510	460.13	209880				Telecommunications	01511	# 520620824-00001
00000	000039	VERIZON WIRELESS	9807126681	5/12/2018		4100-051100-1234-512-510	929.61	209880				Telecommunications	01511	# 520620824-00001
00000	000039	VERIZON WIRELESS	9807126681	5/12/2018		4100-051500-1234-551-510	128.12	209880				Telecommunications	01511	# 520620824-00001
		DISC. TOTAL	.00				.00			TOTAL		1,517.86		

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV DESCRIPTION
00000	001693	VIRGINIA STAFFING GROUP	8334	5/13/2018		4100-021100-1229-211-210	532.80	209881				Other Professional Services	01511	ACCT# 134
	DISC. TOTAL	.00	CHECK TOTAL	532.80	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			532.80		
00000	000088	WAVERLY GLASS SHOP	12118	5/04/2018		4100-021600-1265-261-210	425.00	209882				Vehicle Maintenance & Repairs	01511	SUSSEX CO ANML CNTRL
	DISC. TOTAL	.00	CHECK TOTAL	425.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			425.00		
00000	001408	WITMER PUBLIC SAFETY GRP.	1848420	4/17/2018		4100-051500-1244-551-510	229.50	209883				Uniform Services	01511	ACCT# SUSCOU
00000	001408		1852984	4/26/2018		4100-051100-1244-512-510	425.00	209883				Uniform Services	01511	ACCT# SUSCOU
00000	001408		1853773	4/26/2018		4100-051500-1244-551-510	52.50	209883				Uniform Services	01511	ACCT# SUSCOU
00000	001408		1856968	5/03/2018		4100-051100-1244-512-510	65.50	209883				Uniform Services	01511	ACCT# SUSCOU
	DISC. TOTAL	.00	CHECK TOTAL	772.50	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			772.50		
00000	000010	BANK OF SOUTHSIDE VA	2557 0318 01	2/08/2018		4100-021600-1241-261-210	285.86	209884				Office Supplies	01511	# 4053250002002557
00000	000010		2557 0318 01FEE	2/08/2018		4100-021600-1292-261-210	6.68	209884				BANK/CREDIT CARD FEES	01511	# 4053250002002557
00000	000010		2557 0518 01	4/10/2018		4100-021600-1241-262-210	88.57	209884				Office Supplies	01511	# 4053250002002557
00000	000010		2557 0518 02	4/21/2018		4100-021600-1264-261-210	46.74	209884				Mileage	01511	# 4053250002002557
00000	000010		2557 0518 03	4/22/2018		4100-021600-1264-261-210	54.53	209884				Mileage	01511	# 4053250002002557
00000	000010		2557 0518 04	4/23/2018		4100-021600-1265-261-210	1.50	209884				Vehicle Maintenance & Repairs	01511	# 4053250002002557
00000	000010		2557 0518 05	4/23/2018		4100-021600-1265-261-210	1.50	209884				Vehicle Maintenance & Repairs	01511	# 4053250002002557
00000	000010		2557 0518 06	4/25/2018		4100-041100-1205-411-410	22.71	209884				Meals	01511	# 4053250002002557
00000	000010		2557 0518 07	4/26/2018		4100-041100-1204-411-410	130.38	209884				Lodging	01511	# 4053250002002557
00000	000010		2557 0518 08	4/27/2018		4100-021600-1264-261-210	34.79	209884				Mileage	01511	# 4053250002002557
00000	000010		2557 0518 09	4/28/2018		4100-021600-1204-261-210	835.00	209884				Lodging	01511	# 4053250002002557
	DISC. TOTAL	.00	CHECK TOTAL	1,508.26	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL			1,508.26		
	.00	CHECK TOTAL	32,520.69	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL				32,520.69		
	.00	CHECK TOTAL	32,520.69	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	TOTAL				32,520.69		

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 32,520.69- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

5.25.18

DATE

5.25.18

DATE

5/25/18

DATE

*Kelly M. Jones*  
 DIRECTOR OF FINANCE  
*Wesley G. Cox*  
 WARD V. JONES, III ADMIN  
 WESLEY G. COX  
 ONIE L. WOODRUFF, TREAS.

# PAYROLL DEDUCTION CHECKS



PR100C --P/R CHECK REGISTER  
RPT RUN TIME- 9.56.10 RPT RUN DTE- 5/10/2018 PR END DATE-2018/05/16

001

PAGE 1

EMPL#	NAME	SOC. SEC.	CHECK#	NET PAY
000512	HARRUP, PHYLLIS T.	XXX-XX-1719	209719	120.00
000518	HARRUP, RUTH J.	XXX-XX-7469	209720	140.00
000511	PHIPPS, JUDY E.	XXX-XX-0578	209721	120.00
000500	VEJNAR, MARK W.	XXX-XX-7987	209722	90.00
****COMPANY TOTAL****				470.00

GROSS-\$ 470.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW  
OR PREVIOUSLY DOCUMENTED. THE TOTAL 470.00 EQUALS THE CHECK  
REGISTER.

5-10-18  
5-10-18

*[Signature]*  
Dusti Q. Cox

A/P CHECK REGISTER  
PAYROLL DEDUCTION CHECKS

TIME- 9:56:09

PAGE 1

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000245	APLAC	DC040180516180500	5/16/2018	100-000200-0100-	994.38	209723		
00000	000245		DC040180516180500	5/16/2018	105-000200-0100-	146.80	209723		00000
00000	000245		DC041180516180500	5/16/2018	100-000200-0100-	713.92	209723		00000
00000	000245		DC041180516180500	5/16/2018	105-000200-0100-	182.98	209723		00000
					CHECK TOTAL	2,038.08			00000
00000	001713	CITY OF RICHMOND	DC113180516180500	5/16/2018	105-000200-0100-	347.46	209724		00000
					CHECK TOTAL	347.46			00000
00000	001397	LEGAL SHIELD	DC097180516180500	5/16/2018	100-000200-0100-	9.48	209725		00000
00000	001397		DC097180516180500	5/16/2018	105-000200-0100-	14.95	209725		00000
					CHECK TOTAL	24.43			00000
00000	001576	MICHAEL P. COTTER, TRUSTEE	DC109180516180500	5/16/2018	100-000200-0100-	200.00	209726		00000
					CHECK TOTAL	200.00			00000
00000	001021	MINNESOTA LIFE INS CO	DC200180516180500	5/16/2018	100-000200-0100-	293.67	209727		00000
00000	001021		DC200180516180500	5/16/2018	105-000200-0100-	51.61	209727		00000
					CHECK TOTAL	345.28			00000
00000	000872	NATIONWIDE RETIREMENT	DC090180516180500	5/16/2018	100-000200-0100-	2,935.44	209728		00000
00000	000872		DC090180516180500	5/16/2018	105-000200-0100-	50.00	209728		00000
					CHECK TOTAL	2,985.44			00000
00000	001560	SUZANNE E WADE, TRUSTEE	DC107180516180500	5/16/2018	100-000200-0100-	700.00	209729		00000
					CHECK TOTAL	700.00			00000
00000	000779	TREASURER OF SUSSEX CO.	DC001180516180500	5/16/2018	100-000200-0100-	30,982.50	209730		00000
00000	000779		DC001180516180500	5/16/2018	105-000200-0100-	6,120.00	209730		00000
00000	000779		DC002180516180500	5/16/2018	100-000200-0100-	1,415.00	209730		00000
00000	000779		DC002180516180500	5/16/2018	105-000200-0100-	707.50	209730		00000
00000	000779		DC003180516180500	5/16/2018	100-000200-0100-	1,033.00	209730		00000
00000	000779		DC004180516180500	5/16/2018	100-000200-0100-	868.00	209730		00000
00000	000779		DC006180516180500	5/16/2018	100-000200-0100-	1,785.00	209730		00000
00000	000779		DC006180516180500	5/16/2018	105-000200-0100-	1,785.00	209730		00000
00000	000779		DC012180516180500	5/16/2018	100-000200-0100-	868.00	209730		00000
00000	000779		DC067180516180500	5/16/2018	100-000200-0100-	314.96	209730		00000
00000	000779		DC067180516180500	5/16/2018	105-000200-0100-	128.63	209730		00000
					CHECK TOTAL	46,007.59			00000
00000	000247	TREASURER OF VIRGINIA	DC080180516180500	5/16/2018	100-000200-0100-	2,309.66	209731		00000
					CHECK TOTAL	2,309.66			00000
00000	000831	VACORP	DC035180516180500	5/16/2018	100-000200-0100-	44.59	209732		00000
00000	000831		DC035180516180500	5/16/2018	105-000200-0100-	85.26	209732		00000
					CHECK TOTAL	129.85			00000
00000	001027	VALIC RETIREMENT	DC091180516180500	5/16/2018	100-000200-0100-	40.00	209733		00000
					CHECK TOTAL	40.00			00000
					CLASS TOTAL	55,127.79			
					FINAL TOTAL	55,127.79			

5/10/18  
5/11/18  
Dustin Cox

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040180531180500	5/31/2018	100-000200-0100-	953.16	209820 ✓		00000
00000	000245		DC040180531180500	5/31/2018	105-000200-0100-	146.80	209820		00000
00000	000245		DC041180531180500	5/31/2018	100-000200-0100-	674.14	209820		00000
00000	000245		DC041180531180500	5/31/2018	105-000200-0100-	182.98	209820		00000
					CHECK TOTAL	1,957.08			
00000	001713	CITY OF RICHMOND	DC113180531180500	5/31/2018	105-000200-0100-	1.64	209821		00000
					CHECK TOTAL	1.64			
00000	001397	LEGAL SHIELD	DC097180531180500	5/31/2018	100-000200-0100-	21.46	209822		00000
00000	001397		DC097180531180500	5/31/2018	105-000200-0100-	14.95	209822		00000
					CHECK TOTAL	36.41			
00000	001576	MICHAEL P. COTTER, TRUSTEE	DC109180531180500	5/31/2018	100-000200-0100-	200.00	209823		00000
					CHECK TOTAL	200.00			
00000	001021	MINNESOTA LIFE INS CO	DC200180531180500	5/31/2018	100-000200-0100-	293.67	209824		00000
00000	001021		DC200180531180500	5/31/2018	105-000200-0100-	50.29	209824		00000
					CHECK TOTAL	343.96			
00000	000872	NATIONWIDE RETIREMENT	DC090180531180500	5/31/2018	100-000200-0100-	2,935.44	209825		00000
00000	000872		DC090180531180500	5/31/2018	105-000200-0100-	50.00	209825		00000
					CHECK TOTAL	2,985.44			
00000	001560	SUZANNE E WADE, TRUSTEE	DC107180531180500	5/31/2018	100-000200-0100-	700.00	209826		00000
					CHECK TOTAL	700.00			
00000	000779	TREASURER OF SUSSEX CO.	DC001180531180500	5/31/2018	100-000200-0100-	32,512.50	209827		00000
00000	000779		DC001180531180500	5/31/2018	105-000200-0100-	6,120.00	209827		00000
00000	000779		DC002180531180500	5/31/2018	100-000200-0100-	1,415.00	209827		00000
00000	000779		DC002180531180500	5/31/2018	105-000200-0100-	707.50	209827		00000
00000	000779		DC003180531180500	5/31/2018	100-000200-0100-	1,033.00	209827		00000
00000	000779		DC004180531180500	5/31/2018	100-000200-0100-	868.00	209827		00000
00000	000779		DC006180531180500	5/31/2018	100-000200-0100-	1,785.00	209827		00000
00000	000779		DC006180531180500	5/31/2018	105-000200-0100-	1,785.00	209827		00000
00000	000779		DC012180531180500	5/31/2018	100-000200-0100-	868.00	209827		00000
00000	000779		DC067180531180500	5/31/2018	100-000200-0100-	314.95	209827		00000
00000	000779		DC067180531180500	5/31/2018	105-000200-0100-	128.63	209827		00000
					CHECK TOTAL	47,537.58			
00000	000247	TREASURER OF VIRGINIA	DC080180531180500	5/31/2018	100-000200-0100-	2,323.09	209828		00000
					CHECK TOTAL	2,323.09			
00000	000831	VACORP	DC035180531180500	5/31/2018	100-000200-0100-	44.59	209829		00000
00000	000831		DC035180531180500	5/31/2018	105-000200-0100-	79.77	209829		00000
					CHECK TOTAL	124.36			
00000	001027	VALIC RETIREMENT	DC091180531180500	5/31/2018	100-000200-0100-	40.00	209830 ✓		00000
					CHECK TOTAL	40.00			
					CLASS TOTAL	56,249.56			
					FINAL TOTAL	56,249.56-			

*V. J. [Signature]*  
5/23/18  
Dest. G. Cox  
5/24/18

**BOARD ACTION FORM**

**Agenda Item:** Appointments #5.01

**Subject:** Appointment to the Sussex County Community Policy and Management Team (CPMT)

**Board Meeting Date:** June 21 2018

=====  
**Summary:** In accordance with §2.2-5205 of the Code of Virginia, the Board of Supervisors appoints the individuals to the Sussex County Community Policy and Management Team (CPMT). A new Private Provider is needed for the CPMT. Ms. Tia Sanchez, Sussex Social Services Programs Administrator of Office of Special Services, has advised staff that Ms. Kristen Eichert has been recommended for appointment to the new CPMT Private Provider effective as of the date approved by the Board.

A copy of Ms. Eichert resumé is attached.

**Recommendation:** That the Board appoints Ms. Kristen Eichert as the new Private Provider for the Sussex County Community Policy and Management Team (CPMT) effective immediately as of the date approved by the Board of Supervisors.

**Attachment:** A Copy of Ms. Kristen Eichert's Resumé

=====  
**ACTION:** That the Board appoints Ms. Kristen Eichert as the new Private Provider for the Sussex County Community Policy and Management Team (CPMT) effective immediately as of the date approved by the Board of Supervisors.

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**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	___	___





- Serve as an agent of the court service unit during legal proceedings, law enforcement matters, and in academic, community, and direct service programs
- Work with parents and other involved professionals to monitor progress and services while the youth is in the community or residential placement
- Develop service plans and write pre-placement and other reports, recommending services, making referrals, and providing special program services to juveniles and their families

## **EDUCATION**

---

M.S., Virginia Commonwealth University, Richmond, VA    Program: Criminal Justice

B.S., Virginia Commonwealth University, Richmond, VA    Major: Psychology and Criminal Justice

**BOARD ACTION FORM**

**Agenda Item:** Appointments #5.02

**Subject:** Appointment to the Blackwater Regional Library Board of Trustees

**Board Meeting Date:** June 21 2018

=====

**Summary:** County Administration received notification from Mrs. Jenny Bakos, Blackwater Regional Library Director, that Ms. Charlene Pope’s term on the library’s Board of Trustees as the Sussex County member will expire June 30, 2018. Board members can only serve two (2) full terms on the Board. Ms. Pope has served the two (2) full terms.

It has been requested that the Board of Supervisors appoint a new trustee to serve on the Blackwater Regional Library Board of Trustees with a term expiring on June 30, 2022.

Staff was advised that in selecting a new member, the Board should inform the candidate that the Board of Trustees meets nine (9) times a year on the third Wednesday of each month at 3:00 p.m. The meetings usually last approximately two (2) hours. The location of the meetings rotates around the nine (9) branches of the library system.

The new member will also be asked to serve on a committee which will meet outside the normal board meetings to discuss business matters in order to expedite regular board meeting time. Serving on this committee could mean an additional commitment one (1) or two (2) hours per month.

**Recommendation:** That the Board appoints a new trustee for Sussex County to serve on the Blackwater Regional Library Board of Trustees with a term beginning July 1, 2018 and expiring June 30, 2022.

**Attachments (if any):** Copy of Ms. Jenny Bailey’s, Library Director, Letter, dated April 4, 2018

=====

**ACTION:** That the Board appoints a new trustee for Sussex County to serve on the Blackwater Regional Library Board of Trustees with a term beginning July 1, 2018 and expiring June 30, 2022.

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

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

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

**Member**      **Aye**    **Nay**

**Member**      **Aye**    **Nay**

Blowe            \_\_\_    \_\_\_

Seward           \_\_\_    \_\_\_

Fly                \_\_\_    \_\_\_

Stringfield      \_\_\_    \_\_\_

Futrell           \_\_\_    \_\_\_

Tyler              \_\_\_    \_\_\_



Vandy V. Jones III  
Sussex County Administrator  
PO Box 1397  
Sussex, VA 23884

RECEIVED

APR 06 2018

SUSSEX COUNTY  
ADMINISTRATION

April 4, 2018

Re: Board Appointment

Dear Mr. Jones,

Sussex County member of the Blackwater Regional Library Board of Trustees, Ms. Charlene Pope, will reach the end of her term on June 30, 2018. Ms. Pope has served two full terms on the Board and we appreciate her efforts on behalf of the Library.

We respectfully request you appoint a new trustee to serve on our board. This will be a new appointee for a term of four years, expiring on June 30, 2022.

Please make sure the "new member" is aware that the Board of Trustees meets nine times a year on the third Wednesday of each month at 3:00. The meeting usually lasts for approximately two hours. The location rotates around the nine branches of the library system. Trustees are also asked to be a member of a committee and these committees usually meet outside of the normal board meeting to discuss business matters in order to expedite regular board meeting time. This could mean a commitment of an additional one to two hours per month.

We appreciate your attention to this matter. Thank you for your continued support of the library and its programs.

Very Best Regards,

Jenny Bakos  
Library Director  
757-653-0298 ext. 303  
[jbakos@blackwaterlib.org](mailto:jbakos@blackwaterlib.org)

22511 Main Street. Courtland, Virginia 23837  
[www.blackwaterlib.org](http://www.blackwaterlib.org)

**BOARD ACTION FORM**

**Agenda Item:** Appointments #5.03

**Subject:** Appointments to the Building Code Appeals Board

**Board Meeting Date:** June 21 2018

=====  
**Summary:** The terms of Mr. Richard Pond, Post Office Box 14, Waverly, VA 23890 and Mr. Wayne Jones, 509 East North Street, Wakefield, VA 23888 on the Building Code Appeals Board will expire June 30, 2018. Both members have been contacted and are willing to serve again if reappointed.

**Recommendation:** That the Board reappoints Mr. Richard Pond, Post Office Box 14, Waverly, VA 23890 and Mr. Wayne Jones, 509 East North Street, Wakefield, VA 23888, to the Building Code Appeals Board with terms expiring June 30, 2021.

**Attachments (if any):** Copy of Confirmation Letters  
Copy of Building Code Appeals Board

=====

**ACTION:** That the Board reappoints Mr. Richard Pond, Post Office Box 14, Waverly, VA 23890 and Mr. Wayne Jones, 509 East North Street, Wakefield, VA 23888, to the Building Code Appeals Board with terms expiring June 30, 2021.

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

=====

**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**

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

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

Post Office Box 1397  
20135 Princeton Road  
Sussex, Virginia 23884

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

June 14, 2018

Mr. Richard Pond  
Post Office Box 14  
Waverly, VA 23890

Re: Building Code Appeals Board

Dear Mr. Pond:

Our records indicate that your appointment to the Sussex County Building Code Appeals Board will expire June 30, 2018. 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 Sussex County Building Code Appeals Board.

Sincerely,

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



I wish to be reappointed to the Sussex County Building Code Appeals Board.

I do not wish to be reappointed to Sussex County Building Code Appeals Board.

Signature: Verified via telephone

Date: June 14, 2018



**Board of Supervisors**

Susan B. Seward, Chair  
Keith C. Blowe, Vice Chairman  
C. Eric Fly, Sr.  
Alfred G. Futrell  
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Facsimile: (434) 246-6013  
[www.sussexcountyva.gov](http://www.sussexcountyva.gov)

June 14, 2018

Mr. Wayne Jones  
509 East North Street  
Wakefield, VA 23888

Re: Building Code Appeals Board

Dear Mr. Jones:

Our records indicate that your appointment to the Sussex County Building Code Appeals Board will expire June 30, 2018. 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 Sussex County Building Code Appeals Board.

Sincerely,

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

=====

I wish to be reappointed to the Sussex County Building Code Appeals Board.

I do not wish to be reappointed to Sussex County Building Code Appeals Board.

Signature: Verified via telephone

Date: June 14, 2017

**SUSSEX COUNTY**  
**BUILDING CODE APPEALS BOARD**

(Established August 2004)

(Updated July 2017)

Mr. Wayne Jones  
509 East North Street  
Wakefield VA 23888  
Term Expires: 06/30/18

Mr. Keith Cox  
35360 Shingleton Road  
Waverly VA 23890  
(804) 691-0151  
Term Expires: 06/30/19

Mr. Meade Fronfelter  
P.O. Box 65  
Waverly VA 23890  
(804) 834-3655  
Term Expires: 06/30/20

Mr. Jeffrey Gary  
14044 Courthouse Road  
Waverly VA 23890  
(804) 898-0714  
Term Expires: 06/30/20

Mr. Richard Pond  
P.O. Box 14  
Waverly VA 23890  
(804) 641-7708  
Term Expires: 06/30/18

**BOARD ACTION FORM**

**Agenda Item:** Appointments #5.04

**Subject:** Appointment to the Social Services Board

**Board Meeting Date:** June 21 2018

=====  
**Summary:** The term of Mrs. Cynthia Pegram-Wyche, 11449 North Halifax Road, Stony Creek, VA 23882 on the Social Services Board will expire June 30, 2018. Ms. Pegram-Wyche has been contacted by Social Services staff and is willing to serve again if reappointed.

Due to Ms. Lou Savedge resignation, a vacancy was created on the Social Services Board for the Courthouse District. Ms. Savedge’s term was due to expire June 30, 2019. It has been requested that an appointment be made for the Courthouse District to fill this unexpired term.

**Recommendation:** That the Board reappoints Mrs. Cynthia Pegram-Wyche, 11449 North Halifax Road, Stony Creek, VA 23882, to the Social Services Board with a term expiring June 30, 2022.

The Board makes an appointment to the Social Services Board to fill the unexpired term ending June 30, 2019 for the Courthouse District.

**Attachment:** Copy of Email from Mrs. Gloria Newby (Social Services Department), June 14, 2018  
=====

**ACTION:** That the Board reappoints Mrs. Cynthia Pegram-Wyche, 11449 North Halifax Road, Stony Creek, VA 23882, to the Social Services Board with a term expiring June 30, 2022.

The Board makes an appointment to the Social Services Board to fill the unexpired term ending June 30, 2019 for the Courthouse District.

=====  
**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	___	___



## Shilton Ricks Butts

---

**From:** Newby, Gloria <gloria.newby@dss.virginia.gov>  
**Sent:** Thursday, June 14, 2018 5:08 PM  
**To:** Shilton Ricks Butts  
**Subject:** Sussex County Department Board of Social Services Correspondence

Good afternoon Shilton: The following information pertains to Mrs. Lou Savedge, Former Board Member & Mrs. Cynthia Pegram-Wyche, Vice-Chair (Re-appointment/Second four (4) Year Term).

Lou Savedge, (Representative of the Courthouse District) - Resigned from the Board of Sussex County Department of Social Services. I am unable to provide a date/documentation.

Cynthia Pegram-Wyche, Vice-Chair officially came on board on 6/30/14 - 6/30/18 (First Term).

If I can be of any further assistance, please do not hesitate to call.

Thank you.

--



Gloria Newby

Administrative Program Assistant II

Sussex County Department of Social Services

[20103 Princeton Road](#)

[Stony Creek, Virginia 23882](#)

(434) 246-1065 Phone

[\(434\) 246-2504 FAX](#)

E-mail: [Gloria.Newby@dss.virginia.gov](mailto:Gloria.Newby@dss.virginia.gov)

Agency Website:

<http://www.sussexcountyva.gov/departments/social-services-department/>

*The information in this e-mail and any attachments may be confidential and privileged. Access to this e-mail by anyone other than the intended addressee is unauthorized. If you are not the intended recipient (or the employee or agent responsible for delivering this information to the intended recipient) please notify the sender by reply e-mail and immediately delete this e-mail and any copies from your computer and/or storage system. The sender does not authorize the use, distribution, disclosure, or reproduction of this e-mail (or any part of its contents) by anyone other than the intended recipient(s). No representation is made that this e-mail*

**BOARD ACTION FORM**

**Agenda Item:** Appointments #5.05

**Subject:** Appointment to the Sussex Service Authority Board

**Board Meeting Date:** June 21 2018

=====

**Summary:** Mr. Franklin Cox was appointed as the At-Large Alternate on the Sussex Service Authority Board of Directors in April 2017. Recently local elections were held in the County of Sussex towns on May 1, 2018. Mr. Franklin Cox ran for Town Council member for the Town of Waverly and was successful.

Mr. Cox will begin serving as town council member on July 1, 2018. To eliminate any chance of conflict of interest, Mr. Cox offered his resignation to the Sussex Service Authority Board of Directors as the At-Large Alternate position.

Mr. Cox’s term expires December 31, 2019. An appointment is needed to fill this unexpired term.

**Recommendation:** That the Board makes an appointment to fill the unexpired term for the At-Large Alternate position on the Sussex Service Authority Board of Directors ending December 31, 2019.

**Attachment:** N/A

=====

**ACTION:** That the Board makes an appointment to fill the unexpired term for the At-Large Alternate position on the Sussex Service Authority Board of Directors ending December 31, 2019.

=====

**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 #6.01

**Subject:** Authorization for Petition and Appointments of the Treasurer

**Board Meeting Date:** June 21 2018

=====  
**Summary:** Due to the Honorable Onnie Woodruff retiring on June 30, 2018, Ms. Deste Cox, the Chief Deputy Treasurer, the next highest ranking officer, will assume responsibilities as Interim Treasurer until special elections are held.

Staff is requesting the Board to authorize the Interim County Attorney Powell to file a petition with the circuit court to hold a special election in November 2018 and to appoint the highest ranking officer, Ms. Deste Cox, Chief Deputy Treasurer, as Treasurer.

Staff has verified Ms. Cox is qualified to vote.

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

=====

**ACTION:** That the Board of Supervisors hereby authorizes the Interim County Attorney to file a petition with the circuit court to appoint the highest ranking official, Ms. Deste Cox, Chief Deputy Treasurer, as Treasurer. and to file a petition to hold a special election in November 2018.

**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 #6.02

**Subject:** Authorization of Voting Credentials – NACo 2018 Annual Conference

**Board Meeting Date:** June 21 2018

=====  
**Summary:** Each year the National Association of Counties (NACo) have an Annual Conference. This year the 2018 Annual Conference will be held in Davidson County, Nashville, Tennessee from July 13-16, 2018.

Supervisors Stringfield and Tyler are registered to attend the NACo Conference. The Board will need to select a voting delegate and an alternate to be authorized to vote and pick up voting material at the NACo conference.

**Attachments:** Documents from the NACo, dated May 18, 2018

=====  
**ACTION:** That the Board of Supervisors select a voting delegate and an alternate to be authorized to pick up the County’s voting materials while at the NACo conference.

**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	___	___



## MEMORANDUM

### ELECTION OF NACo OFFICERS AND VOTING ON POLICY

To: County Board Chairpersons, Parish Presidents, Borough Mayors,  
County Judges, Elected County Executives and County Clerks  
From: Roy Charles Brooks, NACo President  
Date: May 18, 2018  
Subject: Voting Credentials – 2018 Annual Conference

NACo is preparing for the 83rd Annual Conference to be held July 13-16, 2018, in Nashville-Davidson County, Tenn. It is important that your county participates in the association's annual election of officers and policy adoption. **In order to participate, a county must have paid its membership dues and have one paid registrant for the conference, according to NACo bylaws.**

Please read the enclosed information carefully. Indicate on the credentials form the name of the county voting delegate and alternate authorized to pick up your county's voting materials.

A checklist is enclosed to assist you in filling out the voting credentials form. Additionally, **the chief elected official of your county must sign the form.** A chief elected official may include the following:

- board chair/president
- mayor
- county judge
- **elected** county executive

*Please fill out this form in advance and mail, fax or scan and e-mail the enclosed form by **FRIDAY, JUNE 29.***

If no one from your county is planning to register for the conference, you do not have to turn in the credentials form.

Alex Koroknay-Palicz - Fax (866) 370-9421

Credentials Committee  
Attn: Alex Koroknay-Palicz  
National Association of Counties  
660 North Capitol St, NW, Suite 400  
Washington, DC 20001

AKPalicz@naco.org

Membership Coordinator, Alex Koroknay-Palicz, can be reached at 888.407.NACo (6226) x291, his direct line at 202.942.4291 or [akpalicz@naco.org](mailto:akpalicz@naco.org). We look forward to seeing you in Nashville-Davidson County!

## 2018 Credentials Process Frequently Asked Questions

### **On what issues or for which candidates do counties/parishes/boroughs vote?**

Counties vote on resolutions that set NACo legislative and association policy for the coming year. Delegates also elect NACo officers for the coming year. The position of second vice president is usually the one position that is contested.

### **How can my county vote?**

A county must be a NACo member “in good standing” in order to vote. This means your county’s dues for 2018 must be paid before the voting occurs. **Also, the county must have at least one paid registration for the annual conference and have proper credentials.**

### **What are credentials?**

Credentials attest to a county’s eligibility to vote. Credentials contain information on the number of votes a county is eligible to cast, as well as the identity of the delegate that is authorized to cast the county’s vote.

### **How is the credentials form distributed?**

The form is mailed to the clerk and chief elected official of member counties so that the county can provide the name of the voting delegate to NACo. Conference registrants will receive an e-mail with a link to the credentials form as well. Only counties that have paid their 2018 NACo dues will receive a credentials form. This form is mailed in May. Please return this form by Friday, June 29, 2018.

### **Why did I receive a credentials form?**

You are receiving this form because you are the chief elected official at your county, your county’s clerk, or you registered for the 2018 NACo Annual Conference. If you wish to vote, please bring the credentials form to your chief elected official to fill out and return to us. Please see this packet for more instructions on the form.

### **My county has misplaced the credentials form. What should I do?**

The credentials form will be available in the Elections and Voting Credentials section of the NACo website ([www.naco.org/credentials](http://www.naco.org/credentials)) shortly after it is mailed. After you download, print, and fill out the form correctly, you can return it to NACo. Please call Alex Koroknay-Palicz at 888.407.NACo (6226) x291 if you need assistance.

### **If my county is not registering for the Annual Conference, does my county have to send in the credentials form?**

No. Only counties who register are able to vote. Please do not return the credentials form to the NACo office if your county does not plan to register for the Annual Conference.

### **What is a voting delegate?**

A voting delegate is someone authorized by your county/parish/borough board to pick up a ballot and cast your county’s votes at the annual conference. The delegate must have a paid registration to the conference.

### **Who may be a voting delegate?**

Any elected or appointed official or staff member from your county/parish/borough may be a voting delegate. That decision is up to your county board.

### **What is an alternate?**

An alternate is another elected or appointed official or staff member from the county delegated by the county to pick up and cast its ballot. The alternate must have a paid registration to the conference.

- The delegate OR alternate listed on the credentials form may pick up your county’s ballot.

**My county has only one person attending the conference. Does my county have to designate an alternate?**  
No. It is not necessary to list an alternate if a delegate is named.

**Whose ballots may the state associations of counties/parishes/boroughs receive?**

Your state association of counties/parishes/boroughs is allowed to pick up any unclaimed ballots from counties/parishes/boroughs that have registered delegates. The pick-up time for state associations is Sunday afternoon (2 to 5 pm) during the conference. The state association may then cast those ballots in the election.

**My county does not want our state association to pick up our votes. How does my county go about indicating this decision?**

You must check the box that says *“If my ballot is not picked up, I DO NOT AUTHORIZE my state association to pick up or cast my county’s vote. I understand that my county’s votes will NOT be cast if I select this option.”*

- Remember that your county’s votes will not be cast at all with this option if your delegate does not pick up the ballot.

**If I do not get my credentials form into the NACo office by June 29, may I become credentialed on site at the conference?**

Yes. You may bring the original credentials form signed by your chief elected official or fill out the on-site ballot form. By signing the on-site ballot form you declare that you and the other conference attendees from your county have agreed that you are the voting delegate for your county. You must be registered for the conference to be able to vote.

**What would happen if more than one registered attendee from my county fills out the on-site ballot form?**

If there is uncertainty as to who the authorized delegate is, and more than one person claims to be your county’s authorized delegate, officials from your county will need to resolve the dispute by 1 p.m. CDT on Sunday July 15, 2018. Unless the dispute is resolved, your county’s votes will not be counted. To resolve the dispute, all registrants who filled out the on-site ballot form need to agree as to who is authorized to cast their county’s votes and communicate that to Alex Koroknay-Palicz at the credentials desk by 1 p.m. CDT on July 15.

**How do I get my ballot?**

When you submit your credentials form NACo staff prints out a paper ballot to bring to the NACo Annual Business Meeting. In order to vote you will need to pick up this paper ballot at the NACo Credentials Desk. Your county has until 1 p.m. on Sunday July 15 to come to the Credentials Desk and pick up your ballot. If you do not pick it up by 1 p.m. your state association can then pick up your vote until 5 p.m. unless you check the box on the form to not permit them. If you check that box and do not pick up your own ballot your county WILL NOT be permitted to vote.

**What would happen if I’ve picked up my ballot, but I need to leave before the election on Monday?**

If you have picked up the ballot for your county but won’t be present to cast it at the NACo Annual Business Meeting on Monday morning, you can give that ballot to a delegate from your same county, from another active member in your state, the head of your state delegation, or your state association president or president’s designee. To do this, you (transferer) and the person you are handing the ballot to (transferee) must sign the Record of Ballot Transfer form on the back of your ballot.

**My county won’t be attending this year’s Annual Conference, can we still vote?**

Yes. Your county can still have its votes counted without attending the conference, but one person from your county still needs to register. You must have at least one person registered by 12 PM CDT on July 10. If you register, do not plan to attend and wish to vote, you MUST designate your state association president as your delegate on the Credentials Form. Your state association president or his/her designee will pick up and cast your ballot.

**How does NACo determine the number of votes each county receives?**

The number of votes is determined by the amount of dues a county pays. Dues are based on population. All counties are entitled to at least one vote. Members with more than \$1,199 in dues are entitled to one additional vote for each additional \$1,200 in dues or fraction thereof paid in the year the meeting is held.

- Counties with dues of \$450 to \$1,199 receive one vote.
- Counties with dues of \$1,200 to \$2,399 receive two votes, and so on.
- The maximum number of votes a county can receive is 51.

**My county has 10 votes. How can our 25 commissioners divide or share the votes?**

That is up to your county. NACo has no rule as to how counties decide to allocate their votes. Counties may split their vote amongst the candidates running for second vice president if it is desired.

**I've heard the term "unit vote" used. What is that?**

Some states, by custom or policy, cast all of their votes as a block or "unit." State associations typically have a meeting before the election to determine how they will handle the voting process.

- Check with your state association regarding the time, date and location of this meeting.
- NACo bylaws permit each county to cast its vote as it chooses. Your county does not have to vote with your state association should you so choose.

**When does the voting take place?**

This year's election will be held on Monday, July 16, 2018 at 9:30 a.m. at the NACo Annual Business Meeting.

**How does the voting occur?**

Votes are cast by state, not by state association. Counties from a state sit together as a delegation. The reading clerk will call out states at random. A state appointed representative will approach the microphone and call out that state's vote. This will continue until one of the candidates has a majority of the total number of votes being cast. Voting may still continue after a majority has been reached.

**What is a roll call?**

Roll call is a way of voting for NACo resolutions to be passed. If a roll call is necessary, the names of the states will be read out in alphabetical order by the reading clerk. A state appointed representative will approach the microphone and call out that state's vote as "yes" or "no." This will continue until all votes have been cast.

**What happens if there is a dispute over the election process?**

It is rare, but sometimes irregularities occur with how votes are cast or counted, or how the credentialing process is conducted. As a safeguard elections may be challenged during the voting process at the NACo Annual Business Meeting. Challenges are allowed under two circumstances. A voting delegate may challenge the vote for his/her state, and his/her state only. A candidate running to become a NACo officer may challenge the vote of any state. If a challenge is made, the NACo Credentials Committee may audit the ballots of a state delegation to ensure that the number of votes the state is casting matches the number of ballots the state has. The committee may also audit the ballot transfer records on the back of each ballot and the State Voting Totals Form, which is a form states fill out showing the number of votes cast for each candidate.





## ***Credentials Checklist***

Please use the following checklist before returning the credentials form.

**YES**     **NO**    Has my county/parish/borough paid its 2018 NACo dues?

*If no, please contact NACo's Membership department at 888.407.NACo (6226).  
2018 dues must be paid before votes may be cast.*

**YES**     **NO**    Has my county/parish/borough registered or at least one person from my  
county/parish/borough paid the registration fee to attend the annual conference?

*If no, STOP. The county must have at least one paid conference registrant to cast a  
ballot, according to NACo's bylaws. If no one from your county is registered for the  
conference, your county may not vote in the election. If your county does not plan on  
registering for the conference, you do not need to turn this credentials form back in  
to the NACo office.*

**If you have answered "YES" to both of the above questions, please continue.**

**YES**     **NO**    Has my county designated a voting delegate and alternate, if applicable?

*Only ONE alternate may be designated per county. If more than one alternate is  
designated per form, only the first will be counted as the credentialed voting  
alternate.*

**YES**     **NO**    Has the chief elected official of my county/parish/borough (board chair, mayor, parish  
president, elected county executive, etc.) signed the credentials form?

*If you have answered yes to all questions, please either fax, mail or scan and e-mail  
the credentials form by Friday, June 29, 2018 to:*

Alex Koroknay-Palicz  
Fax # (866) 370-9421

**Or:**

Credentials Committee  
Attn: Alex Koroknay-Palicz  
National Association of Counties  
660 North Capitol St., NW, Suite 400  
Washington, DC 20001

**Or:**

AKPalicz@naco.org

If you have questions call or e-mail Alex Koroknay-Palicz at 888.407.NACo (6226)  
or his direct line: (202) 942-4291. E-mail: [akpalicz@naco.org](mailto:akpalicz@naco.org)

**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.03

**Subject:** Addendum to Contract between the County of Sussex and Community Planning Partners, Inc. – Grant Management Assistance Services

**Board Meeting Date:** June 21 2018

=====

**Summary:** The County of Sussex properly advertised and procured the Community Planning Partners, Inc., for grant writing, management, and general planning assistance services under an original contract executed between the County and Consultant on November 30, 2015.

The County received an award from the Virginia Department of Housing and Community Development (VDHCD) for the Regional Urgent Need Project (CIG #17—UN-16) in the amount of \$1,397,044.00. The County was authorized by VDHCD to incur Pre-Contract Expenses. The contract between the County and VDHCD is expected to be executed in the next few weeks.

An addendum to the original contract, in an amount not to exceed \$100,000.00, is requested to engage the Community Planning Consultants, Inc., to perform grant management assistance services for the Regional Urgent Need Project.

Pursuant to the Code of Virginia, approval of the Board of Supervisors is required. The funding agency (VDHCD) will review and approve the addendum prior to execution by all parties.

**Attachments:** Addendum No 4.

=====

**ACTION:** Staff is requesting that the Board approves addendum No. 4 to the original contract between the County of Sussex and Community Planning Partners for grant management services in an amount not to exceed a total of \$100,000.00, subject to form approved by the county attorney.

**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	___	___

**ADDENDUM NO. 4**  
**To**  
**County of Sussex CDBG Planning and Management Assistance Services Contract**  
**By and Between**  
**COUNTY OF SUSSEX, VA**  
**and**  
**COMMUNITY PLANNING PARTNERS, INC.**  
**Planning and Community Development Consultants**  
**Richmond, Virginia**

This **ADDENDUM** entered into this \_\_\_ day of June 2018, by and between the County of Sussex, Virginia, a political subdivision of the Commonwealth of Virginia, hereinafter referred to as the “County” and Community Planning Partners, Inc., Planning and Community Development Consultants, hereinafter referred to as the “Consultant.”

**WHEREAS**, an original contract between the County and Consultant was executed on November 30, 2015 to provide CDBG planning and management assistance services for the County of Sussex and the contract was amended on November 18, 2016, June 29, 2017, March 15, 2018 for additional planning and management assistance; and

**WHEREAS**, the County properly advertised and procured the Consultant for CDBG planning and management assistance services; and

**WHEREAS**, the County received an award from Virginia Department of Housing and Community Development (VDHCD) for its Sussex County Regional Urgent Need Project (CIG #17-UN-16), was authorized to incur Pre-Contract Expenses by said agency, and executed a contract with VDHCD on \_\_\_\_\_, 2018 for the implementation of the said grant; and

**WHEREAS**, the original contract scope of services includes the planning grant and application work for submission of Community Investment Grant (CIG) to the VDHCD; and

**WHEREAS**, the County desired to engage the Consultant, under the direction of the Director of Community Development, to perform grant management assistance for the County of Sussex County Regional Urgent Need Project.

**NOW THEREFORE**, the parties to said contract dated November 30, 2015, and amended June 29, 2017 and March 15, 2018, hereto do mutually agree to amend said contract as follows:

**I. SCOPE OF SERVICES**

The Consultant will perform the services provided in this contract for the Sussex County Regional Urgent Need Project and will perform the work under the authorization and direction of Mr. Vandy V. Jones, III, Grant Administrator/County Administrator and Mr. Andre Greene, Project Manager/Director of Community Development. The Consultant will have primary responsibility for identified work tasks and serve in a support capacity to the County or others, as deemed appropriate and necessary by the Grant Administrator and Project Manager. The scope of work generally includes project management assistance services for implementation of the project and

is structured to allow for project completion within the thirty-six (36) month period allowed by VDHCD.

#### **A. Pre-Contract Activities**

The Consultant will advise and assist the County of Sussex in the preparation of such documents for the County's approval leading to fulfillment of all pre-contract requirements and getting under contract with VDHCD. Activities include, but are not limited to:

Completing the Environmental Review Record as required by VDHCD.

Assisting in contract negotiations with VDHCD.

Preparing a Prior Authorization allowing the expenditure of CDBG funds for Pre-Contract activities.

Preparing all Pre-Contract Federally required documents outlined in the CDBG Grant Management Manual including the preparation of all required public notices.

Preparing a phased, Multi-Year program budget in the required formats and performance based budgets and milestones for monitoring project progress in accordance with VDHCD guidelines.

Developing a Program Income Plan for VDHCD approval.

Developing a Project Management Plan with implementation schedule and a set of Oversight Board Bylaws.

Developing a Sussex County Regional Urgent Need Project Housing Rehabilitation Program Design.

Assisting with the procurement of a Housing Rehabilitation Specialist for compliance with VDHCD, state, and federal procurement requirements.

#### **B. Project Management Assistance including Labor Compliance**

The Consultant will advise and assist the County of Sussex in the preparation of such documents, records, and reports for the County's approval leading to fulfillment of ongoing performance requirements (monthly, quarterly, semi-annual, and annual) including, but not limited to the following:

1. Making adjustments to the phased program budget and performance- based budgets and milestones as the project progresses including required amendments and other revisions in accordance with VDHCD guidelines and annual reports outlining the status of grant funds and other monies committed to the project.
2. Monitoring expenditures of Program Income per the approved Program Income Plan.

3. Maintaining the Project Management Plan and implementation schedule including required amendments and other revisions in accordance with VDHCD guidelines.
4. Maintaining the Sussex County Regional Urgent Need Project Housing Rehabilitation Program Design including required amendments and other revisions in accordance with VDHCD guidelines.
5. Assisting with the maintenance of Project Files.
6. Providing written and other responses to inquiries from the assigned VDHCD Community Development Specialist.
7. Monitor program beneficiaries and progress for each activity with emphasis on low- and moderate-income (LMI) households served by respective activities providing the County all required documentation for Application Intake/Income Verification/Program Eligibility.
8. Attend and participate, at the County's discretion, in meetings related to the CDBG program including:
  - a. Project Management Team meetings conducted monthly that involve County staff, the Housing Rehabilitation Specialist, the Project Engineer, and neighborhood sparkplugs;
  - b. Special meetings with staff and officials of the County, State, and Federal agencies, Housing Rehabilitation Specialist, Project Engineer, and others as necessary to assist in the implementation of the Sussex County Regional Urgent Need Project;
  - c. Oversight Board meetings;
  - d. Public and/or neighborhood meetings, as necessary, to adequately inform residents of project activities during the implementation of the project; and VDHCD workshops, seminars, and other meetings at the County's request, related specifically to the project and/or to general project management and administration of the Community Development Block Grant.
9. Assist the County in complying with federal, state, and local regulations governing the project, such as citizen participation, Section 3 requirements (Local Business and Employment Plan), Equal Opportunity, Fair Housing, procurement and other related regulations and overall coordination of the Sussex County Regional Urgent Need Project by serving as a liaison between the County, the Housing Rehabilitation Specialist, the Project Engineer, and VDHCD;
10. Assist in monitoring construction of housing rehabilitation, infrastructure, and other neighborhood improvement activities. At a minimum, the work may involve review and monitoring of final plans and specifications, the bidding and contracting process, pre-construction conferences, and the coordination of construction activities to assure design and construction is in full compliance with the County's Grant Agreement with VDHCD;

11. Provide Labor Compliance services in order to ensure compliance with Labor Standards and Equal Opportunity requirements including assisting with securing wage decisions; verification of contractor eligibility; assisting with pre-construction conferences; securing and reviewing contractor's Certified Payrolls and other required reports including Registers of Assigned Employees and Registers of Contractors, Subcontractors, and Suppliers; resolving wage restitution, if needed; and soliciting and reporting the use of minority, female, and local contractors and workers on projects, all according to the requirements per construction type – residential, commercial, and infrastructure. The Consultant will provide on-site contractor and sub-contractor employee interviews and to forward information to the Consultant who will serve as the designated County Labor Compliance Officer
12. Assist in financial management and monitoring of accounting records in accordance with VDHCD requirements and local accounting practices including the proper and proportional expenditure of non-CBG funds related to the project.
13. Assist in preparation of all remittance requests of CDBG funds from VDHCD for submittal on CAMS by the Project Administrator or Project Manager.
14. Participate in Interim Compliance Reviews by VDHCD staff and the prompt preparation of required responses to Interim Compliance Review letters.
15. Monitor all requirements of the Grant Agreement for the Sussex County Regional Urgent Need Project, including special conditions, to ensure activities are completed in conformance with the CDBG Management Manual.
16. Assist the County in the Final Compliance Reviews and close-out of activities for the grant including completion of the Final Financial Report, Program Income Report, Leverage Report, Final Construction Report and Final Evaluation Report in accordance with CDBG closeout requirements and participation in closeout monitoring visits conducted on site by VDHCD.

### **C. Housing Rehabilitation Program**

The Consultant will provide housing rehabilitation management assistance services under the direction of the County's Project Manager and in compliance with the program guidelines for the units targeted for housing rehabilitation assistance to VDHCD Housing Quality Standards. The work will be coordinated with the Housing Rehabilitation Specialist and the Project Manager and includes the following:

1. Prepare flyers, notices, and direct mail solicitations for distribution by the Project Manager and Housing Intake Counselors; attend neighborhood meeting(s); and use other means to inform potential applicants of the County's housing rehabilitation program and to solicit Project Area participation.

2. Coordinate with the Project Manager and Housing Intake Counselors on housing rehabilitation application intake and related verification of all information provided in the application to determine applicant and property eligibility of units in the target area.
3. Assist the Project Manager with management and monitoring of the Housing Rehabilitation Specialist to assure timely inspections, work write-ups, completion of bid packages and bidding, and contract award by the Oversight Board.
4. Assist the County and Housing Rehabilitation Specialist in identifying and qualifying the housing units “Unsuitable for Rehabilitation” for substantial reconstruction and preparing the required documentation for submission to VDHCD evidencing the need for substantial reconstructions.
5. Monitor and track use of all sources of financial assistance including private funds and CDBG matching assistance.
6. Participate, as directed, in pre-bid conferences with contractors solicited to bid from the qualified bidder’s list.
7. Assist the Housing Rehabilitation Specialist and Oversight Board with applicant file review to develop a list of approved applicants, evaluate rehabilitation bids, and make contract awards.
8. Assist with the preparation of legal documents needed to contract for the rehabilitation work with the lowest responsive bidder and to secure liens against the rehabilitated properties.
9. Assist the County in the temporary relocation of occupants, as needed.
10. Assist in the general coordination of each rehabilitation project as deemed appropriate by the Project Manager to provide timely and satisfactory completion of the rehabilitation activities and to secure projected beneficiary level.

**D. Infrastructure Improvements**

The Consultant will provide management assistance services under the direction of the County’s Project Manager for Infrastructure Improvements, and Project Engineer related to the construction of infrastructure and will includes the following:

1. Participate, as directed, in pre-bid conferences.
2. Participate in the pre-construction conference to explain Labor Compliance monitoring requirements.
3. Coordinate contractor payments with the scheduling of drawdowns.
4. Monitor and track project progress and the proportional expenditure of all funds committed to infrastructure improvements.



5. Monitor infrastructure improvements to ensure activities are completed in conformance with the CDBG Management Manual and other VDHCD and Federal requirements.
6. Assist in the general coordination of the infrastructure improvements as deemed appropriate by the Project Manager and Project Engineer to provide timely and satisfactory completion of the construction activities.

**TIME OF PERFORMANCE**

The services of the Consultant are to commence upon execution of this contract agreement and shall be completed in such sequence to assure the expeditious completion in light of the purpose of this agreement and not to exceed thirty-six (36) months. This agreement may be terminated within thirty (30) days of receiving written notice from the County.

**COMPENSATION AND METHOD OF PAYMENT**

The County shall pay the Consultant in accordance with the method of payments outlined below for services rendered. Payments should be made monthly subject to receipt of a requisition for payment from the Consultant.

Requisition for payment shall be adequately supported by statements or reports, indicating the nature of the work that has been completed for the project. Work completed shall at times be subject to inspection by the County and all requisitions and supporting documents must be acceptable to the County before making payment.

The total estimated cost for all management assistance services provided for under this contract for the Sussex County Regional Urgent Need Project shall not exceed ninety-five thousand dollars (\$95,000) inclusive of compensation and expenses. The total compensation and reimbursement to be paid hereunder for all of the services required may be exceeded after review of all payments made or anticipated to be made at the time an overrun becomes apparent, and upon mutual written agreement thereof. The Consultant will notify the County at the time an overrun becomes apparent and receive written approval prior to exceeding the total estimated cost.

A. Compensation for consultant services shall be as shown below. Hourly billing rates are subject to change per approval by the County; but this will not impact the “not to exceed” amount for services in accordance with the provisions of this contract to be completed by the Consultant.

<b>Position / Personnel</b>	<b>Hourly Rate</b>
Principal I	\$120
Principal II	\$110
Planner I	\$95
Planner II	\$75
Planner III	\$65
Technician I	\$60
Technician II (inc. Project Manager)	\$55

Plus out-of-pocket expenses required for the performance of this contract including subsistence equal to the actual cost of food and lodging; travel equal to the actual cost of rental car or other public conveyance, or a charge equal to the accepted rate per mile of the Commonwealth of Virginia for the use of a personal or Consultant car; materials, printing, and other reproduction services; long-distance telephone calls; and extraordinary out-of-pocket expenses authorized by the Project Manager. For all expenses related to professional assistance obtained under contract, subcontract, or purchase order in accordance with this contract, reimbursement shall be at actual cost.

For materials, reproduction expenses, etc. obtained under contract or purchase order in accordance with this contract, reimbursement shall be at actual cost.

Drawdowns of CDBG funds and subsequent disbursement of said funds under this agreement must meet VDHCD's approval, in accordance with the attached Performance Budget. However, any unforeseen delays do not absolve the County of any financial obligations under this agreement – or the payment of invoices submitted monthly for authorized services.

The Consultant may provide additional services as requested by the Grant Administrator for additional fees and said request shall be negotiated at the time of the request for such work. Additional fees and work tasks must be mutually agreeable to both parties.

**IN WITNESS WHEREOF** the County and the Consultant have executed this addendum as of the date first written above.

COMMUNITY PLANNING PARTNERS, INC.      COUNTY OF SUSSEX, VIRGINIA

BY: \_\_\_\_\_  
Craig A. Wilson  
CEO / President

BY: \_\_\_\_\_  
Vandy V. Jones, III.  
County Administrator

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

WITNESS: \_\_\_\_\_

WITNESS: \_\_\_\_\_

Attachment:

- 1) Pay-for-Performance Budget
- 2) Attachment to All Non-Construction Contracts

Pay-for-Performance Budget

County of Sussex, VA

Sussex County Regional Urgent Need Project, CIG# 17-UN-16

PRODUCT/ACTIVITY	BUDGET	CDBG BUDGET	NON-VCDBG BUDGET
<b>ADMINISTRATION</b>			
Execution of DHCD Contract	\$ 14,000	\$ 14,000	\$ 0
Execution of Rehab/Substantial Contracts (39 @ \$250 each)	\$ 9,750	\$ 9,750	\$ 0
Execution of Project Contract - Public Improvements	\$ 2,500	\$ 2,500	\$ 0
Housing Rehab/Substantial Completion (39 @ \$400 each)	\$ 15,600	\$ 15,600	\$ 0
Completion of Construction/Labor Compliance	\$ 4,000	\$ 4,000	\$ 0
Achievement of Benefits - Monthly Reporting (36 @ \$75 each)	\$ 2,700	\$ 2,700	\$ 0
Achievement of Benefits - Annual Reporting (3 @ \$400 each)	\$ 1,200	\$ 1,200	\$ 0
Contract Monitoring - Mtgs, Remittances, Financial & Mgt. Assistance for 36 month	\$ 42,850	\$ 42,850	\$ 0
Other: Legal	\$ 0	\$ 0	\$ 2,000
Other: Advertising	\$ 500	\$ 500	\$ 1,000
Other: Workshop Expenses/Travel	\$ 500	\$ 500	\$ 1,000
Other: Recording Fees/Title Searches	\$ 4,000	\$ 4,000	\$ 0
Satisfactory Compliance Review (3 reviews @ \$1250 each)	\$ 3,750	\$ 3,750	\$ 0
Administrative Project Closeout	\$ 2,250	\$ 2,250	\$ 0
<b>Total - Administration</b>	<b>\$104,000</b>	<b>\$100,000</b>	<b>\$ 4,000</b>

## Subpart A: Equal Employment Opportunity

1. Executive Order 11246, as amended (Contracts/subcontracts above \$10,000)
  - a. During the performance of this contract, the contractor agrees as follows:
    - (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
    - (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
    - (3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
    - (4) The contractor will comply with all provisions of Executive Order 11246, as amended, and of the rules, regulations, and relevant orders of the Secretary of Labor.
    - (5) The contractor will furnish all information and reports required by Executive Order 11246, as amended, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

- (6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246, as amended, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246, as amended, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- (7) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246, as amended, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the contractor may request the United States to enter into such litigation to protect the interests of the United States.

b. Subcontracts

Each prime contractor or subcontractor shall include the equal opportunity clause in each of its subcontracts.

## **Subpart B: Title VI of the Civil Rights Act of 1964, as Amended**

All parties to this contract hereby agree to comply with the provisions of Title VI of the *Civil Rights Act of 1964* (Public Law 88-352) which provides: that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance of any dollar amount – no minimum threshold.

## **Subpart C: Section 109 of the Housing and Community Development Act of 1974, as Amended**

No person in the United States shall on the ground of race, color, national origin, or sex be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title. Any prohibition

against discrimination on the basis of age under the Age Discrimination Act of 1975 or with respect to an otherwise qualified handicapped individual as provided in section 504 of the *Rehabilitation Act of 1973* shall also apply to any such program or activity of any dollar amount – no minimum threshold.

## **Subpart D: Section 3 of the Housing and Urban Development Act of 1968**

*(Applicable to all contracts/subcontracts valued at \$100,000 or more in federal funds)*

1. The Section 3 area for this PROJECT is designated as the County of Sussex Businesses and Residents of this County are considered “local” for project reporting purposes.
2. The work to be performed under this contract is on a project assisted under a program providing direct financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the *Housing and Urban Development Act of 1968*, as amended, 12 U.S.C. 1701 u. Section 3 requires that to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the project area, and that contracts in connection with the project be awarded to business concerns which are located in, and owned in substantial part by persons residing in the project area.
3. The parties to this contract will comply with the provisions of said Section 3 and the procedures for compliance issued pursuant thereto by the Virginia Department of Housing and Community Development set forth in this section to wit:
  - a. The PUBLIC BODY and the CONTRACTOR shall analyze the tasks to be performed under this CONTRACT and identify:
    - (1) The opportunities for training and employment of lower income residents of the project area, and
    - (2) Contracts for construction contracts, non-construction contracts, materials and supplies in connection with the project to be awarded to business concerns which are located in, and owned in substantial part by persons residing in the project area.
  - b. After determining what construction contracts, non-construction contracts, materials and supplies will be needed to be procured by the CONTRACTOR to complete the contract:
    - (1) The CONTRACTOR shall fill all employment positions to the greatest extent feasible with residents of the local (Section 3) county to the extent such residents are available and meet the generally accepted qualifications for the position(s) needed to be filled. And, the CONTRACTOR will fill all vacant

trainee positions to the greatest extent feasible with residents of the local (Section 3) county to the extent such residents are available.

- (2) The CONTRACTOR will subcontract to, and procure to the greatest extent feasible all construction contracts, non-construction contracts, materials and supplies necessary for the PROJECT from business concerns located and substantially owned by residents of the local (Section 3) county to the extent that such items are available, and of comparable quality and cost.

c. The CONTRACTOR shall not circumvent these Section 3 requirements by:

- (1) Filling vacant trainee or employment positions in its organization immediately prior to undertaking work on the PROJECT; or
- (2) Entering into procurement contracts immediately prior to undertaking work on the PROJECT.

4. The CONTRACTOR will include this Section in every subcontract for work in connection with this PROJECT and will at the direction of the PUBLIC BODY take corrective action pursuant to the SUBCONTRACT upon a finding that the SUBCONTRACTOR is in violation of these provisions. The CONTRACTOR will not subcontract with any SUBCONTRACTOR where it has notice or knowledge that the latter has been found in violation of *Section 3 of the Housing and Urban Development Act of 1968*, and will not award any SUBCONTRACT unless the SUBCONTRACTOR has provided it with a preliminary statement of ability to comply with Section 3.

5. Compliance with the provisions of Section 3 and the provisions of this Section are a condition of the Federal financial assistance provided to the PROJECT, binding upon the PUBLIC BODY. Failure to fulfill these requirements shall subject the PUBLIC BODY, its contractors, its subcontractors and its successors to those sanctions specified by the grant agreement or contract through which Federal assistance is provided.

6. The parties to this CONTRACT verify and agree that they are under no contractual or other disability which would prevent them from complying with these requirements.

## **Subpart E: Records Retention**

The CONTRACTOR shall maintain financial records, supporting documents, statistical records, and all other records pertinent to this contract during the period of this contract and for five (5) years from the date of final payment; except, if any litigation, claim or audit is started before the expiration of the 5-year period, the records shall be retained until all litigations, claims, or audit findings involving the records have been resolved.

## **Subpart F: Provisions Required by Law Deemed Inserted**

The provisions of Article 4 (Ethics in Public Contracting), Chapter 7 of Title 11 of the Code of Virginia, as amended, is hereby incorporated by reference and each and every other provision of law and clause required by law to be inserted herein shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included herein.

## **Subpart G: Immigration Reform and Control Act of 1986**

The Contractor agrees by signing this contract that he/she does not and will not during the performance of this contract violate the provisions of the *Federal Immigration Reform and Control Act of 1986*, which prohibits employment of illegal aliens.

## **Subpart H: Access to Records**

The Public Body, the Virginia Department of Housing and Community Development, the U.S. Department of Housing and Urban Development, the U.S. Department of Labor, the Inspector General, and the General Accounting Office, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the Contractor which are directly pertinent to this Contract for the purpose of making audit, examination, excerpts, and transcriptions.

## **Subpart I: Drug-Free Workplace Act Assurances**

The Contractor agrees by signing this contract that he/she will provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing a drug-free awareness program to inform employees about -
  - i. The dangers of drug abuse in the workplace;
  - ii. The grantee's policy of maintaining a drug-free workplace;
  - iii. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - iv. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;



- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -
  - i. Abide by the terms of the statement; and
  - ii. Notify the employer of any criminal drug statue conviction for a violation occurring in the workplace no later than five days after such conviction;
- (e) Notifying the Virginia Department of Housing and Community Development within ten days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such condition;
- (f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted –
  - i. Taking appropriate personnel action against such an employee, up to and including termination; or
  - ii. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.04

**Subject:** Adoption & Appropriation of Budget for Fiscal Year 2019

**Board Meeting Date:** June 21 2018

=====  
**Summary:** After several Budget Work Sessions to allow the Sussex County Board of Supervisors, department heads, constitutional officers, and outside agencies to review, comment and/or ask questions, County Administrator Jones presented the Proposed Fiscal Year 2019 Budget at the April 19, 2018 Board of Supervisors' Public Hearing.

**Recommendation:** That the Board of Supervisors approve budgets and appropriates funds for the County of Sussex and the Sussex County School Division for the Fiscal Year beginning July 1, 2018, and ending June 30, 2019.

**Attachments:** Copy of Ordinance No. 18-01, Approve Budgets & Appropriate Funds for FY2019  
Copy of Ordinance No. 18-02, Adopt Capital Improvement Plan FY2019  
Copy of Ordinance No. 18-03 Calendar Year 2018 Tax Rates

=====  
**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 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 21st day of June, 2018:

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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

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

AN ORDINANCE TO APPROVE THE BUDGETS AND APPROPRIATE FUNDS FOR THE COUNTY OF SUSSEX AND THE SUSSEX COUNTY SCHOOL DIVISION FOR THE FISCAL YEAR BEGINNING JULY 1, 2018, AND ENDING JUNE 30, 2019

WHEREAS, the County Administrator has submitted to the Sussex County Board of Supervisors a proposed annual budget for the County for the fiscal year beginning July 1, 2018 and ending June 30, 2019, which has been reviewed by the Board of Supervisors; and

WHEREAS, the Board has duly advertised and held a public hearing on the proposed budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019; and

WHEREAS, it is necessary to adopt said budget and appropriate sufficient funds to cover the requirements included therein; and

WHEREAS, the Board of Supervisors, in exercising its independent judgement and in concert with the Sussex County School Board, has considered the school's annual operating budget; and

WHEREAS, after considering availability of local funds, approval of the Sussex County School Board's fiscal year 2019 educational budget is based upon funding from the federal government in the amount of \$2,260,735; from the state government in the amount of \$8,187,509; from the local appropriations in the amount of \$7,999,170; and other local revenues in the amount of \$396,855;

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors this 21st day of June, 2018, that the fiscal year 2019 annual budget of the Sussex County School Division for school operations in the amount of \$18,844,269 be, and is hereby, approved subject to and contingent upon the availability of funds as indicated in the preamble hereto.

BE IT FURTHER ORDAINED that the annual budget in the sum of \$845,182 for fiscal year 2019 be, and is hereby, approved for the operation of food service programs for purposes authorized and approved by the Sussex County School Board subject to and contingent upon the availability of funds.

BE IT STILL FURTHER ORDAINED that the fiscal year 2019 annual budget for the County of Sussex be, and is hereby, adopted as proposed on this date.

BE IT STILL FURTHER ORDAINED that the following annual appropriations for fiscal year 2019 be, and are hereby made in the General fund for the following functions:

<u>Function</u>	<u>Amount</u>
General Government	\$ 1,973,422
Judicial Administration	1,044,756
Fire, Rescue & Emergency Services	1,698,782
Sheriff's Operations & Jail	4,394,253
Public Works	1,224,070
Health & Welfare	996,790
Education	8,009,014
Parks, Recreation & Cultural	206,886
Planning & Community Development	656,714
Debt Service	1,894,823
Non-Departmental & Fund Transfers	<u>668,500</u>
Total General Fund	<u>\$ 22,768,010</u>

BE IT STILL FURTHER ORDAINED that the County Administrator be, and is hereby, authorized to transfer the appropriations in the General Fund Non-Departmental function to the related categories in the various General Fund functions.

BE IT STILL FURTHER ORDAINED that the \$8,009,014 appropriated above from the General Fund for Education, includes \$7,959,170 for the local contribution to the School Division for support of the School operating budget and, is appropriated as a non-categorical appropriation to be allocated among the various operating categories as the School Board deems necessary and the remaining \$40,000 is appropriated as the County's share of IT salary expenses and \$9,844 is appropriated for contributions to outside educational institutions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$1,983,973 for fiscal year 2019 be, and is hereby, made in the Social Services Fund for the operations of the Sussex Department of Social Services.

BE IT STILL FURTHER ORDAINED that the annual appropriation of the Social Services Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$725,000 for fiscal year 2019 be, and is hereby, made in the CSA Fund to carry out the mandates of the Comprehensive Services Act.

BE IT STILL FURTHER ORDAINED that the annual appropriation of the CSA Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$2,025 for fiscal year 2019 be, and is hereby, made in the IPR Program Income Fund.

BE IT STILL FURTHER ORDAINED that the annual appropriation of the IPR Program Income Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$3,425 for fiscal year 2019 be, and is hereby, made in the CDBG Housing Program Fund.

BE IT STILL FURTHER ORDAINED that the annual appropriation of the CDBG Housing Program Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$9,000 for fiscal year 2019 be, and is hereby, made in the Drug Forfeiture Fund.

BE IT STILL FURTHER ORDAINED that the annual appropriation of the Drug Forfeiture Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$766 for fiscal year 2019 be, and is hereby, made in the Law Library Fund.

BE IT STILL FURTHER ORDAINED that the annual appropriation of the Law Library Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$547,500 for fiscal year 2019 be, and is hereby, made in the Capital Projects Fund.

BE IT STILL FURTHER ORDAINED that, the County Treasurer, upon receipt of a written order from the County Administrator, is authorized to advance monies between the several County funds under his custody provided, however, that the total advanced to any particular fund, plus the amount of monies disbursed from that fund, does not exceed the annual appropriation of said fund.

BE IT STILL FURTHER ORDAINED that, upon receiving notice of grant of program opportunities offered by various federal, state, local and other outside organizations, the County Administrator or his designee be, and is hereby designated as the agent to execute the necessary grant or program application and other documentation, unless the terms of the grant or program require specific actions by the Board, to give such assurances as may be required by the agreement subject to approval as to form by the County Attorney and to provide such additional information as may be required by the awarding organization. In

addition, the funding awarded, not to exceed \$50,000, shall be, and is hereby, appropriated to the applicable functional area.

BE IT STILL FURTHER ORDAINED that interest earned on grant and program awards received from federal, state, local and other outside organizations be, and is hereby, appropriated to the appropriate functional area to be expended in accordance with the guidelines as established by the organizations.

BE IT STILL FURTHER ORDAINED that additional funds received for various County programs, including contributions and donations, be, and are hereby, appropriated for the purposes established by each program.

BE IT STILL FURTHER ORDAINED that funds received from the Federal Emergency Management Agency (FEMA) for reimbursements for expenses incurred as a result of unusual or infrequent events not to exceed \$50,000 per incident be, and are hereby, appropriated under this program for the appropriate functional area.

BE IT STILL FURTHER ORDAINED that funds received through insurance claims for damages incurred to County property as a result of unusual or infrequent events not to exceed \$50,000 per incident be, and are hereby, appropriated under this program to the appropriate functional area.

BE IT STILL FURTHER ORDAINED that upon receipt of written notification from the State Compensation Board of additional funds for the Constitutional Officers (Commonwealth's Attorney, Sheriff, Clerk of Court, Treasurer and Commissioner of the Revenue) be, and are hereby, appropriated in the General fund to be expended in accordance with guidelines as established by the state government.

BE IT STILL FURTHER ORDAINED that the monies be, and are hereby, appropriated for fiscal year 2019 in the various funds for the purpose of liquidating encumbered purchase transactions and for continuing capital and special projects as of June 30, 2018 not to exceed the applicable fund balance/net assets/net position as recorded in the County's audited accounting records. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the County Administrator be, and is hereby, authorized to transfer funds within and between appropriation functions. These transfers may be made to allow the disbursement of funds for unanticipated costs incurred in daily County operations.

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 21<sup>st</sup> day of June, 2018:

---

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

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

AN ORDINANCE TO ADOPT THE FISCAL YEAR 2019 – 2023 CAPITAL IMPROVEMENTS PROGRAM AS A LONG-RANGE PLANNING DOCUMENT

WHEREAS, in consideration of materials received from the departments and agencies of the County and direction from the Board of Supervisors, the County Administrator has developed a Proposed Fiscal Year 2019 – 2023 Capital Improvements Program; and

WHEREAS, the Capital Improvements Program serves as a long-range planning document subject each year to review and approval of funding by the Board of Supervisors; and

WHEREAS, such a review has been completed for the fiscal year 2019 – 2023 Capital Improvements Program;

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors this 21st day of June, 2018, that the County Administrator's proposed Fiscal Year 2019 – 2023 Capital Improvements Program be, and is hereby, adopted.

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 21<sup>st</sup> day of June, 2018:

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---

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

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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 2018

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, 2018 and ending December 31, 2018; 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 21st day of June, 2018, that the following County tax levies be, and they hereby are, imposed for the calendar year 2018:



<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

# SUSSEX COUNTY

## FINANCIAL STATEMENTS

SUBMITTED BY SUSSEX COUNTY TREASURER'S OFFICE

May 31, 2018

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## TREASURER'S OFFICE

**ONNIE L. WOODRUFF**  
**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 May 31, 2018.

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

Bank Balance - Money Market Checking	\$2,811,681.64	
Plus Cr Card Chg - in bank, not in office—JE		
Plus Bank Svc Chg - in bank, not in office—JE	724.26	
Plus NSF Check	465.83	
Plus Deposits in Transit - in office, not in bank		
Plus Cr Card Deposits in Transit - in office, not in bank	355.11	
Less Outstanding Checks not cleared bank	(593,750.11)	
Less Deposits in Transit - in bank, not in office	(864.70)	
Less Cr Card Deposits in Transit - in bank, not in office		\$2,218,612.03

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

Bank Balance	\$10,211.19	
Plus Bank Svc Chg - in office, not in bank---JE	9.51	
Less Deposits in Transit - in bank, not in office		
Less Deposits in Transit - int earned, in bank, not in office	(0.39)	10,220.31

**SONA #401- WAVERLY, VA**

Bank Balance	\$11,541.02	
Less Deposits in Transit - in bank, not in office		
Less Deposits in Transit - int earned, in bank, not in office	(0.49)	11,540.53
Investments and CD's		
#30342048 - SONA #451		\$2,219,253.59

<b><u>QZAB -05 #701</u></b> Investment Balance	807,003.28	
<b><u>QZAB -06 #702</u></b> Investment Balance	1,372,073.97	
<b><u>LGIP INVESTMENT #803</u></b> Investment Balance	4,634,632.94	
<b><u>VA INV POOL #804</u></b> Investn Investment Balance	3,007,842.61	

TOTAL IN BANKS REC W/GL   **\$14,281,179.26**

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:

*Onnie L. Woodruff*  
 Onnie L. Woodruff, Treasurer

kbe

**BALANCE SHEET - COMPARATIVE PERIODS**  
2014/07 - 2018/05

FUND #-999 TREASURER'S ACCOUNTABILITY FUND  
GL070C

MAJOR#	DESCRIPTION	FY/2015 Bal. Sheet 2014/07 Thru 2015/05	FY/2016 Bal. Sheet 2015/07 Thru 2016/05	FY/2017 Bal. Sheet 2016/07 Thru 2017/05	FY/2018 Bal. Sheet 2017/07 Thru 2018/05
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	600.00
000100-0201	BB&T - MM Checking	4,370,532.80	2,565,698.58	6,292,062.75	2,218,612.03
000100-0251	BB&T - CD's	.00	.00	.00	.00
000100-0252	BB&T - Repos	.00	.00	.00	.00
000100-0301	BSV - MM Checking	434,739.03	34,490.31	913,220.94	10,220.31
000100-0351	BSV - CD's	.00	.00	.00	.00
000100-0352	BSV - Repos	.00	.00	.00	.00
000100-0401	SONA BANK (SB) CHECKING	212,843.57	36,087.11	257,474.55	11,540.53
000100-0451	SONA BANK (SB) CD'S	6,119,101.67	4,376,987.92	2,216,289.69	2,219,253.59
000100-0452	SONA BANK (SB) REPOS	.00	.00	.00	.00
000100-0701	Bank of America QZAB Acct	583,015.65	655,940.45	730,545.14	807,003.28
000100-0702	Bk of America QZAB 06 Escrow	961,484.49	1,095,167.99	1,231,932.98	1,372,073.97
000100-0803	LGIP - Investments	3,563,164.19	4,571,655.16	2,089,551.32	4,634,632.94
000100-0804	VIP - Investments	.00	.00	.00	3,007,842.61
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	262.22	176.08	658.85	625.59
	ASSETS	16,245,743.62	13,336,803.60	13,732,336.22	14,282,404.85
	<b>TOTAL ASSETS</b>	<b>16,245,743.62</b>	<b>13,336,803.60</b>	<b>13,732,336.22</b>	<b>14,282,404.85</b>
000300-0000	FUND EQUITY	.00	.00	.00	.00
000300-0100	General Fund	6,506,411.86	6,250,542.43	5,843,198.08	6,603,535.96
000300-0105	VPA Fund	.00	.00	26,947.90	45,944.65
000300-0110	CSA Fund	124,399.71	103,516.65	26,563.83	136,072.80
000300-0115	BJA Trust Fund	.00	.00	.00	.00
000300-0120	IPR Loan Program Fund	.00	.00	.00	.00
000300-0121	IPR Program Income Fund (11/02)	41,906.12	44,012.56	38,335.00	36,649.33
000300-0122	Disaster Recovery Relief Fund	.00	.00	.00	.00
000300-0123	CDBG Housing Program	46,917.66	52,717.99	56,550.99	58,830.99
000300-0124	Sussex Gardens Proj FD (Revl FD)	.00	.00	.00	.00
000300-0125	Drug Forfeiture Fund	11,912.51	13,094.53	8,463.25	17,142.39
000300-0135	Reserve for CP and DS	3,127,797.65	2,874,586.02	3,577,529.02	3,580,770.02
000300-0140	Criminal Justice Reserve Fund	.00	.00	.00	.00
000300-0201	Law Library Fund	26,743.18	27,344.73	27,806.14	28,108.02
000300-0251	School Fund	.00	.00	.00	.00
000300-0252	School Food Services Fund	89,128.17	33,265.47	27,505.32	32,817.11
000300-0253	Summer Food Service Fund	4,193.00	8,650.48	7,153.51	5,535.81
000300-0254	Title and Grant fund	15,552.19	17,634.57	469,349.73	613,573.85
000300-0255	School Textbook Fund	133,900.16	95,934.39	243,133.65	311,560.70

**BALANCE SHEET - COMPARATIVE PERIODS**  
2014/07 - 2018/05

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

MAJOR#	DESCRIPTION	FY/2015 Bal. Sheet 2014/07 Thru 2015/05	FY/2016 Bal. Sheet 2015/07 Thru 2016/05	FY/2017 Bal. Sheet 2016/07 Thru 2017/05	FY/2018 Bal. Sheet 2017/07 Thru 2018/05
000300-0256	Smart Beg.Early Childhood Dev	.00	.00	.00	.00
000300-0301	School Capital Projects Fund	230,651.05-	201,338.05-	197,951.05-	198,064.05-
000300-0302	General Capital Projects Fund	3,761,029.96-	1,314,731.34-	846,291.58-	428,074.58-
000300-0303	Elementary School Capital Proj Fund	.00	.00	.00	.00
000300-0305	Mega Site - Industrial Park Fund	6,574.79	29,900.66	15,906.05-	120,523.69
000300-0306	Cabin Point - Industrail Park Fund	24,338.12	9,723.89	48,567.49	19,309.76
000300-0307	Henry - Industrial Park Fund	.00	.00	.00	113,991.84-
000300-0723	Robert Mitchell Scholarship Fund	26,984.17-	26,416.17-	25,819.17-	25,214.17-
000300-0724	Wav/Wak Rotary Scholarship Fund	23,136.86-	28,338.86-	32,298.86-	30,292.86-
000300-0725	RICHARD CLEMENTS MOORE III SCH FUND	28,644.83-	28,921.83-	29,421.83-	30,427.83-
000300-0726	Millard D. Stith Sch. Fund	72,995.00-	78,542.00-	86,888.00-	102,732.00-
000300-0733	Special Welfare Fund	2,039.29-	1,013.97-	254.63-	1,342.67-
000300-0135-200	Restricted Res for Elem Loans	.00	.00	.00	.00
	<b>FUND EQUITY</b>	<b>13,994,631.04-</b>	<b>10,918,675.05-</b>	<b>11,538,800.10-</b>	<b>11,988,702.58-</b>
	TOTAL PRIOR YR FUND BALANCE	13,994,631.04-	10,918,675.05-	11,538,800.10-	11,988,702.58-
000400-0000	OTHER ACCOUNTS	.00	.00	.00	.00
000400-0001	Treasurer's Deferred Account	1,269.03-	1,288.68-	1,288.68-	1,344.51-
000400-0002	Cash Over and Short	12.36-	23.66-	53.79-	110.07-
000400-0011	Overpayments	4,989.76-	.00	.00	.00
000400-0012	Prepaid Taxes - PP	9,177.64-	6,987.36-	15,316.91-	12,289.51-
000400-0013	Prepaid Taxes - RE	18,340.66-	28,235.41-	23,726.12-	30,270.93-
000400-0014	Available PTR for Distrib \$1.093M	63,962.99-	.00	.00	.00
000400-0015	Escrow Acct. QZAB 2005	583,015.65-	655,940.45-	730,545.14-	807,003.28-
000400-0016	QZAB 2006 Escrow Acct.	961,484.49-	1,095,167.99-	1,231,932.98-	1,372,073.97-
000400-0021	Escrow Acct - Perf. Surety(ESCROW)	62,610.00-	64,235.00-	64,422.50-	70,610.00-
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)	.00	.00	.00	.00
	OTHER ACCOUNTS	1,704,862.58-	1,851,878.55-	2,067,286.12-	2,293,702.27-
000401-0000	ESCROW ACCTS. RESERVED CIF ACCTS	.00	.00	.00	.00
000401-0101	Escrow for Fire Dept. Vehicles	500,000.00-	500,000.00-	60,000.00-	.00
000401-0102	Escrow for Rescue Vehicles	46,250.00-	66,250.00-	66,250.00-	.00
	ESCROW ACCTS. RESERVED CIF ACCTS	546,250.00-	566,250.00-	126,250.00-	.00
	<b>OTHER EQUITY &amp; ESCROW ACCTS</b>	<b>2,251,112.58-</b>	<b>2,418,128.55-</b>	<b>2,193,536.12-</b>	<b>2,293,702.27-</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

SUSSEX COUNTY  
**BALANCE SHEET - COMPARATIVE PERIODS**  
 2014/07 - 2018/05

FUND #-999 TREASURER'S ACCOUNTABILITY FUND  
 GL070C

MAJOR#	DESCRIPTION	FY/2015	FY/2016	FY/2017	FY/2018
		Bal. Sheet 2014/07 Thru 2015/05	Bal. Sheet 2015/07 Thru 2016/05	Bal. Sheet 2016/07 Thru 2017/05	Bal. Sheet 2017/07 Thru 2018/05
000501-1993	Real Estate - 1993	.00	.00	.00	.00
000501-1994	Real Estate - 1994	589.67	.00	.00	.00
000501-1995	Real Estate - 1995	617.60	377.70	.00	.00
000501-1996	Real Estate - 1996	667.01	407.93	176.80	.00
000501-1997	Real Estate - 1997	795.86	445.69	193.17	.00
000501-1998	Real Estate - 1998	869.04	512.94	256.14	86.04
000501-1999	REAL ESTATE - 1999	1,011.66	548.58	291.78	121.68
000501-2000	Real Estate - 2000	1,167.00	645.00	322.80	168.00
000501-2001	Real Estate - 2001	1,345.87	732.00	409.80	168.00
000501-2002	Real Estate - 2002	1,879.73	993.78	557.70	182.00
000501-2003	Real Estate - 2003	2,221.06	1,055.61	578.50	182.00
000501-2004	REAL ESTATE - 2004	2,529.80	1,080.30	584.35	187.85
000501-2005	Real Estate - 2005	2,721.31	1,202.87	584.35	187.85
000501-2006	Real Estate - 2006	2,434.08	1,148.16	427.68	161.28
000501-2007	Real Estate - 2007	2,566.08	1,148.16	427.68	161.28
000501-2008	REAL ESTATE - 2008	3,996.36	2,046.71	574.11	274.41
000501-2009	RE - 2009	4,977.34	2,950.02	828.90	529.20
000501-2010	Real Estate - 2010	7,977.02	4,557.80	1,606.41	907.62
000501-2011	Real Estate - 2011	14,750.44	9,657.60	4,703.53	1,705.71
000501-2012	Real Estate - 2012	27,309.35	17,497.54	8,493.46	3,291.21
000501-2013	Real Estate - 2013	65,426.34	26,022.14	15,934.33	7,126.73
000501-2014	Real Estate - 2014	166,104.30	55,872.96	28,828.51	16,455.75
000501-2015	Real Estate - 2015	.00	206,227.41	76,566.99	34,807.65
000501-2016	Real Estate - 2016	.00	.00	214,691.43	97,541.71
000501-2017	Real Estate - 2017	.00	.00	.00	204,395.84
000501-2018	Real Estate - 2018	.00	.00	.00	.00
000501-9999	Reserve - Real Estate Taxes	311,956.92	335,130.90	357,038.42	368,641.81
	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	16,533.39	.00	.00	.00
000502-2010	PP - 2010	16,447.57	14,740.82	.00	.00
000502-2011	PP - 2011	17,907.89	15,535.44	15,164.34	.00
000502-2012	PP - 2012	23,205.45	19,374.74	18,313.00	.00
000502-2013	PP - 2013	26,450.59	17,366.59	13,304.48	11,783.99
000502-2014	PP - 2014	144,127.26	39,879.11	25,952.50	22,055.17
000502-2015	PP - 2015	.00	276,196.55	36,248.68	24,772.42
000502-2016	PP - 2016	.00	.00	221,199.40	110,709.45
000502-2017	PP - 2017	.00	.00	.00	201,849.68



SUSSEX COUNTY  
**BALANCE SHEET - COMPARATIVE PERIODS**  
 2014/07 - 2018/05

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

MAJOR#	DESCRIPTION	FY/2015 Bal. Sheet 2014/07 Thru 2015/05	FY/2016 Bal. Sheet 2015/07 Thru 2016/05	FY/2017 Bal. Sheet 2016/07 Thru 2017/05	FY/2018 Bal. Sheet 2017/07 Thru 2018/05
000502-2018	PP - 2018	.00	.00	.00	.00
000502-9999	Reserve - PP Taxes	244,672.15-	383,093.25-	330,182.40-	371,170.71-
	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	58.63	.00	.00	.00
000503-2015	PSC - 2015	.00	.00	.00	.00
000503-2016	PSC - 2016	.00	.00	44.88	.00
000503-2017	PSC - 2017	.00	.00	.00	.00
000503-2018	PSC - 2018	.00	.00	.00	.00
000503-9999	Reserve - PSC Taxes	58.63-	.00	44.88-	.00
	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000504-0000	UNCOLLECTED BUISNESS LICENSE	.00	.00	.00	.00
000504-2015	BL - 2015	6.56	.00	.00	.00
000504-2016	BL - 2016	.00	241.68-	401.68-	.00
000504-2017	BL - 2017	.00	.00	30.00-	.00
000504-2018	BL - 2018	.00	.00	.00	32.00-
000504-9999	Reserve for Buisness License	6.56-	241.68	431.68	32.00
	UNCOLLECTED BUISNESS LICENSE	.00	.00	.00	.00
000520-0000	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000520-0001	DMV Withholding Fees Receivable	1,485.32-	16,572.58	548.25	.00
000520-9999	Reserve for DMV Withholding Fees	1,485.32	16,572.58-	548.25-	.00
	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000521-0000	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
000521-0001	Administrative Fees Receivable	2,318.57-	23,035.74	847.28-	.00
000521-9999	Reserve for Administrative Fees	2,318.57	23,035.74-	847.28	.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
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



SUSSEX COUNTY  
**BALANCE SHEET - COMPARATIVE PERIODS**  
 2014/07 - 2018/05

FUND #-999 TREASURER'S ACCOUNTABILITY FUND  
 GL070C

MAJOR#	DESCRIPTION	FY/2015 Bal. Sheet 2014/07 Thru 2015/05	FY/2016 Bal. Sheet 2015/07 Thru 2016/05	FY/2017 Bal. Sheet 2016/07 Thru 2017/05	FY/2018 Bal. Sheet 2017/07 Thru 2018/05
000601-2013	State Income Tax - 2013	.00	.00	.00	.00
000601-2014	State Income Tax - 2014	15,755.74	13,898.79	.00	.00
000601-2015	State Income Tax - 2015	.00	12,373.30	.00	.00
000601-2016	State Income Tax - 2016	.00	.00	6,067.80	.00
000601-2017	State Income Tax - 2017	.00	.00	.00	8,320.23
000601-9999	Reserve - State Income UNCOLLECTED TAXES - SI	15,755.74-	26,272.09-	6,067.80-	8,320.23-
		.00	.00	.00	.00
		.00	.00	.00	.00
000702-0000	IPR Loan Payments Receivable	2,504.74	2,344.61	2,879.74	3,993.72
000702-9999	Reserve for IPR Loan Payments IPR Loan Payments Receivable	2,504.74-	2,344.61-	2,879.74-	3,993.72-
		.00	.00	.00	.00
000703-0000	CDBG Loan Payments Receivable	25.00	322.00	.00	.00
000703-9999	Reserve for CDBG Loan Payments CDBG Loan Payments Receivable	25.00-	322.00-	.00	.00
		.00	.00	.00	.00
		.00	.00	.00	.00

FUND # -100 GENERAL FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
GENERAL FUND					
ASSETS					
100-0100	Cash With Treasurer	6,689,106.15	1,212,532.25	1,298,102.44-	6,603,535.96
	ASSETS	6,689,106.15	1,212,532.25	1,298,102.44-	6,603,535.96
OTHER ASSETS AND RESERVES					
101-0050	Revl & Ln Due From Other Funds				
101-0051	Due From School Fund				
101-0235	Reserve for IDA Lease Agreement				
101-0236	Reserve for VPSA99 Bonds High Sch.	649,581.25			649,581.25
101-0237	Res for Literary Loan - High Schoo	2,890,163.00			2,890,163.00
101-0238	Res for Literary Loan - Mid Sch 07	3,501,260.00			3,501,260.00
101-0239	Res for IDA QZAB Bond Deposit	774,796.00			774,796.00
101-0240	Reserve for VPSA 2012 Bond Elem Sc	3,410,000.00			3,410,000.00
101-0241	Woodfuel Loan Receivable{DHCD Loan	393,367.93			393,367.93
101-0600	Commonwealth PTR avail. for distr.	16,691.60	55,519.82		72,211.42
101-0900	Accrued Accounts Receivable				
101-0901	Reversion Due From School Fund				
	OTHER ASSETS AND RESERVES	11,635,859.78	55,519.82		11,691,379.60
	TOTAL ASSETS	18,324,965.93	1,268,052.07	1,298,102.44-	18,294,915.56
LIABILITIES					
200-0100	Clearing Account - Payroll		253,083.85	253,083.85-	
200-0200	Clearing Account - Accounts Payabl		150,464.18	150,464.18-	
200-0235	IDA Lease Payable				
200-0236	VPSA99 Bonds Payable - High Sch	649,581.25-			649,581.25-
200-0237	Literary Loan Pay - High Sch.	2,890,163.00-			2,890,163.00-
200-0238	Literary Loan Pay - Middle Sch 07	3,501,260.00-			3,501,260.00-
200-0239	IDA QZAB Bond Deposit Payable	774,796.00-			774,796.00-
200-0240	VPSA 2012 Bond Payable - Elem Sch.	3,410,000.00-			3,410,000.00-
200-0241	DHCD Loan Payable {Woodfuel}	393,367.93-			393,367.93-
200-0300	Clearing Account - Jurors				
200-0600	Commonwealth PTR outstanding bal.	16,691.60-		55,519.82-	72,211.42-
200-0700	Deferred Revenue - Prepaid Taxes				
200-0800	Performance Surety				
200-0900	Accrued Accounts Payable				
	LIABILITIES	11,635,859.78-	403,548.03	459,067.85-	11,691,379.60-
	TOTAL LIABILITIES	11,635,859.78-	403,548.03	459,067.85-	11,691,379.60-
FUND EQUITY					
300-0100	Fund Balance	3,016,737.87-			3,016,737.87-
	FUND EQUITY	3,016,737.87-			3,016,737.87-
	TOTAL PRIOR YR FUND BALANCE	3,016,737.87-			3,016,737.87-
	TOTAL REVENUE	20,775,844.16-		1,195,297.40-	21,971,141.56-
	TOTAL EXPENDITURE	17,103,475.88		1,280,867.59	18,384,343.47
	TOTAL CURRENT FUND BALANCE				3,586,798.09- Revenue over Expenditures
	TOTAL LIABILITIES AND FUND BALANCE	18,324,965.93-	1,684,415.62	1,654,365.25-	18,294,915.56-

SUSSEX COUNTY  
**REVENUE SUMMARY BY FUNDS**  
 7/01/2017 - 5/31/2018

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% REMAIN.
100	REVENUE - GENERAL FUND	22,188,656.00	24,566,990.16	1,195,297.40	21,971,141.56	2,595,848.60	10.56
105	REVENUE - VPA/DSS FUND	1,978,561.00	1,978,561.00	193,148.61	1,660,204.61	318,356.39	16.09
110	REVENUE - CSA FUND	725,000.00	725,000.00	14,421.50	417,278.66	307,721.34	42.44
121	REV.- IPR PROG. INCOME FD {11/02}	3,750.00	3,750.00	292.16	2,282.46	1,467.54	39.13
123	REV - CDBG HOUSING PRG {4/09}	4,375.00	4,375.00	.00	1,964.00	2,411.00	55.10
125	REVENUE - DRUG FORFEITURE FUND	10,000.00	908.10	.00	917.10	9.00-	.99-
135	REVENUE - CP / DS RESERVE FUND	.00	.00	.00	2,347.00	2,347.00-	100.00-
201	REVENUE - LAW LIBRARY FUND	775.00	775.00	72.90	874.60	99.60-	12.85-
251	REVENUE - SCHOOL FUND	16,185,706.00	16,185,706.00	1,338,883.21	12,752,016.57	3,433,689.43	21.21
252	REVENUE - SCHOOL FOOD SERVICES FUND	817,332.00	817,332.00	78,638.10	717,205.03	100,126.97	12.25
253	REVENUE - SUMMER FOOD SERVICES FUND	32,450.00	32,450.00	.00	27,773.14	4,676.86	14.41
254	REVENUE - TITLE & GRANT FUND	1,821,837.00	1,821,837.00	159,561.50	1,084,347.33	737,489.67	40.48
255	REVENUE - SCH. TEXTBOOK FUND	111,976.00	111,976.00	5,766.75	106,746.25	5,229.75	4.67
301	REVENUE - SCHOOL CAPITAL PROJECTS	.00	.00	.00	82.00	82.00-	100.00-
302	REVENUE - CAPITAL PROJECT FUND	654,170.00	904,170.00	.00	904,303.00	133.00-	.01-
305	REVENUE - MEGA SITE INDUST. PARK	.00	224,873.00	.00	92,891.70	131,981.30	58.69
306	REVENUE - CABIN POINT INDUST. PARK	.00	520,931.00	.00	336,199.54	184,731.46	35.46
307	REVENUE - HENRY INDUST. PARK	.00	.00	.00	113,991.84	113,991.84-	100.00-
723	REVENUE - MITCHELL SCHOLARSHIP FUND	.00	.00	.00	163.00	163.00-	100.00-
724	REVENUE - SUSSEX ENDOWM SCHSHP FD	.00	.00	.00	204.00	204.00-	100.00-
725	REV - RICHARD CLEMENT MOORE III FD	.00	.00	500.00	1,219.00	1,219.00-	100.00-
726	REV.- MILLARD & FLORENCE STITH FSF	.00	.00	250.00	16,236.00	16,236.00-	100.00-
733	REVENUE - SPECIAL WELFARE FUND	.00	.00	390.00	8,999.74	8,999.74-	100.00-
	-- REVENUE TOTAL --	44,534,588.00	47,899,634.26	2,987,222.13	40,219,388.13	7,680,246.13	16.03

## EXPENDITURE SUMMARY BY FUNDS

7/01/2017 - 5/31/2018

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
100	EXPENDITURES - GENERAL FUND	22,188,656.00	23,488,965.09	1,280,867.59	18,384,343.47	.00	5,104,621.62	21.73
105	EXPENDITURES - VPA/DSS FUND	1,978,561.00	1,978,561.00	147,203.96	1,614,259.96	.00	364,301.04	18.41
110	EXPENDITURES - CSA FUND	725,000.00	725,000.00	42,580.50	370,897.88	.00	354,102.12	48.84
121	EXPEND. - IPR PROG. INCOME FD 11/02	3,750.00	3,750.00	.00	1,164.00	.00	2,586.00	68.96
123	EXPEND. CDBG HOUSING PROGRAM	4,375.00	4,375.00	.00	.00	.00	4,375.00	100.00
125	EXPENDITURES - DRUG FORFEITURE FD	10,000.00	21,160.04	.00	4,023.65	.00	17,136.39	80.98
201	EXPENDITURES - LAW LIBRARY FUND	775.00	775.00	151.78	447.65	.00	327.35	42.23
251	SCHOOL FUND EXPENDITURES	16,185,706.00	16,185,706.00	1,338,883.21	12,752,164.13	.00	3,433,541.87	21.21
252	EXPENDITURES - SCHOOL FOOD SERV	817,332.00	817,332.00	66,821.89	670,706.09	.00	146,625.91	17.93
253	EXPENDITURES - SUMMER FS FUND	32,450.00	32,450.00	.00	29,792.19	.00	2,657.81	8.19
254	TITLE & GRANT REVOLVING FUND	1,821,837.00	1,821,837.00	108,250.91	1,163,230.63	.00	658,606.37	36.15
255	EXPENDITURES - TEXTBOOK FUND	111,976.00	111,976.00	860.91	45,229.02	.00	66,746.98	59.60
302	EXPENDITURES - CAPITAL PROJECT FD	654,170.00	1,986,015.00	8,906.10	1,274,818.62	.00	711,196.38	35.81
305	EXPENDITURES - MEGA SITE	.00	224,873.00	64,175.00	218,380.00	.00	6,493.00	2.88
306	EXPENDITURES - CABIN POINT PARK	.00	520,931.00	9,585.87	286,716.31	.00	234,214.69	44.96
723	EXPENDITURES - ROBERT MITCHELL SCH	.00	.00	.00	800.00	.00	800.00-	100.00-
724	EXPENDS. SUSSEX ENDOWM SCHSHP FD	.00	.00	.00	2,250.00	.00	2,250.00-	100.00-
725	EXPS.- RICHARD CLEMENT MOORE S.FD.	.00	.00	.00	750.00	.00	750.00-	100.00-
726	EXP. - MILLARD & FLORENCE STITH FSF	.00	.00	.00	1,000.00	.00	1,000.00-	100.00-
733	EXPENDITURES - SPECIAL WELFARE FD	.00	.00	.00	9,220.97	.00	9,220.97-	100.00-
	-- EXPENDITURE TOTAL --	44,534,588.00	47,923,706.13	3,068,287.72	36,830,194.57	.00	11,093,511.56	23.14

SUSSEX COUNTY

GENERAL FUND - REVENUE SUMMARY BY MAJOR SOURCE

7/01/2017 - 5/31/2018

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	5,116,244.00	5,116,244.00	37,773.73	4,867,779.27	228,464.73	4.46
11020	PUBLIC SERVICE CORP TAXES	719,151.00	719,151.00		754,404.20	35,253.20-	4.90-
11030	PERSONAL PROPERTY TAXES	2,503,976.00	2,503,976.00	98,357.08	2,563,265.15	59,289.15-	2.36-
11031	MOBILE HOME TAXES	24,820.00	24,820.00	354.41	19,882.46	4,937.54	19.89
11032	FIRE AND RESCUE TAXES	16,000.00	16,000.00	294.64	10,030.62	5,969.38	37.30
11040	MACHINERY AND TOOLS TAXES	1,119,383.00	1,119,383.00		1,082,946.82	36,436.18	3.25
11050	MERCHANTS CAPITAL TAXES	75,000.00	75,000.00	14.98	68,273.90	6,726.10	8.96
11060	PENALTIES, INTEREST & TREAS ADM FEES	186,000.00	186,000.00	27,517.75	164,778.05	21,221.95	11.40
	GENERAL PROPERTY TAXES	9,760,574.00	9,760,574.00	164,312.59	9,551,360.47	209,213.53	2.14
12000	OTHER LOCAL TAXES						
12010	LOCAL SALES USE AND TAXES	880,968.00	880,968.00	74,363.04	816,726.00	64,242.00	7.29
12011	OCCUPANCY TAXES	62,300.00	62,300.00	6,439.41	50,505.99	11,794.01	18.93
12020	CONSUMER UTILITY TAXES	95,000.00	95,000.00	7,688.80	90,970.48	4,029.52	4.24
12030	BUSINESS LICENSE TAXES	79,630.00	79,630.00	3,343.87	75,506.93	4,123.07	5.17
12040	FRANCHISE LICENSE TAXES						
12050	MOTOR VEHICLE LICENSES	190,053.00	190,053.00	8,624.42	209,712.75	19,659.75-	10.34-
12060	BANK STOCK TAXES	3,500.00	3,500.00			3,500.00	100.00
12070	RECORDATION TAXES						
	OTHER LOCAL TAXES	1,311,451.00	1,311,451.00	100,459.54	1,243,422.15	68,028.85	5.18
13000	PERMITS, FEES AND LICENSES						
13010	ANIMAL LICENSES	7,000.00	7,000.00	140.00	6,025.00	975.00	13.92
13030	PERMITS AND OTHER LICENSES	5,377,560.00	5,377,560.00	390,510.49	5,282,192.01	95,367.99	1.77
	PERMITS, FEES AND LICENSES	5,384,560.00	5,384,560.00	390,650.49	5,288,217.01	96,342.99	1.78
14000	FINES AND FORFEITURES						
14010	FINES AND FORFEITURES	871,500.00	871,500.00	147,379.04	1,037,522.15	166,022.15-	19.05-
	FINES AND FORFEITURES	871,500.00	871,500.00	147,379.04	1,037,522.15	166,022.15-	19.05-
15000	REVENUE FROM USE OF MONEY/PROPERTY						
15010	REVENUE FROM USE OF MONEY	15,000.00	15,000.00	11,696.95	48,197.40	33,197.40-	221.31-
15020	REVENUE FROM USE OF PROPERTY	101,000.00	101,000.00	4,243.98	72,136.87	28,863.13	28.57
	REVENUE FROM USE OF MONEY/PROPERTY	116,000.00	116,000.00	15,940.93	120,334.27	4,334.27-	3.73-
16000	CHARGES FOR SERVICES						
16010	COURT COSTS	198,515.00	198,515.00	15,296.69	163,614.45	34,900.55	17.58
16020	COMMONWEALTH'S ATTORNEY FEES	1,650.00	1,650.00	197.97	1,705.18	55.18-	3.34-
16050	CHARGES FOR CORRECTION/DETENTION	3,800.00	3,800.00	472.45	3,702.19	97.81	2.57
16060	CHARGES FOR OTHER PROTECTION	1,600.00	1,600.00		3,826.00	2,226.00-	139.12-



SUSSEX COUNTY

**GENERAL FUND - REVENUE SUMMARY BY MAJOR SOURCE**

ACCT#	DESCRIPTION	7/01/2017 -		5/31/2018		BALANCE	UNCOLLECTED
		BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT		
16080	CHARGES FOR SANITATION/WASTE REMVL						
16160	CHARGES FOR COMMUNITY DEVELOPMENT	25,000.00	25,000.00		10,162.96	14,837.04	59.34
16210	CHG FOR CREDIT & DEBIT CARD USE	3,000.00	3,000.00	277.94	3,733.77	733.77-	24.45-
	CHARGES FOR SERVICES	233,565.00	233,565.00	16,245.05	186,744.55	46,820.45	20.04
18000	MISCELLANEOUS REVENUE						
18030	EXPENDITURE REFUNDS	50,000.00	53,924.59	555.46	39,568.70	14,355.89	26.62
18990	MISCELLANEOUS	35,000.00	198,657.70	3,485.94	184,731.14	13,926.56	7.01
	MISCELLANEOUS REVENUE	85,000.00	252,582.29	4,041.40	224,299.84	28,282.45	11.19
19000	RECOVERED COSTS	93,438.00	93,438.00	7,786.49	85,651.39	7,786.61	8.33
19020	RECOVERED COSTS - OTHER	264,433.00	265,731.81	15,854.55	199,491.19	66,240.62	24.92
	RECOVERED COSTS	357,871.00	359,169.81	23,641.04	285,142.58	74,027.23	20.61
20000	REVENUE FROM THE COMMONWEALTH						
21000	PAYMENT IN LIEU OF TAXES	45,000.00	45,000.00		41,187.23	3,812.77	8.47
	PAYMENT IN LIEU OF TAXES	45,000.00	45,000.00		41,187.23	3,812.77	8.47
22000	NON-CATEGORICAL AID - STATE						
22010	NON - CATEGORICAL AID	402,046.00	402,046.00	17,069.87	314,018.55	88,027.45	21.89
22011	LOCAL FINES FROM DOA TO BE DISTRIB						
	NON-CATEGORICAL AID - STATE	402,046.00	402,046.00	17,069.87	314,018.55	88,027.45	21.89
23000	SHARED EXPENSES - CATEGORICAL						
23010	COMMONWEALTH'S ATTORNEY	242,261.00	242,261.00	22,536.14	229,892.66	12,368.34	5.10
23020	SHERIFF SHARED EXPENSE	1,337,521.00	1,346,955.37	135,163.38	1,212,122.79	134,832.58	10.01
23030	COMMISSIONER OF REVENUE	75,065.00	75,065.00	6,316.12	70,448.40	4,616.60	6.15
23040	TREASURER SHARED EXPENSE	86,790.00	86,790.00	7,390.30	80,168.52	6,621.48	7.62
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	192,186.00	192,186.00	28,921.76	187,867.15	4,318.85	2.24
23080	JAIL SHARED EXPENSE	100,000.00	100,000.00		98,688.14	1,311.86	1.31
	SHARED EXPENSES - CATEGORICAL	2,072,456.00	2,081,890.37	200,327.70	1,879,187.66	202,702.71	9.73
24040	OTHER CATEGORICAL AID - STATE	1,462,077.00	1,463,929.00	115,229.75	1,419,005.10	44,923.90	3.06
	OTHER CATEGORICAL AID - STATE	1,462,077.00	1,463,929.00	115,229.75	1,419,005.10	44,923.90	3.06
30000	REVENUE FROM THE FEDERAL GOVERNMENT						
32000	NON-CATEGORICAL AID - FEDERAL						
32010	CDBG COMMUNITY DEV. BLOCK GRANT				1,200.00	1,200.00-	100.00-
32020	SOCIAL SECURITY ADM. BOUNTY - JAIL						
	NON-CATEGORICAL AID - FEDERAL				1,200.00	1,200.00-	100.00-

SUSSEX COUNTY

**GENERAL FUND - REVENUE SUMMARY BY MAJOR SOURCE**

7/01/2017 - 5/31/2018

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% UNCOLLECTED
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	86,556.00	2,284,722.69		379,500.00	1,905,222.69	83.38
	NON-REVENUE RECEIPTS	86,556.00	2,284,722.69		379,500.00	1,905,222.69	83.38
	--FUND TOTAL--	22,188,656.00	24,566,990.16	1,195,297.40	21,971,141.56	2,595,848.60	10.56

SUSSEX COUNTY

**GENERAL FUND - EXPENDITURE SUMMARY BY DEPARTMENTS**

7/01/2017 - 5/31/2018

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	148,242.00	148,402.00	10,504.42	113,610.82		34,791.18	23.44
	--MAJOR TOTAL--	148,242.00	148,402.00	10,504.42	113,610.82		34,791.18	23.44
	BOARD OF SUPERVISORS	148,242.00	148,402.00	10,504.42	113,610.82		34,791.18	23.44
21100-211	ADMINISTRATOR	771,473.00	826,473.00	50,320.38	621,067.99		205,405.01	24.85
	--MAJOR TOTAL--	771,473.00	826,473.00	50,320.38	621,067.99		205,405.01	24.85
21200-221	BUILDING & GROUNDS	522,383.00	522,383.00	36,676.87	495,722.40		26,660.60	5.10
	--MAJOR TOTAL--	522,383.00	522,383.00	36,676.87	495,722.40		26,660.60	5.10
21300-231	HOUSING	132,523.00	134,869.28	12,089.48	123,317.31		11,551.97	8.56
	--MAJOR TOTAL--	132,523.00	134,869.28	12,089.48	123,317.31		11,551.97	8.56
21400-241	PLANNING	242,451.00	242,451.00	18,082.83	210,320.13		32,130.87	13.25
21400-242	BUILDING INSPECTIONS	216,288.00	216,288.00	9,950.09	176,528.29		39,759.71	18.38
21400-243	ZONING	1,875.00	1,875.00				1,875.00	100.00
	--MAJOR TOTAL--	460,614.00	460,614.00	28,032.92	386,848.42		73,765.58	16.01
21500-251	FIRE & RESCUE	240,004.00	247,867.55	2,141.11	97,257.83		150,609.72	60.76
21500-252	AMBULANCE & RESCUE	1,037,511.00	1,037,511.00	2,372.81	710,586.57		326,924.43	31.51
21500-253	EMERGENCY SERVICES	226,229.00	226,229.00	11,720.88	197,595.54		28,633.46	12.65
21500-254	911 Services				182.89		182.89	100.00
21500-255	FOREST FIRE EXTINCTION	24,000.00	24,000.00		23,836.95		163.05	.67
	--MAJOR TOTAL--	1,527,744.00	1,535,607.55	16,234.80	1,029,459.78		506,147.77	32.96
21600-261	ANIMAL CONTROL	202,491.00	202,491.00	22,387.53	224,286.47		21,795.47	10.76
21600-262	ENVIRONMENTAL INSPECTIONS	227,670.00	377,670.00	16,498.25	217,277.35		160,392.65	42.46
21600-263	GENERAL WORKS	75,000.00	75,000.00	6,795.95	79,222.34		4,222.34	5.62
21600-266	REFUSE DISPOSAL	138,300.00	138,300.00	4,275.28	83,792.19		54,507.81	39.41
	--MAJOR TOTAL--	643,461.00	793,461.00	49,957.01	604,578.35		188,882.65	23.80
21700-271	IT AND CENTRAL ACCOUNTING AS400	35,321.00	35,321.00		36,539.29		1,218.29	3.44
	--MAJOR TOTAL--	35,321.00	35,321.00		36,539.29		1,218.29	3.44
	ADMINISTRATOR	4,093,519.00	4,308,728.83	193,311.46	3,297,533.54		1,011,195.29	23.46
22100-281	COUNTY ATTORNEY	75,000.00	75,609.31	3,132.78	132,806.65		57,197.34	75.64
	--MAJOR TOTAL--	75,000.00	75,609.31	3,132.78	132,806.65		57,197.34	75.64
	COUNTY ATTORNEY	75,000.00	75,609.31	3,132.78	132,806.65		57,197.34	75.64
23100-291	REGISTRAR/BOARD OF ELECTIONS	178,121.00	178,121.00	11,444.48	139,139.15		38,981.85	21.88
	--MAJOR TOTAL--	178,121.00	178,121.00	11,444.48	139,139.15		38,981.85	21.88
	REGISTRAR/BOARD OF ELECTIONS	178,121.00	178,121.00	11,444.48	139,139.15		38,981.85	21.88



SUSSEX COUNTY  
 GENERAL FUND - EXPENDITURE SUMMARY BY DEPARTMENTS

ACCT#	DESCRIPTION	7/01/2017 -		5/31/2018		ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	%
		BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT			
31100-311	COMMISSIONER OF REVENUE	238,347.00	238,697.00	17,903.53	209,339.44		29,357.56	12.29
31100-312	REASSESSMENT SERVICES		107,007.00		109,402.14		2,395.14	2.23
	--MAJOR TOTAL--	238,347.00	345,704.00	17,903.53	318,741.58		26,962.42	7.79
	COMMISSIONER OF REVENUE	238,347.00	345,704.00	17,903.53	318,741.58		26,962.42	7.79
41100-411	TREASURER	353,077.00	353,177.00	26,714.74	310,805.34		42,371.66	11.99
41100-412	LICENSE BUREAU	47,700.00	47,700.00	4,027.63	41,819.96		5,880.04	12.32
	--MAJOR TOTAL--	400,777.00	400,877.00	30,742.37	352,625.30		48,251.70	12.03
	TREASURER	400,777.00	400,877.00	30,742.37	352,625.30		48,251.70	12.03
51100-511	COURTROOM SECURITY	215,051.00	215,051.00	14,593.32	167,346.01		47,704.99	22.18
51100-512	FIELD OPERATIONS	1,572,783.00	1,628,245.61	117,641.19	1,351,158.16		277,087.45	17.01
51100-513	SPOT OPERATIONS	59,208.00	60,164.49	5,655.50	47,555.98		12,608.51	20.95
51100-514	SELECTIVE ENFORCEMENT	217,800.00	217,800.00	12,270.33	161,631.51		56,168.49	25.78
51100-515	WAKEFIELD OPERATIONS	52,193.00	54,863.00	2,176.01	40,205.81		14,657.19	26.71
51100-516	E911	160,552.00	188,726.05	11,881.13	160,686.32		28,039.73	14.85
51100-517	SCHOOL RESOURCE OFFICERS	113,795.00	113,795.00	9,486.64	103,189.31		10,605.69	9.31
	--MAJOR TOTAL--	2,391,382.00	2,478,645.15	173,704.12	2,031,773.10		446,872.05	18.02
51500-551	CONFINEMENT OF INMATES	1,640,831.00	1,669,834.80	127,279.58	1,459,522.26		210,312.54	12.59
	--MAJOR TOTAL--	1,640,831.00	1,669,834.80	127,279.58	1,459,522.26		210,312.54	12.59
	SHERIFF'S DEPARTMENT	4,032,213.00	4,148,479.95	300,983.70	3,491,295.36		657,184.59	15.84
61100-611	CIRCUIT COURT	35,190.00	35,190.00	4,517.87	31,757.89		3,432.11	9.75
61100-612	GENERAL DISTRICT COURT	36,016.00	36,016.00	2,545.47	15,929.33		20,086.67	55.77
61100-613	SPECIAL MAGISTRATES	7,500.00	7,500.00	485.55	7,282.80		217.20	2.89
61100-614	JUV & DOM RELATIONS COURT	12,262.00	12,262.00		12,262.00			
	--MAJOR TOTAL--	90,968.00	90,968.00	7,548.89	67,232.02		23,735.98	26.09
	CIRCUIT COURT	90,968.00	90,968.00	7,548.89	67,232.02		23,735.98	26.09
62100-621	CLERK OF COURTS	378,061.00	378,061.00	27,945.07	320,896.40		57,164.60	15.12
	--MAJOR TOTAL--	378,061.00	378,061.00	27,945.07	320,896.40		57,164.60	15.12
	CLERK OF COURTS	378,061.00	378,061.00	27,945.07	320,896.40		57,164.60	15.12
63100-631	COMMONWEALTH'S ATTORNEY	435,188.00	435,188.00	37,905.53	392,446.44		42,741.56	9.82
63100-632	VICTIM/WITNESS PROGRAM	75,223.00	78,025.00	6,264.43	70,635.19		7,389.81	9.47
	--MAJOR TOTAL--	510,411.00	513,213.00	44,169.96	463,081.63		50,131.37	9.76
	COMMONWEALTH'S ATTORNEY	510,411.00	513,213.00	44,169.96	463,081.63		50,131.37	9.76
	--MAJOR TOTAL--	510,411.00	513,213.00	44,169.96	463,081.63		50,131.37	9.76
81000	CONTRIBUTIONS TO OUTSIDE AGENCIES							

FUND #-100 EXPENDITURE

GENERAL FUND - EXPENDITURE SUMMARY BY DEPARTMENTS

7/01/2017 - 5/31/2018

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
81100-801	Crater Health District	198,317.00	198,317.00		198,317.00			
81100-803	Old Dominion Emerg. Medical Serv.	982.00	982.00		982.00			
81100-805	District 19 Community Services Bd	64,499.00	64,499.00		64,499.00			
	--MAJOR TOTAL--	263,798.00	263,798.00		263,798.00			
81300-811	Crater Area Aging	7,060.00	7,060.00		7,060.00			
81300-812	Sussex SS Christmas Program				1,500.00		1,500.00	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			
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	121.39	34,456.65		36,311.35	51.31
81300-823	Chowan Basin Soil & Water Conserv.	3,701.00	3,701.00		3,701.00			
81300-825	The Faith Based Coalition	5,000.00	5,000.00		5,000.00			
81300-829	Chowan Basin Proj. / City Franklin	7,480.00	7,480.00		7,480.00			
	--MAJOR TOTAL--	161,144.00	161,144.00	121.39	126,332.65		34,811.35	21.60
81400-825	Wakefield Foundation	11,500.00	11,500.00		11,500.00			
81400-826	Blackwater/Regional Library	154,985.00	154,985.00		154,985.00			
81400-827	MBC Museum	3,500.00	3,500.00		3,500.00			
	--MAJOR TOTAL--	169,985.00	169,985.00		169,985.00			
81500-831	John Tyler Community College	1,016.00	1,016.00		1,016.00			
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		7,516.00			
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			
	--MAJOR TOTAL--	26,000.00	26,000.00		26,000.00			
81800-860	Crater Planning District Commission	9,790.00	9,790.00		9,790.00			
81800-862	Virginia's Gateway Region	32,050.00	32,050.00		32,050.00			
81800-863	Crater Youth Care Commission	114,743.00	114,743.00	19,914.83	105,087.80		9,655.20	8.41
81800-869	Crater Small Bus Dev Cent Longwod U	3,000.00	3,000.00		3,000.00			
	--MAJOR TOTAL--	159,583.00	159,583.00	19,914.83	149,927.80		9,655.20	6.05
	CONTRIBUTIONS TO OUTSIDE AGENCIES	788,026.00	788,026.00	20,036.22	743,559.45		44,466.55	5.64
93100	TRANSFERS TO OTHER FUNDS	9,146,922.00	10,013,226.00	613,144.71	6,961,715.07		3,051,510.93	30.47
93200	EXP ACCOUNT NON DEPARTMENT	103,168.00	94,668.00		647.74		94,020.26	99.31
	TRANSFERS TO OTHER FUNDS	9,250,090.00	10,107,894.00	613,144.71	6,962,362.81		3,145,531.19	31.11
95000	DEBT SERVICE	1,996,881.00	1,996,881.00		1,973,520.76		23,360.24	1.16
	DEBT SERVICE	1,996,881.00	1,996,881.00		1,973,520.76		23,360.24	1.16

SUSSEX COUNTY

**GENERAL FUND - EXPENDITURE SUMMARY BY DEPARTMENTS**

7/01/2017 - 5/31/2018

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
99900	NON DEPARTMENTAL	8,000.00	8,000.00		7,938.00		62.00	.77
	NON DEPARTMENTAL	8,000.00	8,000.00		7,938.00		62.00	.77
	--FUND TOTAL--	22,188,656.00	23,488,965.09	1,280,867.59	18,384,343.47		5,104,621.62	21.73

SUSSEX COUNTY  
 CAPITAL IMPROVEMENT FUND - DETAIL REVENUE SUMMARY

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	7/01/2017 - APPR. AMOUNT	5/31/2018 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	.00	133.00	133.00-	100.00-
	REVENUE FROM USE OF MONEY	.00	.00	.00	133.00	133.00-	100.00-
	REVENUE FROM USE OF MONEY/PROPERTY	.00	.00	.00	133.00	133.00-	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	654,170.00	904,170.00	.00	904,170.00	.00	.00
	FUND TRANSFERS	654,170.00	904,170.00	.00	904,170.00	.00	.00
	NON-REVENUE RECEIPTS	654,170.00	904,170.00	.00	904,170.00	.00	.00
	--FUND TOTAL--	654,170.00	904,170.00	.00	904,303.00	133.00-	.01-

SUSSEX COUNTY  
 EXPENDITURE SUMMARY  
 7/01/2017 - 5/31/2018

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	169,000.00	169,000.00	.00	.00	.00	169,000.00	100.00
	REPLACE E911 EQUIPMENT	169,000.00	169,000.00	.00	.00	.00	169,000.00	100.00
91202	Replace AS400 Server							
0001	Replace AS400 Server	47,670.00	47,670.00	.00	46,818.00	.00	852.00	1.78
	Replace AS400 Server	47,670.00	47,670.00	.00	46,818.00	.00	852.00	1.78
91203	Replace Voting Machines							
0001	Replace Voting Machines	44,000.00	103,500.00	.00	103,500.00	.00	.00	.00
	Replace Voting Machines	44,000.00	103,500.00	.00	103,500.00	.00	.00	.00
91300	VEHICLES & OTHER RELATED EQUIP.							
0011	Sheriff Patrol Vehicle	73,500.00	73,500.00	.00	.00	.00	73,500.00	100.00
0012	Animal Control Vehicle	40,000.00	40,000.00	.00	35,619.86	.00	4,380.14	10.95
0013	Buildings & Grounds - Vehicle	40,000.00	40,000.00	.00	31,975.00	.00	8,025.00	20.06
0014	Environmental Inspections Vehicle	40,000.00	40,000.00	.00	.00	.00	40,000.00	100.00
0015	Building Inspections - Vehicle	40,000.00	40,000.00	.00	27,074.00	.00	12,926.00	32.31
	VEHICLES & OTHER RELATED EQUIP.	233,500.00	233,500.00	.00	94,668.86	.00	138,831.14	59.45
91500	MISCELLANEOUS PROJECTS							
	CAPITAL IMPROVEMENT PLAN	494,170.00	553,670.00	.00	244,986.86	.00	308,683.14	55.75
93100	TRANSFERS TO OTHER FUNDS							
94000	CAPITAL PROJECTS							
94000-120	CAPITAL PROJECTS							
	Jarratt Senior Center							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
94100	LANDFILL CLOSURE							
94250	COMMUNICATIONS							
8212	New Radio System Cost	.00	783,472.00	4,669.00	825,201.12	.00	41,729.12	5.32
8214	Broadband Project Exp.	.00	250,000.00	.00	.00	.00	250,000.00	100.00
	COMMUNICATIONS	.00	1,033,472.00	4,669.00	825,201.12	.00	208,270.88	20.15
94300	EMERG REPAIR JARRATT SENIOR CTR							
94400	RENOVATION OF COUNTY BLDGS							
8212	Renov/Repair Bldg/Phone Sys. Etc.	.00	238,873.00	.00	166,135.79	.00	72,737.21	30.45
8216	Hist, Courthouse Roof Replacement	.00	.00	.00	11,495.00	.00	11,495.00	100.00
8217	Carpet Replacement - GDC	13,000.00	13,000.00	.00	11,509.75	.00	1,490.25	11.46
8218	Judicial Complex HVAC-Phase 1	25,000.00	25,000.00	4,237.10	15,490.10	.00	9,509.90	38.03
8220	Water Tower Repairs	75,000.00	75,000.00	.00	.00	.00	75,000.00	100.00
	RENOVATION OF COUNTY BLDGS	113,000.00	351,873.00	4,237.10	204,630.64	.00	147,242.36	41.84

SUSSEX COUNTY  
 EXPENDITURE SUMMARY  
 7/01/2017 - 5/31/2018

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
94500	SCHOOL PROJECTS							
0001	Lease Purchase - School Busses	27,000.00	27,000.00	.00	.00	.00	27,000.00	100.00
	SCHOOL PROJECTS	27,000.00	27,000.00	.00	.00	.00	27,000.00	100.00
94700	ANIMAL POUND BLDG & COMPLEX							
8103	Repairs ar Animal Shelter	20,000.00	20,000.00	.00	.00	.00	20,000.00	100.00
	ANIMAL POUND BLDG & COMPLEX	20,000.00	20,000.00	.00	.00	.00	20,000.00	100.00
94800	WASTE SITE PURCHASE							
94900	COMMONWEALTH ATTNY OFFICE BLDG							
	CAPITAL PROJECTS	160,000.00	1,432,345.00	8,906.10	1,029,831.76	.00	402,513.24	28.10
95300	STONY CREEK SCHOOL SITE							
96000	PUBLIC PARK DEVELOPEMENT							
	--FUND TOTAL--	654,170.00	1,986,015.00	8,906.10	1,274,818.62	.00	711,196.38	35.81



DATE REC'D	FOR MONTH	RATE/TON 0.00	NET/TON 0.00	CO. USED TONS	TOTAL REV. Bud 4.6 mil	CONSENT FEE ESCROW FD	CONSENT FEE BRAMBLES CR	BASE RENT	Ave need & Bal of Bud.
									\$5,075,000.00 Budgeted
7/26/2017	June 2017	\$4.53	105,737.78	833.12	\$478,992.14				\$422,916.67
8/22/2017	July 2017	\$4.53	95,642.23	740.44	\$433,259.30				\$416,274.86
9/29/2017	Aug 2017	\$4.53	108,632.63	827.06	\$492,105.81				\$407,849.19
10/25/2017	Sept 2017	\$4.53	92,063.41	900.87	\$417,047.25				\$406,699.44
11/14/2017	Oct 2017	\$4.53	101,335.18	922.01	\$459,048.37				\$399,221.02
12/21/2017	Nov 2017	\$4.53	104,887.09	951.73	\$475,138.52				\$386,568.11
1/29/2018	Dec 2017	\$4.53	108,900.58	950.01	\$493,319.63				\$365,217.80
2/22/2018	Jan 2018	\$4.53	101,259.25	1,097.18	\$458,704.40				\$365,217.80
3/22/2018	Feb 2018	\$4.53	105,987.51	909.39	\$480,123.42				\$341,846.15
4/21/2018	Mar 2018	\$4.53	103,370.82	1,054.98	\$458,269.81				\$295,753.72
		**Partial Payment for March, balance = \$10,000.00							
5/14/2018	Mar 2018				\$10,000.00				
5/31/2018	Apr 2018	\$4.53	82,524.65	1,264.22	\$373,836.66				\$209,495.68
6/23/2018	May 2018	\$4.53			\$0.00				\$45,154.69
AC TOT FYE 2018 Bud		\$5,075,000	1,110,341.13	10,451.01	\$5,029,845.31	0.00	0.00	0.00	\$45,154.69
G TOTAL PROJ			32,523,238.10	201,329.28	128,903,874.91	4,768,264.00	5,192,300.00	5,480,000.10	

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

- 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.
  - 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.
  - Minimum Monthly Payments will be 1/12th of 50% of previous calendar year's tipping fees, but not below \$2,000,000/year
  - 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.
  - Lump Sum pmt of \$150,000 to erect necessary improvements to man & manage operations of Remote Convenience Centers. (Received 8/23/17)
  - 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.
  - Landfill Current Lease 1,315 Acres
  - 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.
  - Current County Capacity 800,000 tons
- Note: Sup. Rent ended 12/02

**Sussex County**  
**Ten Year Landfill Revenue Summary**  
*Onnie L. Woodruff, Treas.*

MO. RECD	FYE2007	FYE2008	FYE2009	FYE2010	FYE2011	FYE2012	FYE2013	FYE2014	FYE2015	FYE2016	FYE2017	FYE2018	3Yr Ave.
July	819,849	812,429	699,620	558,173	599,541	629,481	471,147	490,908	480,391 716.69	501,253	436,313	478,992	472,652
August	830,151	803,179	712,021	577,545	509,002	597,953	445,265	489,118	454,641	429,103	401,017	433,259	428,254
July Adj								23,595					
September	808,986	796,329	669,685	475,125	503,372	592,764	479,789	432,466	350,607	324,276	424,719	492,106	366,534
Aug. Adj								10,179					
October	752,231	715,269	683,656	500,954	545,971	514,347	408,069	401,828	399,043	308,871	367,365	417,047	358,426
Sept. Adj								20,337					
November	889,097	790,715	670,320	481,954	567,260	476,176	430,052	405,430	382,450	334,371	441,841	459,048	386,221
December	798,459	714,193	537,570	455,412	541,780	415,797	534,057	322,278	335,460	339,298	353,495	475,139	342,751
January	650,791	667,328	504,874	449,831	479,350	441,254	488,614	343,461	389,239	390,132	339,065	493,320	372,812
February	713,718	719,697	486,201	437,417	484,712	432,349	542,928	377,628	403,443	342,709	375,933	458,704	374,028
Jan CPI Adj											4,723		1,574
March	582,539	632,047	449,975	419,355	472,753	404,675	403,559	317,919	290,654	341,827	314,512	480,123	315,664
April	790,823	739,381	507,925	493,043	586,694	403,647	426,530	338,922	459,688	389,559	393,938	458,270	414,395
Mar Bal												10,000	
May	799,360	711,795	544,548	507,140	572,823	441,761	480,225	390,339	544,490	360,063	383,640	373,837	429,398
June	<u>768,332</u>	<u>724,680</u>	<u>518,084</u>	<u>571,595</u>	<u>578,670</u>	<u>458,093</u>	<u>473,070</u>	<u>399,471</u>	<u>508,752</u>	<u>400,137</u>	<u>467,027</u>		458,639
Totals	<u>9,204,335</u>	<u>8,827,042</u>	<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>5,029,845</u>	4,721,587
Current Year Budget amount:		<u>5,075,000</u>											







# Animal Services – Public Safety

## June 2018 Monthly Report



June 12, 2018

TO: VANDY JONES, COUNTY ADMINISTRATOR  
FROM: CECIL R STAINBACK  
SUBJECT: MAY 2018 MONTHLY REPORT

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Enclosed is the MAY 2018 monthly report.

**Animal Services Monthly Report:** Attached is the May 2018 Monthly Report. As you can see, we are attempting to adopt, rescue and return as many animals as possible.

This month, seventeen (17) canines were rescued, seven (7) canine was returned to owner and four (4) was adopted. Two (2) canine euthanized for: 1) severely broken pelvis and 2) severe arthritis, wouldn't eat, wouldn't interact, barely breathing.

This month, twenty-two (22) felines rescued and one (1) was adopted.

**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 May (23.5) 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 May (65.5) 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 May (38) 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 May (44) 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 May (4) 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 May (4) 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 May (15.5) 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 May (2) 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 May (19) 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 May (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 May (14) 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. **Total in May (0) 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 May (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 May (13.5) 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 May (7) 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 May (0) Hour**

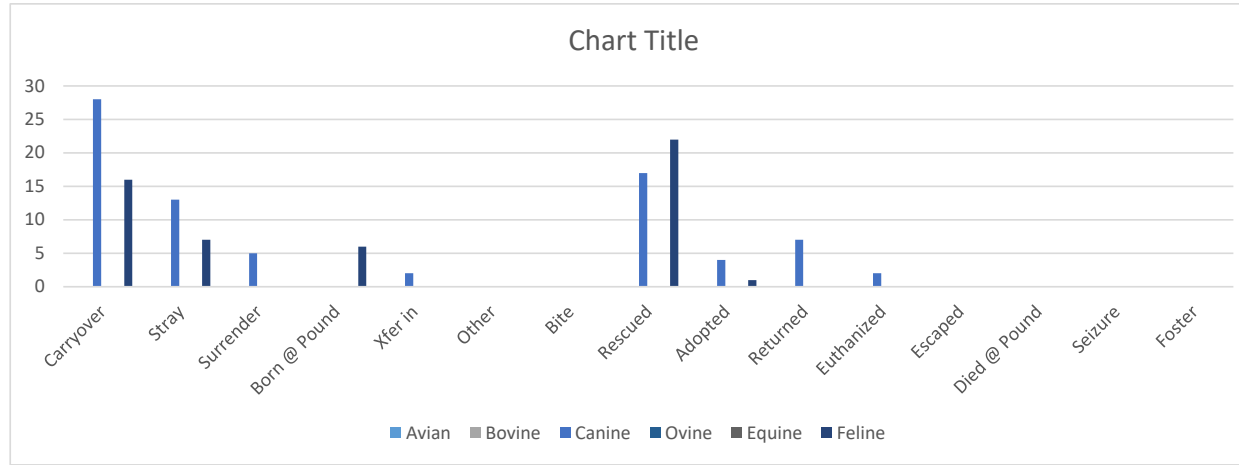
**Court:** In cases where the Officers attempt to resolve the animal code related issues fails, the animal owner/caretaker shall be issued a Summons to appear in court. **Total in May (0) Hours**

**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 May (0) 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 May (1) 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 May (100) Hours**

Sussex County Animal Control  
 Monthly Intake Report  
 May  
 2018



	Carryover	Stray	Surrender	Born @ Pound	Xfer in	Other	Bite	Rescued	Adopted	Returned	Euthanized	Escaped	Died @ Pound	Seizure	Foster	Other
Avian	0	0	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	0	0
Canine	28	13	5	0	2	0	0	17	4	7	2	0	0	0	0	0
Ovine	0	0	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	0	0
Feline	16	7	0	6	0	0	0	22	1	0	0	0	0	0	0	0

<b>ACTIVE CASES</b>		<b>CANINE</b>	18	<b>FELINE</b>	6	<b>EQUINE</b>	0	Bovine	0	Ovine	0
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<b>TOTALS</b>	37
MILEAGE	
UNIT 6	3,226
UNIT 7	1,478
TOTALS	4,704.00
SUMMONS	0

Calls  
 Diesel  
 Gas

Month: May 2018

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	1		3	2		3.5					5.5		0.5									6
2	2.5	3	2			2			1													7.5
3	3		2			2			1		2.5					2	3					4
4	2	4	1			1	1						0.5									
5													1									
6													0.5									
7		3							1		2					2						8
8		3		1		1			0.5				0.5									3.5
9		3.5							0.5	0.5	2											8.5
10		2	3	2		4			1		1		3									
11	2	2	2			4.5			0.5		2		1									
12																						
13				1																		
14	0.5	8.5		1		1			2.5				0.5			3	0.5					
15	1	2	2			3					2											
16	2	2.5							0.5							2.5					1	7.5
17		1	2	1		2			1							1						11
18	1	7.5			1	1.5			0.5	1.5			0.5									4
19													0.5									
20													5									
21			4	1		5			0.5													11
22		4	1			1			1								2					9.5
23									1		1						1.5					15.5
24	2	6							0.5													
25		2.5		2		1.5	1	1	0.5		1											0.5
26													0.5									
27																						
28	2																					
29	1	2	1			1.5		1														3.5
30	2.5	4		1	2	2.5	1	1	1							3						
31	1	5	3		2	7	1	1	1													
Total	23.5	65.5	26	12	5	44	4	4	15.5	2	19	0	14	0	0	13.5	7	0	0	0	1	100

Admin will include: Paperwork, County Admin Office, Treasurers Office

Training will include Monthly Meetings

Canines/Felines Rescued or Transferred

1-May

		Total of 17 Canines
		Total of 22 Felines
Intake Number	Name	Rescue Orginazation/Animal Shelter
37-18020901	Selina	Colonial Heights Animal Shelter
70-18031501	T.E.	LUV4PAWZ
92-18040610	Mikey	BARK
93-18040901	T-Rex	LUV4PAWZ
98-18041201	Rory	BARK
101-18041204	Rolo	New Leash K-9
102-18041205	April	New Leash K-9
103-18041206	Blair	New Leash K-9
106-18041801	Shirley	LUV4PAWZ
107-18042001	Jerry	LUV4PAWZ
110-18042402	Miggie	BARK
113-18043003	Day	BARK
114-18050107	Jenna	New Leash K-9
121-18050901	Midas	New Leash K-9
131-18052101	Pincher	New Leash K-9
128-18051502	Shiva	Precious Petz Rescue
120-18050304	Jazzy	Guardian Animal Foundation
46-18050301	A	Richmond SPCA
47-18050302	B	Richmond SPCA
48-18050303	C	Richmond SPCA
49-18050304	D	Richmond SPCA
50-18050305	E	Richmond SPCA
51-18050306	F	Richmond SPCA
52-18051401	G	Richmond SPCA
33-18042005	Miley	Richmond SPCA
41-18050102	Fay	Richmond SPCA
44-18050105	Ray	Richmond SPCA
21-18040603	Monarch	Richmond SPCA
23-18040605	Oriole	Richmond SPCA
24-18040606	Hobbes	Richmond SPCA
22-18040604	Nemo	Richmond SPCA
31-18042003	Punk	Richmond SPCA
32-18042004	Riley	Richmond SPCA
34-18042006	Allan	Richmond SPCA
35-18042007	Alex	Richmond SPCA
36-18042008	Ginger	Richmond SPCA
37-18042009	Doodle	Richmond SPCA
38-18042010	Kiss	Richmond SPCA
39-18042011	Frisky	Richmond SPCA



# *Community Development*



*May 2018*

*Monthly Report*

# Community Development Office Monthly May 2018

*Mr. André M. Greene, Director of Community Development*

## *Economic Development*

- *County staff had a site visit to meet with an industrial prospect (Project Solo) on May 31<sup>st</sup>.*

## *Community Development/Special Programs Grant Administration*

- *Management team meetings were held regarding the Waverly Tornado Recovery (UNOS) project and the Pocahontas Neighborhood project at the Prince George Cooperative Extension Office*

## *Planning & Zoning*

- *Three (3) Zoning Applications were reviewed and approved.*
- *Four (4) address applications were completed.*
- *Two (2) plat was approved.*

## *Erosion & Sediment Control*

- *Two (2) E&S projects are active with inspections being made after each rain event.*
- *Two (2) Agreement in Lieu of an Erosion & Sediment Control Plan Applications were completed.*
- *One (1) Site plan was reviewed and approved*

# MEMORANDUM

DATE: June 4, 2018

TO: Vandy Jones, Interim County Administrator

FROM: Andre M. Greene, Director of Community Development

SUBJECT: May 2018 - Monthly Report

Please accept this as the May 2018 update for the Community Development Department.

**BUILDING ACTIVITY**

- May 2018

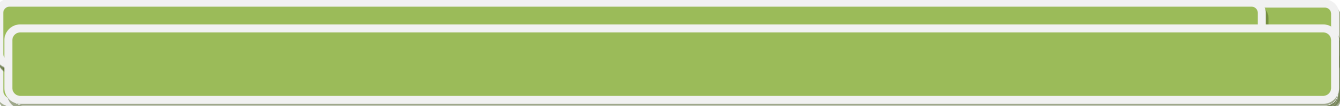
<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing &amp; Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
<b>10</b>	<b>17</b>	<b>3</b>	<b>10</b>	<b>90</b>	<b>\$580,553.00</b>	<b>\$4,697.95</b>

- May 2017

<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>
<b>10</b>	<b>8</b>	<b>4</b>	<b>5</b>	<b>60</b>	<b>\$194,228</b>	<b>\$2,588.90</b>

- January 2018 – December 2018 (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>



*JUNE IS NATIONAL HOMEOWNERSHIP MONTH!*



MONTHLY

# HOUSING REPORT

“PROMOTING SAFE, SANITARY, DECENT AND AFFORDABLE HOUSING”

Brenda

6/7/18

COUNTY OF SUSSEX



## MEMORANDUM

**TO:** Mr. Vandy Jones, County Administrator  
**FROM:** Brenda H. Drew, Housing Programs Coordinator  
**SUBJECT:** Housing Program Report  
**DATE:** June 7, 2018

---

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

During the month of May the following general work tasks were performed:

<b><i>Task and Training</i></b>	<b><i>No.</i></b>
<b><i>Annual Inspections</i></b>	<b>10</b>
<b><i>Annual Re-certifications</i></b>	<b>8</b>
<b><i>Initial Inspection</i></b>	<b>2</b>
<b><i>Other Certifications</i></b>	<b>5</b>
<b><i>Family Briefings</i></b>	<b>1</b>
<b><i>Executing HCV Contracts</i></b>	<b>0</b>
<b><i>Certificates of Satisfaction</i></b>	<b>0</b>
<b><i>Housing Rehab projects pending</i></b>	<b>10</b>
<b><i>VIDA Completion Reports in Process</i></b>	<b>0</b>
<b><i>Reports Submitted in CAMS</i></b>	<b>2</b>
<b><i>Training Attended</i></b>	<b>1</b>

### Housing Choice Voucher Program (HCV)

HCV program help families by providing vouchers that allow participants to lease an approved home they otherwise could not afford.

The monthly financial benefits received from the Housing Choice Voucher Program are detailed in the following report:

### Monthly Agency HAP Expense, Lease-up & Admin Fees

Reported for: 7/1/2017 to 5/31/2018

<u>Agency</u>	<u>HAP</u>	<u>UAP</u>	<u>TOTAL</u>	<u>AGENCY PAYMENTS</u>	<u>RESIDENTS</u>
<b>Sussex County</b>					
July 2017	100,485	3,882	104,367	6,616	194
August 2017	100,608	3,743	104,351	6,685	197
September 2017	97,630	3,982	101,612	6,499	188
October 2017	93,661	3,836	97,497	5,863	189
November 2017	96,518	3,650	100,168	6,356	186
December 2017	93,481	3,749	97,230	5,868	183
January 2018	96,713	3,922	100,635	6,714	187
February 2018	97,351	4,028	101,379	6,260	184
March 2018	97,542	3,950	101,492	6,294	185
April 2018	98,988	4,298	103,286	6,227	184
May 2018	100,587	4,200	104,787	6,150	185
<b>Report Totals:</b>	<b>1,073,564</b>	<b>43,240</b>	<b>1,116,804</b>	<b>69,531</b>	<b>2,062</b>
<b>Average:</b>	<b>521</b>	<b>73</b>			<b>Resident Months</b>

Staff attended the following training:

**Housing Choice Voucher Program Training for VHDA Agents**

**Presentation: Intake, Occupancy and Rent Calculation Essentials**

This 4-Day Housing Choice Voucher Program training was presented by Nan McKay and Associates, Inc., The course overview and learning outcomes included the following:

- 1) *Waiting List Management*
- 2) *Evaluating Eligibility*
- 3) *Income Limits*
- 4) *Voucher Issuance*
- 5) *Tenancy Addendums*
- 6) *Rent Reasonableness*
- 7) *Annual Activities*
- 8) *Terminations and Informal Hearing*
- 9) *Portability*
- 10) *Rent Calculation*



**Housing Choice Voucher Specialist**

This is to certify that  
**Brenda H. Drew**

completed the seminar

5/24/2018

Seminar Completion Date

*Nan McKay*  
Nan McKay, President

Seminar Location: Glen Allen VA

Delivery Method: Group Live

Continuing Professional Education Units: 38

Field of Study: Specialized Knowledge & Applications



Nan McKay & Associates has been reviewed and approved as an Authorized Provider by the International Association of Continuing Education and Training (IAOET), 8405 Greensboro Drive, Suite 800, McLean, VA 22102.



Nan McKay & Associates is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Suite 700, Nashville, TN, 37219-2417. Web site: www.nasba.org. In accordance with the standards of the National Registry of CPE Sponsors, CPE credits have been granted based on a 50-minute hour. CPE Sponsor ID# 101539

**PROGRAM INCOME:**

The County of Sussex is committed to utilizing a program income fund to address community needs relating to emergency home repairs and first time homebuyers to assist owner occupied, income eligible single family homes in the county. Program Income is derived from loan payments and loan pay off. Activities may include:

- 1) Emergency Home Repairs not limited to Accessibility improvements and roof repairs
- 2) Down payment and closing cost assistance
- 3) Up to \$5 per loan per month as a service fee to offset the cost of loan collection
- 4) 10 percent of the expended Program Income may be allocated for administrative purposes

The report below details the balances in the Program Income Accounts:

6/07/2018		*GL070A*	SUSSEX COUNTY		
FUND #-123		CDBG HOUSING PROGRAM FUND (4/09)	BALANCE SHEET		
			5/31/2018		
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. YR BALANCE	PREVIOUS BALANCE	ENDING BALANCE	
CDBG HOUSING PROGRAM FUND (4/09)					
ASSETS					
100-0100	Cash With Treasurer	56,866.99	58,830.99	58,830.99	
	ASSETS	56,866.99	58,830.99	58,830.99	
	TOTAL ASSETS	56,866.99	58,830.99	58,830.99	
LIABILITIES					
200-0100	Clearing Acct - Payroll				
200-0200	Clearing Acct - Accounts Payable				
LIABILITIES					
	TOTAL LIABILITIES				
FUND EQUITY					
300-0100	Fund Balance	56,866.99-	56,866.99-	56,866.99-	
	FUND EQUITY	56,866.99-	56,866.99-	56,866.99-	
	TOTAL PRIOR YR FUND BALANCE	56,866.99-	56,866.99-	56,866.99-	
	TOTAL REVENUE		1,964.00-	1,964.00-	
	TOTAL EXPENDITURE				
	TOTAL CURRENT FUND BALANCE			1,964.00-	
	TOTAL LIABILITIES AND FUND BALANCE		58,830.99-	58,830.99-	

6/07/2018		*GL070A*	SUSSEX COUNTY			
FUND #-121		IPR PROGRAM FUND (10/02)	BALANCE SHEET			
			5/31/2018			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. YR BALANCE	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
IPR PROGRAM FUND (10/02)						
ASSETS						
100-0100	Cash With Treasurer	35,530.87	36,357.17	292.16		36,649.33
	ASSETS	35,530.87	36,357.17	292.16		36,649.33
	TOTAL ASSETS	35,530.87	36,357.17	292.16		36,649.33
LIABILITIES						
200-0100	Clearing Acct - Payroll					
200-0200	Clearing Account - Accounts Payab					
200-0900	Accrued Accounts Payable					
LIABILITIES						
	TOTAL LIABILITIES					
FUND EQUITY						
300-0100	Fund Balance	35,530.87-	35,530.87-			35,530.87-
	FUND EQUITY	35,530.87-	35,530.87-			35,530.87-
	TOTAL PRIOR YR FUND BALANCE	35,530.87-	35,530.87-			35,530.87-
	TOTAL REVENUE		1,990.30-		292.16-	2,282.46-
	TOTAL EXPENDITURE		1,164.00			1,164.00
	TOTAL CURRENT FUND BALANCE					1,118.46-
	TOTAL LIABILITIES AND FUND BALANCE		36,357.17-		292.16-	36,649.33-



# HUD kicks off two housing initiatives for the month of June

The Department will be celebrating National Homeownership Month and National Healthy Homes Month

BY [MARIAN MCPHERSON](#) Staff Writer

The U.S. Department of Housing and Urban Development (HUD) announced last week the start of two initiatives, [National Homeownership Month](#) and [National Healthy Homes Month](#).

The first initiative is geared toward educating Americans about the importance of homeownership while providing buyer resources, and the second initiative's purpose is educating the public about the dangers of lead-based paint in older apartment complexes and residential homes.

In a press release announcing National Homeownership Month, HUD shared a number of tools and tips aspiring homeowners can use, namely applying for [low down payment Federal Housing Administration \(FHA\) loans](#) and contacting one of 1,800 Office of Housing Counseling (OHC) locations for "homeowner education, pre-purchase and foreclosure prevention counseling, assistance with creating a budget and setting financial goals, fair housing information."

"Homeownership serves as an enduring symbol of security and prosperity, and it provides many Americans with a legacy they can pass down to their children and grandchildren," said HUD Secretary Ben Carson in a statement. "During National Homeownership Month, we recognize the abiding value of owning a home, and we rededicate ourselves toward helping hard-working families to find their place in the American dream."

For National Healthy Homes Month, HUD will be launching "Protect Our Kids!" an enforcement campaign that reminds [sellers and landlords of their responsibility to disclose](#) the use of lead-based paint in their properties.

HUD's Office of General Counsel (OGC), Departmental Enforcement Center (DEC), Office of Lead Hazard Control and Healthy Homes (Healthy Homes), Office of the Inspector General (OIG), Office of Public and Indian Housing, Real Estate Assessment Center and the Office of Multifamily Housing Programs will be involved in the enforcement process, which has already begun.

The Department said it's sent six penalty and pre-penalty notices to an Illinois housing authority, two local governments in New York, and property managers in New Jersey and North Carolina and individual landlords in Iowa. Each of the notice recipients has histories of filing incomplete lead disclosure forms or not filing them at all.

Secretary Carson noted that children are especially susceptible to lead poisoning, which can cause a number permanent behavioral and cognitive issues and short-term symptoms such as headaches, stomachaches, nausea, fatigue and irritability.

“While lead poisoning is entirely preventable, we continue to see far too many children being exposed to lead hazards in their own homes,” Carson said. “All of us have a responsibility to protect kids, and that includes those who rent or sell older homes that may contain potentially harmful lead.”

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Upcoming Events:

## Proposed **SUSSEX HOME MAINTENANCE EDUCATION PROGRAM (SHMEP)**

Sussex County/Town of Wakefield  
Pocahontas Neighborhood and Urgent Needs Projects

The Sussex Home Maintenance Education Program (SHMEP) training will be conducted on a regular basis with small groups of beneficiaries and one-on-one. The training will include the following components:

- An explanation of how the heating system, the plumbing system, the electrical system, and the water heater function
  - ✓ a description of the proper use of these systems
  - ✓ a description of potential common problems and solutions
- Housing Keeping
  - ✓ An explanation and demonstration of how to properly clean and maintain these systems and the balance of the house on a routine, seasonal and annual basis;
- Instruction on household budgeting and personal financial management.
  - ✓ How to establish and use checking and savings accounts
  - ✓ How to select and purchase insurance coverage
  - ✓ How to establish and follow a household budget
  - ✓ How to recognize and avoid predatory lenders
- Distribution to the family of cleaning supplies and a tool kit to facilitate maintaining the home and its newly installed components.

ALL BENEFICIARIES ARE REQUIRED TO ATTEND

WHEN:

Proposed Schedule:

July 21, 2018 - 10:30 - 12:30

September 15, 2018 - 10:30 - 12:30

October 13, 2018 - 10:30 - 12:30

WHERE: Sussex County Housing Department

If you have any questions or special needs regarding attendance at this meeting, please contact Sussex County Housing (804)834-1302 ext. 28.



SUSSEX COUNTY



DEPARTMENT OF HOUSING PROGRAMS

Cordially invites you to our 2018

**MORTGAGE BURNING**

*Celebration*

**OCTOBER 18, 2018**

**@ 5:30 PM**

**AT THE SUSSEX  
COURTHOUSE**

TO RSVP BY

**OCTOBER 12<sup>TH</sup>**

CALL BRENDA DREW

**(804)691-8569**

# Environmental Inspections

June 21, 2018

Monthly Report

**Origin / Material Summary Report**

**Criteria: 05/01/2018 12:00 AM to 05/31/2018 11:59 PM**

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

Origin	Material	Tons
DE	MSWT	482.19
DE	Sandblast Grit-Tons	13.26
DE	Special Misc-Tons	98.70
<b>Origin Total</b>		<b>594.15</b>
MA	MSWT	260.97
<b>Origin Total</b>		<b>260.97</b>
MD	SludgeIndus-Tons	1,694.35
<b>Origin Total</b>		<b>1,694.35</b>
NC	MSWT	2,922.75
<b>Origin Total</b>		<b>2,922.75</b>
NJ	Auto Fluff RGC-Tons	11,667.81
<b>Origin Total</b>		<b>11,667.81</b>
NY	MSWT	69,915.06
<b>Origin Total</b>		<b>69,915.06</b>
PA	MSWT	56.29
<b>Origin Total</b>		<b>56.29</b>
SUSS BUS	MSWT	173.84
SUSS BUS	Special Misc-Tons	536.91
<b>Origin Total</b>		<b>710.75</b>
SUSS RES	MSWT	693.41
<b>Origin Total</b>		<b>693.41</b>
VA	Auto Fluff-Tons	80.77
VA	C&D-Tons	29.85
VA	CDTC	27.47
VA	MSWT	7,437.89
VA	SludgeIndus-Tons	136.29
VA	Special Misc-Tons	722.48
<b>Origin Total</b>		<b>8,434.75</b>
<b>Totals</b>		<b>96,950.29</b>