

Sussex County Board of Supervisors Meeting
Thursday, June 18, 2020 – 6 pm
Social Services Conference Room
20103 Princeton Road, Sussex VA 23884

1. Commencement

- 1.01 Call to Order/Determine Quorum
 - A. Approval of Board Member(s) Participating by Phone under Board Remote Participation Policy
- 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 March 27, 2020 (Corrected), May 21 Special and May 21, 2020 Regular Board meetings, respectively
- 2.02 Warrants and Vouchers

3. Recognitions/Awards/Presentation – none

4. Public Hearing

- 4.01 FY20 Budget Amendment
 - Public Comments
 - Board Comments
 - Action on Public Hearing
- 4.02 Conditional Use Permit #2019-03, Titan Mid-Atlantic Aggregates, LLC, Applicant
 - Public Comments
 - Board Comments
 - Action on Public Hearing Item (if any)
- 4.03 Conditional Use Permit #2019-04, East Point Energy, LLC, Applicant
 - Public Comments
 - Board Comments
 - Action on Public Hearing Item (if any)

5. Appointments

- 5.01 Appointments to Social Services Board (3)
- 5.02 Appointment to the Housing Oversight Board (2)
- 5.03 Appointments to the Industrial Development Authority Board of Directors (2)
- 5.04 Appointment to the Building Code Appeals Board
- 5.05 Appointment to the John Tyler Community College
- 5.06 Appointment to Virginia Gateway Region

6. Action Items

- 6.01 Approval and Adoption of Continuity of Government Operations

- 6.02 Police Services Agreement – Town of Wakefield
- 6.03 Berkley Group Non-Professional Services Contract
- 6.04 COVID-19 Small Business Relief Micro-Grant Program
- 6.05 VDOT Upcoming Secondary Six Year Plan
- 6.06 Transfer of Victim Witness Director Position

7. Report of Departments

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

8. Citizens’ Comments

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 – none

13. Recess/Adjournment

- 13.01 Recess/Adjournment
- 13.02 Regular Meeting, July 16, 2020 @ 6 p.m., tentatively in 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 Social Services Conference Room on
Thursday, May 21, 2020 at 6 pm**

BOARD MEMBERS PRESENT

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

STAFF PRESENT:

Mark Flynn, County Attorney
Ellen G. Boone, Commissioner of the Revenue
John Broderick, Public Schools' Director of Finance & Business Operations
Deste J. Cox, Treasurer
Eric Danuser, IT System Manager
Brenda H. Drew, Housing Coordinator
G. Reid Foster, Public Safety
Ernest Giles, Sheriff
William R. Jenkins, General Registrar
Bertha H. Judge, Director of Social Services
K. W. Moore, Director of Finance
Vincent L. Robertson, Interim Commonwealth's Attorney
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board of Supervisors

1. Commencement

1.01 Call to Order/Determine Quorum (6:18 p.m.)

The May 21, 2020 regular meeting of the Sussex County Board of Supervisors was called to order by Chairman Seward.

1.01a Approval of Board Members Participating by Board's Remote Participation Policy

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of remoted participation of Supervisors Johnson, W. Jones, and Mr. Steve White, Tie Breaker. All Board members present voted aye.

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

Chairman Seward requested to remove under Item 6. Action Items, Item 6.03 Request for Approval of Assistant Prosecutor's Salary for FY21 Budget.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR TYLER and carried: RESOLVED that Sussex County Board of Supervisors hereby removes Item 6. Action Items, Item 6.03 Request for Approval of Assistant Prosecutor's Salary for FY21 Budget, be from the agenda. All Board members voted aye.

Chairman Seward requested to amend the agenda under Item 6. Action Items, to move items down to add Crater Health as Item 6.01.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby move Action Items down and add as Item 6.01 Crater Health. All Board members present voted aye.

1.05 Approval of Agenda

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the May 21, 2020 regular agenda inclusive of removing under the Action Items 6.03 Request for Approval of Assistant Prosecutor's Salary for FY21 Budget; and (2) move Action Items down and add as Item 6.01 Crater Health. All Board members present voted aye.

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the May 21, 2020 Consent agenda inclusive of the following: (a) Minutes of the April 14 Special and April 16 Regular Board of Supervisors meetings and the Approval of Warrants and Vouchers. All Board members present voted aye.

3. Recognitions/Awards/Presentation

There were no Recognitions/Awards/Presentations.

4. Public Hearing

There was no Public Hearing.

5. Appointments

5.01 Appointments to John Tyler Community College Board

Dr. Mary Wilson's term as the representative for Sussex County is due to expire on the John Tyler Community College (JTCC) Board on June 30, 2020.

JTCC is requesting the Board to appoint someone to the Board for a four (4) year term beginning July 1, 2020, ending on June 30, 2024. The member shall be a resident in the region to be served by the community college and shall include persons from various businesses, industries, and professions in the region being served by the community college. Please note no elected members of either the General Assembly or of a local governing body shall be eligible to serve; however, elected town officials shall not be prohibited from serving on a college board so long as such town is not a participating political subdivision sponsoring the college. Former full time employees of the community college shall not be eligible to serve on the Board.

Supervisor Tyler nominated Ms. Lisa Winfield of Waverly, Virginia. Supervisor Tyler will bring information to the next Board meeting after reaching out to Ms. Winfield.

A copy of the letter from Mr. William Fred Taylor, dated March 30, 2020.

5.02 Appointment to the Industrial Development Authority Board of Directors (2)

The term of Mr. Chester Carter, Post Office Box 505, Stony Creek, Virginia 23882, on the Industrial Development Authority (IDA) Board of Directors expired May 15, 2020. Staff has contacted Mr. Carter. He is willing to continue to serve if reappointed.

Mr. Carter's term will be effective immediately, expiring May 15, 2024 should he be reappointed. Ms. Ann Dix is no longer serving on the IDA Board of Directors. Ms. Dix's term has expired. An appointment will need to be made to fill this vacancy, for a term ending May 15, 2023.

The Industrial Development Authority (IDA) Board of Directors is composed of seven (7) Directors, appointed by the Board of Supervisors serving terms of four (4) years. Recommendation: That the Board reappoints Mr. Chester Carter, Post Office Box 505, Stony Creek, Virginia 23882 to the Industrial Development Board of Directors with a term expiring May 15, 2024; and makes a second appointment with a term expiring May 15, 2023.

Copies of Mr. Carter's confirmation letter, dated April 1, 2020; a copy of IDA Board of Directors Members; and, a copy of IDA Bylaws were included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby tables the appointment to the Industrial Development Authority Board of Directors.

All Board members present voted aye.

5.03 Appointments to Planning Commission

Planning Commission members, Ms. Terry Massenburg (Henry District), Post Office Box 330, and Mr. Robert Young (Stony Creek District), Post Office Box 133, both of Stony Creek, VA 23882 terms expired April 30, 2020. Both are willing to continue to serve if reappointed. If reappointed, both terms will expire April 30, 2024.

Copies of Ms. Massenburg's and Mr. Young's confirmation letters, dated April 1, 2020 and a list of the Planning Commission members were included in the Board packet.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints Ms. Terry Massenburg, Post Office Box 330 and Mr. Robert Young, Post Office Box 133, both of Stony Creek, Virginia, VA 23882 to the Planning Commission with terms ending April 30, 2024. All Board members present voted aye.

Item 6. Action Items

6.01 Crater Health District

Agenda was amended to add Crater Health District; however, presentative wasn't able to attend for meeting.

There was discussion of changes in requirements in facilities reporting. There was brief discussion of the closing of the local Health Department. Only services being provide are WIC program from the Hopewell office.

6.02 Approval of Compensatory Leave Overages

Compensatory leave balances for general and public safety employees may not exceed 120 hours at the end of the calendar year per the Sussex County Personnel Policy and Procedures Manual. There are three (3) employees that had over the allowed 120 hours at the end of the calendar year. The compensatory leave overages total 235.5 hours valued at \$6,532.85. Please note the amount will come from fund balance.

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the compensatory leave overages for the three employees to be paid out in the May 31, 2020 pay period; and

FURTHER RESOLVED that the funding will be taken from Fund Balance.
All Board members present voted aye.

6.03 Approval of Prince George Electric Cooperative's Release of Liability for Damages

Mr. Jason Williams, Senior District Manager of Atlantic Waste Disposal, forwarded a Release of Liability for Damage Form to County Administration from Prince George Electric Cooperative. Prince George Electric Cooperative is requesting a release of liability for damage to add electrical service near the front gate of the convenience center, at 3474 Atlantic Lane, Waverly, Virginia, for Atlantic Waste should they want to add an attendant at the front gate.

A copy of the Release of Liability for Damage Form was included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex Board of Supervisors authorize staff to execute the Prince George Electric Cooperative Release of Liability for Damage Form to add electrical service near the front gate convenience center, at 3474 Atlantic Lane, Waverly, Virginia.

All Board members present voted aye.

6.04 Approval of MOU between Sussex County and Crater Health District through the Virginia Department of Health & Business Associate Agreement

In an effort to mitigate the spread of the Coronavirus (COVID-19) during this emergency, the Crater Health District desires to enter into an Agreement with localities in the Crater Region and the Virginia Department of Health to provide manpower or equipment to assist with contact tracing of known or suspected COVID-19 cases, or other non-fire and rescue service matters related to mitigating the effects of the COVID-19 pandemic.

Copies of MOU between Crater Health District through the Virginia Department of Health, MOU Addendum 1 for Mutual Aid for Certain Pandemic Related Services, MOU Addendum 2 Job Action Sheet 004 and the Business Associate Agreement were included in the Board packet.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D.JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves and authorizes the interim county administrator to execute the Memorandum of Understanding between Crater Health District and Sussex County through the Virginia Department of Health and the Business Associates Agreement.

All Board members present voted aye.

6.05 Approval of Resolution for D19 Transportation Services

Mr. Earl Blackman is a resident of Sussex County. He is currently providing transportation services to members of the community via various private and public insurance agencies, as well as private individuals and businesses as D19 Transportation Services, Inc. Mr. Blackman advised that D19 Transportation Services, Inc. is applying to operate as a Basic Life Support (BLS) ambulance service based in Sussex County, Virginia. He stated that D19 Transportation Services, Inc.'s purpose is to serve as a convalescent transportation provider, i.e. facility-to-facility Non-Emergency Medical Transportation (NEMT), and long-distance hospital discharges, etc. His services will be prepared to be in support of the local EMS agencies only when necessary\called upon to do so. They have had a preliminary visit by Mr. James Burch with Virginia Department of Health/Office of Emergency Medical Services (VDH/OEMS) and were advised that a resolution from the County will be necessary as a part of the process. Mr. Blackman is requesting a resolution from the County permitting D19 Transportation Services, Inc. to operate as a BLS ambulance service.

A copy of the revised draft Resolution, a copy of Virginia Code 15.2-955 (3) Copy of Virginia Administrative Code 12VAC5-31-420 and a copy of the letter to the Board of Supervisors were included in the Board packet.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the resolution permitting D19 Transportation Services, Inc. to operate as a Basic Life Support (BLS) ambulance service based in Sussex County, Virginia, to-wit:

WHEREAS, the Virginia Department of Health, Office of Emergency Medical services is the regulatory authority for EMS organizations within the Commonwealth; and

WHEREAS, the Code of Virginia § 15.2-955 stipulates that no volunteer emergency medical services agency or volunteer firefighting organization shall be established in any locality on or after July 1, 1984, without the prior approval by resolution of the governing body; and

WHEREAS, the Administrative Code of Virginia 12VAC5-31-420 requires that any applicant for license by the Virginia Office of Emergency Services include such approval in the state license application and also requires that the resolution specify the geographic boundaries of the agency's primary service area within the locality; and

WHEREAS, D19 Transportation Services, Inc. ("D19 Transportation") currently provides an alternative option to the existing transit system to needy individuals in rural and small towns and desires a state license to provide certain medical transport services within the County of Sussex.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors for the County of Sussex, and upon endorsement by the Virginia Department of Health:

1. That D19 Transportation is granted approval by the County of Sussex to provide certain medical non-emergency transport services with the County of Sussex, Virginia, said approval being necessary in order to obtain agency license approval from the Office of Emergency Medical Services. Approval is contingent on D19 Transportation obtaining and maintaining the necessary licenses from the Virginia Office of Emergency Medical Services, and shall be revoked on termination or loss of such licenses.
2. The following requirements shall apply when D19 Transportation is providing services within the County of Sussex for which failure to comply shall result in the revocation of the approval granted herein:
 - A. D19 Transportation is not an agent or representative of the County of Sussex and shall limit its transport services to non-emergency transports.
 - B. D19 Transportation may not attempt to provide service to nor shall it respond to, emergency situations (commonly referred to as 911 Calls) unless requested by an authorized official of the County of Sussex, or the written agreement with the County of Sussex, Virginia.
 - C. D19 Transportation shall keep its transport vehicles and medical equipment in a safe, well-maintained and sanitary condition. D19 shall comply with all orders and direction provided by the Commonwealth pertaining to the coronavirus pandemic.

3. The boundaries of the service area are to be any property located in the boundaries of the County.

7. Reports of Departments

7.01 Treasurer's Report – *included in Board packet – included in Board packet*

7.02 Animal Services Report – *included in Board packet*

7.03 Community Development Report – *included in Board packet*

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

7.05 Public Safety Report – *included in Board packet*

Gave a brief update of COVID cases and change in protocol.

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

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

7.08 Finance Department Report – *included in Board packet*

There was discussion of having the Commonwealth's Attorney get information regarding prison, etc. and discuss getting funding from the Comp Board.

8. Citizens' Comments

Steve White (BOS Tie Breaker) noted that there was of no pay out to the responding locality. However, it had to be agreed upon by both parties

9. Unfinished Business

There was no Unfinished Business.

10. New Business

There was no New Business.

11. Board Member Comments

11.01 Blackwater District – Stay safe and well.

11.02 Courthouse District – none

11.03 Henry District – Improvement Association distributed food and items to elderly; delivered 130 boxes; COVID-19 Funding

11.04 Stony Creek District – Thanked Emergency Service workers; stay safe.

11.05 Wakefield District – Mayor of Wakefield to purchase vehicle for County Sheriff's office; wants visit Waverly pool with County's Building Official and Public Safety Coordinator; Mr. Blackman grant funding.

11.06 Waverly District – Stay safe; pool at 4-H Conference Center; touch base with Board on swimming pool.

12. Closed Session

There was no Closed Session.

13. Adjournment

13.01 Adjournment

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the May 21, 2020 regular meeting of the Sussex County Board of Supervisors hereby adjourned at 7:22 p.m. All Board members present voted aye.

13.02 Next Meeting

The next regular Board of Supervisors meeting will be held on Thursday, June 18, 2020 at 6 p.m. in the Sussex Social Services Conference Room, 20103 Princeton Road, Sussex, Virginia 23884 and via County website.

At a Special Meeting (Budget Work Session) of the Board of Supervisors
Held in the Social Services Conference Room on
Thursday, May 21, 2020 – 5 pm

BOARD MEMBERS PRESENT

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

STAFF PRESENT

Larry Hughes, Interim County Administrator
Mark Flynn, County Attorney
Ellen G. Boone, Commissioner of the Revenue
John Broderick, Public Schools' Director of Finance & Business Operations
Deste J. Cox, Treasurer
Eric Danuser, IT System Manager
Brenda H. Drew, Housing Coordinator
G. Reid Foster, Public Safety
Ernest Giles, Sheriff
William R. Jenkins, General Registrar
Bertha H. Judge, Director of Social Services
K. W. Moore, Director of Finance
Vincent L. Robertson, Interim Commonwealth's Attorney
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk

Item 1. Call To order/Determine Quorum (5:00 p.m.)

The May 21, 2020 Special meeting (Budget Work Session) of the Sussex County Board of Supervisors was called to order by Chairman Seward.

Item 1A. Approval of the Board Members Participating by Phone under Board Remote Participation Policy

ON MOTION OF SUPERVISOR FLY, seconded by Supervisor Tyler and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of remote participation of Supervisors Johnson, W. Jones, and Mr. Steve White, Tie Breaker. All Board members present voted aye.

Item 2. The Invocation

The invocation was offered by Supervisor D. Jones.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Agenda Amendment

There were no agenda amendments.

Item 5. Approval of Agenda

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D .JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the May 21, 2020 Special meeting (Budget Work Session) agenda as presented.

All members present voted aye.

Item 6. Budget Discussions

Mr. Larry Hughes, Interim County Administrator, provided a brief overview of the County's recommendation to handle the estimated shortfall in the current budget, FY20 and the FY21 budget due to the COVID-19, Coronavirus Pandemic.

Mr. Hughes discussed projected budget deficits of the economic revenue items such as Local Sales Tax, Transient Occupancy, Business Licenses, BPOL Tax and Landfill tipping fees.

He discussed recommended modification in expenditures to close deficit for FY21. It was recommended to remove the three percent (3%) across the Board Cost of Living Allocation (COLA); not acquire an Animal Control vehicle; lease purchase Sheriff's vehicle instead of "out right" purchase; no Department of Social Services renovations unless done in current budget; remove Administrative position (consolidating Administration position and Planning Department position); and decrease remittance to Towns. Mr. Hughes noted that these recommended modifications re-balanced the budget.

There was discussion of the roof repair issue in the previous budget for the Sheriff's office. The roof was repaired versus replacement. There was discussion of roof repair to be added to the CIP. Sheriff Giles inquired if replacement could be done in current budget and, if \$5,000, could be moved from his

Building and Grounds line item to assist with costs of repair of estimated of \$91,000—a \$5,000 increase due price/cost increase. There was discussion of options to fund the roof repair.

There was discussion of CARES Act COVID-19 for localities. It was noted that use of funding had to be used pertaining to COVID-19.

Ms. Moore, Director of Finance, noted that in accordance with U.S. Treasury guidance nothing in reference to infrastructure can be used. Inventory or assets has to be directly related to COVID-19.

County Attorney Flynn further elaborated that expenditures had to be incurred due to the public's health emergency or action taken to respond to the emergency of COVID-19.

There was inquiry of how much the County could be reimbursed. Staff will provide information.

There was inquiry as to whether CARES grant funding could be used for hotspots, teaching, software, broadband services, etc. It was noted that CARES funding is only available through December 31, 2020.

There was inquiry of if the schools can/will reimburse themselves for purchase of hotspots, iPads, etc., with the Federal monies received for COVID-19 expenses, will it generate excess funds to rollover to the County to help balance the budget.

Mr. Broderick, the Director of Finance and Operations for the Public Schools, advised that he could not speak for entire School Division. He will relay the message to Dr. Jarrett, the Public Schools Superintendent, and the School Board. He discussed the 50/50 arrangement of if the schools had money left over, if the funds would be returned to the County, would it be used to balance the County's budget or would it possibly be considered to be reallocated 100% back to the schools. Mr. Broderick discussed shortfalls in the schools' budget due to loss in enrollment, etc.

There was inquiry of DSS General Assembly Adjustments. It was noted that these were reduction in the budget during amendment. Ms. Moore stated that two (2) positions (new positions) originally proposed by the Governor for Family Prevention, when Un-allocation of Funds were done, positions were removed from locally DSS.

Mr. William Jenkins, General Registrar, discussed a Cyber Security federal grant, \$250,000 with no match and its uses. Grant will be used for County. Mr. Jenkins was advised to provide Mr. Hughes, the County Attorney and Mr. Danuser the information to review.

Sheriff Giles discussed the Sheriff's Office's vehicles request. He stated that he had requested five (5) vehicles because five (5) vehicles were totaled in a matter of a year's time. Sheriff Giles stated that he had 11 vehicles that ranged between 130,000 to 190,000 miles; three (3) vehicles that range from 215,000 to 294,000 miles; and, nine (9) under a 100,000 miles. He stated that he doesn't have enough vehicles for every officer. He stated that his request for body cameras was rescinded. He stated that roofing replacements and cars were a need.

Original motion was amended to change source of funding.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the Sheriff to proceed with 81 Builders to install metal roof for \$91,000 with \$86,000 being funded from Reserve 135 Account; and

BE IT FURTHER RESOLVED that \$5,000 will be paid from the Sheriff's Office budget. All Board members present voted aye.

There was discussion of the Virginia Cooperative Extension and the Agricultural Agent.

There was discussion of the Blackwater Regional Library line item. There was discussion of the library being closed and returned funding. Staff was asked to have conversation with Blackwater Regional Library.

There was a brief discussion of Sussex County Youth and Adult Recreation Association (SCYARA), the Waverly Pool. There was discussion of the pool at the Airfield 4-H Conference Center.

There was discussion of the Virginia Gateway Region (VGR). It was stated that VGR has recommended to their members in the locality to pay/cut dues in half for the year, which would be an approximate savings of \$21,000.

A copy of the PowerPoint presentation of FY20 & FY21 budget items was provided to Board members.

County Attorney Mark Flynn stated that the General Assembly will probably meet in August. There may be changes that may require significant amendments to the budget in September.

A Budget Work Session was scheduled for Thursday, June 4, 2020 at 5:00 p.m. A Budget Work Session was tentatively scheduled for Thursday, June 11, 2020 at 5:00 p.m., if needed.

Item 7. Citizens' Comments

There were no Citizens' Comments.

Item 8. Adjournment

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby adjourned the May 21, 2020 Special Meeting (Budget Work Session) at 6:13 p.m.

BOARD ACTION FORM

Agenda Item: Consent Agenda #2.01

Subject: Corrected Emergency March 27, 2020 Meeting Minutes

Board Meeting Date: June 18 2020

Summary: The Board voted on and approved on the Resolution for the Continuity of Government Operations. It was noted that it was provided to the Board; however, it was left out of the minutes. The correction to the minutes is to add the resolution in the minutes.

Recommendation: That the Sussex County Board of Supervisors approves the corrected Emergency March 27, 2020 Board of Supervisors meeting minutes.

Attachment: A copy of the corrected Emergency March 27, 2020 Board of Supervisors meeting minutes

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ACTION: That the Sussex County Board of Supervisors approves the corrected Emergency March 27, 2020 Board of Supervisors meeting minutes.

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

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

**At an Emergency Meeting of the
Sussex County Board of Supervisors Held in the
County Administration Conference Room on
Friday, March 27, 2020 at 3 pm**

BOARD MEMBERS PRESENT

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

STAFF PRESENT:

Larry Hughes, Interim County Administrator
Jeff Gore, County Attorney
Ellen G. Boone, Commissioner of the Revenue
Deste J. Cox, Treasurer
Ernest Giles, Sheriff
Bertha H. Judge, Director of Social Services
Kelly W. Moore, Director of Finance
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board

Item 1. Call to Order/Determine Quorum (3:10 p.m.)

The March 27, 2020 Emergency meeting of the Sussex County Board of Supervisors was called to order by Chairman Seward.

Item 1a. Approval of Board Members Participating by Phone under the Board's Remote Participation Policy

ON MOTION OF SUPERVISOR D. JONES, seconded by W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of Supervisors Fly, Johnson and Tie Breaker Steve White participating by phone under the Board's Remoter Participation Policy. All Board members voted aye.

Item 2. The Invocation

The Invocation was offered by Supervisor W. Jones.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Approval of Agenda

Interim County Administrator Hughes requested to remove Item 7A. Consideration of emergency appropriation and emergency procurement of jail food services and Item 7B. Forbearance of certain local taxes and deadlines. He also requested to add under Item 6, Request to direct County Attorney to file petition to Circuit Court for Commonwealth's Attorney Vacancy.

ON MOTION OF D. JONES, seconded by W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves agenda inclusive of removing (1) Item 7A. Consideration of emergency appropriation and emergency procurement of jail food services; (2) Item 7B. Forbearance of certain local taxes and deadlines; and (3) adding under Item 6, Request to direct County Attorney to file petition to Circuit Court for Commonwealth's Attorney Vacancy. All Board members voted aye.

Item 5. Resolution Ratify Local Emergency Declaration

Governor Ralph S. Northam declared a State of Emergency effective as of March 12, 2020 until June 10, 2020 unless sooner amended or rescinded.

Pursuant to the authority granted by Section 44-146.2I(a) of the Code of Virginia, Mr. Lawrence Hughes, acting as Director of Emergency Services for Sussex County, due to the inability of the Sussex County Board of Supervisors to convene prior to the rapid spread of the COVID-19 virus, declared the existence of a local emergency as of March 17, 2020.

A copy of Declaration of Local Emergency was included in the Board packet.

ON MOTION OF SUPERVISOR D. JONES, seconded by W. JONES and carried: RESOLVED that the Sussex Board of Supervisors hereby adopts a resolution ratifying the Declaration of Local Emergency for Sussex County as of March 17, 2020, to-wit:

Due to the severity of the worldwide spread of the COVID-19 virus and its threat to public health, on March 17, 2020, Sussex County faces a condition of extreme peril which necessitates the proclamation of the existence of an emergency in order to provide mitigation, preparedness, and activities to protect life and property; and

WHEREAS, Governor Ralph S. Northam declared a State of Emergency effective as of March 12, 2020 until June 10, 2020 unless sooner amended or rescinded.

Pursuant to the authority granted by Section 44-146.21(a) of the Code of Virginia, I, Lawrence Hughes, acting as Director of Emergency Services for Sussex County, due to the inability of the Sussex County Board of Supervisors to convene prior to the rapid spread of COVID-19 virus, declare the existence of a Local Emergency as of the below stated date and time of March 17, 2020.

All Board members voted aye.

Item 6. Board Discussion of Budget Matters Impacted by COVID-19 Emergency

Item 6A. Sussex County Budget

There was general discussion of holding Budget Work Sessions and Board meetings electronically. There was discussion of waiting on the State budget. Interim County Administrator Hughes recommended waiting until after the Veto Session of the General Assembly before adopting the budget.

County Attorney Gore discussed that if the Board didn't want to congregate together and want move forward with electronic meetings, an ordinance would have to be adopted to allow. He noted that it would still require public notice, access and comments.

There was discussion of future meetings and transparency and ensuring public has access due to current emergency situation. There was discussion of soliciting public comments prior to meetings in advance and streaming on the County website.

There was discussion of fully electronic meetings and meetings with physical quorum with remote participation. Various options were discussed to ensure public has access and participation. County Attorney Gore noted that fully electronic meetings have to be tied to State declared emergency, which is the current situation. Mr. Gore noted that an ordinance could be put in place next month. He noted that if the County makes public notice and publish in local newspaper, prior to adopting the ordinance, the ordinance would be in place for six (6) months, if needed. If no two (2) week notice is done, the ordinance can be adopted as an emergency, in which the ordinance would be good for 60 days. Having an ordinance in place, would allow for the Board to participate electronically, should the Board not have a physical quorum present.

There was discussion of, if things should return to normal by June, the Board could have two (2) meetings in June. There was inquiry, regarding the Attorney General's opinion, of meeting and deliberating over the budget in light the Attorney General's ruling. County Attorney Gore noted that if there is a physical quorum, it would be a regular meeting. He stated that the Attorney General was focusing on the ability to have all electronic meeting—no physical quorum.

There was also discussion of FOIA regulations with regards to public access.

In summary, it was noted that the County will continue to hold meetings with a physical quorum and broadcast on the County's website, solicit public comments in writing, and have a dial in number for public, should the citizens' wish to participate during citizens' comment.

Item 6B. Sussex County Public Schools Budget

There was discussion of the need to adopt the budget for the Public Schools to allow the Superintendent to secure contracts for teachers.

County Attorney Gore noted discussions from the Secretary of Finance's office regarding shortages and Senator Kaine's office regarding the federal stimulus package for Virginia and not knowing how much support would be for school funding or other general funding for local services. He noted that it was too soon to know the support that the State will be providing for the schools. It would be hard for the County to adopt a reliable budget for the County, much less the

schools, without this information. He noted that the Veto Session for the General Assembly is April 22, 2020.

County Attorney Gore stated that he didn't know if there will be a real advantage of adopting the school's budget next month in advance due to the contingency upon state funding.

6.C Commonwealth's Attorney Vacancy

County Attorney Gore stated that there has been a vacancy created due to Ms. Ramsey's resignation as the Commonwealth's Attorney, effective March 30, 2020. Ms. Ramsey's term in office was due to expire December 31, 2023.

As a result of her resignation, the County has 15 days to petition the Circuit Court to order the special election to fill the Commonwealth's Attorney vacancy.

The State law provides for the special election to take place in November.

A copy of Ms. Ramsey's resignation was provided to the Board.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby directs the county attorney to file a petition with the Circuit Court to order the special election to fill the Commonwealth's Attorney vacancy. All Board members voted aye.

Item 7. Board Actions Related to COVID-19 Emergency

There was inquiry in regards to terms of work hours, potential exposure and prevention in regards to personnel.

Interim County Administrator Hughes stated that Administration has advised that any employees exposed to, tested positive for or need to be quarantined with family members with the coronavirus, that the use of sick leave has been expanded. Sick leave can be used for child care or anything related to the emergency.

There was discussion of the County developing a Strategic Plan in the event there's a tremendous impact in our locality.

There was discussion of modified work schedules and telecommuting for prevention of the spread of the virus. It was noted that the office was closed to the public. Drop boxes were located outside of the building.

Items 7A Consideration of emergency appropriations and procurement of jail foods services and Item 7B Forbearance on certain local taxes and deadlines were removed from the agenda.

Item 8. Discussion of Future Meeting during the COVID-19 Emergency **Discussion/Consideration of Continuity of Government Ordinance**

ON MOTION OF SUPERVISOR W. JONES, seconded by D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves and adopts e mergencyl ordinance to effectuate temporary changes in certain deadlines and to modify public meeting and public hearing practices and procedures to address continuity of operations associated with pandemic disaster, to-wit:

WHEREAS, on March 12, 2020, Governor Ralph S. Northam issued Executive Order Fifty-One declaring a state of emergency for the Commonwealth of Virginia arising from the novel Coronavirus (COVID-19) pandemic; and

WHEREAS, Executive Order Fifty-One acknowledged the existence of a public health emergency which constitutes a disaster as defined by Virginia Code § 44-146.16 arising from the public health threat presented by a communicable disease anticipated to spread; and

WHEREAS, Executive Order Fifty-One ordered implementation of the Commonwealth of Virginia Emergency Operations Plan, activation of the Virginia Emergency Operations Center to provide assistance to local governments, and authorization for executive branch agencies to waive “any state requirement or regulation” as appropriate; and

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency, beginning March 1, 2020, in response to the spread of COVID-19; and

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19 outbreak a pandemic; and

WHEREAS, on March 27, 2020, the Board of Supervisors confirmed the declaration of local emergency made by the local director of emergency management on March 17, 2020 ; and

WHEREAS, the Board finds that COVID-19 constitutes a real and substantial threat to public health and safety and constitutes a “disaster” as defined by Virginia Code §44-146.16 being a “communicable disease of public health threat;” and

WHEREAS, Virginia Code § 15.2-1413 provides that, notwithstanding any contrary provision of law, a locality may, by ordinance, provide a method to assure continuity of government in the event of a disaster for a period not to exceed six months; and

WHEREAS, Virginia Code § 44-146.21(C) further provides that a local director of emergency management or any member of a governing body in his absence may upon the declaration of a local emergency “proceed without regard to time-consuming procedures and formalities prescribed by law (except mandatory constitutional requirements) pertaining to performance of public work;” and

WHEREAS, Virginia Code § 2.2-3708.2(A)(3) allows, under certain procedural requirements including providing public notice using the best available method given the nature of the emergency and public access, that members of Board may convene solely by electronic means “to address the emergency;” and

WHEREAS, the open public meeting requirements of the Virginia Freedom of Information Act (“FOIA”) are limited only by a properly claimed exemption provided under that Act or “any other statute;” and

WHEREAS, the Governor and Health Commissioner of the Commonwealth of Virginia and the President of the United States have recommended suspension of public gatherings of more than ten attendees; and

WHEREAS, The Attorney General of Virginia issued an opinion dated March 20, 2020 stating that localities have the authority during disasters to adopt ordinances to ensure the continuity of government and the performance of essential governmental functions; and

WHEREAS, this emergency ordinance in response to the disaster caused by the COVID-19 pandemic promotes public health, safety and welfare and is consistent with the law of the Commonwealth of Virginia, the Constitution of Virginia and the Constitution of the United States of America.

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors:

1. That the COVID-19 pandemic makes it unsafe to assemble in one location a quorum for public bodies including the Board of Supervisors, the School Board, the Planning Commission, Board of Zoning Appeals, Board of Equalization and all local and regional boards, commissions, committees and authorities created by the Board of Supervisors or to which the Board appoints all or a portion of its members (collectively “Public Entities” and individually “Public Entity”), or for such Public Entities to conduct meetings in accordance with normal practices and procedures.
2. That the Board recognized that public bodies that are separate and distinct legal entities from the County may be required to adopt their own procedures or policies to address this situation and the Board cannot necessarily commit or bind such other public bodies under this Ordinance.
3. That in accordance with Virginia Code § 15.2-1413, and notwithstanding any contrary provision of law, general or special, the following emergency procedures are adopted to ensure the continuity of government and the performance of essential governmental functions during this emergency and disaster:
 - a. Any meeting or activities which require the physical presence of members of the Public Entity may be held through real time electronic means (including audio, telephonic, video or other practical electronic medium) without a quorum physically present in one location; and
 - b. Prior to holding any such electronic meeting, the Public Entity shall provide public notice of at least 3 days in advance of the electronic meeting identifying how the public may participate or otherwise offer comment; and
 - c. Any such electronic meeting shall state on its agenda and at the beginning of such meeting that it is being held pursuant to and in compliance with this Ordinance; identify Public Entity members physically and/or electronically present; identify the persons responsible for receiving public comment; and identify notice of the opportunities for the public to access and participate in such electronic meeting; and

- d. Any such electronic meeting conducted pursuant to this Ordinance shall be open to electronic participation by the public and closed to in-person participation by the public; and
- e. For any matters requiring a public hearing, public comment may be solicited by electronic means in advance and shall also be solicited through telephonic or other electronic means during the course of the electronic meeting. All such public comments will be provided to members of the Public Entity during or before the electronic meeting and made part of the record for such meeting; and
- f. The minutes of all electronic meetings shall conform to the requirements of law, identify how the meeting was conducted, members participating, and specify what actions were taken at the meeting. The Public Entities may approve minutes of an electronic meeting at a subsequent electronic meeting and shall later approve all such minutes at a regular or special meeting after the emergency and disaster has ended.

IT IS FURTHER ORDAINED that notwithstanding any provision of law, regulation or policy to the contrary, any deadlines requiring action by a Public Entity, its officers (including Constitutional Officers) and employees of its organization shall be suspended during this emergency and disaster, however, the Public Entities, officers and employees thereof are encouraged to take such action as is practical and appropriate to meet those deadlines. Failure to meet any such deadlines shall not constitute a default, violation, approval, recommendation or otherwise.

IT IS FURTHER ORDAINED, that non-emergency public hearings and non-essential action items of Public Entities may be postponed to a date certain provided that public notice is given so that the public are aware of how and when to present their views.

IT IS FURTHER ORDAINED, that each incorporated town within the boundaries of Sussex County is encouraged to declare its own state of local emergency and disaster or incorporate by reference the County's local state of emergency and disaster and to adopt an ordinance for the continuity of town government.

IT IS FURTHER ORDAINED, that the provisions of this Ordinance shall remain in full force and effect for 6 months, unless it is adopted as an emergency ordinance, in which case it shall remain in effect for 60 days, unless amended, rescinded or readopted by the Board in conformity with the notice provisions set forth in Virginia Code §15.2-1427. Upon rescission by the Board or automatic expiration as described herein, this emergency ordinance shall terminate, and normal practices and procedures of government shall resume.

Nothing in this Ordinance shall prohibit Public Entities from holding in-person public meetings provided that public health and safety measures as well as social distancing are taken into consideration.

This ordinance shall be effective upon its adoption.

These items were previously discussed during budget discussions.
All Board members present voted aye.

Item 9. Adjournment

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried:
RESOLVED that the March 27, 2020 Sussex County Board of Supervisors Emergency Meeting hereby adjourned at 4:40 p.m.

DRAFT

JUNE 18, 2020

WARRANTS & VOUCHERS SUMMARY

TOTAL ALL WARRANTS FOR APPROVAL \$509,095.41

TOTAL ALL VOID CHECKS FOR APPROVAL \$427.00

ACCOUNTS PAYABLE WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF MAY 2020	216040-216078	\$ 231,286.15	RUN DATE 5/07/20
	216079-216083	\$ 150.00	RUN DATE 5/07/20
	216093-216139	\$ 60,978.36	RUN DATE 5/14/20
	216140-216174	\$ 41,348.75	RUN DATE 5/21/20
	216184-216217	\$ 65,683.27	RUN DATE 5/28/20

Total Regular Warrants \$399,446.53

PAY. DEDUCTION WARRANTS:	216084-216092	\$ 54,870.68	RUN DATE 5/15/20
	216175-216183	\$ 54,778.20	RUN DATE 5/29/20

Total Deduction Warrants: \$109,648.88

TOTAL VOUCHERS & WARRANTS FOR APPROVAL \$509,095.41

VOID CHECKS See attached \$ 427.00

ACCOUNTS PAYABLE CHECKS



P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT TOTAL	BATCH INV DESCRIPTION
0000000 000342	AGRI-VA, INC	15383/6	5/04/2020	5/04/2020	4100-021200-1275-221-210	58.48	216040			Maintenance Equipment Repairs01637 ACCT# 60146
0000000 000342		15390/6	5/05/2020	5/05/2020	4100-021200-1275-221-210	55.94	216040			Maintenance Equipment Repairs01637 ACCT# 60146
								114.42		TOTAL
0000000 001769	ATLANTIC EMERGENCY SOLUTI	23409EQU	4/10/2020	5/01/2020	4100-021500-1299-253-210-605	3,096.63	216041			John Randlph-Disaster Respsns 01637 ACCT# 17366
0000000 001769		23685EQU	5/04/2020	5/04/2020	4100-021500-1299-253-210-605	2,120.68	216041			John Randlph-Disaster Respsns 01637 ACCT# 17366
								5,417.31		TOTAL
0000000 001676	BERKLEY GROUP	NO#1 INV#6	5/01/2020	5/01/2020	4100-021400-1225-241-210	5,400.00	216042			Management Consulting Services01637 SUSSEX COUNTY
0000000 001676		NO#3 INV#6	5/01/2020	5/01/2020	4100-021100-1225-211-210	9,109.80	216042			Management Consulting Services01637 SUSSEX COUNTY
								14,509.80		TOTAL
0000000 000738	BUTLER'S TOWING AND	6360	5/04/2020	5/04/2020	4100-051100-1265-512-510	39.90	216043			Vehicle Maintenance & Repairs01637 SUSSEX SHERIFF
								39.90		TOTAL
0000000 001480	BUTTS, SHILTON RICKS	SRB 050520 01	5/05/2020	5/05/2020	4100-021100-1201-211-210	35.00	216044			Organization Membership 01637 REIMBURSEMENT
0000000 001480		SRB 050520 02	5/05/2020	5/05/2020	4100-021100-1264-211-210	128.16	216044			Mileage 01637 MILEAGE
								163.16		TOTAL
0000000 001530	C.W. WILLIAMS & CO. LLC	627126	4/16/2020	4/16/2020	4100-021100-2120-211-210-203	309.23	216045			COVID-19 Expenses 01637 ACCT# 80203
								309.23		TOTAL
0000000 001485	CENTRAL AGRIBUSINESS	JR26683	4/28/2020	4/28/2020	4100-051500-1246-551-510	77.00	216046			Food Supplies 01637 SUSSEX SHERIFF
								77.00		TOTAL
0000000 001449	CONVERGENT TECHNOLOGIES	23108	5/04/2020	5/04/2020	4100-051100-1224-516-510	359.00	216047			Information System Services 01637 SUSSEX SHERIFF
								359.00		TOTAL
0000000 000020	COWLING BROTHERS	13713	4/02/2020	4/02/2020	4100-021200-1272-221-210	2.98	216048			Building Maintenance & Repair01637 ACCT# SC0006
0000000 000020		14318	4/10/2020	4/10/2020	4100-021600-1299-261-210	31.31	216048			Miscellaneous Others 01637 ACCT# SC0006
0000000 000020		145757	4/27/2020	4/27/2020	4100-021200-1272-221-210	11.48	216048			Building Maintenance & Repair01637 ACCT# SC0006
0000000 000020		15844	4/30/2020	4/30/2020	4100-051500-1272-551-510	13.90	216048			Building Maintenance & Repair01637 ACCT# SCJ001
								59.67		TOTAL
0000000 001613	CUSTOM CLEANERS	12111	4/18/2020	4/18/2020	4100-051500-1244-551-510	80.00	216049			Uniform Services 01637 SUSSEX SHERIFF
								80.00		TOTAL
0000000 000983	DELL MARKETING L.P.	10385812674	4/11/2020	4/11/2020	4100-063100-1251-631-630	587.58	216050			Computer & Printer Purchases 01637 ACCT# 1453579
0000000 000983		10385812674	4/11/2020	4/11/2020	4125-031700-5841-	1,488.18	216050			Drug Forf. Fund / Com. Atty. 01637 ACCT# 1453579
								1,995.76		TOTAL
0000000 000902	DOC FARMER'S MARKET	MKT75220	4/27/2020	4/27/2020	4100-051500-1246-551-510	238.05	216051			Food Supplies 01637 SUSSEX COUNTY JAIL
								238.05		TOTAL
0000000 000084	DOMINION VIRGINIA POWER	0482572328 0420	4/28/2020	4/28/2020	4100-021600-1276-263-210	2,830.45	216052			Electric 01637 # 0482572328
0000000 000084		0561293952 0420	4/29/2020	4/29/2020	4100-021200-1276-221-210	6.59	216052			Electric 01637 # 0561293952
0000000 000084		5080737736 0420	4/28/2020	4/28/2020	4100-021200-1276-221-210	52.32	216052			Electric 01637 # 5080737736
0000000 000084		5690307508 0420	4/29/2020	4/29/2020	4100-021500-1279-251-210	108.29	216052			Propane Gas & Electric 01637 # 5690307508
0000000 000084		7378703693 0420	4/29/2020	4/29/2020	4100-021600-1276-264-210	62.43	216052			Electric 01637 # 7378703693
0000000 000084		8855852839 0420	4/29/2020	4/29/2020	4100-021200-1276-221-210	360.50	216052			Electric 01637 # 8855852839
0000000 000084		9447701492 0420	4/24/2020	4/24/2020	4100-021200-1276-221-210	6.67	216052			Electric 01637 # 9447701492

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000084		9660130003	4/29/2020		4100-021200-1276-221-210	134.41	216052		Electric	01637 # 9660330003
0000000	000084		9670342501	4/30/2020		4100-021200-1276-221-210	58.47	216052		Electric	01637 # 9670342501
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				3,620.13
0000000	001756	EAST COAST EMERGENCY VEH	16750	5/05/2020		4100-021500-2110-251-210-504	380.50	216053		State Fireman's Fund	01637 SUSSEX PUBLIC SAFE
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				380.50
0000000	001723	GARDAWORLD SECURITY SERVI	510605	5/01/2020		4100-021600-1229-264-210	994.50	216054		Other Professional Services	01637 ACCT# SUS001
0000000	001723		510606	5/01/2020		4100-021600-1229-264-210	994.50	216054		Other Professional Services	01637 ACCT# SUS001
0000000	001723		510607	5/01/2020		4100-021600-1229-264-210	994.50	216054		Other Professional Services	01637 ACCT# SUS001
0000000	001723		510608	5/01/2020		4100-021600-1229-264-210	994.50	216054		Other Professional Services	01637 ACCT# SUS001
0000000	001723		510609	5/01/2020		4100-021600-1229-264-210	994.50	216054		Other Professional Services	01637 ACCT# SUS001
0000000	001723		510610	5/01/2020		4100-021600-1229-264-210	994.50	216054		Other Professional Services	01637 ACCT# SUS001
0000000	001723		510611	5/01/2020		4100-021600-1229-264-210	994.50	216054		Other Professional Services	01637 ACCT# SUS001
0000000	001723		510612	5/01/2020		4100-021600-1229-264-210	994.50	216054		Other Professional Services	01637 ACCT# SUS001
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				7,956.00
0000000	000910	GULLIAM, MONTAQUE	MG 050620	5/06/2020		4100-021200-1254-221-210	25.00	216055		Equipment Maintenance	01637 REIMBURSEMENT
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				25.00
0000000	000276	GREENSVILLE COUNTY WATER	1175 042720	4/27/2020		4100-021200-1277-221-210	53.80	216056		Water Services	01637 ACCT# 1175
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				53.80
0000000	001779	JAD BUILDERS, INC	345 BANK #2	5/06/2020		4100-021300-9004-231-210	46,850.42	216057		UNOS-CDSB Housing Grt	01637 UNOS-345 BANK
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				46,850.42
0000000	001115	LIFESTAR AMBULANCE	SC202004	5/05/2020		4100-021500-2110-252-210-524	21,972.00	216058		Emergency Med. SVC - Pd EMT.	01637 APRIL 2020
0000000	001115		W042020	5/05/2020		4100-021500-2110-252-210-524	51,840.00	216058		Emergency Med. SVC - Pd EMT.	01637 APRIL 2020
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				73,812.00
0000000	001433	LOWE'S	901967	4/22/2020		4100-021500-1299-253-210-601	757.15	216059		VDEM/FY19 LEMPG	01637 # 99000502080
0000000	001433		909566	4/03/2020		4100-021200-1274-221-210	61.89	216059		Grounds Maintenance & Repairs	01637 # 99000502080
0000000	001433		909566	4/03/2020		4100-021200-1274-221-210	29.43	216059		Grounds Maintenance & Repairs	01637 # 99000502080
0000000	001433		911859	4/06/2020		4100-021600-1299-282-210	32.29	216059		Miscellaneous Others	01637 # 99000502080
0000000	001433		919980	3/16/2020		4100-021200-1274-221-210	298.76	216059		Grounds Maintenance & Repairs	01637 # 99000502080
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				1,120.66
0000000	001838	MATTHEWS MOTOR CO INC	BRUSH TRUCK PUR	4/24/2020		4100-021500-2110-251-210-504	22,900.00	216060		State Fireman's Fund	01637 SUSSEX PUBLIC SAFE
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				22,900.00
0000000	000991	PARKER OIL CO	373790	3/18/2020		4100-051500-1278-551-510	600.90	216061		Oil	01637 ACCT# 87746E
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				600.90
0000000	001655	PETA	1847270	4/30/2020		4100-021600-1227-261-210	70.00	216062		Medical Services	01637 SUSSEX ANML CONTRA
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				70.00
0000000	000165	POSTMASTER	BARENTH302 0420	4/23/2020		4100-023100-1231-291-230	56.00	216063		Postage	01637 BOX RENT 1302
0000000	000165		BARENTH333 0420	4/23/2020		4100-023100-1231-291-230	56.00	216063		Postage	01637 BOX RENT 1333
		DISC. TOTAL				.00 CPA PMT TOTAL	.00				112.00
0000000	000061	PRINCE GEORGE ELECTRIC	1413003200 0420	4/29/2020		4100-021600-1276-263-210	52.64	216064		Electric	01637 # 1413003200

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000061		1423010000	4/29/2020		4100-021600-1276-263-210	79.59	216064			Electric	01637 # 1423010000
0000000	000061		1667000200	4/29/2020		4100-021200-1276-221-210	127.86	216064			Electric	01637 # 1667000200
												260.09
												TOTAL
0000000	000832	SAM'S CLUB DIRECT	2758	4/01/2020		4100-051500-1277-551-510	29.90	216065			Water Services	01637 # 0402188473177
0000000	000832		2759	4/01/2020		4100-051500-1247-551-510	47.58	216065			Janitorial Supplies	01637 # 0402188473177
												77.48
												TOTAL
0000000	000074	STAPLES CREDIT PLAN	2486753961	4/08/2020		4100-021100-1241-211-210	57.02	216066			Office Supplies	01637 # 6035517812578820
0000000	000074		2486768711	4/08/2020		4100-021100-1241-211-210	30.51	216066			Office Supplies	01637 # 6035517812578820
0000000	000074		2502842811	4/21/2020		4100-021100-1241-211-210	103.33	216066			Office Supplies	01637 # 6035517812578820
0000000	000074		2503225741	4/21/2020		4100-021100-1241-211-210	398.89	216066			Office Supplies	01637 # 6035517812578820
0000000	000074		2506328781	4/24/2020		4100-021100-1241-211-210	25.49	216066			Office Supplies	01637 # 6035517812578820
0000000	000074		2506328781	4/24/2020		4100-021600-1241-242-210	45.08	216066			Office Supplies	01637 # 6035517812578820
0000000	000074		43934	4/06/2020		4100-023100-1241-291-230	91.82	216066			Computer & Printer Purchase	01637 # 6035517812578820
0000000	000074		7319	4/02/2020		4100-023100-1251-291-230	499.99	216066			Computer & Printer Purchase	01637 # 6035517812578820
0000000	000074		7319	4/02/2020		4100-023100-1241-291-230	91.76	216066			Office Supplies	01637 # 6035517812578820
												1,343.89
												TOTAL
0000000	000362	SUSSEX CTY SCHOOL BOARD	BUS FY20-FINAL	4/29/2020		4302-094500-0001-	27,000.00	216067			Lease Purchase - School Busse	01637 FY20 BUS LESE/PRCH
												27,000.00
												TOTAL
0000000	001816	THG CONSTRUCTION	301 WALNUT #2	5/04/2020		4100-021300-9004-231-210	11,251.16	216068			UNOS-CDBG Housing Grt	01637 UNOS
												11,251.16
												TOTAL
0000000	001833	TRANSMUNION RISK & ALITERNA	5687311-202004	5/01/2020		4100-051100-1229-512-510	154.00	216069			Other Professional Services	01637 ACCT# 5687311
												154.00
												TOTAL
0000000	000080	TRI CITY OFFICE PRODUCTS	0135686-001	4/21/2020		4125-031700-5841-	793.50	216070			Drug Porf. Fund / Com. Atty.	01637 ACCT# SXCWAT-0
												793.50
												TOTAL
0000000	000407	U.S. POSTAL SERVICE	USPS 050120	5/01/2020		4100-041100-1231-411-410	3,500.00	216071			Postage	01637 ACCT# 31068257
												3,500.00
												TOTAL
0000000	000087	VAN CLEEF AUTO PARTS INC	595121	4/22/2020		4100-021200-1275-221-210	49.85	216072			Maintenance Equipment Repairs	01637 ACCT# 27430
			8075	4/10/2020		4100-021200-1275-221-210	30.00	216072			Maintenance Equipment Repairs	01637 ACCT# 27430
												79.85
												TOTAL
0000000	000769	VERIZON	0745850378	4/24/2020		4100-063100-1234-631-630	67.44	216073			Telecommunications	01637 # 252384783000121
												67.44
												TOTAL
0000000	000039	VERIZON WIRELESS	9852903195	4/19/2020		4100-021100-1234-211-210	485.47	216074			Telecommunications	01637 # 74228484300001
			9852903195	4/19/2020		4100-063100-1234-631-630	223.84	216074			Telecommunications	01637 # 74228484300001
			9852903195	4/19/2020		4100-031100-1234-311-310	165.32	216074			Telecommunications	01637 # 74228484300001
			9852903195	4/19/2020		4100-021300-1234-231-210	101.38	216074			Telecommunications	01637 # 74228484300001
			9852903195	4/19/2020		4100-021400-1234-241-210	133.45	216074			Telecommunications	01637 # 74228484300001
			9852903195	4/19/2020		4100-021400-1234-242-210	63.94	216074			Telecommunications	01637 # 74228484300001
			9852903195	4/19/2020		4100-021500-1234-251-210	37.29	216074			Telecommunications	01637 # 74228484300001
			9852903195	4/19/2020		4100-041100-1234-411-410	138.67	216074			Telecommunications	01637 # 74228484300001
			9852903195	4/19/2020		4100-063100-1234-632-630	63.94	216074			Telecommunications	01637 # 74228484300001
			9852903195	4/19/2020		4100-023100-1234-291-230	213.58	216074			Telecommunications	01637 # 74228484300001

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000000	000039	00000000	9852903395	4/19/2020		4100-081300-2110-822-810	53.30	216074		VA Cooperative Extension	01637 # 7422848300001
			CHECK TOTAL	1,680.18		.00 CPA PMT TOTAL	.00				1,680.18
00000000	000873	WASTE MANAGEMENT OF	3432025-2424-7	4/24/2020		4100-021600-1229-264-210	636.18	216075		Other Professional Services	01637 # 103305252006
			CHECK TOTAL	636.18		.00 CPA PMT TOTAL	.00				636.18
00000000	001408	WITMER PUBLIC SAFETY GRP.	1976609-001	9/26/2019		4100-051100-1244-512-510	120.00	216076		Uniform Services	01637 ACCT# SUSCOU
			1982009	10/21/2019		4100-051500-1244-551-510	65.50	216076		Uniform Services	01637 ACCT# SUSCOU
			1982013	10/21/2019		4100-051100-1244-512-510	65.50	216076		Uniform Services	01637 ACCT# SUSCOU
			1981054	10/24/2019		4100-051500-1244-551-510	165.00	216076		Uniform Services	01637 ACCT# SUSCOU
			1994602	12/13/2019		4100-051100-1245-512-510	1,140.00	216076		Law Enforcement Supplies	01637 ACCT# SUSCOU
			CHECK TOTAL	1,556.00		.00 CPA PMT TOTAL	.00				1,556.00
00000000	000039	VERIZON WIRELESS	9852346876	4/10/2020		4100-011100-1234-111-110	140.61	216077		Telecommunications	01637 # 80525039400001
			9852346876	4/10/2020		4100-021100-1234-211-210	206.38	216077		Telecommunications	01637 # 80525039400001
			9852346876	4/10/2020		4100-021200-1234-221-210	93.48	216077		Telecommunications	01637 # 80525039400001
			9852346876	4/10/2020		4100-021300-1234-231-210	128.05	216077		Telecommunications	01637 # 80525039400001
			9852346876	4/10/2020		4100-021400-1234-241-210	90.34	216077		Telecommunications	01637 # 80525039400001
			9852346876	4/10/2020		4100-021400-1234-242-210	207.38	216077		Telecommunications	01637 # 80525039400001
			9852346876	4/10/2020		4100-021500-1234-251-210	90.31	216077		Telecommunications	01637 # 80525039400001
			9852346876	4/10/2020		4100-021600-1234-261-210	230.63	216077		Telecommunications	01637 # 80525039400001
			9852346876	4/10/2020		4100-021600-1234-262-210	199.61	216077		Telecommunications	01637 # 80525039400001
			9852346876	4/10/2020		4100-023100-1234-291-230	40.01	216077		Telecommunications	01637 # 80525039400001
			9852346876	4/10/2020		4100-021600-1234-263-210	40.01	216077		Telecommunications	01637 # 80525039400001
			CHECK TOTAL	1,466.81		.00 CPA PMT TOTAL	.00				1,466.81
00000000	000039	VERIZON WIRELESS	9852903865	4/19/2020		4100-051500-1234-551-510	184.95	216078		Telecommunications	01637 # 74231408300002
			9852903865	4/19/2020		4100-051100-1234-516-510	184.95	216078		Telecommunications	01637 # 74231408300002
			9852903865	4/19/2020		4100-051100-1234-516-510	184.96	216078		Telecommunications	01637 # 74231408300002
			CHECK TOTAL	554.86		.00 CPA PMT TOTAL	.00				554.86
00000000	000039	00000000	9852903865	4/19/2020		4100-051500-1234-551-510	231,286.15	216078		Telecommunications	01637 # 74231408300002
			CHECK TOTAL	231,286.15		.00 CPA PMT TOTAL	.00				231,286.15
00000000	000039	00000000	9852903865	4/19/2020		4100-051500-1234-551-510	231,286.15	216078		Telecommunications	01637 # 74231408300002
			CHECK TOTAL	231,286.15		.00 CPA PMT TOTAL	.00				231,286.15

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 231,286.15- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE 5.7.2020
 DATE 5/7/2020
 DATE 5/8/2020

[Signature]
 DIVISION OF FINANCE
 COUNTY ADMINISTRATION
 DESTE J. FOX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	001507	BARKSDALE OILS INC.	SUSSTY 0420	4/30/2020		4100-021600-1264-261-210	69.57	216093		Mileage	01639 SUSSEX COUNTY	
0000000	001507		SUSSTY 0420	4/30/2020		4100-021200-1264-221-210	131.36	216093		Mileage	01639 SUSSEX COUNTY	
0000000	001507		SUSSTY 0420	4/30/2020		4100-021400-1264-242-210	22.89	216093		Mileage	01639 SUSSEX COUNTY	
0000000	001507		SUSSTY 0420	4/30/2020		4100-021600-1264-262-210	275.67	216093		Mileage	01639 SUSSEX COUNTY	
0000000	001507		SUSSTY 0420	4/30/2020		4100-021400-1264-241-210	55.73	216093		Mileage	01639 SUSSEX COUNTY	
0000000	001507		SUSSTY 0420	4/30/2020		4100-021500-1264-253-210	90.56	216093		Mileage	01639 SUSSEX COUNTY	
0000000	001507		SUSSTY 0420	4/30/2020		4100-051100-1264-512-510	2,845.24	216093		Mileage/Gas	01639 SUSSEX COUNTY	
0000000	001507		SUSSTY 0420	4/30/2020		4105-071100-1264-711-710	36.82	216093		Gasoline	01639 SUSSEX COUNTY	
			DISC. TOTAL				3,527.94				TOTAL	3,527.94
0000000	999999	BOYCE, APRIL	AB 0420	5/04/2020		4100-051500-1215-551-510	72.00	216094		Inmate Pay	01639 INMATE PAY	
			DISC. TOTAL				72.00				TOTAL	72.00
0000000	999999	BOYKINS, CHARLIE	CB 0420	5/04/2020		4100-051500-1215-551-510	76.95	216095		Inmate Pay	01639 INMATE PAY	
			DISC. TOTAL				76.95				TOTAL	76.95
0000000	999999	BROOKS, ANTHONY	AB-0420	5/04/2020		4100-051500-1215-551-510	140.40	216096		Inmate Pay	01639 INMATE PAY	
			DISC. TOTAL				140.40				TOTAL	140.40
0000000	000738	BUTLER'S TOWING AND	6384	5/11/2020		4100-051100-1265-512-510	39.90	216097		Vehicle Maintenance & Repairs	01639 SUSSEX SHERIFF	
			DISC. TOTAL				39.90				TOTAL	39.90
0000000	001251	CABIN POINT VETERINARY	63104	4/14/2020		4100-021600-1227-261-210	945.75	216098		Medical Services	01639 ACCT# 1707	
0000000	001251		63146	4/20/2020		4100-021600-1227-261-210	315.50	216098		Medical Services	01639 ACCT# 1707	
0000000	001251		63252	4/29/2020		4100-021600-1227-261-210	322.00	216098		Medical Services	01639 ACCT# 1707	
			DISC. TOTAL				1,583.25				TOTAL	1,583.25
0000000	000728	CARQUEST OF WAKEFIELD	15335-13536	4/08/2020		4100-051100-1265-512-510	45.56	216099		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		15335-13569	4/09/2020		4100-051100-1265-512-510	396.24	216099		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		15335-13604	4/10/2020		4100-051100-1265-512-510	31.67	216099		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		15335-13660	4/13/2020		4100-051100-1265-512-510	36.38	216099		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		15335-13680	4/14/2020		4100-051100-1265-512-510	153.87	216099		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		15335-13770	4/16/2020		4100-051100-1265-512-510	42.12	216099		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		15335-13917	4/22/2020		4100-051100-1265-512-510	22.00	216099		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		15335-13979	4/23/2020		4100-051100-1265-512-510	114.36	216099		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		15335-13980	4/23/2020		4100-051100-1265-512-510	33.07	216099		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		5484-144509	3/30/2020		4100-051100-1265-512-510	36.31	216099		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
			DISC. TOTAL				572.72				TOTAL	572.72
0000000	000728	CARQUEST OF WAKEFIELD	5484-144545	3/31/2020		4100-051100-1265-512-510	36.38	216100		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		5484-144750	4/06/2020		4100-051100-1265-512-510	40.20	216100		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		5484-144771	4/06/2020		4100-051100-1265-512-510	40.20	216100		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		5484-144858	4/08/2020		4100-051100-1265-512-510	89.56	216100		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		5484-145872	5/07/2020		4100-051100-1265-512-510	136.32	216100		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		5484-145873	5/07/2020		4100-051100-1265-512-510	5,523.93	216100		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
0000000	000728		5484-145874	5/07/2020		4100-051100-1265-512-510	548.88	216100		Vehicle Maintenance & Repairs	01639 ACCT# 5001	
			DISC. TOTAL				6,415.47				TOTAL	6,415.47
0000000	000017	CARTER'S SERVICE CENTER	892187	3/25/2020		4100-051100-1265-512-510	20.00	216101		Vehicle Maintenance & Repairs	01639 SUSSEX SHERIFF	
			DISC. TOTAL				20.00				TOTAL	20.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	001723		512818	5/08/2020		4100-021600-1229-264-210	994.50	216112			Other Professional Services	01639 ACCT# SUS001
0000000	001723		512819	5/08/2020		4100-021600-1229-264-210	994.50	216112			Other Professional Services	01639 ACCT# SUS001
0000000	001723		512820	5/08/2020		4100-021600-1229-264-210	994.50	216112			Other Professional Services	01639 ACCT# SUS001
0000000	001723		512821	5/08/2020		4100-021600-1229-264-210	994.50	216112			Other Professional Services	01639 ACCT# SUS001
0000000	001723		512822	5/08/2020		4100-021600-1229-264-210	994.50	216112			Other Professional Services	01639 ACCT# SUS001
0000000	001723		512823	5/08/2020		4100-021600-1229-264-210	994.50	216112			Other Professional Services	01639 ACCT# SUS001
0000000	001723		512824	5/08/2020		4100-021600-1229-264-210	994.50	216112			Other Professional Services	01639 ACCT# SUS001
							7,956.00				CFA PMT TOTAL	
											CPA PMT TOTAL	
0000000	999999	HARDIN, CHARLES	CH 0420	5/04/2020		4100-051500-1215-551-510	1.80	216113			Inmate Pay	01639 INMATE PAY
											EPY PMT TOTAL	
											TOTAL	
0000000	000049	JARRATT HARDWARE	2004-040516	4/02/2020		4100-051500-1272-551-510	61.98	216114			Building Maintenance & Repair	01639 ACCT# 159
0000000	000049		2004-041389	4/08/2020		4100-051100-1254-516-510	9.08	216114			Equipment Maintenance	01639 ACCT# 159
0000000	000049		2004-041982	4/14/2020		4100-051500-1272-551-510	47.38	216114			Building Maintenance & Repair	01639 ACCT# 159
0000000	000049		2004-042029	4/14/2020		4100-051500-1254-551-510	11.49	216114			Equipment Maintenance	01639 ACCT# 159
0000000	000049		2004-042218	4/15/2020		4100-051500-1272-551-510	9.95	216114			Building Maintenance & Repair	01639 ACCT# 159
0000000	000049		2004-042604	4/18/2020		4100-051500-1272-551-510	65.38	216114			Building Maintenance & Repair	01639 ACCT# 159
0000000	000049		2004-043030	4/23/2020		4100-051500-1272-551-510	111.32	216114			Building Maintenance & Repair	01639 ACCT# 159
0000000	000049		2004-043519	4/28/2020		4100-051500-1272-551-510	7.96	216114			Building Maintenance & Repair	01639 ACCT# 159
							325.74				CPA PMT TOTAL	
											EPY PMT TOTAL	
											TOTAL	
0000000	999999	KING, DAVID	DK 0420	5/04/2020		4100-051500-1215-551-510	54.00	216115			Inmate Pay	01639 INMATE PAY
											EPY PMT TOTAL	
											TOTAL	
0000000	000129	LOGAN SYSTEMS, INC	53631	4/15/2020		4100-062100-1236-621-620	673.35	216116			Microfilming & Scanning Servi	01639 SUSSEX CIRCUIT COU
											EPY PMT TOTAL	
											TOTAL	
0000000	000061	PRINCE GEORGE ELECTRIC	2006028100 0520	5/05/2020		4100-021200-1276-221-210	312.52	216117			Electric	01639 # 2006028100
											EPY PMT TOTAL	
											TOTAL	
0000000	001839	ROBERT G.DASHIELL JR PE,I	4632.1	4/13/2020		4100-021600-1229-261-210	6,061.50	216118			Other Professional Services	01639 SUSSEX ANML CONTRO
											EPY PMT TOTAL	
											TOTAL	
0000000	001131	SAFE AIR SYSTEMS	1132644-IN	4/30/2020		4100-021500-1254-251-210	3,074.74	216119			Equipment Maintenance	01639 # 0706000291
											EPY PMT TOTAL	
											TOTAL	
0000000	001772	SOUTHSIDE ELECTRIC COOPER	561962001 0520	5/06/2020		4100-021600-1276-264-210	83.49	216120			Electric	01639 # 561962001
											EPY PMT TOTAL	
											TOTAL	
0000000	000292	STANDBY SYSTEMS, INC	04200796	4/30/2020		4100-051500-1273-551-510	187.50	216121			Building Systems Main & Repai	01639 ACCT# 268
											EPY PMT TOTAL	
											TOTAL	
0000000	000139	STORY CREEK HEALTH CENTER	170535	5/01/2020		4100-051500-1273-551-510	21.00	216122			Inmate Medical Expenses	01639 BOYKINS, CHARLIE
											EPY PMT TOTAL	
											TOTAL	
0000000	000162	SUFFOLK ENERGIES INC	37624369	5/06/2020		4100-021200-1278-221-210	151.55	216123			Oil	01639 # 66740484
0000000	000162		513800	4/30/2020		4100-051100-1264-512-510	58.29	216123			Mileage/Gas	01639 ACCT# 66740352
											EPY PMT TOTAL	
											TOTAL	
0000000	000077	SUSSEX SERVICE AUTHORITY	200814874	3/31/2020		4100-021600-1277-263-210	3,411.00	216124			Water Services	01639 ACCT# 2699

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH ACH	BATCH INV. DESCRIPTION
0000000	000077	0000000	200814875	4/30/2020		4100-021600-1277-263-210	3,388.00	216124		01639 ACCT# 2699
							.00			6,799.00
0000000	999999	TAYLOR, DARRELL	DT 0420	5/04/2020		4100-051500-1215-551-510	19.80	216135		01639 INMATE PAY
							.00			19.80
0000000	000081	THACKER HARDWARE	69605/1	4/03/2020		4100-021200-1272-221-210	32.08	216126		Building Maintenance & Repair
							9.96	216126		01639 ACCT# 341500
							7.47	216126		01639 ACCT# 341500
							28.93	216126		01639 ACCT# 341500
							7.47	216126		01639 ACCT# 341500
							14.99	216126		01639 ACCT# 341500
							35.28	216126		01639 ACCT# 341500
							.00			121.24
0000000	000963	TIMMONS GROUP	231654	11/12/2019		4306-091400-0201-	3,800.00	216127		01639 PROJ# 41729
							.00			3,800.00
0000000	000318	TOWN OF WAVERLY	181404098	4/30/2020		4100-021200-1277-221-210	65.50	216128		01639 # 181404098
							.00			65.50
0000000	000080	TRI CITY OFFICE PRODUCTS	0135750-001	4/28/2020		4100-062100-1241-621-620	244.30	216129		01639 ACCT# SKCC-0
							84.00	216129		01639 ACCT# SCVN-01
							885.17	216129		01639 ACCT# SCSD-0
							46.75	216129		01639 ACCT# SCSD-0
							91.39	216129		01639 ACCT# SCSD-0
							.00			1,351.61
0000000	000503	UNIVERSITY OF VIRGINIA	43030	5/05/2020		4100-041100-1203-411-410	150.00	216130		01639 ELLIS, KELLY
							.00			150.00
0000000	000087	VAN CLEEF AUTO PARTS INC	7772	4/03/2020		4100-051100-1265-512-510	162.49	216131		01639 ACCT# 27431
							76.38	216131		01639 ACCT# 27431
							225.00	216131		01639 ACCT# 27431
							284.09	216131		01639 ACCT# 27431
							200.31	216131		01639 ACCT# 27431
							87.96	216131		01639 ACCT# 27431
							.00			1,036.23
0000000	000769	VERIZON	0973062717 0420	4/27/2020		4100-021400-1234-241-210	200.14	216132		01639 # 951295778000179
							44.47	216132		01639 # 951295778000179
							66.70	216132		01639 # 951295778000179
							22.23	216132		01639 # 951295778000179
							22.23	216132		01639 # 951295778000179
							66.70	216132		01639 # 951295778000179
							88.94	216132		01639 # 951295778000179
							111.17	216132		01639 # 951295778000179
							133.41	216132		01639 # 951295778000179
							22.23	216132		01639 # 951295778000179
							600.34	216132		01639 # 951295778000179
							.00			1,467.50

NET AMOUNT	CHECK NO.	ACH ACH	BATCH INV. DESCRIPTION
3,388.00	216124		01639 ACCT# 2699
.00			6,799.00
19.80	216135		01639 INMATE PAY
.00			19.80
32.08	216126		Building Maintenance & Repair
9.96	216126		01639 ACCT# 341500
7.47	216126		01639 ACCT# 341500
28.93	216126		01639 ACCT# 341500
7.47	216126		01639 ACCT# 341500
14.99	216126		01639 ACCT# 341500
35.28	216126		01639 ACCT# 341500
.00			121.24
3,800.00	216127		01639 PROJ# 41729
.00			3,800.00
65.50	216128		01639 # 181404098
.00			65.50
244.30	216129		01639 ACCT# SKCC-0
84.00	216129		01639 ACCT# SCVN-01
885.17	216129		01639 ACCT# SCSD-0
46.75	216129		01639 ACCT# SCSD-0
91.39	216129		01639 ACCT# SCSD-0
.00			1,351.61
150.00	216130		01639 ELLIS, KELLY
.00			150.00
162.49	216131		01639 ACCT# 27431
76.38	216131		01639 ACCT# 27431
225.00	216131		01639 ACCT# 27431
284.09	216131		01639 ACCT# 27431
200.31	216131		01639 ACCT# 27431
87.96	216131		01639 ACCT# 27431
.00			1,036.23
200.14	216132		01639 # 951295778000179
44.47	216132		01639 # 951295778000179
66.70	216132		01639 # 951295778000179
22.23	216132		01639 # 951295778000179
22.23	216132		01639 # 951295778000179
66.70	216132		01639 # 951295778000179
88.94	216132		01639 # 951295778000179
111.17	216132		01639 # 951295778000179
133.41	216132		01639 # 951295778000179
22.23	216132		01639 # 951295778000179
600.34	216132		01639 # 951295778000179
.00			1,467.50

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH TOTAL	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000039 VERIZON WIRELESS	9852370237	4/10/2020	4/10/2020	4125-031700-5841-	110.60	216133	.00	110.60	Drug Prof. Fund / Com. Atty.	01639 # 90544057100001
	DISC. TOTAL	.00			.00					TOTAL	110.60
0000000	000873 WASTE MANAGEMENT OF	3434315-2424-2	5/01/2020	5/01/2020	4100-021600-1229-264-210	170.06	216134	.00	170.06	Other Professional Services	01639 # 203115233003
	DISC. TOTAL	.00			.00					TOTAL	170.06
0000000	001118 WATKINS INSURANCE AGENCY, 31535 AUTO		5/05/2020	5/05/2020	4100-021500-1262-251-210	114.00	216135	.00	114.00	Insurance	01639 ACCT# SUSCO-1
	DISC. TOTAL	.00			.00					TOTAL	114.00
0000000	001165 WILLIAM COLLIE	CEM 040920	4/09/2020	4/09/2020	4100-062100-1254-621-620	24.95	216136	.00	24.95	Equipment Maintenance	01639 SUSSEX CIRCUIT COU
	DISC. TOTAL	.00			.00					TOTAL	24.95
0000000	000322 WILLIAMS, GARY M., CLERK GWM 050820		5/08/2020	5/08/2020	4100-062100-1292-621-620	40.64	216137	.00	40.64	Bank/CC & Other Fees	01639 BANK FEES
	DISC. TOTAL	.00			.00					TOTAL	40.64
0000000	001408 WITHER PUBLIC SAFETY GRP. 2030813		5/08/2020	5/08/2020	4100-051100-1244-512-510	1,668.50	216138	.00	1,668.50	Uniform Services	01639 ACCT# SUSCOU
	DISC. TOTAL	.00			.00					TOTAL	1,668.50
0000000	000093 XEROX CORPORATION	010047140	4/08/2020	4/08/2020	4100-062100-1252-621-620	205.66	216139	.00	205.66	Equipment Lease/Rental	01639 # 099018525
	DISC. TOTAL	.00			.00					TOTAL	205.66
						.00			.00	TOTAL	60,978.36
						.00			.00	TOTAL	60,978.36

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 60,978.36 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

5-14-2020
 DATE 5/14/2020
 DATE 5/14/2020
 COUNTY ADMINISTRATION
 DESTE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK AMT	ACH PMT	BATCH INV. DESCRIPTION
0000000	000342	AGRI-VA, INC	15449/6	5/12/2020		4100-021200-1272-221-210	183.41	216140			Building Maintenance & Repair01640 ACCT# 68146
0000000	000342		15492/6	5/15/2020		4100-021100-2120-211-210-203	10.51	216140			COVID-19 Expenses 01640 ACCT# 60146
0000000	000342		15498/6	5/18/2020		4100-021100-2120-211-210-203	9.36	216140			COVID-19 Expenses 01640 ACCT# 60146
				203.28	ACH PMT TOTAL		.00				203.28
					CHECK TOTAL		.00				TOTAL
0000000	000746	BAI COMMISSIONER'S USER	DUES FY20/21	5/14/2020		4100-031100-1201-311-310	400.00	216141			Organization Membership 01640 FY20/21 ANNUAL DUE
				400.00	ACH PMT TOTAL		.00				400.00
					CHECK TOTAL		.00				TOTAL
0000000	000382	BAI TREASURER'S USER	GROU DUES FY20/21	5/19/2020		4100-041100-1201-411-410	350.00	216142			Organization Membership 01640 SUSSEX CO TREASURE
				350.00	ACH PMT TOTAL		.00				350.00
					CHECK TOTAL		.00				TOTAL
0000000	999999	BAINES, WENDY	#1	5/01/2020		4100-021300-9004-231-210	1,000.00	216143			UNOS-CDBG Housing Grt 01640 UNOS
				1,000.00	ACH PMT TOTAL		.00				1,000.00
					CHECK TOTAL		.00				TOTAL
0000000	001676	BERKLEY GROUP	HO#1 INV#7	5/18/2020		4100-021400-1225-241-210	4,995.00	216144			Management Consulting Service01640 SUSSEX COUNTY
0000000	001676		HO#3 INV#7	5/18/2020		4100-021100-1225-211-210	7,731.14	216144			Management Consulting Service01640 SUSSEX COUNTY
0000000	001676		HO#4 INV#1	5/18/2020		4100-011100-1229-111-110	5,000.00	216144			Contractual Services 01640 SUSSEX COUNTY
				17,726.14	ACH PMT TOTAL		.00				17,726.14
					CHECK TOTAL		.00				TOTAL
0000000	000738	BUTLER'S TOWING AND	6413	5/18/2020		4100-051100-1265-512-510	150.00	216145			Vehicle Maintenance & Repairs01640 SUSSEX SHERIFF
0000000	000738		6414	5/18/2020		4100-051100-1265-512-510	65.00	216145			Vehicle Maintenance & Repairs01640 SUSSEX SHERIFF
				215.00	ACH PMT TOTAL		.00				215.00
					CHECK TOTAL		.00				TOTAL
0000000	001485	CENTRAL AGRIBUSINESS	JR26881	5/12/2020		4100-051500-1246-551-510	77.00	216146			Food Supplies 01640 SUSSEX SHERIFF
0000000	001485		JR26980	5/19/2020		4100-051500-1246-551-510	77.00	216146			Food Supplies 01640 SUSSEX SHERIFF
				154.00	ACH PMT TOTAL		.00				154.00
					CHECK TOTAL		.00				TOTAL
0000000	001598	CONNOR SMALL ENGINE	254465	5/13/2020		4100-021200-1275-221-210	29.05	216147			Maintenance Equipment Repairs01640 ACCT# 2461000
				29.05	ACH PMT TOTAL		.00				29.05
					CHECK TOTAL		.00				TOTAL
0000000	001074	COX, DESTIE	DC 051920 01	5/19/2020		4100-041100-1264-411-410	45.39	216148			Gasoline/Mileage-Non Training01640 MILEAGE
0000000	001074		DC 051920 02	5/19/2020		4100-021100-2120-211-210-203	97.17	216148			COVID-19 Expenses 01640 REIMBURSEMENT
0000000	001074		DC 051920-01	5/19/2020		4100-021100-2120-211-210-203	46.28	216148			COVID-19 Expenses 01640 MILEAGE
				188.84	ACH PMT TOTAL		.00				188.84
					CHECK TOTAL		.00				TOTAL
0000000	000193	DEPART OF MOTOR VEHICLES	202012101304	5/19/2020		4100-041100-1299-412-410	2,525.00	216149			Misc. Oth.-DMV Stops 01640 # 546001642019
				2,525.00	ACH PMT TOTAL		.00				2,525.00
					CHECK TOTAL		.00				TOTAL
0000000	001185	DISPUTANTA ANIMAL	HOSEITA 223841	5/11/2020		4100-021600-1227-261-210	60.00	216150			Medical Services 01640 SUSSEX ANML CONTRO
				60.00	ACH PMT TOTAL		.00				60.00
					CHECK TOTAL		.00				TOTAL
0000000	000902	DOC FARMER'S MARKET	MKT75682	5/18/2020		4100-051500-1246-551-510	184.85	216151			Food Supplies 01640 SUSSEX COUNTY JAIL
				184.85	ACH PMT TOTAL		.00				184.85
					CHECK TOTAL		.00				TOTAL
0000000	001651	DOCUMENT SYSTEMS	107323	5/06/2020		4100-021100-1259-211-210	877.95	216152			Equipment Lease/Rental 01640 SUSSEX COUNTY
				877.95	ACH PMT TOTAL		.00				877.95
					CHECK TOTAL		.00				TOTAL
0000000	000084	DOMINION VIRGINIA POWER	4714897313 0420	4/30/2020		4100-021200-1276-221-210	178.56	216153			Electric 01640 # 4714897313
				178.56	ACH PMT TOTAL		.00				178.56
					CHECK TOTAL		.00				TOTAL
0000000	001840	EVIDENT, INC.	157756A	5/06/2020		4100-051100-1245-512-510	69.40	216154			Law Enforcement Supplies 01640 ACCT# 37471
				69.40	ACH PMT TOTAL		.00				69.40
					CHECK TOTAL		.00				TOTAL

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	DESC.	BATCH INV. DESCRIPTION
0000000	001692	FERRELLGAS	1111740803	5/11/2020		4100-021200-1279-221-210	452.74	216155			Propane Gas	01640 # 112364120 452.74
												TOTAL
0000000	001723	GANDAMORLD SECURITY SERVI	514382	5/15/2020		4100-021600-1229-264-210	994.50	216156			Other Professional Services	01640 ACCT# SUS001
0000000	001723		514383	5/15/2020		4100-021600-1229-264-210	994.50	216156			Other Professional Services	01640 ACCT# SUS001
0000000	001723		514384	5/15/2020		4100-021600-1229-264-210	994.50	216156			Other Professional Services	01640 ACCT# SUS001
0000000	001723		514385	5/15/2020		4100-021600-1229-264-210	994.50	216156			Other Professional Services	01640 ACCT# SUS001
0000000	001723		514386	5/15/2020		4100-021600-1229-264-210	994.50	216156			Other Professional Services	01640 ACCT# SUS001
0000000	001723		514387	5/15/2020		4100-021600-1229-264-210	994.50	216156			Other Professional Services	01640 ACCT# SUS001
0000000	001723		514388	5/15/2020		4100-021600-1229-264-210	994.50	216156			Other Professional Services	01640 ACCT# SUS001
0000000	001723		514389	5/15/2020		4100-021600-1229-264-210	994.50	216156			Other Professional Services	01640 ACCT# SUS001
												TOTAL
							7,956.00					7,956.00
0000000	001841	IVOR VETERINARY CLINIC	464330	4/30/2020		4100-021600-1227-261-210	153.00	216157			Medical Services	01640 ACCT# 206966
												TOTAL
							153.00					153.00
0000000	001538	JIM WHELAN'S SERV. CENTER	93217	5/13/2020		4100-051100-1265-512-510	49.95	216158			Vehicle Maintenance & Repairs	01640 SUSSEX SHERIFF
												TOTAL
							49.95					49.95
0000000	001550	KINEX NETWORKING SOLUTION	2592	5/19/2020		4100-021100-1234-211-210	97.24	216159			Telecommunications	01640 ACCT# 383
0000000	001550		2592	5/19/2020		4100-021400-1234-241-210	97.22	216159			Telecommunications	01640 ACCT# 383
0000000	001550		2592	5/19/2020		4100-021400-1234-242-210	97.22	216159			Telecommunications	01640 ACCT# 383
0000000	001550		2592	5/19/2020		4100-041100-1234-411-410	97.22	216159			Telecommunications	01640 ACCT# 383
0000000	001550		2592	5/19/2020		4100-031100-1234-311-310	97.22	216159			Telecommunications	01640 ACCT# 383
0000000	001550		2592	5/19/2020		4100-021100-1234-291-230	97.22	216159			Telecommunications	01640 ACCT# 383
0000000	001550		2592	5/19/2020		4100-021500-1234-253-210	97.22	216159			Telecommunications	01640 ACCT# 383
0000000	001550		2592	5/19/2020		4100-051100-1234-516-510	97.22	216159			Telecommunications	01640 ACCT# 383
0000000	001550		2592	5/19/2020		4100-063100-1234-631-630	97.22	216159			Telecommunications	01640 ACCT# 383
												TOTAL
							875.00					875.00
0000000	001046	MCI	4342465511	5/13/2020		4100-021100-1234-211-210	26.30	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-021400-1234-242-210	4.39	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-021300-1234-231-210	13.16	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-021400-1234-241-210	4.39	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-021600-1234-261-210	2.19	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-021500-1234-253-210	2.19	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-021100-1234-291-230	6.58	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-041100-1234-411-410	8.77	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-031100-1234-311-310	8.77	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-063100-1234-631-630	10.96	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-062100-1234-621-620	21.93	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-063100-1234-632-630	2.19	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-061100-1234-611-610	2.22	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-061100-1234-611-610	28.84	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-081300-2110-822-810	11.05	216160			VA Cooperative Extension	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-061100-1234-613-610	6.58	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4100-051100-1234-512-510	3.00	216160			Telecommunications	01640 # 08692926192
0000000	001046		4342465511	5/13/2020		4105-071100-1234-711-710	59.45	216160			Telecommunications	01640 # 08692926192
												TOTAL
							222.96					222.96
0000000	001488	RRS FOODSERVICE	2131955	5/13/2020		4100-051500-1246-551-510	1,731.17	216161			Food Supplies	01640 ACCT# 118626
												TOTAL
							1,731.17					1,731.17

P.O. NO.	VENDOR NO.	VENDOR NAME	DISC. TOTAL	INVOICE NO.	INVOICE DATE	A/P DATE	ACH PMT TOTAL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT TOTAL	BATCH INV. DESCRIPTION
0000000	000187	SHANKO, JAMES	.00	JS 051320	5/13/2020	10.00	4100-051500-1233-551-510	.00 CPA PMT TOTAL	10.00	216162	.00	01640 REIMBURSEMENT 10.00
0000000	001787	SIMPLE COM	.00	5774-OTS	5/14/2020	125.00	4100-021100-1228-211-210	.00 CPA PMT TOTAL	125.00	216163	.00	01640 SUSSEX COUNTY Contractual Services
0000000	001787	SIMPLE COM	.00	5799-OTS	5/14/2020	50.00	4100-051100-1234-512-510	.00 CPA PMT TOTAL	50.00	216163	.00	01640 SUSSEX SHERIFF Information System Services
0000000	000067	STONY CREEK PHARMACY	.00	SCF 050120	4/30/2020	710.32	4100-051500-1293-551-510	.00 CPA PMT TOTAL	710.32	216164	.00	01640 APRIL 2020 Inmate Medical Expenses
0000000	000162	SUFFOLK ENERGIES INC	.00	513816	4/30/2020	127.79	4100-021600-1264-261-210	.00 CPA PMT TOTAL	127.79	216165	.00	01640 # 66740484 Mileage
0000000	000162	SUFFOLK ENERGIES INC	.00	513816	4/30/2020	97.93	4100-021600-1264-221-210	.00 CPA PMT TOTAL	97.93	216165	.00	01640 # 66740484 Mileage
0000000	000162	SUFFOLK ENERGIES INC	.00	513816	4/30/2020	324.99	4100-021600-1278-264-210	.00 CPA PMT TOTAL	324.99	216165	.00	01640 # 66740484 Diesel Fuel
0000000	999999	TAXING AUTHORITY CONSULTI	.00	6613	4/28/2020	1,382.00	4100-041100-1291-411-410	.00 CPA PMT TOTAL	1,382.00	216166	.00	01640 SUSSEX COUNTY Judicial Land Sale Expenses
0000000	000503	UNIVERSITY OF VIRGINIA	.00	43315	5/19/2020	25.00	4100-041100-1203-411-410	.00 CPA PMT TOTAL	25.00	216167	.00	01640 COX, DESTE Workshops and Conferences
0000000	999999	UNIVERSITY OF VIRGINIA	.00	43314	5/19/2020	25.00	4100-041100-1203-411-410	.00 CPA PMT TOTAL	25.00	216168	.00	01640 COX, DESTE Workshops and Conferences
0000000	000811	VACORP	.00	VACORP CLAIMS	5/14/2020	175.00	4100-021100-1299-211-210	.00 CPA PMT TOTAL	175.00	216169	.00	01640 # 1072020263933 Miscellaneous Others
0000000	000087	VAN CLEEF AUTO PARTS INC	.00	7764	4/02/2020	183.44	4100-021600-1265-261-210	.00 CPA PMT TOTAL	183.44	216170	.00	01640 # 1072020263933 Vehicle Maintenance & Repairs
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	140.61	4100-011100-1234-111-110	.00 CPA PMT TOTAL	140.61	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	180.33	4100-021100-1234-211-210	.00 CPA PMT TOTAL	180.33	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	93.48	4100-021200-1234-221-210	.00 CPA PMT TOTAL	93.48	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	128.05	4100-021300-1234-231-210	.00 CPA PMT TOTAL	128.05	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	90.34	4100-021400-1234-241-210	.00 CPA PMT TOTAL	90.34	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	110.63	4100-021500-1234-251-210	.00 CPA PMT TOTAL	110.63	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	90.31	4100-021600-1234-261-210	.00 CPA PMT TOTAL	90.31	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	230.63	4100-021600-1234-262-210	.00 CPA PMT TOTAL	230.63	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	199.61	4100-021600-1234-263-210	.00 CPA PMT TOTAL	199.61	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	40.01	4100-021600-1234-264-210	.00 CPA PMT TOTAL	40.01	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	40.01	4100-021600-1234-265-210	.00 CPA PMT TOTAL	40.01	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	50.33	4100-021600-1234-266-210	.00 CPA PMT TOTAL	50.33	216171	.00	01640 # 80525039400001 Telecommunications
0000000	000039	VERIZON WIRELESS	.00	9854403874	5/10/2020	1,394.34	4100-021100-1234-211-210-203	.00 CPA PMT TOTAL	1,394.34	216171	.00	01640 # 80525039400001 COVID-19 Expenses
0000000	001408	WITMER PUBLIC SAFETY GRP.	.00	20231094	4/27/2020	84.00	4100-051100-1244-512-510	.00 CPA PMT TOTAL	84.00	216172	.00	01640 ACCT# SUSCOU Uniform Services
0000000	001408	WITMER PUBLIC SAFETY GRP.	.00	2023174	5/06/2020	314.00	4100-051100-1244-512-510	.00 CPA PMT TOTAL	314.00	216172	.00	01640 ACCT# SUSCOU Uniform Services
0000000	001408	WITMER PUBLIC SAFETY GRP.	.00	2024342	4/27/2020	109.00	4100-051500-1244-551-510	.00 CPA PMT TOTAL	109.00	216172	.00	01640 ACCT# SUSCOU Uniform Services
0000000	001408	WITMER PUBLIC SAFETY GRP.	.00	2025240	5/07/2020	291.00	4100-051100-1244-512-510	.00 CPA PMT TOTAL	291.00	216172	.00	01640 ACCT# SUSCOU Uniform Services
0000000	000093	XEROX CORPORATION	.00	010132930	5/01/2020	245.05	4100-031100-1252-311-310	.00 CPA PMT TOTAL	245.05	216173	.00	01640 # 101294460 Equipment Lease/Rental
0000000	000093	XEROX CORPORATION	.00	010132930	5/01/2020	245.05	4100-031100-1252-311-310	.00 CPA PMT TOTAL	245.05	216173	.00	01640 # 101294460 Equipment Lease/Rental

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	CHECK NO.	CHECK AMT	ACH PMT TOTAL	NET AMOUNT	CHECK NO.	ACH PMT TOTAL	DATE	Private Cont.	BATCH INV. DESCRIPTION
0000000	001790 35 PRINTING LLC	SHERIFF-051220	5/12/2020		4100-051100-1298-512-510	216174	72.00	.00 CPA PMT TOTAL	72.00	216174	.00	5/21/2020	.00	Expe01640 SUSSEX SHERIFF
		CHECK TOTAL					41,348.75	.00 CPA PMT TOTAL	.00					72.00
		CHECK TOTAL					41,348.75	.00 CPA PMT TOTAL	.00					41,348.75
		CHECK TOTAL					41,348.75	.00 CPA PMT TOTAL	.00					41,348.75

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 41,348.75 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

5/21/2020
 DATE
 5/21/2020
 DATE

Keeper
 DIRECTOR OF FINANCE
 COUNCIL ADMINISTRATION
 DESTE J. COX, TREASURER

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	ACCOUNT NO.	ACH PMT TOTAL	NET AMOUNT	CHECK NO.	ACH PMT TOTAL	BATCH INV DESCRIPTION
0000000 000342	AGRI-VA, INC	15509/6	5/19/2020	2.94	4100-021100-2120-211-210-203	2.94	216184	00	2.94	COVID-19 Expenses
0000000 000881	ANTHEM BLUE CROSS AND	JJ JUNE 2020	5/20/2020	824.00	4100-021200-1124-221-210	824.00	216185	00	824.00	Health Care Benefits
0000000 001696	AXON ENTERPRISE, INC.	SI-1658400	5/15/2020	5,258.25	4100-051100-1245-512-510	5,258.25	216186	00	5,258.25	Law Enforcement Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0107 0520 01	4/28/2020	506.00	4100-051500-1295-551-510	506.00	216187	00	506.00	Insurance Services (Non Vehicle)
0000000 000010	BANK OF SOUTHSIDE VA	0107 0520 02	5/04/2020	32.40	4100-051500-1246-551-510	32.40	216187	00	32.40	Food Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0131 0520 01	4/28/2020	11.17	4100-051100-1245-512-510	11.17	216187	00	11.17	Law Enforcement Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0131 0520 02	4/30/2020	100.00	4100-051100-1245-512-510	100.00	216187	00	100.00	Law Enforcement Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0164 0520 01	5/10/2020	16.75	4100-051100-1241-512-510	16.75	216187	00	16.75	Office Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 01	4/14/2020	562.21	4100-051100-1259-516-510	562.21	216187	00	562.21	Other Equipment Purchases
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 02	4/14/2020	1,414.20	4100-051100-1245-512-510	1,414.20	216187	00	1,414.20	Law Enforcement Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 03	4/21/2020	96.48	4100-051100-1245-512-510	96.48	216187	00	96.48	Law Enforcement Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 04	4/21/2020	434.60	4100-051100-1245-512-510	434.60	216187	00	434.60	Law Enforcement Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 05	4/21/2020	36.97	4100-051100-1241-516-510	36.97	216187	00	36.97	Office Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 06	4/22/2020	224.00	4100-051100-1245-512-510	224.00	216188	00	224.00	Law Enforcement Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 07	4/23/2020	6.50	4100-051100-1245-512-510	6.50	216188	00	6.50	Law Enforcement Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 08	4/24/2020	24.60	4100-051100-1245-512-510	24.60	216188	00	24.60	Law Enforcement Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 09	5/05/2020	104.56	4100-051100-1241-512-510	104.56	216188	00	104.56	Office Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 10	5/07/2020	42.88	4100-051100-1241-512-510	42.88	216188	00	42.88	Office Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 11	5/08/2020	8.93	4100-051100-1241-512-510	8.93	216188	00	8.93	Office Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0206 0520 12	5/11/2020	159.96	4100-051100-1241-512-510	159.96	216188	00	159.96	Office Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0214 0520 01	4/23/2020	97.78	4100-051100-1241-516-510	97.78	216188	00	97.78	Office Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0214 0520 02	4/24/2020	7.38	4100-051100-1254-516-510	7.38	216188	00	7.38	Equipment Maintenance
0000000 000010	BANK OF SOUTHSIDE VA	0214 0520 03	5/07/2020	170.46	4100-051100-1251-516-510	170.46	216188	00	170.46	Furniture
0000000 000010	BANK OF SOUTHSIDE VA	0222 0520 01	4/09/2020	14.00	4100-051500-1247-551-510	14.00	216189	00	14.00	Janitorial Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0222 0520 02	4/13/2020	56.86	4100-051500-1247-551-510	56.86	216189	00	56.86	Janitorial Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0222 0520 03	4/15/2020	398.00	4100-051100-1245-512-510	398.00	216189	00	398.00	Law Enforcement Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0222 0520 04	4/16/2020	31.58	4100-051500-1272-551-510	31.58	216189	00	31.58	Building Maintenance & Repair
0000000 000010	BANK OF SOUTHSIDE VA	0222 0520 05	4/17/2020	13.35	4100-051500-1272-551-510	13.35	216189	00	13.35	Building Maintenance & Repair
0000000 000010	BANK OF SOUTHSIDE VA	0222 0520 06	4/20/2020	32.40	4100-051500-1246-551-510	32.40	216189	00	32.40	Food Supplies
0000000 000010	BANK OF SOUTHSIDE VA	0222 0520 07	4/20/2020	22.51	4100-051500-1293-551-510	22.51	216189	00	22.51	Inmate Medical Expenses
0000000 000010	BANK OF SOUTHSIDE VA	0222 0520 09	4/25/2020	17.98	4100-051500-1299-551-510	17.98	216189	00	17.98	Miscellaneous Others
0000000 000300	BATTERY BARN OF VA INC	365650	5/22/2020	60.75	4100-051100-1259-512-510	60.75	216190	00	60.75	Other Equipment Purchases
0000000 000300	BATTERY BARN OF VA INC	365650	5/22/2020	60.75	4100-051500-1259-551-510	60.75	216190	00	60.75	Other Equipment Purchases
0000000 000738	BUTLER'S TOWING AND	6447	5/25/2020	65.00	4100-051100-1265-512-510	65.00	216191	00	65.00	Vehicle Maintenance & Repairs
0000000 001251	CABIN POINT VETERINARY	63377	5/08/2020	14.00	4100-021600-1227-261-210	14.00	216192	00	14.00	Medical Services

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000769	VERIZON BUSINESS	0966301725	5/06/2020	5/06/2020	4100-063100-1234-631-630	72.55	216212	140.06	Telecommunications	01641 # 3513333510001 140.06
0000000	000757	VERIZON BUSINESS	64650816	5/10/2020	5/10/2020	4100-021100-1234-211-210	47.89	216213		Telecommunications	01641 # Y2694822
0000000	000757	VERIZON BUSINESS	64650816	5/10/2020	5/10/2020	4100-021400-1234-241-210	47.86	216213		Telecommunications	01641 # Y2694822
0000000	000757	VERIZON BUSINESS	64650816	5/10/2020	5/10/2020	4100-041100-1234-411-410	47.86	216213		Telecommunications	01641 # Y2694822
0000000	000757	VERIZON BUSINESS	64650816	5/10/2020	5/10/2020	4100-041100-1234-411-310	47.86	216213		Telecommunications	01641 # Y2694822
0000000	000757	VERIZON BUSINESS	64650816	5/10/2020	5/10/2020	4100-023100-1234-231-230	47.86	216213		Telecommunications	01641 # Y2694822
0000000	000757	VERIZON BUSINESS	64650816	5/10/2020	5/10/2020	4100-021500-1234-251-210	47.86	216213		Telecommunications	01641 # Y2694822
0000000	000757	VERIZON BUSINESS	64650816	5/10/2020	5/10/2020	4100-051100-1234-516-510	47.86	216213		Telecommunications	01641 # Y2694822
0000000	000757	VERIZON BUSINESS	64650816	5/10/2020	5/10/2020	4100-063100-1234-631-630	430.77	216213		Telecommunications	01641 # Y2694822 430.77
0000000	000039	VERIZON WIRELESS	9854505787	5/12/2020	5/12/2020	4100-051100-1234-512-510	802.50	216214		Telecommunications	01641 # 52062082400001
0000000	000039	VERIZON WIRELESS	9854505787	5/12/2020	5/12/2020	4100-051100-1234-536-510	641.60	216214		Telecommunications	01641 # 52062082400001 1,444.10
0000000	001408	WITMER PUBLIC SAFETY GRP.	2031154	5/19/2020	5/19/2020	4100-051100-1244-512-510	5,872.50	216215		Uniform Services	01641 ACCT# SUSCOU
0000000	001408	WITMER PUBLIC SAFETY GRP.	2031155	5/19/2020	5/19/2020	4100-051100-1244-512-510	5,850.00	216215		Uniform Services	01641 ACCT# SUSCOU 11,722.50
0000000	001644	XEROX FINANCIAL SERVICES	2102266	5/11/2020	5/11/2020	4100-051500-1252-551-510	276.54	216216		Equipment Lease/Rental	01641 # 0200081249001
0000000	001644	XEROX FINANCIAL SERVICES	2102266	5/11/2020	5/11/2020	4100-051100-1252-512-510	276.54	216216		Equipment Lease/Rental	01641 # 0200081249001
0000000	001644	XEROX FINANCIAL SERVICES	2109254 A	5/19/2020	5/19/2020	4100-021100-1252-211-210	295.09	216216		Equipment Lease/Rental	01641 # 0200073202001
0000000	001644	XEROX FINANCIAL SERVICES	2111014	5/16/2020	5/16/2020	4100-061100-1252-612-610	111.99	216216		Equipment Lease/Rental	01641 # 0200078186001 960.16
0000000	000039	VERIZON WIRELESS	9854958187	5/19/2020	5/19/2020	4100-051100-1234-516-510	277.14	216217		Telecommunications	01641 # 74231408300002
0000000	000039	VERIZON WIRELESS	9854958187	5/19/2020	5/19/2020	4100-051100-1234-516-510	277.13	216217		Telecommunications	01641 # 74231408300002 554.27
0000000	000039	VERIZON WIRELESS	9854958187	5/19/2020	5/19/2020	4100-051100-1234-516-510	65,683.27	216217		Telecommunications	65,683.27
0000000	000039	VERIZON WIRELESS	9854958187	5/19/2020	5/19/2020	4100-051100-1234-516-510	65,683.27	216217		Telecommunications	65,683.27

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 65,683.27 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

5/28/2020
 DATE
 5/28/20
 DATE
 5/28/2020
 DATE
 DIRECTOR OF FINANCE
 COUNTY ADMINISTRATION
 DESTE J. COX, TREASURER

AP051 5/07/2020

SUSSEX COUNTY

A/P VOID CHECK REGISTER FOR-001/4100
ACCOUNTING PERIOD - 2020/05

BATCH#- 351 PAGE 1

P/O NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CLS NO.	VOID CK DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE
00000000	001834	GREAT AMERICAN BUSINESS	2304254-0	000	3/23/2020	4100-041100-1253-411-410-	427.00-	215876	4/09/2020
							427.00		

BATCH#- 351 CREATED BY JBINNS ON 5/07/2020 RUN BY JBINNS ON 5/07/2020

PAYROLL DEDUCTION CHECKS



P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040200516200500	5/15/2020	100-000200-0100-	909.84	216084		00000
00000	000245		DC040200516200500	5/15/2020	105-000200-0100-	182.61	216084		00000
00000	000245		DC041200516200500	5/15/2020	100-000200-0100-	612.72	216084		00000
00000	000245		DC041200516200500	5/15/2020	105-000200-0100-	207.17	216084		00000
					CHECK TOTAL	1,912.34			
00000	000881	ANTHEM BLUE CROSS AND	DC001200516200500	5/15/2020	100-000200-0100-	31,724.00	216085		00000
00000	000881		DC001200516200500	5/15/2020	105-000200-0100-	9,064.00	216085		00000
00000	000881		DC002200516200500	5/15/2020	100-000200-0100-	1,524.00	216085		00000
00000	000881		DC002200516200500	5/15/2020	105-000200-0100-	762.00	216085		00000
00000	000881		DC004200516200500	5/15/2020	100-000200-0100-	914.00	216085		00000
00000	000881		DC005200516200500	5/15/2020	105-000200-0100-	511.50	216085		00000
00000	000881		DC006200516200500	5/15/2020	100-000200-0100-	626.00	216085		00000
00000	000881		DC012200516200500	5/15/2020	100-000200-0100-	914.00	216085		00000
00000	000881		DC015200516200500	5/15/2020	100-000200-0100-	1,493.00	216085		00000
					CHECK TOTAL	47,532.50			
00000	001397	LEGAL SHIELD	DC097200516200500	5/15/2020	100-000200-0100-	9.48	216086		00000
00000	001397		DC097200516200500	5/15/2020	105-000200-0100-	31.90	216086		00000
					CHECK TOTAL	41.38			
00000	001021	MINNESOTA LIFE INS CO	DC200200516200500	5/15/2020	100-000200-0100-	360.32	216087		00000
00000	001021		DC200200516200500	5/15/2020	105-000200-0100-	125.06	216087		00000
					CHECK TOTAL	485.38			
00000	000872	NATIONWIDE RETIREMENT	DC090200516200500	5/15/2020	100-000200-0100-	1,265.00	216088		00000
00000	000872		DC090200516200500	5/15/2020	105-000200-0100-	220.00	216088		00000
					CHECK TOTAL	1,485.00			
00000	001183	SOUTHERN VIRGINIA	DC075200516200500	5/15/2020	100-000200-0100-	290.49	216089		00000
					CHECK TOTAL	290.49			
00000	000247	TREASURER OF VIRGINIA	DC080200516200500	5/15/2020	100-000200-0100-	2,339.63	216090		00000
					CHECK TOTAL	2,339.63			
00000	000831	VACORP	DC035200516200500	5/15/2020	100-000200-0100-	112.26	216091		00000
00000	000831		DC035200516200500	5/15/2020	105-000200-0100-	106.70	216091		00000
					CHECK TOTAL	218.96			
00000	001027	VALIC RETIREMENT	DC091200516200500	5/15/2020	100-000200-0100-	490.00	216092		00000
00000	001027		DC091200516200500	5/15/2020	105-000200-0100-	75.00	216092		00000
					CHECK TOTAL	565.00			
					CLASS TOTAL	54,870.68			
					FINAL TOTAL	54,870.68			

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 THE TOTAL 54,870.68 -
 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

5/11/20
 DATE
 5/11/2020
 County Administrator
 Dest J. Cox

P/O NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000245 AFLAC	DC040200531200500	5/29/2020	100-000200-0100-	909.84	216175		00000
00000	000245	DC040200531200500	5/29/2020	105-000200-0100-	182.61	216175		00000
00000	000245	DC041200531200500	5/29/2020	100-000200-0100-	612.72	216175		00000
00000	000245	DC041200531200500	5/29/2020	105-000200-0100-	207.17	216175		00000
				CHECK TOTAL	1,912.34			
00000	000881 ANTHEM BLUE CROSS AND	DC001200531200500	5/29/2020	100-000200-0100-	31,724.00	216176		00000
00000	000881	DC001200531200500	5/29/2020	105-000200-0100-	9,064.00	216176		00000
00000	000881	DC002200531200500	5/29/2020	100-000200-0100-	1,524.00	216176		00000
00000	000881	DC002200531200500	5/29/2020	105-000200-0100-	782.00	216176		00000
00000	000881	DC004200531200500	5/29/2020	100-000200-0100-	914.00	216176		00000
00000	000881	DC005200531200500	5/29/2020	105-000200-0100-	511.50	216176		00000
00000	000881	DC006200531200500	5/29/2020	100-000200-0100-	626.00	216176		00000
00000	000881	DC012200531200500	5/29/2020	100-000200-0100-	914.00	216176		00000
00000	000881	DC015200531200500	5/29/2020	100-000200-0100-	1,493.00	216176		00000
				CHECK TOTAL	47,532.50			
00000	001197 LEGAL SHIELD	DC097200531200500	5/29/2020	100-000200-0100-	9.48	216177		00000
00000	001197	DC097200531200500	5/29/2020	105-000200-0100-	31.90	216177		00000
				CHECK TOTAL	41.38			
00000	001021 MINNESOTA LIFE INS CO	DC200200531200500	5/29/2020	100-000200-0100-	360.32	216178		00000
00000	001021	DC200200531200500	5/29/2020	105-000200-0100-	125.06	216178		00000
				CHECK TOTAL	485.38			
00000	000872 NATIONWIDE RETIREMENT	DC090200531200500	5/29/2020	100-000200-0100-	1,265.00	216179		00000
00000	000872	DC090200531200500	5/29/2020	105-000200-0100-	220.00	216179		00000
				CHECK TOTAL	1,485.00			
00000	001183 SOUTHERN VIRGINIA	DC075200531200500	5/29/2020	100-000200-0100-	198.01	216180		00000
				CHECK TOTAL	198.01			
00000	000247 TREASURER OF VIRGINIA	DC080200531200500	5/29/2020	100-000200-0100-	2,339.63	216181		00000
				CHECK TOTAL	2,339.63			
00000	000831 VACORP	DC035200531200500	5/29/2020	100-000200-0100-	112.26	216182		00000
00000	000831	DC035200531200500	5/29/2020	105-000200-0100-	106.70	216182		00000
				CHECK TOTAL	218.96			
00000	001027 VALIC RETIREMENT	DC091200531200500	5/29/2020	100-000200-0100-	490.00	216183		00000
00000	001027	DC091200531200500	5/29/2020	105-000200-0100-	75.00	216183		00000
				CHECK TOTAL	565.00			
				CLASS TOTAL	54,778.20			
				FINAL TOTAL	54,778.20			

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 THE TOTAL 54,778.20 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

5/22/20
 DATE
 5/22/2020
 COUNTY ADMINISTRATOR
 Stamp: *Stamp Administrator*
 Dist. G. Cox

BOARD ACTION FORM

Agenda Item: Public Hearing Item #4.01

Subject: FY20 Budget Amendment

Board Meeting Date: June 18 2020

Summary: On May 12, 2020, Secretary of Finance, Aubrey L. Layne, Jr. provided Local Allocations for Federal CARES Coronavirus Relief Funds from the CARES Act of 2020 to all Virginia localities, of which Sussex County was a recipient in the amount of \$973,580.00. The total amount exceeds the 1% of total expenditures of the FY20 Adopted Budget requiring a public hearing and formal adoption by the governing body.

Recommendation: That the Sussex County Board of Supervisors accepts and appropriates the CARES Act funding, and authorizes the Office of Management and Budget and the Finance Department to process the budget adjustment required for this appropriation, upon receipt of award.

- Attachments:** (1) Copy of Draft Resolution: Approving Budget Amendment & Supplemental Appropriation for Federal Categorical Aid Received to Respond to the Coronavirus Pandemic
(2) Copy of Draft Resolution: Accept and Appropriate Federal CARES Coronavirus Relief Funds
- =====

ACTION: That the Sussex County Board of Supervisors accepts and appropriates the CARES Act funding, and authorizes the Office of Management and Budget and the Finance Department to process the budget adjustment required for this appropriation, upon receipt of award.

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

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

**RESOLUTION APPROVING A BUDGET AMENDMENT AND
SUPPLEMENTAL APPROPRIATION FOR FEDERAL
CATEGORICAL AID RECEIVED TO RESPOND TO THE
CORONAVIRUS PANDEMIC**

WHEREAS, the Sussex County Board of Supervisors adopted its original budget on May 16, 2019 for FY20, and

WHEREAS, the coronavirus pandemic was an unanticipated event for which response funds were not included, and

WHEREAS, federal categorical aid has been made available to assist the County in fighting the spread of coronavirus and ensuring the safety of its citizenry, and

WHEREAS, the appropriate advertisements and public hearings, as required by Section 15.2-2507 of the Code of Virginia, have been conducted; and

WHEREAS, the proposed operational expenditures are expected to be completed over fiscal years 2020 and 2021;

NOW, THEREFORE, BE IT RESOLVED, that the Sussex County Board of Supervisors hereby approves and adopts the Fiscal Year 2020 budget amendment, and appropriates all funds as set forth in the amendment below:

GENERAL FUND	
Revenues:	
Federal Government	\$973, 580
Total Revenues	<u>973,580</u>
 Expenditures:	
Public Safety	\$ 973,580
Total Expenditures	<u>\$ 973,580</u>

RESOLUTION

A RESOLUTION TO ACCEPT AND APPROPRIATE FEDERAL CARES CORONAVIRUS RELIEF FUNDS

WHEREAS, the U.S. Congress passed and the President recently signed the *Coronavirus Air, Relief, and Economic Security (CARES) Act of 2020*; and

WHEREAS, localities were allocated funding on the CARES act through multiple sources, but primarily from the Coronavirus Relief Fund (CRF) allocations which provided for an allocation from the Commonwealth of Virginia's CARES funding to localities based on population; and

WHEREAS, CRF funds may be used for qualifying expenses to cover costs that 1) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); 2) were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and 3) were incurred during the period that begins March 1, 2020, and ends on December 30, 2020.

WHEREAS, the County is required to provide an equitable share of the CRF funds are granted to each incorporated town within its jurisdiction (Jarratt, Stony Creek, Wakefield, and Waverly); and

WHEREAS, agreements will be made with the four aforementioned Towns per requirements of the Commonwealth of Virginia; and

WHEREAS, acceptance of the CARES funding allocation and various program specific funding allocations requires executive of agreements by the County Administrator, and other County officials; and

WHEREAS, staff will present to the Board of Supervisors a recommended plan for use of the direct allocations of CRF funds for their consideration, once the Commonwealth of Virginia formalizes the allowed and non-allowed use of funds; now, therefore, be it

RESOLVED, by the Sussex County Board of Supervisors on this 18th day of June 2020, the acceptance and appropriation of CARES Act funding, and authorizes the Office of Management and Budget and the Finance Department to process the budget adjustment required for this appropriation, upon receipt or award.

A Copy Teste

Lawrence Hughes, County Administrator

COUNTY OF SUSSEX
NOTICE OF PUBLIC
HEARING

PROPOSED AMENDMENT TO
FY20 BUDGET

Notice is hereby given pursuant to Section 15.2-2507, Code of Virginia (1950, as amended), that the Sussex County Board of Supervisors will conduct an electronic meeting and public hearing for the purpose of receiving comments on the proposed Amendment to the Sussex County Annual Fiscal Plan (the "Budget") on June 18, 2020 in the Department of Social Services Conference, 20103 Princeton Road, Sussex, Virginia 23884 at 6:00 P.M for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020.

Citizens have the right to submit oral or written statements on the proposed budget amendments to the County Administrator's Office (PO Box 1397 – Sussex, VA 23884 or sricks@sussexcountyva.gov no later than 3:00 p.m. on June 15, 2020.

The County was notified by the Secretary of Finance on May 12, 2020 that it would receive \$973,580 in Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020, Coronavirus Relief Funds. The CARES Act provides that payments from the CRF may be used to cover costs that:

- 1) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19)
- 2) were not accounted for in the budget most recently approved as of March 27, 2020 (date of enactment of the CARES Act) for the State or government; and
- 3) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020
 - a. One-time funding – should not be used for ongoing services and/or base operations

The Board will receive recommendations to use these funds to cover County expenditures made in response to the Coronavirus pandemic, and for business and citizen relief initiatives.

A copy of the related material can be examined in the County Administration office. Office hours are Monday - Friday, 8:30 AM - 5:00 PM.

Lawrence Hughes
Interim County Administrator

BOARD ACTION FORM

Agenda Item: Public Hearing Item #4.02

Subject: Conditional Use Permit Application #2019-03

Board Meeting Date: June 18 2020

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Supporting documentation is included under separate cover.

Summary: The applicant, Titan Mid-Atlantic Aggregates LLC, a subsidiary company of Titan America, seeks a conditional use permit to operate a sand and gravel operation on tax map numbers 38-(1)-5 (27.45 acres) and 38-(A)-15 (271.48 acres). The parcels in question, totaling approximately 298.93 acres, are zoned A-1, General Agricultural, District which allows the proposed use with a conditional use permit. The site in question is located on the south side of Route 35 (Jerusalem Plank Road) and the east side of Route 626 (Courthouse Road) at the intersection of Route 626 (Courthouse Road) and Route 35 (Jerusalem Plank Road).

The Planning Commission held a public hearing on November 4, 2019 to consider this request and voted (9 ayes, 1 nay) to forward the request for Conditional Use Permit #2019-03, Titan Mid-Atlantic Aggregates LLC, applicant, to the Board of Supervisors with a recommendation of approval subject to several conditions.

- Attachments:** (1) Letter to Board
(2) Copy of Letter sent to Adjacent Property Owners
(3) Supporting Documents (separate attachment)

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ACTION OPTIONS: That the Board accepts the recommendation of the Planning Commission to approve Conditional Use Permit #2019-03, Titan Mid-Atlantic Aggregates, applicant, with conditions as noted in the supporting documents.

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

Member **Aye** **Nay**

Table with 3 columns: Member, Aye, Nay. Rows include Fly, Johnson, D. Jones, W. Jones, Seward, Tyler.

SUPPLEMENTAL MEMORANDUM

To: Board of Supervisors

Through: Larry Hughes, Interim County Administrator

From: Bart S. Nuckols, Interim Planning Director

Subject: CUP application #2019-03, Titan Mid-Atlantic Aggregates, LLC.

Background: The request has been before Sussex county since the fall of 2019 and has gone through the initial public hearing review with the Planning Commission with subsequent recommendation. Due to a weather-related delay in February and the Covid emergency the request has been delayed for public hearing before the board.

Staff Review: During the intervening period, staff has conducted additional review of the application in response to concerns raised in regards to the archeological significance of the site. Other concerns raised include transportation concerns for heavy truck traffic movements both at the site and intersections for Routes 40 and 35.

ARCHAEOLOGICAL: Staff contacted Roger Kirchen with the Department of Historic Resources, DHR concerning the site. His comments touched on the “many archaeological resources within 500’ of the property, most being native American”. Several of these sites have been determined as eligible for listing in the National Register of Historic Places while others have not simply been evaluated. There records indicate that the proposed mining site has not been “comprehensively surveyed for archeological resources” but stated in his “professional opinion that the subject property has the potential to contain additional undocumented sites”. He also stated that DHR did not perform Phase 1 Archaeological study/surveys but uses outside contractors for those studies.

Staff contacted the applicant on this item and the applicant subsequently sought out bids from contractors from a list provided by DHR. Attached is a copy of the bids for the study ranging in price from \$26,962 to \$84,600. At this time the applicant does not plan to proceed with a phase 1 study but stated they will be glad to discuss with the board this issue.

TRAFFIC CONCERNS: In reviewing the application and related documents, the Department of Transportation, DOT, stated that the request did not warrant additional traffic studies. It is my understanding that a DOT representative was at the Planning Commission public hearing and did not raise concerns specifically on this issue. As a general practice, if such a Traffic Impact Analysis, TIA, is done, it is typically performed by a transportation engineer. Cost of such a study can range from \$3,500 to \$5,000 per intersection, with prices up to \$12,000 for multi-phase development.

The applicant is aware of this concern over traffic and would like to discuss further with the board on this item.

Board Actions

The Board of Supervisors may exercise one of the following options:

1. Continue the public hearing to next month's regularly scheduled meeting. This would allow time for additional information and for the applicant to address the above items and provide the board with additional time to review the request as well as any other items raised during the public hearing.
2. Close the public hearing and defer action until further research/information can be provided on the application.
3. Deny the request.
4. Approve the request per the recommendations provided by the Planning Commission at their November, 4 2019 meeting.
5. Approve the request with the Planning Commission recommendations and additional requirements regarding a Phase 1 Archaeological Study and Transportation Impact Analysis.

This is to certify that letters notifying adjacent property owners of a Public Hearing of the Board of Supervisors on June 18, 2020 for **Conditional Use Permit Application #2019-03**, Titan Mid-Atlantic Aggregates LLC applicant, were mailed on June 9, 2020 to the persons listed below.

Tax Map No. 38-A-9&14

Reynolds Deborah W &
Sandra W Henshaw
25535 Doe Drive
N. Dinwiddie, VA 23803

Tax Map No. 38-1-1

Skinner James R.
428 Roslyn Avenue
Colonial Heights, VA 23834

Tax Map No. 38-1-3&4

Spain Michael W.
9127 Jerusalem Plank Road
Waverly, VA 23890

Tax Map No. 38-1-4A

Brantley James C or Leah C.
9531 Jerusalem Plank Road
Waverly, VA 23890

Tax Map No. 38-A-5

Story Warren H.
23297 Shady Cove Drive
Courtland, VA 23837

Tax Map No. 38-A-16 & 53-A-1

Grover Patrick
11119 Boundurant Drive
Richmond, VA 23236

Tax Map No. 52-1-1

Totty Gregory Scott & Kelly N Totty
(Revels) Equal Shares
10019 Manordale Road
Chesterfield, VA 23832

SUPPLEMENTAL MEMORANDUM

To: Board of Supervisors

Through: Larry Hughes, Interim County Administrator

From: Bart S. Nuckols, Interim Planning Director

Subject: CUP application #2019-04, Shands Energy Storage (East Point Energy, LLC)

Background: The request has been before Sussex county since the fall of 2019 and has gone through the initial public hearing review with the Planning Commission with subsequent recommendations. Due to a weather-related delay in February and the Covid emergency the request has been delayed for public hearing before the board.

Staff Review: During the intervening period, the Berkley staff has conducted additional review of the application. During this time staff researched how battery storage facilities addressed safety measures for fire and other safety related issues that would involve Sussex County first responders. This research involved the Director of Public Safety along with discussions with the applicant.

The result of this extensive process is a series of conditions that may be applied to the request and are attached.

Board Actions

The Board of Supervisors may exercise one of the following options:

1. Continue the public hearing to next month's regularly scheduled meeting. This would allow time for the board to study the conditions and address any additional items that could not be addressed at this hearing.
2. Close the public hearing and defer action until next months meeting to provide the board additional time to study the conditions outlined.
3. Deny the request.
4. Approve the request per the recommendations provided by the Planning Commission at their November, 04 2019 meeting.

5. Approve the request with the conditions outlined in the attached staff document.

Conditions

The Planning Commission held a public hearing on November 4, 2019 to consider the request for Conditional Use Permit #2019-04 from Shands Energy Center LLC (owned by East Point Energy LLC). The Planning Commission voted (8 ayes, 2 nays) to forward applicant to the Board of Supervisors with a recommendation of approval subject to several conditions and also with the condition that another decommissioning cost estimate from a third party engineering firm be provided before the item goes to the Board of Supervisors.

1. The Applicant will develop the Project Site in substantial accord with the Conceptual Site Plan dated February 19, 2020 included with the application and these conditions as determined by the Zoning Administrator. Significant deviations or additions including any enclosed building structures to the Preliminary Site Plan will require review and approval by the Planning Commission and Board of Supervisors.
2. Site Plan Requirements. In addition to all Virginia site plan requirements and site plan requirements of the Zoning Administrator, the Applicant shall provide the following plans for review and approval for the Project prior to the issuance of a building permit:
 - a. *Construction Management Plan*. The Applicant shall prepare a “Construction Management Plan” for each applicable site plan for the project, and each plan shall address the following:
 - i. Traffic control methods (in coordination with the Virginia Department of Transportation [VDOT] prior to initiation of construction): i. Lane closures, ii. Signage, and iii. Flagging procedures.
 - ii. Site access planning. Directing employee and delivery traffic to minimize conflicts with local traffic.
 - iii. Site security. The Applicant shall implement security measures prior to the commencement of construction on the Project Site.
 - iv. Lighting. During construction of the project, any temporary construction lighting shall be positioned downward, inward, and shielded to eliminate glare from all adjacent properties. Emergency and/or safety lighting shall be exempt from this construction lighting condition.
 - v. Water Supply. In the event that on-site wells are used during construction of the facility, the Applicant shall prepare and submit for review to the County hydrogeologic information necessary for the County to determine the potential impact to pre-existing users for the same aquifer proposed to be used for the solar energy facility and a plan to mitigate impacts to pre-existing users within the area of impact of the Project. If the County, in consultation with the Department of Environmental Quality, determines that the installation of a well will not adversely affect existing users, the Applicant may proceed with well construction in compliance with approval by the Department of Environmental Quality. At the end of the construction of the Battery Energy Storage facility, the well shall not thereafter be used except only for personal toilet and lavatory facilities as required by the Uniform Statewide Building Code for operations and maintenance buildings.
 - b. *Construction Mitigation Plan*. The Applicant shall prepare a “Construction Mitigation Plan” for each applicable site plan for the project, and each plan shall address the effective mitigation of dust, burning operations, hours of construction activity, access and road improvements, and handling of general construction complaints as set forth and described in the application materials and to the satisfaction of the Zoning Administrator.

- i. Construction activity on-site shall be permitted Monday through Sunday in accordance with the provisions of the County's Noise Ordinance.
- ii. During construction, the setbacks may be used for staging of materials and parking. No material and equipment laydown area, construction staging area, or construction trailer shall be located within 200 feet of any property containing a residential dwelling.
- iii. Construction lighting shall be minimized and shall be directed downward.
- c. *Grading plan.* The Applicant will submit a Grading Plan for review and approval by the Zoning Administrator. The Project shall be constructed in compliance with the County the Grading Plan as determined and approved by the Zoning Administrator or his designee prior to the commencement of any construction activities and a bond or other security will be posted for the grading operations. The grading plan shall:
 - i. Clearly show existing and proposed contours;
 - ii. Note the locations and amount of topsoil to be removed (if any) and the percent of the site to be graded;
 - iii. Limit grading to the greatest extent practicable by avoiding steep slopes and laying out arrays parallel to landforms;
 - iv. An earthwork balance will be achieved on-site with no import or export of soil;
 - v. In areas proposed to be permanent access roads which will receive gravel or in any areas where more than a few inches of cut are required, topsoil will first be stripped and stockpiled on-site to be used to increase the fertility of areas intended to be seeded;
 - vi. Take advantage of natural flow patterns in drainage design and keep the amount of impervious surface as low as possible to reduce storm water storage needs.
- d. *Erosion and Sediment Control Plan.* The County will have a third-party review with corrections completed prior to County review and approval. The owner or operator shall construct, maintain, and operate the project in compliance with the approved plan. An E&S bond (or other security) will be posted for the construction portion of the project.
- e. *Stormwater Management Plan.* The County will have a third-party review with corrections completed prior to County review and approval. The owner or operator shall construct, maintain, and operate the project in compliance with the approved plan. A storm water control bond (or other security) will be posted for the construction portion of the project.
- f. *Project Screening and Vegetation Plan.*
 - i. The Applicant will submit a final Landscape Maintenance Plan for review and approval by the Zoning Administrator. The final plan will address the conditions below in item 4.b. The owner or operator shall construct, maintain, and operate the facility in compliance with the approved plan. The Applicant (or the operator) shall promptly communicate with the Zoning Administrator within 30 days of the date of the notice of violation and submit a plan in writing satisfactory to the Zoning Administrator to remedy such violation no later than 180 days after the date of the notice of violation. Failure to remedy the violation before the end of the 180-day cure period may result in revocation of the CUP.
 - ii. Ground cover shall be either gravel, concrete, or native vegetation where compatible with site conditions and, in all cases, shall be approved by the Zoning Administrator.
 - iii. Only EPA approved herbicides shall be used for vegetative and weed control at the energy storage facility by a licensed applicator. No herbicides shall be used within 150 feet of the

location of an approved ground water well. The Applicant shall submit an herbicide land application plan prior to approval of the certificate of occupancy (or equivalent). The plan shall specify the type of herbicides to be used, the frequency of land application, the identification of approved groundwater wells, wetlands, streams, and the distances from land application areas to features such as wells, wetlands, streams and other bodies of water. The operator shall notify the County prior to application of pesticides and fertilizers.

The County reserves the right to request soil and water testing.

- g. The Applicant shall reimburse the County its costs in obtaining an independent third-party review of any site plans or construction plans or part thereof.
- h. The design, installation, maintenance, and repair of the project in accordance with the most current National Electrical Code (NFPA 70) that Sussex County has adopted (2014 version or later as applicable).

3. Operations.

- a. *Permanent Security Fencing.* The Applicant shall install permanent security fencing, consisting of chain link, two-inch square mesh, six (6) feet in height, with one (1) foot of barbed wire on top, around the project prior to the commencement of operations of the Project. A performance bond during the construction period reflecting the costs of anticipated fence maintenance shall be posted and maintained. Failure to maintain the fence in a good and functional condition will result in revocation of the permit.
- b. *Lighting.* Any on-site lighting provided for the operational phase of the Project shall be dark-sky compliant, shielded away from adjacent properties, and positioned downward to minimize light spillage onto adjacent properties.
- c. *Noise.* Noise will be compliant with the County's Noise Ordinance.
- d. *Ingress/Egress.* Permanent access roads and parking areas will be stabilized with gravel, asphalt, or concrete to minimize dust and impacts to adjacent properties.

4. Buffers.

- a. *Setbacks.*
 - i. A minimum 300-foot setback shall be maintained from a project structure to the street line (edge of right-of-way) where the Property abuts any public rights-of-way.
 - ii. There shall be no setbacks between internal lot lines between parcels in the project area.
- b. *Screening.* The existing vegetation surrounding the battery storage area shall be preserved for the life of the project. Any removal of existing vegetation shall require the approval by the County. If any existing vegetation (trees) die or are destroyed by a natural disaster and the project becomes visible to adjoining properties and from the road, the applicant shall replace the damaged trees at their expense to make the project area again non-visible.
- c. Ancillary project facilities may be included in the buffer as described in the application where such facilities do not interfere with the effectiveness of the buffer as determined by the Zoning Administrator.

5. Traffic.
 - a. The applicant shall comply with all Virginia Department of Transportation recommendations for traffic management during construction and decommissioning of the Project.
 - b. The roads shall be maintained in a safe operating condition during the construction phase and be brought back to the original condition, or improved, upon completion of the construction and decommissioning phases.
6. Battery Storage.
 - a. Battery and energy storage facilities will be constructed, maintained, and operated in accordance with national industry standards and regulations including the National Electrical Code, International Fire Code of the International Code Council, and the National Fire Protection Association Fire Code. In the event of a conflict between the national industry standards and these Conditions, the national industry standards shall control so that as technology advances, updated technology may be used by the Applicant.
 - b. Lithium-Ion battery cells in a Battery Energy Storage System (BESS) with a Battery Management System (BMS) will be used.
 - c. The BESS enclosure or cabinet will provide a secondary layer of physical containment to the batteries and be equipped with cooling, ventilation, and fire suppression systems.
 - d. Each individual battery enclosure will have 24/7 automated fire detection and extinguishing technology built in. The BMS will monitor individual battery module voltages and temperatures, container temperature and humidity, off-gassing of combustible gas, fire, ground fault and DC surge, and door access and be able to shut down the system before Thermal Runaway takes place.
 - e. The BESS will be placed on an appropriate foundation located in accordance with the Site Plan.
 - f. Access to all batteries and electrical switchgear will be from the exterior for normal operation and maintenance. Access to the container interior will not be permitted while the system is in operation. Access shall not conflict with NFPA 855.
 - g. Qualifications and experience from selected developers and integrators will be provided including disclosure of fires or other hazards at facilities.
 - h. Safety testing and failure modes analysis data from selected developers and manufacturers will be provided.
 - i. Any applicable product certifications will be provided.
 - j. The Applicant or any future owner shall be liable for contaminants escaping battery cells or the BESS and shall be responsible for all remediation and the costs of remediation.
 - k. Applicant will collaborate with Sussex County first responders to utilize technology-appropriate best practices for safe energy storage systems including, but not limited to, the following:
 - i. Adequate access/egress for the first responders;
 - ii. Adequate facility signage (on battery chemistry and person to contact);
 - iii. Accessible Safety Data Sheets;
 - iv. System-specific emergency response plans;
 - v. Training for first responders on the type of system, potential hazards and risks, and system-specific emergency response plans;
 - vi. Adequate supply of fire suppression appliances for the fire fighters;
 - vii. Adequate facility signage on Hazardous Materials present in the vicinity;

- viii. Emergency lighting;
- ix. Battery Racks installed according to NFPA 855 standards to make it easier to isolate a failed battery from the rest;
- x. Sufficient shutdown and isolation capability including a recloser.
- xi. System-appropriate sensors and alarms;
- xii. Air ventilation and fire suppression systems; and
- xiii. Drainage for water runoff, if applicable.

7. Training.

- a. Prior to commissioning of the BESS, the Applicant, shall offer a series of training classes with the County's first responders (Fire and Rescue) to provide materials, education, and training on responding to on-site emergencies. The training classes shall be scheduled with the assistance of the County's designated Public Safety Coordinator. This includes specific technical training regarding the battery energy storage systems and how to respond to issues involving those systems so that the emergency service provider, the surrounding areas, and the environment are protected.
- b. The Applicant or any future owner or operator shall provide annual training as deemed necessary by the Public Safety Coordinator.
- c. In the event any upgrades or changes in technology associated with the Project result in any change in emergency procedure, the Applicant or any future owner operator will notify the County Public Safety Coordinator, who may, at their discretion, schedule an additional training on the new equipment.

8. Compliance. The facilities shall be designed, constructed, and tested to meet relevant local, state, and federal standards as applicable.

9. Decommissioning.

- a. *Decommissioning Plan.* The Applicant shall submit a Decommissioning Plan to the County for approval in conjunction with the building permit. The purpose of the Decommissioning Plan is to specify the procedure by which the Applicant or its successor would remove the Project after the end of its useful life and to restore the property.
- b. *Decommissioning Cost Estimate.* The proposed Decommissioning Cost Estimate dated January 8, 2020, for \$343,680, was prepared by ONE Environmental Group of Carolina, PLLC. Notwithstanding the forgoing, the Applicant is not required to provide a security if the County approves an alternative security arrangement (subsection c. (iv) below).
 - i. The cost estimate shall provide the gross estimated cost to decommission the Project in accordance with the Decommissioning Plan and these conditions. The Decommissioning Cost Estimate shall not include any estimates or offsets for the resale or salvage values of the Project equipment and materials.
 - ii. The Applicant, or its successor, shall reimburse the County for an independent review and analysis by a licensed engineer of the initial decommissioning cost estimate.
 - iii. The Applicant, or its successor, will update the Decommissioning Cost Estimate every five (5) years and reimburse the County for an independent review and analysis by a licensed engineer of each decommissioning cost estimate revision.

- c. *Security.*
- i. Prior to the County's approval of the building permit, the Applicant shall provide decommissioning security in the form of a certified funds, cash escrow, Letter of Credit, bond, or parent guarantee for the Full Decommissioning Cost.
 - ii. Upon the receipt of the first revised decommissioning cost estimate (following the 5th anniversary), any increase or decrease in the decommissioning security shall be funded by the Applicant, or refunded to Applicant (if permissible by the form of security), within ninety (90) days and will be similarly trued up for every subsequent five year updated decommissioning cost estimate.
 - iii. The security must be received prior to the approval of the building permit and must stay in force for the duration of the life span of the Project and until all decommissioning is completed. If the County receives notice or reasonably believes that any form of security has been revoked or the County receives notice that any security may be revoked, the County may revoke the Conditional Use Permit and shall be entitled to take all action to obtain the rights to the form of security.
 - iv. Notwithstanding the foregoing requirements in subsections (a)-(iii) above, an alternative security arrangement may be accepted by the County so long as it is a form acceptable to the County Attorney.
- d. *Applicant/Property Owner Obligation.* Within twelve (12) months after the cessation of use of the Project for electrical power storage or transmission, the Applicant or its successor, at its sole cost and expense, shall commence decommissioning of the Project in accordance with the Decommissioning Plan approved by the County. If the Applicant or its successor fails to decommission the Project within eighteen (18) months, the property owners shall commence decommissioning activities in accordance with the Decommissioning Plan. Following the completion of decommissioning of the Project arising out of a default by the Applicant or its successor, any remaining security funds held by the County shall be distributed to the property owners in a proportion of the security funds and the property owner's proportionate acreage ownership of the Project. Upon completion of decommissioning and approval by the County, the County shall sign documentation releasing the decommissioning security.
- e. *Applicant/Property Owner Default; Decommissioning by the County.*
- i. If the Applicant, its successor, or the property owners fail to timely decommission the Project, the County shall have the right, but not the obligation, to commence decommissioning activities and shall have access to the property, access to the full amount of the decommissioning security, and the rights to the Project equipment and materials on the property.
 - ii. If applicable, any excess decommissioning security funds shall be returned to the current owner of the property after the County has completed the decommissioning activities.
 - iii. The County may enter the Project Site in accordance with Virginia law. Nothing herein shall limit other rights or remedies that may be available to the County to enforce the obligations of the Applicant, including under the County's zoning powers.
- f. *Site Access.* The County has the right to enter the Project Site without further consent to engage in decommissioning. Nothing herein shall limit other rights or remedies that may be available to the County to enforce the obligations of the Applicant, including under the County's zoning powers.

- g. *Equipment/building removal.* All physical improvements, materials, and equipment related to Project, both surface and subsurface components, shall be removed in their entirety. The soil grade will also be restored following disturbance caused in the removal process. Perimeter fencing will be removed and recycled or re-used. The exception to removal of the materials and equipment would be upon written request from the current or future landowner or the County indicating areas where removal is not requested.
 - h. *Infrastructure removal.* All access roads will be removed, including any geotextile material beneath the roads and granular material. The exception to removal of the access roads and associated culverts or their related material would be upon written request from the current or future landowner or the County to leave all or a portion of these facilities in place for use by that landowner. Access roads will be removed within areas that were previously used for agricultural purposes and topsoil will be redistributed to provide substantially similar growing media as was present within the areas prior to site disturbance.
 - i. *Reforestation.* The site will be replanted with pine seedlings to stimulate pre-timbered pre-development conditions as indicated on the Preliminary Site Plan. The exception to reforestation would be upon written request from the current or future landowner or the County indicating areas where reforestation is not requested.
 - j. *Partial Decommissioning.* If decommissioning is triggered for a portion of the Project, then the Applicant or its successor will commence and complete decommissioning, in accordance with the Decommissioning Plan, for the applicable portion of the Project; the remaining portion of the Project would continue to be operational and subject to the Decommissioning Plan when the time comes. Any reference to decommissioning the Project shall include the obligation to decommission all or a portion of the Project whichever is applicable with respect to a particular situation.
10. The Conditional Use Permit shall be terminated if the project does not receive a building permit within 18 months after the Applicant receives (a) any required state approvals; (b) any approvals of the regional transmission organization; and (c) any approvals required by the State Corporation Commission, but in no event more than thirty-six (36) months of approval of the Conditional Use Permit. Any timeframe under which the Commonwealth is under an Executive Order of the Governor declaring a statewide emergency will toll the timeframe specified in this condition.
11. If the Project is declared to be unsafe, due to a violation of building or electrical codes, as determined by the fire marshal or building official, and the operator of the Facilities fails to respond in writing to such official within thirty (30) days, the County may revoke the right for the Facilities to continue operation until the unsafe condition is brought into compliance with the applicable building or electrical code. If the unsafe condition cannot be remedied within six (6) months, the Conditional Use Permit shall be terminated, and the Project shall be decommissioned.
12. The owner and operator shall give the County written notice of any change in ownership or operation within thirty (30) days.



MEMORANDUM

TO: Members, Sussex County Board of Supervisors
Vandy V. Jones III, County Administrator

FROM: Andre M. Greene, Director of Community Development

RE: Conditional Use Permit Application #2019-04

DATE: January 31, 2020

The applicant, Shands Energy Center, LLC (wholly owned by East Point Energy, LLC), seeks a conditional permit to construct and operate a battery energy storage facility on tax map numbers 64-(A)-21 (11.48 acres) and 64-(A)-23 (20.8 acres). The site in question (totaling approximately 32.28 acres), is located on the north side of Route 40 (Sussex Drive adjacent to an existing Dominion Energy Substation Stony Creek Election District.

PLANNING COMMISSION RECOMMENDATION- Approval

The Planning Commission held a public hearing on November 4, 2019 to consider this request and voted (8 ayes, 2 nays) to forward the request for Conditional Use Permit #2019-04, Shands Energy Center LLC owned by (East Point Energy LLC), applicant to the Board of Supervisors with a recommendation of approval subject to several conditions.

Attached for the Board's review and consideration are the staff report and supporting documents

To date, no opposition or concerns have been received from the public.

STAFF REPORT - Conditional Use Permit Application #2019-04

This staff report is prepared by the Sussex County Planning Department to provide information to the Planning Commission and the Board of Supervisors to assist both bodies in making a recommendation on this application. It may also be useful to the members of the general public interested in this application.

SUMMARY FACTS

APPLICANT: Shands Energy Center, LLC (East Point Energy, LLC)

OWNER: Ruth Pride

REQUEST: Pursuant to Section 34-217§18b of the Zoning Ordinance a Conditional Use Permit is requested to construct and operate a battery energy storage facility.

PROPERTY LOCATION: The site in question located on the north side of Route 40 (Sussex Drive) adjacent to an existing Dominion Energy Substation.

PROPERTY IDENTIFICATION: Tax Map Numbers 64-(A)-21 and 64-(A)-23

ELECTION DISTRICT: Stony Creek

PARCEL SIZES: 64-(A)-21- 11.48 acres
64-(A)-23 - 20.80 acres

TOTAL ACREAGE: Approximately 32.28 acres

PARCEL CHARACTERISTICS: The topography of the site is gently rolling. The site consists of woodlands and open land.

SURROUNDING LAND USES: Surrounding land uses include farmland, woodlands, a Dominion Energy Substation, overhead electrical power transmission lines and single-family dwellings.

EXISTING ZONING: A-1, General Agricultural

DESIGNATED COMP PLAN AREA: Stony Creek/I-95/U.S. Route 301/VA Route 40

COMP PLAN FUTURE LAND
USE DESIGNATION: Agricultural/Forested/Open Space

FLOODPLAIN DESIGNATION: Zone X – The site is not located in a 100-year Flood Zone

SUMMATION

The applicant, Shands Energy Center, LLC (wholly owned by East Point Energy, LLC) is requesting is requesting issuance of a Conditional Use Permit to construct and operate a grid scale stand-alone battery energy storage facility. The properties in question are tax map number 64-A 21 (consisting of 11.48 acres) and tax map number 64-(A)-23 (consisting of 20.80 acres). A summary of the application as follows:

- The batteries will consist of Lithium-Ion. The batteries will be NFPA (National Fire Protection Agency) compliant.
- The battery energy storage area will be located on tax parcel 64-A-21 (approximately 300 feet off Route 40) just behind an existing Dominion Energy Substation.
- The battery storage area will be approximately 2-3 acres in size.
- The existing trees/vegetation adjoining the proposed 2 battery storage area will be preserved to serve as natural buffer.
- The batteries will be stored in approximately twenty-one (21) modular containers. The containers will be anchored to a concrete pad. The concrete pad will be constructed in adherence to the building code. The containers will be designed to contain any leakage from worn batteries. No diversion dikes will need to be constructed.
- The containers will be transported to the site via flatbed trucks.
- The facility will take approximately 3-5 months to construct. Hours of construction will be Monday-Friday from 7am to 7pm in adherence to the County's Noise Ordinance.
- Anticipated traffic impact – Temporary and minimal during construction.
- For security and public safety, the applicant is willing to construct a seven (7) foot high galvanized security fence around the perimeter of the battery storage area
- Security lighting will be installed.
- The applicant is willing to provide specialized training to the County's EMS staff to deal with possible incidents.
- The applicant has stated that the life expectancy of the facility is perpetuity with the life expectancy of the batteries to be 20-25 years. Worn or degraded batteries will be replaced as necessary.
- Estimated local tax revenues from the project are as follows:
 - Sales Taxes in the amount of \$14,974 (\$7,199 to the County and \$7,775 to the Schools)
 - Machinery and Tools Taxes in the amount of \$146,775.85 over a 25 year period (roughly \$5,871 per year). Real Estate Taxes paid in 2019 on the 32.28 acres were \$299.28.

- The estimated jobs to be created during construction is between 15-20 persons.
- The applicant has estimated that the cost of de-commissioning the facility if it ceases operation is approximately \$103,000.00. \$63,000.00 for removal of the containers (21 @ \$3,000 per container) and \$40,000.00 for removal and disposal of the concrete padding, fencing and all other improvements.

PLANNING COMMISSION'S RECOMMENDATION: APPROVAL WITH CONDITIONS

The Planning Commission held a public hearing on November 4, 2019 to consider this request and voted (8 ayes, 2 nays) to forward the request for Conditional Use Permit #2019-04, Shands Energy Center LLC owned by (East Point Energy LLC), applicant to the Board of Supervisors with a recommendation of approval subject to several conditions which are listed below and also with the condition that another de-commissioning cost estimate from an engineering firm be provided before the item goes to the Board of Supervisors which is attached.

LAND USE RATIONALE

Planning Commission recommends approval for the following reasons:

- 1) The proposed project will be sited on primarily timberland. Of the 32.28 acres in question, only 2-3 acres will be disturbed. Existing vegetation (trees), and the setback of 300' feet off Route 40 (Sussex Drive) will minimize visual impacts of the proposed facility.
- 2) The proposed facility will not impair the integrity or character of the surrounding community as it will be located next to an existing Dominion Energy sub-station.
- 3) The proposed battery storage facility is passive in nature and will not cause any nuisances to the surrounding community as it does not produce emissions to the air, it does not produce any glare or foul odor. Also, noise emitted from the facility will be minimal and equivalent to the low humming noise generated by the existing sub-station.

PROPOSED CONDITIONS:

Planning Commission recommends approval subject to the following conditions:

1. All requirements and obligations of this Conditional Use Permit ("CUP") shall become a part of the zoning regulations and shall therefore be binding on the Applicant, and any future owner or operators (which shall include, but not be limited to, any successors, assignees, current or future lessee, or sub-lessees).
2. The Applicant shall install a standard galvanized security fence around the battery storage Facility that is a minimum of seven (7) feet in height.
3. All federal, state and local laws, regulations, permit requirements and ordinances will be adhered to including but not limited to:
 - a. US Army Corps of Engineers
 - b. The Virginia Department of Transportation (VDOT)

- c. Virginia Department of Environmental Quality – Virginia Storm-water Management Program (VSMP)
 - d. State building code and shall be inspected by either the county building inspector or a third-party inspector through the building permit process.
 - e. The Applicant is required to obtain a County Land Disturbance permit after submittal and approval of an Erosion and Sediment Control Plan prior to any land disturbance.
 - f. The site shall fully comply with all applicable provisions of the Sussex County Zoning Ordinance, throughout the life of this CUP.
4. The Applicant is required to obtain approval of a decommissioning plan by the Director of Community Development Department prior to approval of any building permits for the battery energy storage facility. The battery energy facility shall be decommissioned and removed within eighteen (18) months after the facility ceases operation for a continuous twelve (12) month period.

The costs of decommissioning shall be secured by adequate surety in a form agreed to by the County Attorney, including but not limited to a surety or performance bond, certified check, or letter of credit, which shall be provided to the County Attorney, the County Administrator and the Director of Community Development prior to the issuance of the land disturbance permit and building permit from the County. The performance bond, certified check or letter of credit shall be in an amount of no less than One Hundred Thousand Dollars (\$103,000) while the battery energy storage facility remains on the Property. If the battery energy storage facility is sold, the CUP shall not transfer to the purchaser until such time as the adequate surety is provided.

The cost estimates of the decommissioning shall be updated every five (5) years by an independent consultant (“consultant”) retained at the expense of the Applicant, or any future owner or operator, and provided to the County. The consultant shall be a professional engineer licensed in Virginia with expertise in the subject of decommissioning solar projects. The Applicant, or future owner or operator, is required to obtain approval of the independent consultant by the Director of Community Development prior to being engaged by the Applicant, or future owner or operator, which approval shall not be unreasonably withheld. The consultant’s reports will identify the cost of decommissioning. The surety amount will be increased or decreased based on such updated cost of decommissioning, but the surety shall not be below the minimum amount required by this condition. The Applicant, or future owner or operator, shall be liable to the County for any deficiency if the bond amount does not fully fund the costs of decommissioning.

Decommissioning shall include, but not be limited to, the removal of all fencing, posts, foundations, battery storage containers, underground cables and conduits, transformers, other electrical components, and other accessory equipment/structures from the Property and properly disposed of as part of the decommissioning.

If the Applicant, or future owner or operator, intends to cease operations, or to shut down the battery storage energy facility, it shall send the County Administrator and

Director of the Community Development Department written notice at least ninety (90) days prior to such action and will provide, with such notice, a revised consultant's report. The Applicant, or future owner or operator, shall remove the facilities ("decommissioning") within six (6) months of receipt of notice from the County. If the solar energy facility is not removed within the time provided in the notice to the County, the County may cause the removal of the solar energy facility with costs being borne by the Applicant, future owner or operator.

5. Prior to the end of construction of the battery energy facility, the Applicant, shall hold a series of training classes with the County's first responders (Fire and Rescue) to provide materials, education and training to the departments serving the solar energy facility in regard to how to safely respond to on-site emergencies. The training classes shall be scheduled with the assistance of the County Public Safety Coordinator. The Applicant, future owner or operator, shall provide on-going training as deemed necessary by the Public Safety Coordinator.
6. The existing vegetation surrounding the battery storage area shall be preserved for the life of the project. Any removal of existing vegetation shall require the approval by the County. If any existing vegetation (trees) die or are destroyed by a natural disaster and the project becomes visible to adjoining properties and from the road, the applicant shall replace the damaged trees at their expense to make the project area again non-visible.
7. If the applicant plans to use herbicides for existing vegetative weed control along the fence surrounding the facility, only EPA approved herbicides shall be used. The applicant shall submit herbicide land application plan prior to approval of the certificate of occupancy (or equivalent). The plan shall specify the herbicides to be used, the frequency of land application, the identification of approved groundwater wells, wetlands, streams and the distances from land application areas to features such as wells, wetlands, streams and other bodies of water.

This is to certify that letters notifying adjacent property owners of a Public Hearing of the Board of Supervisors on June 18, 2020 for **Conditional Use Permit Application #2019-04**, Shands Energy Center LLC, (owned by East Point Energy LLC) applicant, were mailed on June 9, 2020 to the persons listed below.

64-A-16

ROBINSON SELESTER MAE
9023 SUSSEX DRIVE
STONY CREEK, VA 23882

64-A-18

BAILEY HARRIS EST
C/O SHIRLEY BOSWELL-PLAUNT
40 BOULDER RIDGE PLACE
PAINESVILLE, OH 44077

64-A-19 & 20

THOMPSON EUGENE
7800 HALIFAX ROAD
PETERSBURG, VA 23805

64-A-23A

MOORE ANTONIO C.
PO BOX 9
STONY CREEK, VA 23882

64-A-24

MABRY JOHN R.
22211 MCKENNEY HWY
STONY CREEK, VA 23882

64-A-24B

HOUSE ROSALYN M.
PO BOX 515
STONY CREEK, VA 23882

64-A-24C

WEBB GWENDOLYN J.
(AKA) GWENDOLYN J. MABRY
8386 SUSSEX DRIVE
STONY CREEK, VA 23882

64-A-27

ALVIS ANDREW D. III & WENDY G.
23290 BOOTH ROAD
STONY CREEK, VA 23882

64-A-27A

ROBBINS JOHN D. III & ELIZABETH A.
PO BOX 687
DINWIDDIE, VA 23841

64-A-28

JONES ANTIONETTE
13174 SHANDS ROAD
STONY CREEK, VA 23882

64-A-1A

SHANDS MARTIN A. & MARCIA J.
13321 SHANDS ROAD
STONY CREEK, VA 23882

64-2-1

CURLEY DOLENA W.
C/O DORETHEA CURLEY
842 FORT HENRY STREET
PETERSBURG, VA 23803

64-4-1

JOHNSON CURTIS N. & MARGARET D.
13188 SHANDS ROAD
STONY CREEK, VA 23882

64-4-3

JARRELL PERCY JR.
13152 SHANDS ROAD
STONY CREEK, VA 23882

64-4-4

HALL DELPHINE
PO BOX 335
STONY CREEK, VA 23882


Interim Director of Community Development

(LIT)

6-8-20

Date

BOARD ACTION FORM

Agenda Item: Appointments #5.01

Subject: Appointments to the Social Services Board (3)

Board Meeting Date: June 18 2020

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Summary: The terms of Ms. Jannette Green (24114 Cabin Point Road, Disputanta, VA 23842) and Ms. Gayle Bain (35096 Old Wakefield Road, Waverly, VA 23890) are due to expire June 30, 2020 on the Social Services Board.

Staff has contacted both. Both are willing to continue to serve, if reappointed. If reappointed, both terms will expire June 30, 2023.

Mr. Norfleet Givens' term on the Social Service Board will expire June 30, 2020, as well. However, Mr. Givens has served two (2) consecutive terms and is not eligible to be reappointed. The Board will have to make an appointment to fill this vacancy. Mr. Givens is in the Henry District.

Recommendation: That the Board reappoints Ms. Jannette Green (24114 Cabin Point Road, Disputanta, VA 23842) and Ms. Gayle Bain (35096 Old Wakefield Road, Waverly, VA 23890) to the Social Services Board, both with a term expiring June 30, 2023.

That the Board makes an appointment to fill the vacancy for Mr. Givens, with a term expiring June 30, 2023.

Attachment: None

=====
ACTION: That the Board reappoints Ms. Jannette Green (24114 Cabin Point Road, Disputanta, VA 23842) and Ms. Gayle Bain (35096 Old Wakefield Road, Waverly, VA 23890) to the Social Services Board, both with a term expiring June 30, 2023.

That the Board makes an appointment to fill the vacancy for Mr. Givens, with a term expiring June 30, 2023.

MOTION BY:	_____	SECONDED BY:	_____		
<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___

BOARD ACTION FORM

Agenda Item: Appointments #5.02

Subject: Appointments to the Housing Oversight Board (2)

Board Meeting Date: June 18 2020

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Summary: At its April 16, 2020 Board meeting, Ms. Charlene Pope, 8593 Harrell Mill Road, Waverly, VA 23890, was recommended for appointment to the Housing Oversight Board to fill one of the citizen representation vacancies; however, no vote was taken to appoint Ms. Pope. As a result, this item is being revisited to make the appointment.

Per conversation with Ms. Drew, there is another vacancy for citizen representation on the Housing Oversight Board. Supervisor W. Jones has recommended Ms. Darlean Whiting, 240 Pine Street, Wakefield, VA 23888 for appointment to the Housing Oversight Board.

Both are longtime residents of Sussex County.

For informational purposes, the Housing Oversight Board ByLaws states that voting Board membership shall consist of three (3) citizen members who are residents of and domiciled in the County of Sussex, Virginia.

Recommendation: That the Board appoints Ms. Charlene Pope, 8593 Harrell Mill Road, Waverly, VA 23890 and Ms. Darlean Whiting, 240 Pine Street, Wakefield, VA 23888 to the Housing Oversight Board as citizen representatives.

Attachment: None

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ACTION: That the Board appoints Ms. Charlene Pope, 8593 Harrell Mill Road, Waverly, VA 23890 and Ms. Darlean Whiting, 240 Pine Street, Wakefield, VA 23888 to the Housing Oversight Board as citizen representatives.

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

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

BOARD ACTION FORM

Agenda Item: Appointments #5.03

Subject: Appointments to the Industrial Development Authority Board of Directors (2)

Board Meeting Date: June 18 2020

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Summary: This item was tabled from the Board’s May 21, 2020 regular Board meeting.

The term of Mr. Chester Carter, Post Office Box 505, Stony Creek, Virginia 23882, on the Industrial Development Authority (IDA) Board of Directors expired May 15, 2020. Staff has contacted Mr. Carter. He is willing to continue to serve if reappointed. Mr. Carter’s term will be effective immediately, expiring May 15, 2024 should he be reappointed.

Ms. Ann Dix is no longer serving on the IDA Board of Directors. Ms. Dix’s term has expired. An appointment will need to be made to fill this vacancy, for a term ending May 15, 2023.

The Industrial Development Authority (IDA) Board of Directors is composed of seven (7) Directors, appointed by the Board of Supervisors serving terms of four (4) years.

Recommendation: That the Board makes appointments to the Industrial Development Authority Board of Directors with a term expiring May 15, 2024; and makes a second appointment with a term expiring May 15, 2023.

- Attachments:** (1) Copy of Mr. Carter’s confirmation letter, dated April 1, 2020
(2) Copy of IDA Board of Directors Members
(3) Copy of IDA Bylaws

=====
ACTION: That the Board makes appointments to the Industrial Development Authority Board of Directors with a term expiring May 15, 2024; and makes a second appointment with a term expiring May 15, 2023.

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

Table with 6 columns: Member, Aye, Nay, Member, Aye, Nay. Rows include Fly, Johnson, D. Jones, W. Jones, Seward, Tyler.

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

ARTICLE I

Name, Purpose and Powers

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

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

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

ARTICLE II

Offices

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

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

ARTICLE III

Commission

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

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

ARTICLE IV

Directors

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

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

ARTICLE V

Officers

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

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

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

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

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

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

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

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

ARTICLE VI

Meetings

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

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

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

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

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

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

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

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

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

- 1) Call to Order

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

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

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

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

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

ARTICLE VII

Committees

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

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

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

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

ARTICLE VIII

Legal Counsel

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

ARTICLE IX

Staff

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

ARTICLE X

Official Seal

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

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

ARTICLE XI

Fiscal Year

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

ARTICLE XII

Compensation for Board of Directors

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

ARTICLE XIII

Amendments

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

COUNTY OF SUSSEX



Board of Supervisors

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

Post Office Box 1397
20135 Princeton Road
Sussex, Virginia 23884

Larry Hughes
Interim County Administrator
ljones@sussexcountyva.gov

Telephone: (434) 246-1000
Facsimile: (434) 246-6013
www.sussexcountyva.gov

April 27, 2020

Mr. Chester Carter
Post Office Box 505
Stony Creek, VA 23882

Re: Industrial Development Authority Board

Dear Mr. Carter:

Our records indicate that your appointment to the Sussex County Planning Commission will expire May 15, 2020. 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 Industrial Development Authority Board.

Please complete the area below and return in the self-addressed, stamped envelope by May 8, 2020. You may retain a copy for your records.

Sincerely,

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

I wish to be reappointed to the Sussex County Industrial Development Authority Board.

I do not wish to be reappointed to Sussex County Industrial Development Authority Board.

Signature: L Chester Carter Date: May 5-20

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

(Updated June 2019)

L. Chester Carter, Chairman

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

Ann O. Dix, Vice Chair

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

Kevin Bracy

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

Clyde Johnson

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

George O’N Urquhart

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

Thomas Jones

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

Charles Ross

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

BOARD ACTION FORM

Agenda Item: Appointments #5.04

Subject: Appointment to the Building Code Appeals Board

Board Meeting Date: June 18 2020

=====
Summary: The term of Mr. Meade Fronfelter, Post Office Box 65, Waverly, VA 23890, on the Building Code Appeals Board is due to expire June 30, 2020. Staff has contacted Mr. Fronfelter. He is willing to continue to serve, if reappointed. If reappointed, his term will expire June 30, 2023.

Recommendation: That the Board reappoints Mr. Meade Fronfelter, Post Office Box 65, Waverly, VA 23890, to the Building Code Appeals Board with a term expiring June 30, 2023.

Attachment: None

ACTION: That the Board reappoints Mr. Meade Fronfelter, Post Office Box 65, Waverly, VA 23890, to the Building Code Appeals Board with a term expiring June 30, 2023.

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

Member **Aye** **Nay**

Fly ___ ___

Johnson ___ ___

D. Jones ___ ___

Member **Aye** **Nay**

W. Jones ___ ___

Seward ___ ___

Tyler ___ ___

BOARD ACTION FORM

Agenda Item: Appointments #5.05

Subject: Appointment to the John Tyler Community College Board

Board Meeting Date: June 18 2020

=====
Summary: This item was on the May regular Board meeting agenda. The Board was advised that Dr. Mary Wilson’s term as the representative for Sussex County is due to expire on the John Tyler Community College (JTCC) Board on June 30, 2020. Supervisor Tyler recommended Ms. Lisa Winfield. He will provide Ms. Winfield's information at the Board meeting.

The member shall be a resident in the region to be served by the community college and shall include persons from various businesses, industries, and professions in the region being served by the community college.

Recommendation: That the Board appoints Ms. Lisa Winfield to the John Tyler Community College Board for a four (4) year term beginning July 1, 2020 and expiring June 30, 2024

Attachment: N/A

=====
ACTION: That the Board appoints MS. Lisa Winfield to the John Tyler Community College Board for a four (4) year term beginning July 1, 2020 and expiring June 30, 2024

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

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

BOARD ACTION FORM

Agenda Item: Appointments #5.06

Subject: Appointments to Virginia's Gateway Region Board of Directors

Board Meeting Date: June 18 2020

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Summary: At its April 16, 2020 regular Board meeting, two (2) terms were available for reappointment to the Virginia's Gateway Region (VGR) Board of Directors. One (1) reappointment was made; however, no vote was taken to reappoint Mr. Rex Davis, as it is his desire to continue to serve on Virginia's Gateway Region Board of Directors.

Recommendation: That the Board reappoints Mr. Rex Davis of 612 Brentmoore Drive, Glen Allen, VA 23859 to the Virginia Gateway Board of Directors with a term expiring February 28, 2021; and

Attachment: N/A

=====

ACTION: That the Board reappoints Mr. Rex Davis of 612 Brentmoore Drive, Glen Allen, VA 23859 to the Virginia Gateway Board of Directors with a term expiring February 28, 2021; and

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

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

BOARD ACTION FORM

Agenda Item: Action Item #6.01

Subject: Approval and Adoption of Continuity of Government Operations Ordinance

Board Meeting Date: June 18 2020

=====
Summary: On March 12, 2020, Governor Northam issued Executive Order Fifty-One declaring a State of Emergency for the Commonwealth of Virginia as a result of the novel Coronavirus (COVID-19) pandemic. The Board of Supervisors on March 27, 2020 approved and adopted the Emergency Ordinance under Section 15.2-1413 of the Code of Virginia concerning the continuity of government operations which was only in effect for 60 days.

It is the request of Administration that the Board re-adopt as a regular Ordinance for the Continuity of Government Operations, under Section 15.2-1413 of the Code of Virginia, in which the ordinance will be in effect for six (6) months.

This ordinance will allow for all electronic meetings and public hearings. The Board is currently holding electronic meetings; however, there is a physical quorum present with partial remote participation under the County’s Remote Participation Policy.

Recommendation: That the Board of Supervisors approves and re-adopts the Emergency Ordinance, approved by the Board on March 27, 2020, as a regular ordinance concerning continuity of government operations during the declared covid-19 pandemic under Section 15.2-1413 of the Code of Virginia

Attachments: (1) Copy of Continuity Government Ordinance
(2) Copy of Advertisement

=====
ACTION: That the Board of Supervisors approves and re-adopts the Emergency Ordinance, approved by the Board on March 27, 2020, as a regular ordinance concerning continuity of government operations during the declared covid-19 pandemic under Section 15.2-1413 of the Code of Virginia

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

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

SUSSEX COUNTY

**ORDINANCE TO EFFECTUATE TEMPORARY CHANGES IN CERTAIN
DEADLINES AND TO MODIFY PUBLIC MEETING AND PUBLIC HEARING
PRACTICES AND PROCEDURES TO ADDRESS CONTINUITY OF OPERATIONS
ASSOCIATED WITH PANDEMIC DISASTER.**

WHEREAS, on March 12, 2020, Governor Ralph S. Northam issued Executive Order Fifty-One declaring a state of emergency for the Commonwealth of Virginia arising from the novel Coronavirus (COVID-19) pandemic; and

WHEREAS, Executive Order Fifty-One acknowledged the existence of a public health emergency which constitutes a disaster as defined by Virginia Code § 44-146.16 arising from the public health threat presented by a communicable disease anticipated to spread; and

WHEREAS, Executive Order Fifty-One ordered implementation of the Commonwealth of Virginia Emergency Operations Plan, activation of the Virginia Emergency Operations Center to provide assistance to local governments, and authorization for executive branch agencies to waive “any state requirement or regulation” as appropriate; and

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency, beginning March 1, 2020, in response to the spread of COVID-19; and

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19 outbreak a pandemic; and

¹ If this Ordinance is adopted with the standard public notice required of counties pursuant to Va, Code 15.2-1427 (publication once a week for two consecutive weeks in newspaper of local circulation) then this is NOT an emergency ordinance and will remain in effect for up to six months as authorized under Va. Code 15.2-1413. If, however, the Board adopts this Ordinance without such public notice, then it is deemed an Emergency Ordinance, and only remains in effect for 60 days pursuant to Va. Code 15.2-1427.

WHEREAS, on March 27, 2020, the Board of Supervisors confirmed the declaration of local emergency made by the local director of emergency management on March 17, 2020; and

WHEREAS, the Board finds that COVID-19 constitutes a real and substantial threat to public health and safety and constitutes a “disaster” as defined by Virginia Code §44-146.16 being a “communicable disease of public health threat;” and

WHEREAS, Virginia Code § 15.2-1413 provides that, notwithstanding any contrary provision of law, a locality may, by ordinance, provide a method to assure continuity of government in the event of a disaster for a period not to exceed six months; and

WHEREAS, Virginia Code § 44-146.21(C) further provides that a local director of emergency management or any member of a governing body in his absence may upon the declaration of a local emergency “proceed without regard to time-consuming procedures and formalities prescribed by law (except mandatory constitutional requirements) pertaining to performance of public work;” and

WHEREAS, Virginia Code § 2.2-3708.2(A)(3) allows, under certain procedural requirements including providing public notice using the best available method given the nature of the emergency and public access, that members of Board may convene solely by electronic means “to address the emergency;” and

WHEREAS, the open public meeting requirements of the Virginia Freedom of Information Act (“FOIA”) are limited only by a properly claimed exemption provided under that Act or “any other statute;” and

WHEREAS, the Governor and Health Commissioner of the Commonwealth of Virginia and the President of the United States have recommended suspension of public gatherings of more than ten attendees; and

WHEREAS, The Attorney General of Virginia issued an opinion dated March 20, 2020 stating that localities have the authority during disasters to adopt ordinances to ensure the continuity of government and the performance of essential governmental functions; and

WHEREAS, this emergency ordinance in response to the disaster caused by the COVID-19 pandemic promotes public health, safety and welfare and is consistent with the law of the Commonwealth of Virginia, the Constitution of Virginia and the Constitution of the United States of America.

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors:

1. That the COVID-19 pandemic makes it unsafe to assemble in one location a quorum for public bodies including the Board of Supervisors, the School Board, the Planning Commission, Board of Zoning Appeals, Board of Equalization and all local and regional boards, commissions, committees and authorities created by the Board of Supervisors or to which the Board appoints all or a portion of its members (collectively “Public Entities” and individually “Public Entity”), or for such Public Entities to conduct meetings in accordance with normal practices and procedures.
2. That the Board recognized that public bodies that are separate and distinct legal entities from the County may be required to adopt their own procedures or policies to address this situation and the Board cannot necessarily commit or bind such other public bodies under this Ordinance.
3. That in accordance with Virginia Code § 15.2-1413, and notwithstanding any contrary provision of law, general or special, the following emergency procedures are adopted to ensure the continuity of government and the performance of essential governmental functions during this emergency and disaster:

- a. Any meeting or activities which require the physical presence of members of the Public Entity may be held through real time electronic means (including audio, telephonic, video or other practical electronic medium) without a quorum physically present in one location; and
- b. Prior to holding any such electronic meeting, the Public Entity shall provide public notice of at least 3 days in advance of the electronic meeting identifying how the public may participate or otherwise offer comment; and
- c. Any such electronic meeting shall state on its agenda and at the beginning of such meeting that it is being held pursuant to and in compliance with this Ordinance; identify Public Entity members physically and/or electronically present; identify the persons responsible for receiving public comment; and identify notice of the opportunities for the public to access and participate in such electronic meeting; and
- d. Any such electronic meeting conducted pursuant to this Ordinance shall be open to electronic participation by the public and closed to in-person participation by the public; and
- e. For any matters requiring a public hearing, public comment may be solicited by electronic means in advance and shall also be solicited through telephonic or other electronic means during the course of the electronic meeting. All such public comments will be provided to members of the Public Entity during or before the electronic meeting and made part of the record for such meeting; and
- f. The minutes of all electronic meetings shall conform to the requirements of law, identify how the meeting was conducted, members participating, and specify what actions were taken at the meeting. The Public Entities may approve minutes of an electronic meeting at

a subsequent electronic meeting and shall later approve all such minutes at a regular or special meeting after the emergency and disaster has ended.

IT IS FURTHER ORDAINED that notwithstanding any provision of law, regulation or policy to the contrary, any deadlines requiring action by a Public Entity, its officers (including Constitutional Officers) and employees of its organization shall be suspended during this emergency and disaster, however, the Public Entities, officers and employees thereof are encouraged to take such action as is practical and appropriate to meet those deadlines. Failure to meet any such deadlines shall not constitute a default, violation, approval, recommendation or otherwise.

IT IS FURTHER ORDAINED, that non-emergency public hearings and non-essential action items of Public Entities may be postponed to a date certain provided that public notice is given so that the public are aware of how and when to present their views.

IT IS FURTHER ORDAINED, that each incorporated town within the boundaries of Sussex County is encouraged to declare its own state of local emergency and disaster or incorporate by reference the County's local state of emergency and disaster and to adopt an ordinance for the continuity of town government.

IT IS FURTHER ORDAINED, that the provisions of this Ordinance shall remain in full force and effect for 6 months, unless it is adopted as an emergency ordinance, in which case it shall remain in effect for 60 days, unless amended, rescinded or readopted by the Board in conformity with the notice provisions set forth in Virginia Code §15.2-1427. Upon rescission by the Board or automatic expiration as described herein, this emergency ordinance shall terminate, and normal practices and procedures of government shall resume.

Nothing in this Ordinance shall prohibit Public Entities from holding in-person public meetings provided that public health and safety measures as well as social distancing are taken into consideration.

This ordinance shall be effective upon its adoption.

ADOPTED by the Sussex County Board of Supervisors this ____ day of _____, 2020.

APPROVED:

Hon. Susan Seward, Chair

ATTEST:

Clerk to the Board

APPROVED AS TO FORM:

County Attorney

SUSSEX COUNTY, VIRGINIA

PUBLIC NOTICE

**Continuity of Operations
Associated with Pandemic Disaster**

Notice is hereby given pursuant to Va. Code § 15.2-1427, that at its regularly scheduled meeting on Thursday, June 18, 2020 at 6:00 p.m. in the Sussex County Department of Social Services Conference Room, 20103 Princeton Road, Sussex, Virginia 23884, the Board will consider the adoption of an Ordinance to Effectuate Temporary Changes in Certain Deadlines and to Modify Public Meeting and Public Hearing Practices and Procedures to Address Continuity of Operations Associated With Pandemic Disaster. Among other things, the proposed ordinance, as authorized by Va. Code §15.2-1413, provides for electronic meetings and public hearings of the Board of Supervisors and other County public entities. The Board previously adopted this Ordinance on a 60-day emergency basis on March 27, 2020 and re-adoption of the ordinance is required in order to continue to have the authority to conduct public business through all electronic means during the COVID-19 state of emergency declared by the Governor. The proposed ordinance requires that public notice and access be provided to all public meetings conducted by electronic means.

A copy of the ordinance will be available at the County Administration office located 20135 Princeton Road, Sussex, Virginia 23884. Business hours are Monday through Friday, 8:30 a.m. to 5:00 p.m.

**Authorized by:
Lawrence Hughes
Interim County Administrator
6/3 & 6/10/2020**

BOARD ACTION FORM

Agenda Item: Action Item #6.02

Subject: Approval of Police Service Agreement – Town of Wakefield

Board Meeting Date: June 18 2020

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Summary: There has been an agreement with the Town of Wakefield, the County and the Sheriff’s office for police services. Staff received is a revised copy of the Police Services Agreement from Sheriff Giles that was provided by the Town of Wakefield.

The revised agreement included minor changes deleting references to a specific Sheriff and Mayor as these officials have changed, and are subject to further changes at any election. Also the mileage for replacement of a vehicle has been changed from 100,000 to 130,000.

Recommendation: That the Board of Supervisors approves and authorizes the execution of the Police Services Agreement between the Town of Wakefield, the County and the Sheriff’s office, subject amendment.

- Attachments:** (1) Draft Copy of Agreement between the Town of Wakefield, the County and the Sheriff’s Office.
(2) A Copy of the Current Agreement between the Town of Wakefield, the County and the Sheriff’s Office.

=====
ACTION: That the Board of Supervisors approves and authorizes the execution of the Police Services Agreement between the Town of Wakefield, the County and the Sheriff office, subject to amendment.

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

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

POLICE SERVICES AGREEMENT

By and Between

The Town of Wakefield, Virginia

and

Sussex County, Virginia

and

The Sheriff of Sussex County, Virginia

Effective date: July 1, 2020 – June 30, 2021

WHEREAS, this Agreement, executed in triplicate, is made and entered into this ____ day of _____, 2020, pursuant to Virginia Code § 15.2-1726, as amended, but and between the **TOWN OF WAKEFIELD, VIRIGNIA**, a municipal corporation, organized and chartered pursuant to the laws of the Commonwealth of Virginia situated wholly with the geographical territorial limits of Sussex County, Virginia, herein referred to as “Town,” and the **COUNTY OF SUSSEX, VIRGINIA**, a political subdivision of the Commonwealth of Virginia herein referred to as “County,” and the **SHERIFF OF THE COUNTY OF SUSSEX, VIRGINIA**, herein referred to as “Sheriff.”

NOW THEREFORE, that for and in consideration of the mutual promises herein exchanged the parties to hereby agree as follows:

1. TERM

1.1 Effective Dates: This Agreement shall be effective from July 1, 2020, through June 30, 2021. Notwithstanding the foregoing, this Agreement shall automatically renew from year to year, effective July 1st of each subsequent year thereafter, unless ninety (90) days written notice of non-renewal is given by a party to the other parties herein prior to the expiration of the term of this Agreement. The termination of this Agreement shall terminate the position of employment.

1.2 Amendment of Agreement Prior to Renewal and During Term of Agreement: At any time during the term of this Agreement, the parties may meet to evaluate the terms of this Agreement and may modify, approve and/or ratify any amendment(s) of this Agreement to the effective or other date of such amendment(s). Any amendment shall be in writing and approved by the Town Council and County Board of Supervisors and the Sheriff.

1.3 Termination by Convenience: Not withingstanding any provisions contained herein, the Town, the County or the Sheriff may terminate this Agreement, at any time, as a matter of convenience, upon giving the other parties herein ninety (90) days written notice of intention to terminate and providing a date certain for such termination by convenience to become effective.

1.4 Termination of Agreement For Any Reason and the Effects Thereof Regarding Equipment and Property: In the event of termination of this Agreement, for any reason or cause, the parties agree that on the effective date of termination that all property listed on Schedule A, attached hereto (see also paragraph 6.2 hereinafter stated and incorporated herein), still in the possession of the County or Sheriff under this Agreement shall be delivered to the Town and that title to the same shall be transferred to the Town as soon as practicable. The Town shall thereafter be responsible for all such equipment and property.

Further, any other equipment and/or property that was or is purchased during the term of this Agreement and directly paid for by the Town shall also be turned over, as soon as practicable, to the Town by the County and Sheriff.

2. SCOPE OF SERVICES

2.1 Town to Provide Office Space for Sheriff: In addition to the agreed obligations of the Town recited in this Agreement, the Town agrees to provide office space, at no cost, for the Sheriff in a Wakefield Town owned, operated or leased office or facility to carry out the purposes of this Agreement which may also be used for any incidental law enforcement duties and responsibilities of the Sheriff.

2.2 Duties of the County and Sheriff: The County agrees, and the Sheriff consents hereto, to provide and furnish law-enforcement services in the Town consistent with this Agreement and with the laws of the Town, County and State of Virginia and federal law where and when applicable, which be reference are expressly incorporated herein. The Sheriff and any deputy sheriff serving as a town law enforcement officer shall have the authority to enforce such town's ordinances describing criminal acts. Likewise, the Sheriff and deputy sheriffs, while serving as a town's law enforcement officers, shall have the same powers, rights, benefits, privileges and immunities as those of regular town police offices.

The Sheriff pursuant to this Agreement shall be the Town's chief of police as provided, by statute, pursuant to Virginia Code § 15.2-1726, as amended.

2.3 Sheriff's Patrol Car Usage: The Sheriff shall designate which law enforcement patrol car or cars shall be used in the performance of this Agreement within the Town's corporate limits. Said patrol car may be used for other law enforcement purposes which the Sheriff deems necessary and appropriate for the health, safety and well-being of the Town and the County's citizens and private and public property.

2.4 Purchase of Patrol Car For Position of Employment in Town: However, the parties hereto all expressly agree that the County shall purchase an additional law enforcement vehicle for this position of employment which shall be used, whenever practicable and in keeping with the Sheriff's position, responsibilities and duties as chief law enforcement officer for the County, and now police chief of the Town, within the corporate limits of the Town in performance of this Agreement.

The actual cost of operation, insurance, radios, installations, painting and equipping as a law enforcement vehicle and other incidental and necessary costs and usage of this patrol vehicle, in the performance of this Agreement, shall be included in this Agreement and shall be chargeable to the Town.

2.4.1 Replacement of Patrol Vehicle: This patrol vehicle shall be replaced, by the County, every four years or at one hundred thirty thousand (130,000) miles of vehicle usage, whichever event or circumstance should sooner occur, unless the vehicle mileage usage and/or four year time period is extended or reduced by written agreement of all parties.

When this vehicle is replaced as aforesaid, said vehicle shall become the property of the Town when taken out of service. Vehicle damaged in service shall be adjusted between the County and the insurance carrier and any resulting monetary proceeds therefrom shall be the property of the County.

3. OPERATIONAL ISSUES

3.1 Routine Administrative Authority: The Sheriff shall be responsible for establishing, consistent with this Agreement, the policies, practices and procedures, including employment, standards for law enforcement, scheduling, discipline and the supervision of all law enforcement personnel utilized in the providing of law enforcement services to the Town. However, the Sheriff nor County shall not have the authority to increase the costs of this law enforcement program to the Town without the permission of the Town; except for line items pertaining to salaries and fringe benefits. These shall be adjusted in an amount consistent with the increase for like deputies within the Sheriff's Office and shall be done only during the normal budgeting period.

3.2 Specific Law Enforcement Services: In providing to the Town the law enforcement services provided for in this Agreement, the County and the Sheriff shall provide services based on inclusion of the following specific services as promulgated by the Town Council. However, each provision as to the providing of law enforcement services herein called for in this Agreement shall be subject to such modifications as may be appropriate and necessary, in the judgment of the Sheriff, to meet extraordinary law enforcement needs, To-wit:

3.2.1 Surveillance of Roadways, etc.: Officers ("Sheriff or his deputies") shall provide surveillance of roadways for visual evidence of line leaks or other malfunctions and shall promptly notify the Town during business hours, and the Sussex County Sheriff's Office dispatcher during non-business hours of any emergency involving said roadways and/or system.

3.2.2 Surveillance of Electrical Lines of Town: Officers ("Sheriff or his deputies") shall provide surveillance of the electrical lines in Town for visual evidence of any problems or malfunctions in said system and shall promptly notify the Town during business hours, and the Sussex County Sheriff's Office dispatcher during non-business hours or any emergency involving said roadways and systems.

3.2.3 Town Street Lights: Officers shall advise the Town during business hours of any non-functioning street lights.

3.2.4 Community Policing and Availability to Town Citizens, Mayor and Town Council: The Sheriff or an intermediate supervisory officer shall be reasonably available to the citizens of the Town and reasonably available at all times to the Town's Mayor and Town Council.

3.3 Disaster Operations: In the event the Town and/or County Emergency Operations Plan (EOP) is activated, there will be a need to modify how incidents are handled, especially for a large-scale event which has truly exhausted local resources. The details of the interaction between the Town, County and Sheriff, in conjunction with the County's Public Safety Director,

shall be developed as a component of the policies, practices and procedures as reference in 1.2 and 3.1 above.

3.4 Special Events: Whenever possible, the Town will notify the Sheriff of any planned special events at least ten (10) days in advance. If extra personnel are reasonable required to handle the unusual workload caused by a special event, the Town agrees to reimburse the County for this direct cost. Whether extra personnel are reasonably required, and the cost thereof, shall be reviewed and agreed to by the County and Town and Sheriff in advance of the event. If agreement is not made in advance, the County and/or Sheriff either will not provide the extra services, or will bear the cost of this service.

3.5 Town Council Additional Request for Law Enforcement Services and Additional Operating Procedures: The Town Council, may by Resolution, with the said Resolution being agreed to by the County and Sheriff prior to action on said Resolution, designate additional law enforcement services and operational procedures herein.

3.6 Death, Disability, Resignation or Failure of Re-Election of Sheriff: In the event of the death, disability, resignation or failure of re-election of the Sheriff, who is a signatory to this Agreement, the parties agree that this Agreement, upon the occurrence of any of the aforesaid events shall become void and of no effect as it relates to Ernest L. Giles, the current Sheriff of Sussex County, Virginia. However, this Agreement shall continue on a de facto basis in all respects, as allowed by law, until a successor Sheriff affirmatively terminates the same.

The County shall use its best efforts to prevail upon any successor Sheriff to formally assume the rights, duties and obligations under this Agreement by written confirmation of same.

4. LEVEL OF SERVICE

4.1 Level of Service: A total of one hundred and sixty (160) hours of dedicated police patrol coverage shall be provided every four (4) weeks (Sunday through Saturday) by County law enforcement officers on duty within the corporate limits of the Town, or on real estate owned by the Town without the corporate limits.

4.2 In Support of Town's, County's and Sheriff's Budget Process, County shall prepare and submit to Town and the Town shall prepare and submit to County, commencing in the year of 2020 on or before June 30, 2020 and thereafter in each year that this Agreement is in effect, any proposed revisions to Schedule A, attached hereto, for the next fiscal year (covering the period of July 1 through June 30). The revised Schedule A shall be prepared in consultation with the Sheriff's staff. The parties shall use reasonable efforts to adopt the revised Schedule A, as well as the cost for the performance of this Agreement, by July 1 of each year. The updated Schedule A shall be incorporated into this agreement, as agreed to each fiscal year that this Agreement is in effect, shall be an ongoing incorporation into Section 7, "Compensation for Services."

4.3 Class Three and Class Four Misdemeanor Warrants: Unless contrary to applicable state

or other law, any incident, resulting in the issuance of any Class Three or Class Four misdemeanor warrants against any person or person or business entity within the Town limits shall be written pursuant to the Town's statutory ordinance provision and section. Subject to and except as may be provided by applicable law, which by reference is incorporated herein, when arrests are made and prosecuted for violation of Town Ordinances, any fines collected shall be paid to the Town's treasurer. Should any arrest be made pursuant to a Town's ordinance, which results in any jail sentence being imposed pursuant to any such Town ordinance, then the costs of incarceration shall be paid by the Town.

4.4 Certification Regarding Minimum Training Standards of Employees: The Sheriff certifies to the Town and to the County that, at the time of the signing of this Agreement and that at the time of any renewal or extensions thereof, that all law enforcement officers employed within the Town, whether full-time or part-time, and whether permanently or temporarily employed, shall be in compliance with all applicable minimum training standards of the Criminal Justice Services Board, unless the time periods for compliance with such training requirements are extended or waived for the effected officers.

5. REPORTS

The Sheriff, in the performance of his duties pursuant to the terms of this Agreement, shall report directly to and be responsible, in conformity with applicable law, to the Town of Wakefield, Virginia in the same manner as he is responsible to the County of Sussex, Virginia. In addition to other reasonable reporting requirements of the Town, on a monthly basis, the Sheriff shall report to the Town's Council addressing, as applicable: services performed; including number of hours (regular and overtime) worked per employee and/or other reasonably obtainable and relevant information deemed important by the Town. The County shall be entitled to all reports furnished the Town.

6. PROVISION OF SUPERVISION, LABOR AND EQUIPMENT

6.1 Supervision: The responsibility of supervision of and the hiring of personnel, establishing standards of performance, assignment of personnel, determining and effecting discipline, determining training required, maintaining personnel files, and other matters relating to the performance of services and control of personnel, shall remain with the Sheriff in a manner consistent with this Agreement.

The Sheriff shall consider all comments from the Town and County concerning the performance of personnel performing services for the Town under the terms of this Agreement.

6.2 Town Law Enforcement Equipment: For the purpose of performing the law enforcement services called for in this Agreement, the Town confirms that it has heretofore delivered to the Sheriff and transferred title to the Sheriff all equipment, materials and supplies deemed necessary and appropriate by the Town in performing the services called for in this Agreement, owned and used by said Town, solely and exclusively for law enforcement purposes as listed

on Schedule A attached hereto and expressly incorporated herein. Schedule A may be amended, from time to time as necessary, by the agreement of all parties, in writing hereto.

6.3 Additional Necessary Labor, Supervision and Equipment: Included in and in addition to the equipment, materials and supplies as recited herein and at 6.2 of this Agreement, the County and the Sheriff shall have full responsibility for furnishing all additional necessary labor, supervision, equipment, communications, facilities, dispatching service and supplies necessary for the performance of this Agreement.

The County shall furnish and supply all labor, supervision and supplies necessary to maintain the level of service to be rendered hereunder. Any equipment purchased by the Town shall remain the property of the Town.

7. COMPENSATION FOR SERVICE

7.1 Payment Basis: The Town agrees to pay to the County, during the term of this Agreement, the actual costs of the services to be performed each month pursuant to this Agreement which shall also include the actual cost of operation, insurance, radios, installations, painting and equipping the patrol vehicle described in 2.4 (Purchase of Patrol Car for Position of Employment in Town) and other incidental and necessary costs and usage of this patrol vehicle within the corporate limits of the Town. The total cost for this Agreement, to the Town, shall not exceed the gross monetary amount of \$_____.00 during fiscal year 2020-2021. The Sheriff shall have the authority to make necessary adjustments to expenditures accordingly to not exceed the gross monetary costs, during fiscal year 2020-2021 and thereafter during each succeeding fiscal year, upon the requisite Agreement cost determination being made by the County and Town, pursuant to Section 4.2 (In Support Of Town's County's and Sheriff's Budget Process) of this Agreement.

All parties hereto recognize that unexpected and extraordinary costs, as determined by the Sheriff, may result in an increase of the agreed and budgeted amount of carrying out this Agreement and, should such occur, the provisions of Section 1.2 herein (Amendments of Agreement Prior to Renewal and During Term of Agreement) shall be compiled with before any amendments shall occur hereto.

7.2 Establishment of Costs: The cost to be charged to the Town, with the advice and consent of the County and Sheriff, may be adjusted periodically to reflect any changes in the cost to the County and the Sheriff for providing services hereunder. The Town shall be notified of any proposed changes in cost to be charged to the Town prior to submittal of the proposed changes to the County Board of Supervisors, and the Town shall be given the opportunity to review the proposed change with the County personnel and to accept or reject the same. Should the Town choose not to appropriate or expend any additional monies needed to support the level of service thereafter to be supplied, the Sheriff and the County reserves the right to reduce the level of service in accordance with the amount the Town is willing to expend.

7.3 Insurance, Retirement and Other Personnel Costs: The Town expressly recognizes and agrees that the rates or charges for personnel who will perform the services hereunder shall

also include the proportionate share of the customary sums that the County has historically affixed as and for premium to provide workers compensation, retirement and other personnel costs and shall be part of the costs charged to the Town pursuant to Section 7, (Compensation for Services).

7.4 Payment of Costs for Each Month in Which Services Are Provided: Upon the presentation of monthly statement by the County and/or the County and the Sheriff, the Town agrees to pay to the County, within thirty days of presentment of such monthly statement, the monetary amount designated therein as due and then payable. The monthly statement shall include an itemized statement of the costs for services being charged for said month.

Town shall remit payment to the invoicing department or other county agency or department as designated in writing by the County. County shall not be entitled to offset against funds in the County's possession due to the Town without the consent of Town. In the event of non-payment, the County's remedy shall be to terminate this Agreement upon thirty (30) days notice; to discontinue the provision of services hereunder; and file suit to recover unpaid amounts. Before any such termination, the parties shall meet and confer on an urgency basis to resolve any outstanding issues and comply with Paragraph 11 of this Agreement.

8. SUBROGATION

To the extent that the County incurs any loss for which it is compensated in whole, or for more than fifty percent of its losses, by the Town, the County shall assign its rights and interest in any claim or cross complaint that it may legally have or be entitled to assert, to the Town. To the extent that the Town incurs any loss for which it is compensated in whole, or for more than fifty percent of its losses, by the County, the Town shall assign its rights and interest in any claim or cross complaint that it may legally have or be entitled to assert, to the County.

9. RIGHT TO AUDIT

Upon reasonable notice, any party herein shall have the right to inspect and audit any records maintained by the other party relevant to this Agreement, to the extent allowed by law.

10. INTERNAL POLICIES

If requested by the Sheriff, County and Town, an internal policy memorandum may be entered into by and between said Sheriff, County or Town with respect to question relating to the provision of service under this Agreement. The policy will set for the question raised and agreements reached in resolution of the question. The intent and purpose of each such policy shall be to administratively implemented, interpreted, or clarify one or more provisions of this Agreement. No such policy shall have the effect of amending this Agreement unless an amendment to this Agreement is approved in writing by the Sheriff and Town Council and County Board of Supervisors. In the event of any inconsistency between the terms of such policy and the terms of this Agreement, the terms of this

Agreement shall prevail.

11. DISPUTE RESOLUTION

In the event the Town, Sheriff and/or County do not agree, except as otherwise provided herein, on any provisions or interpretations of this Agreement, each party herein shall be entitled to appoint one representative who shall meet, deliberate and determine, by a majority vote, its recommended interpretation of any provision, except as otherwise provided herein, and forward said recommendation to the Town Council, Sheriff and County for consideration and action.

12. LEGAL PROCEEDINGS AND VENUE

Venue and jurisdiction for all proceedings pertaining to this Agreement shall be in the Circuit Court for the County of Sussex, Virginia.

13. NOTICES

Any notices required or desired to be served by either party upon the other shall be personally delivered or forwarded by certified mail, return receipt requested, to the respective parties now designated representative:

If to the Town of Wakefield, Virginia: Town of Wakefield, Attention: Mayor, Post Office Box 550, Wakefield, Virginia 23888, and to: County of Sussex, Virginia, Attention: Sheriff, Post Office Box 1326, Sussex, Virginia 23884; and to: County of Sussex, Virginia, Attention: Sussex County Administrator, Post Office Box 1397, Sussex, Virginia 23884.

14. SEVERABILITY

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall continue in full force and effect.

15. ENTIRE AGREEMENT

This Agreement is intended by the parties hereto as a final expression of their understanding with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous agreements and understanding, oral or written, in connection therewith.

16. NO OBLIGATION TO THIRD PARTIES

Nothing in this Agreement, or any of the addenda hereto, is intended to nor shall it create any right in any person, firm, corporation, or entity, other than in the parties hereto, including but not limited to the employees of the parties, to any of the benefits hereunder. Nothing herein is intended to expand the duties and obligations of the Town and/or County and/or Sheriff with regard to third parties.

17. CONSTRUCTION OF AGREEMENT

This Agreement shall be constructed and enforced pursuant to the laws of the State of Virginia.

18. ADDITIONAL DOCUMENTS AND AGREEMENTS

Schedule A – (See Paragraph 4.2)

The parties agree to cooperate in the execution of any additional documents or agreements that may be required to carry out the terms of this Agreement.

19. AGREEMENT CONTROLLING

In the event of a conflict between the provisions of the text of this Agreement and any present or future Exhibits, the provisions of the text shall prevail.

20. ASSIGNMENT/DELEGATION

Neither party hereto shall assign, sublet, or transfer any interest in this Agreement or any duty hereunder without written consent of all parties herein, and no assignment shall be of any force or effect whatsoever unless and until all of the parties shall have so consented.

IN WITNESS WHEREOF, the parties hereto have accepted, made and executed this Agreement upon the terms, conditions and provisions above stated, the day and year first above written.

Town of Wakefield, Virginia

By: _____
Mayor, Town of Wakefield

Attest:
By: _____
Clerk, Town of Wakefield

County of Sussex, Virginia

By: _____
Chairperson, Board of Supervisors

Attest:
By: _____
Clerk, Sussex County Board of Supervisors

Sheriff of Sussex County, Virginia

By: _____

Sheriff of Sussex County, Virginia

Chief of Police

Per Agreement of the Town of Wakefield

Approved as to form:

Sussex County Attorney

COPY

POLICE SERVICES AGREEMENT

By and Between

The Town of Wakefield, Virginia

and

Sussex County, Virginia

and

Raymond R. Bell
Sheriff, of Sussex County Virginia

Effective date: July 1, 2007-June 30, 2008

WHEREAS, this Agreement, executed in triplicate, is made and entered into this 16th day of August 2007, pursuant to Virginia Code §15.2-1726, as amended, by and between the **TOWN OF WAKEFIELD, VIRGINIA**, a municipal corporation, organized and chartered pursuant to the laws of the Commonwealth of Virginia situated wholly within the geographical territorial limits of Sussex County, Virginia, herein referred to as "Town", and the **COUNTY OF SUSSEX, VIRGINIA**, a political subdivision of the Commonwealth of Virginia herein referred to as "County," and **RAYMOND R. BELL, SHERIFF OF THE COUNTY OF SUSSEX, VIRGINIA**, herein referred to as "Sheriff."

NOW THEREFORE, that for and in consideration of the mutual promises herein exchanged the parties do hereby agree as follows:

1. TERM

1.1 Effective Dates: This Agreement shall be effective from July 1, 2007, through June 30, 2008. Notwithstanding the foregoing, this Agreement shall automatically renew from year to year, effective July 1st of each subsequent year thereafter, unless ninety (90) days written notice of non-renewal is given by a party to the other parties herein prior to the expiration of the term of this Agreement. The termination of this Agreement shall terminate the position of employment.

1.2 Amendments of Agreement Prior to Renewal and During Term of Agreement: At any time during the term of this Agreement, the parties may meet to evaluate the terms of this Agreement and may modify, approve and/or ratify any amendment(s) of this Agreement to the effective or other date of such amendment(s). Any amendment shall be in writing and approved by the Town Council and County Board of Supervisors and the Sheriff.

1.3 Termination By Convenience: Notwithstanding any provisions contained herein, the Town, the County or the Sheriff may terminate this Agreement, at any time, as a matter of convenience, upon giving the other parties herein ninety (90) days written notice of intention to terminate and providing a date certain for such termination by convenience to become effective.

1.4 Termination of Agreement For Any Reason and the Effects Thereof Regarding Equipment and Property: In the event of the termination of this Agreement, for any reason or cause, the parties agree that on the effective date of termination that all property listed on Schedule A, attached hereto (see also paragraph 6.2 hereinafter stated and incorporated herein), still in the possession of the County or the Sheriff under this Agreement shall be delivered to the Town and that title to the same shall be transferred to the Town as soon as practicable. The Town shall thereafter be responsible for all such equipment and property.

Further, any other equipment and/or property that was or is purchased during the term of this Agreement and directly paid for by the Town shall also be turned over, as soon as practicable, to the Town by the County and Sheriff.

2. SCOPE OF SERVICES

2.1 Town to Provide Office Space for Sheriff: In addition to the agreed obligations of the Town recited in this Agreement, the Town agrees to provide office space, at no cost, for the Sheriff in a Wakefield Town owned, operated or leased office or facility to carry out the purposes of this Agreement which may also be used for any incidental law enforcement duties and responsibilities of the Sheriff.

2.2 Duties of the County and Sheriff: The County agrees, and the Sheriff consents hereto, to provide and furnish law-enforcement services in the Town consistent with this Agreement and with the laws of the Town, County and State of Virginia and federal law where and when applicable, which by reference are expressly incorporated herein. The Sheriff and any deputy sheriff serving as a town law enforcement officer shall have the authority to enforce such town's ordinances describing criminal acts. Likewise, the Sheriff and deputy sheriffs, while serving as a town's law enforcement officers, shall have the same powers, rights, benefits, privileges and immunities as those of regular town police officers.

The Sheriff pursuant to this Agreement shall be the Town's chief of police as provided, by statute, pursuant to Virginia Code § 15.2-1726, as amended.

2.3 Sheriff's Patrol Car Usage: The Sheriff shall designate which law enforcement patrol car or cars shall be used in the performance of this Agreement within the Town's corporate limits. Said patrol car may be used for other law enforcement purposes which the Sheriff deems necessary and appropriate for the health, safety and well being of the Town and the County's citizens and private and public property.

2.4 Purchase of Patrol Car For Position of Employment In Town: However, the parties hereto all expressly agree that the County shall purchase an additional law enforcement vehicle for this position of employment which shall be used, whenever practicable and in keeping with the Sheriff's position, responsibilities and duties as chief law enforcement officer for the County, and now police chief of the Town, within the corporate limits of the Town in the performance of this Agreement.

The actual cost of operation, insurance, radios, installations, painting and equipping as a law enforcement vehicle and other incidental and necessary costs and usage of this patrol vehicle, in the performance of this Agreement, shall be included in this Agreement and shall be chargeable to the Town.

2.4.1 Replacement of Patrol Vehicle: This patrol vehicle shall be replaced, by the County, every four years or at one hundred thousand (100,000.00) miles of vehicle usage, whichever event or circumstance should sooner occur, unless the vehicle mileage usage and/or four year time period is extended or reduced by written agreement of all parties.

When this vehicle is replaced as aforesaid, said vehicle shall become the property of the Town when taken out of service. Vehicles damaged in service shall be adjusted between the County and the insurance carrier and any resulting monetary proceeds there from shall be the property of the County.

3. OPERATIONAL ISSUES

3.1 Routine Administrative Authority: The Sheriff shall be responsible for establishing, consistent with this Agreement, the policies, practices and procedures, including employment, standards for law enforcement, scheduling, discipline and the supervision of all law enforcement personnel utilized in the providing of law enforcement services to the Town. However, the Sheriff nor County shall not have the authority to increase the costs of this law enforcement program to the Town without the permission of the Town; except for line items pertaining to salaries and fringe benefits. These shall be adjusted in an amount consistent with the increase for like deputies within the Sheriff's Office and shall be done only during the normal budgeting period.

3.2 Specific Law Enforcement Services: In providing to the Town the law enforcement services provided for in this Agreement, the County and the Sheriff shall provide services based on inclusion of the following specific services to be provided as standard operating procedure, in addition to any specific services as promulgated by the Town Council. However, each provision as to the providing of law enforcement services herein called for in this Agreement shall be subject to such modifications as may be appropriate and necessary, in the judgment of the Sheriff, to meet extraordinary law enforcement needs, To-wit:

3.2.1 Surveillance of Roadways, etc: Officers ("Sheriff or his deputies") shall provide surveillance of roadways for visual evidence of line leaks or other malfunctions and shall promptly notify the Town during business hours, and the Sussex County Sheriff's Office dispatcher during non-business hours of any emergency involving said roadways and/or system.

3.2.2 Surveillance of Electrical Lines of Town: Officers ("Sheriff or his deputies") shall provide surveillance of the electrical lines in Town for visual evidence of any problems or malfunctions in said system and shall promptly notify the Town during business hours, and the Sussex County Sheriff's Office dispatcher during non-business hours of any emergency involving said roadways and system.

3.2.3 Town Street Lights: Officers shall advise the Town during business hours of any non-functioning street lights.

3.2.4 Community Policing and Availability To Town Citizens, Mayor and Town Council: The Sheriff or an intermediate supervisory officer shall be reasonably available to the citizens of the Town and reasonably available at all times to the Town's Mayor and Town Council.

3.3 Disaster Operations: In the event the Town and/or County Emergency Operations Plan (EOP) is activated, there will be a need to modify how incidents are handled, especially for a large-scale event which has truly exhausted local resources. The details of the interaction between the Town, County and Sheriff, in conjunction with the County's Public Safety Director, shall be developed as a component of the policies, practices and procedures as referenced in 1.2 and 3.1 above.

3.4 Special Events: Whenever possible, the Town will notify the Sheriff of any planned special events at least ten (10) days in advance. If extra personnel are reasonably required to handle the unusual workload caused by a special event, the Town agrees to reimburse the County for this direct cost. Whether extra personnel are reasonably required and the cost thereof shall be reviewed and agreed to by County and Town and Sheriff in advance of the event. If agreement is not made in advance, the County and/or Sheriff either will not provide the extra services, or will bear the cost of the services.

3.5 Town Council Additional Request For Law Enforcement Services and Additional Operating Procedures: The Town Council, may by Resolution, with the said Resolution being agreed to by the County and Sheriff prior to action on said Resolution, designate additional law enforcement services and operational procedures herein.

3.6 Death, Disability, Resignation or Failure of Re-Election of Sheriff: In the event of the death, disability, resignation or failure of re-election of the Sheriff, who is a signatory to this Agreement, the parties agree that this Agreement, upon the occurrence of any of the aforesaid event shall become void and of no effect as it relates to Raymond B. Bell, the current Sheriff of Sussex County, Virginia. However, this Agreement shall continue on a de facto basis in all respects, as allowed by law, until a successor Sheriff affirmatively terminates the same.

The County shall use its best efforts to prevail upon any successor Sheriff to formally assume the rights, duties and obligations under this Agreement by written confirmation of the same.

4. LEVEL OF SERVICE

4.1 Level of Service: A total of one hundred and sixty (160) hours of dedicated police patrol coverage shall be provided every four (4) weeks (Sunday through Saturday) by County law enforcement officers on duty within the corporate limits of the Town, or on real estate owned by the Town without the corporate limits.

4.2 In Support Of Town's, County's and Sheriff's Budget Process, County shall prepare and submit to Town and the Town shall prepare and submit to County, commencing in the year of 2008 on or before April 30, 2008 and thereafter in each year that this Agreement is in effect, any proposed revisions to Schedule A, attached hereto, for the next fiscal year (covering the period of July 1 through June 30). The revised Schedule A shall be prepared in

consultation with the Sheriff's staff. The parties shall use reasonable efforts to adopt the revised Schedule A, as well as the cost for the performance of this Agreement, by July 1 of each year. The updated Schedule A shall be incorporated into this Agreement by Amendment. The associated costs for performance of this Agreement, as agreed to each fiscal year that this Agreement is in effect, shall be an ongoing incorporation into Section 7, "Compensation for Services."

4.3 Class Three and Class Four Misdemeanor Warrants: Unless contrary to applicable state or other law, any incident, resulting in the issuance of any Class Three or Class Four misdemeanor warrants against any person or person or business entity within the Town limits shall be written pursuant to the Town's statutory ordinance provision and section. Subject to and except as may be provided by applicable law, which by reference is incorporated herein, when arrests are made and prosecuted for violations of Town Ordinances, any fines collected shall be paid to the Town's treasurer. Should any arrest be made pursuant to a Town's ordinance, which results in any jail sentence being imposed pursuant to any such Town ordinance, then the costs of incarceration shall be paid by the Town.

4.4 Certification Regarding Minimum Training Standards Of Employees: The Sheriff certifies to the Town and to the County that, at the time of the signing of this Agreement and that at the time of any renewal or extensions thereof, that all law enforcement officers employed within the Town, whether full-time or part-time, and whether permanently or temporarily employed, shall be in compliance with all applicable minimum training standards of the Criminal Justice Services Board, unless the time periods for compliance with such training requirements are extended or waived for the effected officers.

5. REPORTS

The Sheriff, in the performance of his duties pursuant to the terms of this Agreement, shall report directly to and be responsible, in conformity with applicable law, to the Town of Wakefield, Virginia in the same manner as he is responsible to the County of Sussex, Virginia. In addition to other reasonable reporting requirements of the Town, on a monthly basis, the Sheriff shall report to the Town's Council addressing, as applicable: services performed; including number of hours (regular and overtime) worked per employee and/or other reasonably obtainable and relevant information deemed important by the Town. The County shall be entitled to all reports furnished the Town.

6. PROVISION OF SUPERVISION, LABOR, AND EQUIPMENT

6.1 Supervision: The responsibility of supervision of and the hiring of personnel, establishing standards of performance, assignment of personnel, determining and effecting discipline, determining training required, maintaining personnel files, and other matters relating to the performance of services and control of personnel, shall remain with Sheriff in a manner consistent with this Agreement.

The Sheriff shall consider all comments from the Town and County concerning the performance of personnel performing services for the Town under the terms of this Agreement.

6.2 Town Law Enforcement Equipment: For the purpose of performing the law enforcement services called for in this Agreement, the Town confirms that it has heretofore delivered to the Sheriff and transferred title to the Sheriff all equipment, materials and supplies deemed necessary and appropriate by the Town in performing the services called for in this Agreement, owned and used by said Town, solely and exclusively for law enforcement purposes as listed on Schedule A attached hereto and expressly incorporated herein. Schedule A may be amended, from time to time as necessary, by the agreement of all parties, in writing, hereto.

6.3 Additional Necessary Labor, Supervision and Equipment: Included in and in addition to the equipment, materials and supplies as recited herein and at 6.2 of this Agreement, the County and the Sheriff shall have full responsibility for furnishing all additional necessary labor, supervision, equipment, communications, facilities, dispatching services and supplies necessary for the performance of this Agreement.

The County shall furnish and supply all labor, supervision, and supplies necessary to maintain the level of service to be rendered hereunder. Any equipment purchased by the Town shall remain the property of the Town.

7. COMPENSATION FOR SERVICE

7.1 Payment Basis: The Town agrees to pay to the County, during the term of this Agreement, the actual costs of the services to be performed each month pursuant to this Agreement which shall also include the actual cost of operation, insurance, radios, installations, painting and equipping the patrol vehicle described at 2.4 (Purchase of Patrol Car For Position of Employment In Town) and other incidental and necessary costs and usage of this patrol vehicle within the corporate limits of the Town. The total cost for this Agreement, to the Town, shall not exceed the gross monetary amount of \$35,730.00 during fiscal year 2007-2008. The Sheriff shall have the authority to make necessary adjustments to expenditures accordingly to not exceed the gross monetary costs, during fiscal year 2007-2008 and thereafter during each succeeding fiscal year, upon the requisite Agreement cost determination being made by the County and Town, pursuant to section 4.2 (In Support Of Town's, County's and Sheriff's Budget Process) of this Agreement.

All parties hereto recognize that unexpected and extraordinary costs, as determined by the Sheriff, may result in an increase of the agreed and budgeted amount for carrying out this Agreement and, should such occur, the provisions of section 1.2 herein (Amendments of Agreement Prior to Renewal and During Term of Agreement) shall be complied with before any amendments shall occur hereto.

7.2 Establishment of Costs: The cost to be charged to Town, with the advice and consent of the County and Sheriff, may be adjusted periodically to reflect any changes in the cost to County and the Sheriff for providing services hereunder. Town shall be notified of any proposed changes in cost to be charged Town prior to submittal of the proposed changes to the County Board of Supervisors, and Town shall be given the opportunity to review the proposed change with County personnel and to accept or reject the same. Should Town choose not to appropriate or expend any additional monies needed to support the level of service thereafter to supplied, the Sheriff and the County reserves the right to reduce the level of service in accordance with the amount Town is willing to expend.

7.3 Insurance, Retirement and Other Personnel Costs The Town expressly recognizes and agrees that the rates or charges for personnel who will perform the services hereunder shall also include the proportionate share of the customary sums that the

County has historically affixed as and for premium to provide workers compensation, retirement and other personnel costs and shall be part of the costs charged the Town pursuant to Section 7, (Compensation For Services).

7.4 Payment Of Costs For Each Month In Which Services Are Provided: Upon the presentation of monthly statement by the County and/or the County and the Sheriff, Town agrees to pay to the County, within thirty days of presentment of such monthly statement, the monetary amount designated therein as due and then payable. The monthly statement shall include an itemized statement of the costs for services being charged for said month.

Town shall remit payment to the invoicing department or other county agency or department as designated in writing by the County. County shall not be entitled to offset against funds in County's possession due Town without the consent of Town. In the event of nonpayment, County's remedy shall be to terminate this Agreement upon thirty (30) days notice; to discontinue the provision of services hereunder; and file suit to recover unpaid amounts. Before any such termination, the parties shall meet and confer on an urgency basis to resolve any outstanding issues and comply with paragraph eleven of this Agreement.

8. SUBROGATION

To the extent that the County incurs any loss for which it is compensated in whole, or for more than fifty percent of its losses, by the Town, the County shall assign its rights and interest in any claim or cross complaint that it may legally have or be entitled to assert, to the Town. To the extent that the Town incurs any loss for which it is compensated in whole, or for more than fifty percent of its losses, by the County, the Town shall assign its rights and interest in any claim or cross complaint that it may legally have or be entitled to assert, to the County.

9. RIGHT TO AUDIT

Upon reasonable notice, any party herein shall have the right to inspect and audit any records maintained by the other party relevant to this Agreement, to the extent allowed by law.

10. INTERNAL POLICIES

If requested by the Sheriff, County or Town, an internal policy memorandum may be entered into by and between said Sheriff, County or Town with respect to questions relating to the provision of service under this Agreement. The policy will set forth the question raised and agreements reached in resolution of the question. The intent and purpose of each such policy shall be to administratively implemented, interpreted, or clarify one or more provisions of this Agreement. No such policy shall have the effect of amending this Agreement unless an amendment to this Agreement is approved in writing by the Sheriff and Town Council and County Board of Supervisors. In the event of any inconsistency between the terms of such policy and the terms of this Agreement, the terms of this Agreement shall prevail.

11. DISPUTE RESOLUTION

In the event that Town, Sheriff and/or County do not agree, except as otherwise provided herein, on any provisions or interpretations of this Agreement, each party herein shall be entitled to appoint one representative who shall meet, deliberate and determine, by a majority vote, its recommended interpretation of any provision, except as otherwise provided herein, and forward said recommendation to the Town Council, Sheriff and County for consideration and action.

12. LEGAL PROCEEDINGS AND VENUE

Venue and jurisdiction for all proceedings pertaining to this Agreement shall be in the Circuit Court for the County of Sussex, Virginia.

13. NOTICES

Any notices required or desired to be served by either party upon the other shall be personally delivered or forwarded by certified mail, return receipt requested, to the respective parties now designated representative:

If to the Town of Wakefield, Virginia: C. Winston Britt, Mayor of the Town of Wakefield, 200 West Main Street, Wakefield, Virginia 23888, *and to:* Sheriff, County of Sussex, Virginia, Attention: Raymond R. Bell, Post Office Box 1326, Sussex, Virginia 23884; *and to:* County of Sussex, Virginia, Attention: Mary E. Jones, Sussex County Administrator, Post Office Box 1397, Sussex, Virginia 23884.

14. SEVERABILITY

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall continue in full force and effect.

15. ENTIRE AGREEMENT

This Agreement is intended by the parties hereto as a final expression of their understanding with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous agreements and understanding, oral or written, in connection therewith.

16. NO OBLIGATION TO THIRD PARTIES

Nothing in this Agreement, or any of the addenda hereto, is intended to nor shall it create any right in any person, firm, corporation, or entity, other than in the parties hereto, including but not limited to the employees of the parties, to any of the benefits hereunder. Nothing herein is intended to expand the duties and obligations of the Town and/or County and/or Sheriff with regard to third parties.

17. CONSTRUCTION OF AGREEMENT

This Agreement shall be constructed and enforced pursuant to the laws of the State of Virginia.

18. ADDITIONAL DOCUMENTS AND AGREEMENTS

Schedule A- (See paragraph 4.2)

The parties agree to cooperate in the execution of any additional documents or agreements that may be required to carry out the terms of this Agreement.

19. AGREEMENT CONTROLLING


In the event of a conflict between the provisions of the text of this Agreement and any present or future Exhibits, the provisions of the text shall prevail.

20. ASSIGNMENT/DELEGATION

Neither party hereto shall assign, sublet, or transfer any interest in this Agreement or any duty hereunder without written consent of all parties herein, and no assignment shall be of any force or effect whatsoever unless and until all of the parties shall have so consented.

IN WITNESS WHEREOF, the parties hereto have accepted, made and executed this Agreement upon the terms, conditions and provisions above stated, the day and year first above written.

Town of Wakefield, Virginia

By: 
C. Winston Britt, Mayor of Town of Wakefield

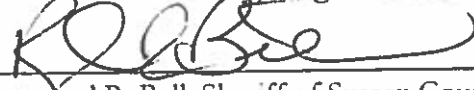
Attest: Anne E. Monahan
By: Anne E. Monahan
Anne E. Monahan, Clerk, Wakefield Town Council

County of Sussex, Virginia


By: 
Rufus E. Tyler, Sr., Chairman, Board of Supervisors

Attest: Mary E. Jones
By: Mary E. Jones
Mary E. Jones, Clerk
Sussex County Board of Supervisors

Sheriff of Sussex County, Virginia

By: 
Raymond R. Bell, Sheriff of Sussex County, Virginia
Chief of Police
Per Agreement of the Town of Wakefield

Approved as to form:


Henry A. Thompson, Sr., Esquire
Sussex County Attorney

BOARD ACTION FORM

Agenda Item: Action Item #6.03

Subject: Berkley Group Non-Professional Services Contract

Board Meeting Date: June 18 2020

=====
Summary: On January 25, 2020, the Sussex County Board of Supervisors approved a contract on an emergency basis with Berkley Group for administrative services and on a cooperative procurement basis for planning director services for the County. In addition the Board authorized the appropriation from Fund Balance to fund the contracts for those services for Fiscal Year 2020.

Recommendation: Option 1) Approve additional appropriation of funds for FY21 or
Option 2) Terminate services as of June 30, 2020

Attachment: Finance Department Staff Report

=====
ACTION:

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

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

STAFF REPORT

Board Meeting Date:	June 18, 2020
Agenda Title:	Berkley Group Year-to Date (YTD) Total Cost of Non-Professional Services for Interim County Administrator, Interim Planning & Zoning, and Executive Search Services
District Impact:	Countywide
Requested Action:	Option 1) Approve additional appropriation of funds for FY21 or Option 2) Terminate services as of June 30, 2020
Department / Agency Lead:	Administration/Finance
Staff Lead:	Kelly W. Moore, Director of Finance

EXECUTIVE SUMMARY

On January 25, 2020, the Sussex County Board of Supervisors approved a contract on an emergency basis with Berkley Group for administrative services and on a cooperative procurement basis for planning director services for the County. In addition the Board authorized the appropriation from Fund Balance to fund the contracts for those services for Fiscal Year 2020. Below is a summary of the Year-to-Date balances for services procured under the Non-Professional Services Agreement between Sussex County and Berkley Group:

Berkley Group Work Order #1 Interim Planning Support		
Invoice #	Amount	Term
1	\$5,896.62	1/28-2/15
2	\$5,669.13	2/16-2/29
3	\$4,604.42	3/1-3/15
4	\$4,522.50	3/16-3/31
5	\$2,835.00	4/1-4/15
6	\$5,400.00	4/16-4/30
7	\$4,995.00	5/1-5/15
Total YTD:	\$33,922.67	

Berkley Group Work Order #3 Interim County Administrator		
Invoice #	Amount	Term
1	\$8,962.82	1/28-2/15
2	\$8,818.00	2/16-2/29
3	\$9,435.92	3/1-3/15
4	\$10,568.95	3/16-3/31
5	\$7,609.54	4/1-4/15
6	\$9,109.80	4/16-4/30
7	\$7,731.14	5/1-5/15
Total YTD:	\$62,236.17	

Berkley Group Work Order #4 Executive Search Services	
Invoice #	Amount
1	\$15,000.00
	(50% of total contract)
Total YTD:	\$15,000.00

STAFF CONTACT INFORMATION

Kelly W. Moore |(434) 246-1006 kmoore@sussexcountyva.gov

BOARD ACTION FORM

Agenda Item: Action Item #6.04

Subject: COVID-19 Small Business Relief Micro-Grant Program

Board Meeting Date: June 18 2020

=====
Summary: The COVID-19 shut down and forced closure of non-essential businesses has severely impacted small businesses in Sussex County, particularly in the retail, restaurant, and travel-related sectors. The purpose of the Small Business Relief Micro-Grant program would be to provide some immediate financial resources to the Sussex County small businesses hit hardest by the forced economic shut down due to the COVID-19 pandemic.

Recommendation: Staff recommends that the Board of Supervisors budget, appropriate, and transfer \$100,000-\$150,000 from the Coronavirus Relief Fund CARES Act funding received from the Commonwealth of Virginia to the Industrial Development Authority of Sussex County for a COVID-19 Small Business Relief Micro- Grant Program and authorize the County Administrator to execute all required documents, duly approved by the County Attorney, to implement the micro-grant program.

Attachment: Finance Department Staff Report: Finance Committee

=====
ACTION:

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

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

STAFF REPORT

Board Meeting Date:	June 18, 2020
Agenda Title:	Budget, Appropriate, and Transfer \$100,000-\$150,000 from the Coronavirus Relief Fund to the Industrial Development Authority of Sussex County for a COVID-19 Small Business Relief Micro-Grant Program and Authorize the County Executive to Execute all Required Documents to Implement the Micro-Grant Program
District Impact:	Countywide
Requested Action:	Approve the resolution and authorize the County Executive to execute the required documents.
Department / Agency Lead:	Administration/Finance
Staff Lead:	Kelly W. Moore, Director of Finance

EXECUTIVE SUMMARY

The COVID-19 shut down and forced closure of non-essential businesses has severely impacted small businesses in Sussex County, particularly in the retail, restaurant, and travel-related sectors. While some of these businesses have accessed funds available through the federal Coronavirus, Aid, Relief and Economic Security Act (CARES Act), many small businesses need financial assistance. The purpose of the Small Business Relief Micro-Grant program would be to provide some immediate financial resources to the Sussex County small businesses hit hardest by the forced economic shut down due to the COVID-19 pandemic.

Staff recommends that the Board of Supervisors budget, appropriate, and transfer \$100,000-\$150,000 from the Coronavirus Relief Fund CARES Act funding received from the Commonwealth of Virginia to the Industrial Development Authority of Sussex County for a COVID-19 Small Business Relief Micro- Grant Program and authorize the County Administrator to execute all required documents, duly approved by the County Attorney, to implement the micro-grant program.

BACKGROUND

On May 12, 2020, the Commonwealth of Virginia notified the Board of County Supervisors (BOCS) that Sussex County would receive \$973,580 in Coronavirus Relief Funds under the CARES Act. U.S. Department of Treasury guidance allows the CARES Act funds to be used for expenses associated with the provision of economic support in relation to the COVID-19 public health emergency and specifically mentions grants to small businesses. Creating a Small Business Micro-Grant Relief Fund will be the most efficient and expedient means of putting needed resources into the hands of the County's entrepreneurs swiftly and with a minimum of red tape. The micro-grant program will help small businesses remain solvent and the funds could also supplement the ongoing costs of doing business until other resources become available. Other counties and cities in Northern Virginia have established similar grant or loan programs.

The criteria and structure of this micro-grant program is based upon research of best practices of other community COVID-19 related small business programs.

SIZE OF GRANT: \$5,000 for business with 1 – 20 employees
 \$10,000 for businesses with 21 – 50 employees

TARGET SMALL BUSINESSES: Small businesses in the Hospitality and Entertainment, Retail Trade and Employment, and Administrative Support Services would be given preference. This would include, but not be limited to hotels, restaurants, retail stores, personal services establishments, office and facility support services, and tourism venues. Statewide data shows that these sectors have been hardest hit in terms of the number of employees laid off. All small businesses, regardless of sector, would be eligible for the grants if they meet the criteria below.

BUSINESS SIZE: Business would be required to have a minimum of ONE and a maximum of 50 full-time employees on site in Sussex County.

OTHER CRITERIA:

- Physical location in Sussex County
- Current Sussex County Business License with an Employer Identification Number (EIN) (if applicable) and current on taxes (real estate, business tangible property tax, BPOL) prior to March 1, 2020
- Minimum of two years in business
- May be a for-profit business or a non-profit organization
- Received or requested a rent reduction or mortgage deferral (if they own their building), or explain why not requested.

INELIGIBLE BUSINESSES:

- Banks and financial institutions
- Sole proprietorships
- Home-based businesses
- Franchise businesses, except those that are locally (Sussex County) owned and operated
- Vape and tobacco retailers
- E-commerce

USE OF FUNDS: Micro grant funds can be used temporarily for ongoing expenses such as payroll, rent, insurance, personal protective equipment (PPE), inventory, equipment, rent, utilities, or other operating expenses or for adaptive costs such as the purchase of e-commerce equipment/website creation and/or

upgrade of an online sales site.

DOCUMENTATION REQUIRED OF APPLICANT:

- Current County Business License (if applicable) and proof of payment of County taxes (i.e. business tangible tax, real estate tax and/or BPOL)
- IRS form W-9 and IRS form 941
- Monthly gross receipts history for the previous two years
- Proof of request and/or approval for lease or mortgage forbearance
- Summary about business (how long in business, services/products offered, hours of operation, track record prior to the COVID-19 crisis)
- Description of impact of COVID-19 on the business and alterations, current or proposed, to the existing business model that is designed to remain viable (include a business plan for recovery)

PROCESS:

- BOCS approves resolution to fund Industrial Development Authority of Sussex County (IDA) \$100,000-\$150,000 for the Sussex County Small Business Relief Micro-Grant program. There would be no individual performance agreements brought forward to BOS for consideration.
- Department of Economic Development, County Attorney, and Finance Department will finalize an agreement with the IDA (draft attached) and develop a “qualified” applicant review process of applications.
- Department of Economic Development will develop a Sussex County Small Business Relief Micro-Grant application, which would include the applicant agreeing to terms and conditions (modeled after Loudoun County).

PROCESS:
(Continued)

- Department of Economic Development markets program through social media and business/community partners.
- Businesses apply by early July 2020.
- The applicant period would consist of a three-day window.
- COVID-19 Economic Recovery Task Force Support Team would review applications and obtain any needed additional information from applicants.
- Applications will be divided by grant size for which they qualify.
- Grant recipients will receive grant monies through the IDA either by check or wire.

FOLLOW UP:

- Businesses will provide written reports to the Sussex County Finance Department in December 2020 and June 2021.

STAFF RECOMMENDATION

Staff recommends that the Board of County Supervisors budget, appropriate, and transfer \$100,000-\$150,000 from the Coronavirus Relief Fund to the Industrial Development Authority of Sussex County for a COVID-19 Small Business Micro-Grant Program and authorize the County Executive to execute all required documents to implement the micro-grant program.

Service Level / Policy Impact

This micro-grant program will assist Sussex County small businesses by providing needed cash for working capital to support rent, mortgage payments, utility expenses, or other similar expenses that occur in the ordinary course of business. These micro-grants will help these businesses survive the forced shutdown due to the COVID-19 pandemic, and the counseling provided with these grants will help these businesses during the economic recovery. One of the goals of the Sussex County Economic Development Department is to increase the number of jobs in existing small businesses. The micro-grant program will help these small businesses retain and hire back their employees. This micro-grant program will reach Sussex County businesses with less than 51 employees.

Fiscal Impact

The County received \$973,580 in CARES Act Funds. This action would commit \$100,000-\$150,000 of those funds. Use of CARES Act Funds for a small business grant program is a permissible use under the guidance provided by the US Treasury Department. Since this is a grant program, no monies would come back to the County from these grants.

Legal Impact

The County Attorney will review and approve as to form all documents prior to execution by the County Executive. The BOS has the legal authority to budget, appropriate, and transfers these funds for this purpose.

STAFF CONTACT INFORMATION

Kelly W. Moore |(434) 246-1006

kmoore@sussexcountyva.gov

BOARD ACTION FORM

Agenda Item: Action Item #6.05

Subject: VDOT Upcoming Secondary Six Year Plan

Board Meeting Date: April 16 2020

=====
Summary: Route 635 Steel Bridge Road was removed from the Secondary Six Year Plan for Sussex due to the residents’ desire to leave the road unpaved—in which Supervisor Tyler confirmed with some of the residents.

The Board revisited this project at its April 2020 meeting because Mr. Jerry Kee, VDOT’s Assistant Residency Administrator, requested direction on the selection of another unpaved road so that VDOT can begin programming the new projects for the upcoming public hearing that they will need to schedule.

Supervisor Tyler was interested in finishing paving Route 609, Butts Road. Per Mr. Kee, more information was needed for Route 609. Mr. Kee advised that VDOT has requested updated information and the Board could approve the plan as is. VDOT will add project once updated data for Route 609 is received.

Recommendation: That the Board approves the plan as is for the Secondary Six Year Plan for Sussex.

Attachment: N/A

=====
ACTION: That the Board approves the plan as is for the Secondary Six Year Plan for Sussex.

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

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

BOARD ACTION FORM

Agenda Item: Action Item #6.06

Subject: Victim Witness Department

Board Meeting Date: June 18 2020

=====
Summary: The Victim Witness Department currently follows County Administration policies and is supervised by the County Administrator.

Recommendation: That the Board of Supervisors would approve the transfer of the Victim Witness Department from under County Administration to the Commonwealth Attorney's office.

Attachment: Draft Resolution for Transfer of the Victim Witness Coordinator Position

=====
ACTION: That the Board of Supervisors would approve the transfer of the Victim Witness Department from under County Administration to the Commonwealth Attorney's office.

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

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

Resolution for Transfer of the Victim Witness Coordinator Position

Whereas, the Victim Witness Coordinator provides services solely within the office of the Commonwealth’s attorney; and

Whereas, the coordinator position is set out as being managed by the county administration, but should be managed by the Commonwealth’s attorney.

Now, Therefore, be it resolved by the Board of Supervisors that the management and control of the position of Victim Witness Coordinator shall be transferred to the Sussex County Commonwealth’s Attorney.

Be it further resolved that this action shall not affect any financial support the County provides the office of the Commonwealth’s attorney.

Done, this ___ day of _____, 2020

Sussex County Board of Supervisors:

Attest:

By: _____
Susan Seward, Chair

Clerk of the Board of Supervisors

SUSSEX COUNTY

FINANCIAL STATEMENTS

SUBMITTED BY DESTE J. COX, TREASURER

May 31, 2020

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TREASURER'S OFFICE

DESTE JARRATT COX
TREASURER
SUSSEX COUNTY

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

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

Statement of money in the banks to the credit of Sussex County as shown by the Treasurer's books at the close of business May 31, 2020

BB&T #201- SUSSEX, VA

Bank Balance - Money Market Checking-----	\$109,578.78	
Plus Cr Card Merch Fee - in bank, not in office--JE-----	728.18	
Plus Bank Service Charge - in bank, not in office--JE-----	172.12	
Plus Cr Card Deposits in Transit - in office, not in bank-----	1,990.91	
Less Deposits in Transit-----	(400.00)	
Less Outstanding Checks not cleared bank-----	(14,906.84)	\$97,163.15

BSV #301- STONY CREEK, VA

Bank Balance-----	\$6,126,417.61	
Plus Cr Card Deposits in Transit - in office, not in bank-----	\$619.48	
Plus Bank Service Fees-----	\$35.78	
Less Outstanding Checks not cleared bank-----	(\$822,799.31)	
Less Deposits in Transit - in bank, not in office-----	(244.79)	5,304,028.77

SONA #401- WAVERLY, VA

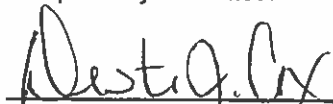
Bank Balance-----	\$14,506.80	
Less Deposits in Transit - in bank, not in office-----	(\$0.58)	14,506.22
Investments and CD's-----		
#30371619 - SONA #451	\$2,290,736.82	
#30378750 - SONA #451	\$1,000,000.00	\$3,290,736.82

<u>QZAB -05 #701</u> Investment Balance-----	967,497.16
<u>QZAB -06 #702</u> Investment Balance-----	1,665,872.53
<u>LGIP INVESTMENT #803</u> Investment Balance-----	4,376,524.66
<u>VA INV POOL #804</u> Investn Investment Balance-----	2,114,775.29

TOTAL IN BANKS REC W/GL-----	<u>\$17,831,104.60</u>
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Letters or statements from each of the above mentioned banks are on file in the Treasurer's Office of Sussex County certifying the balance as listed above.

Respectfully submitted:



 Deste J. Cox, Treasurer

kbe

SUSSEX COUNTY
BALANCE SHEET - COMPARATIVE PERIODS
2016/07 - 2020/05

05/31/2020 DESTE J. COX, TREASURER

FUND #-999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2017 Bal. Sheet 2016/07 Thru 2017/05	FY/2018 Bal. Sheet 2017/07 Thru 2018/05	FY/2019 Bal. Sheet 2018/07 Thru 2019/05	FY/2020 Bal. Sheet 2019/07 Thru 2020/05
000000-0000	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
000000-0000	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
000100-0000	ASSETS	.00	.00	.00	.00
000100-0101	Cash in Office - Treasurer	600.00	600.00	1,000.00	1,000.00
000100-0201	BB&T - MM Checking	6,292,062.75	2,218,612.03	4,616,209.76	97,163.15
000100-0251	BB&T - CD's	.00	.00	.00	.00
000100-0252	BB&T - Repos	.00	.00	.00	.00
000100-0301	BSV - MM Checking	913,220.94	10,220.31	85,135.51	5,304,028.77
000100-0302	BSV - Investment Acctt	.00	.00	.00	.00
000100-0351	BSV - CD's	.00	.00	.00	.00
000100-0352	BSV - Repos	.00	.00	.00	.00
000100-0401	SONA BANK (SB) CHECKING	257,474.55	11,540.53	16,530.97	14,506.22
000100-0451	SONA BANK (SB) CD'S	2,216,289.69	2,219,253.59	2,234,156.13	3,290,736.82
000100-0452	SONA BANK (SB) REPOS	.00	.00	.00	.00
000100-0701	Bank of America QZAB Acct	730,545.14	807,003.28	885,365.69	967,497.16
000100-0702	Bk of America QZAB 06 Escrow	1,231,932.98	1,372,073.97	1,515,583.75	1,665,872.53
000100-0803	LGIP - Investments	2,089,551.32	4,634,632.94	2,460,218.98	4,376,524.66
000100-0804	VIP - Investments	.00	3,007,842.61	4,553,819.53	2,114,775.29
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	658.85	625.59	952.89	746.31
	ASSETS	13,732,336.22	14,282,404.85	16,368,973.21	17,832,850.91
	TOTAL ASSETS	13,732,336.22	14,282,404.85	16,368,973.21	17,832,850.91
000300-0000	FUND EQUITY	.00	.00	.00	.00
000300-0100	General Fund	5,843,198.08	6,603,535.96	8,971,301.02	7,302,460.23
000300-0105	VPA Fund	26,947.90	45,944.65	54,317.86	78,457.19
000300-0110	CSA Fund	26,563.83	136,072.80	57,387.42	106,128.48
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)	38,335.00	36,649.33	39,062.92	23,278.44
000300-0122	Disaster Recovery Relief Fund	.00	.00	.00	.00
000300-0123	CDBG Housing Program	56,550.99	58,830.99	59,290.99	59,802.99
000300-0124	Sussex Gardens Proj FD (Revl FD)	.00	.00	.00	.00
000300-0125	Drug Forfeiture Fund	8,463.25	17,142.39	18,227.91	14,194.22
000300-0135	Reserve for CP and DS	3,577,529.02	3,580,770.02	3,600,502.02	5,628,232.02
000300-0140	Criminal Justice Reserve Fund	.00	.00	.00	.00
000300-0201	Law Library Fund	27,806.14	28,108.02	29,252.66	30,540.62
000300-0251	School Fund	.00	.00	.00	.00
000300-0252	School Food Services Fund	27,505.32	32,817.11	61,078.47	14,713.29
000300-0253	Summer Food Service Fund	7,153.51	5,535.81	5,933.61	48,839.24
000300-0254	Title and Grant fund	469,349.73	613,573.85	266,704.18	887,146.22

SUSSEX COUNTY
BALANCE SHEET - COMPARATIVE PERIODS
2016/07 - 2020/05

05/31/2020 DESTIE J. COX, TREASURER

FUND # -999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2017 Bal. Sheet 2016/07 Thru 2017/05	FY/2018 Bal. Sheet 2017/07 Thru 2018/05	FY/2019 Bal. Sheet 2018/07 Thru 2019/05	FY/2020 Bal. Sheet 2019/07 Thru 2020/05
000300-0255	School Textbook Fund	243,133.65-	311,560.70-	155,790.05-	128,568.57-
000300-0256	Smart Beg. Early Childhood Dev	.00	.00	.00	.00
000300-0301	School Capital Projects Fund	197,951.05-	198,064.05-	201,171.05-	204,633.05-
000300-0302	General Capital Projects Fund	846,291.58	428,074.58-	312,088.66-	529,792.74-
000300-0303	Elementary School Capital Proj Fund	.00	.00	.00	.00
000300-0305	Mega Site - Industrial Park Fund	15,906.05-	120,523.69	141,535.27	29,525.77
000300-0306	Cabin Point - Industrial Park Fund	48,567.49	19,309.76	17,098.88	14,198.44-
000300-0307	Henry - Industrial Park Fund	.00	113,991.84-	113,991.84-	153,980.77-
000300-0723	Robert Mitchell Scholarship Fund	25,819.17-	25,214.17-	25,423.17-	25,609.17-
000300-0724	Wav/Wak Rotary Scholarship Fund	32,298.86-	30,292.86-	34,505.86-	32,732.86-
000300-0725	RICHARD CLEMENTS MOORE III SCH FUND	29,421.83-	30,427.83-	31,145.83-	32,854.83-
000300-0726	Millard D. Stith Sch. Fund	86,888.00-	102,732.00-	102,987.00-	.00
000300-0733	Special Welfare Fund	254.63-	1,342.67-	10,437.09-	28,350.67-
000300-0135-200	Restricted Res for Elem loans	.00	.00	.00	.00
	FUND EQUITY	11,538,800.10-	11,988,702.58-	13,877,190.62-	15,102,731.31-
	TOTAL PRIOR YR FUND BALANCE	11,538,800.10-	11,988,702.58-	13,877,190.62-	15,102,731.31-
	OTHER ACCOUNTS	.00	.00	.00	.00
000400-0000	Treasurer's Deferred Account	1,288.68-	1,344.51-	.00	.00
000400-0001	Cash Over and Short	53.79-	110.07-	34.80-	54.27-
000400-0011	Overpayments	.00	.00	.00	.00
000400-0012	Prepaid Taxes - PP	15,316.91-	12,289.51-	6,509.77-	6,653.24-
000400-0013	Prepaid Taxes - RE	23,726.12-	30,270.93-	47,481.58-	25,182.40-
000400-0014	Available PTR for Distrib \$1.093M	.00	.00	.00	.00
000400-0015	Escrow Acct. QZAB 2005	730,545.14-	807,003.28-	885,365.69-	967,497.16-
000400-0016	QZAB 2006 Escrow Acct.	1,231,932.98-	1,372,073.97-	1,515,583.75-	1,665,872.53-
000400-0021	Escrow Acct - Perf. Surety(ESCROW)	64,422.50-	70,610.00-	86,550.00-	64,860.00-
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	49,743.00	.00
	OTHER ACCOUNTS	2,067,286.12-	2,293,702.27-	2,491,782.59-	2,730,119.60-
000401-0000	ESCROW ACCTS. RESERVED CIF ACCTS	.00	.00	.00	.00
000401-0101	Escrow for Fire Dept. Vehicles	60,000.00-	.00	.00	.00
000401-0102	Escrow for Rescue Vehicles	66,250.00-	.00	.00	.00
	ESCROW ACCTS. RESERVED CIF ACCTS	126,250.00-	.00	.00	.00
	OTHER EQUITY & ESCROW ACCTS	2,193,536.12-	2,293,702.27-	2,491,782.59-	2,730,119.60-
000500-0000	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
000501-0000	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
000501-1990	UNCOLLECTED TAXES - RE	.00	.00	.00	.00
000501-1991	Real Estate - 1990	.00	.00	.00	.00
000501-1991	Real Estate - 1991	.00	.00	.00	.00

SUSSEX COUNTY
BALANCE SHEET - COMPARATIVE PERIODS
2016/07 - 2020/05

05/31/2020 DESTE J. COX, TREASURER

FUND # -999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2017 Bal. Sheet 2016/07 Thru 2017/05	FY/2018 Bal. Sheet 2017/07 Thru 2018/05	FY/2019 Bal. Sheet 2018/07 Thru 2019/05	FY/2020 Bal. Sheet 2019/07 Thru 2020/05
000501-1992	Real Estate - 1992	.00	.00	.00	.00
000501-1993	Real Estate - 1993	.00	.00	.00	.00
000501-1994	Real Estate - 1994	.00	.00	.00	.00
000501-1995	Real Estate - 1995	.00	.00	.00	.00
000501-1996	Real Estate - 1996	176.80	.00	.00	.00
000501-1997	Real Estate - 1997	193.17	.00	.00	.00
000501-1998	Real Estate - 1998	256.14	86.04	.00	.00
000501-1999	REAL ESTATE - 1999	291.78	121.68	118.68	.00
000501-2000	Real Estate - 2000	322.80	168.00	164.40	168.00
000501-2001	Real Estate - 2001	409.80	168.00	164.40	168.00
000501-2002	Real Estate - 2002	557.70	182.00	178.10	182.00
000501-2003	Real Estate - 2003	578.50	182.00	178.10	182.00
000501-2004	REAL ESTATE - 2004	584.35	187.85	185.80	187.85
000501-2005	Real Estate - 2005	584.35	187.85	187.85	187.85
000501-2006	Real Estate - 2006	427.68	161.28	161.28	161.28
000501-2007	Real Estate - 2007	427.68	161.28	161.28	161.28
000501-2008	REAL ESTATE - 2008	274.11	274.41	264.55	264.55
000501-2009	RE - 2009	828.90	529.20	442.26	442.26
000501-2010	Real Estate - 2010	1,606.41	907.62	638.28	613.44
000501-2011	Real Estate - 2011	4,703.53	1,705.71	667.02	613.44
000501-2012	Real Estate - 2012	8,493.46	3,291.21	2,069.41	1,267.20
000501-2013	Real Estate - 2013	15,934.33	7,126.73	3,737.00	3,057.93
000501-2014	Real Estate - 2014	28,828.51	16,455.75	7,938.14	5,683.90
000501-2015	Real Estate - 2015	76,566.99	34,807.65	17,563.40	8,973.93
000501-2016	Real Estate - 2016	214,691.43	97,541.71	54,811.03	27,376.17
000501-2017	Real Estate - 2017	.00	204,395.84	110,871.95	54,285.82
000501-2018	Real Estate - 2018	.00	.00	220,191.93	99,328.59
000501-2019	Real Estate - 2019	.00	.00	.00	193,035.75
000501-2020	Real Estate - 2020	.00	.00	.00	.00
000501-9999	Reserve - Real Estate Taxes UNCOLLECTED TAXES - RE	357,038.42	368,641.81	420,694.86	396,341.24
000502-0000	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000502-2005	PP - 2005	.00	.00	.00	.00
000502-2006	PP - 2006	.00	.00	.00	.00
000502-2007	PP - 2007	.00	.00	.00	.00
000502-2008	PP - 2008	.00	.00	.00	.00
000502-2009	PP - 2009	.00	.00	.00	.00
000502-2010	PP - 2010	.00	.00	.00	.00
000502-2011	PP - 2011	15,164.34	.00	.00	.00
000502-2012	PP - 2012	18,313.00	.00	.00	.00
000502-2013	PP - 2013	13,304.48	11,783.99	.00	.00
000502-2014	PP - 2014	25,952.50	22,055.17	19,527.28	.00

SUSSEX COUNTY
BALANCE SHEET - COMPARATIVE PERIODS
2016/07 - 2020/05

05/31/2020 DESTE J. COX, TREASURER

FUND # -999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2017 Bal. Sheet 2016/07 Thru 2017/05	FY/2018 Bal. Sheet 2017/07 Thru 2018/05	FY/2019 Bal. Sheet 2018/07 Thru 2019/05	FY/2020 Bal. Sheet 2019/07 Thru 2020/05
000502-2015	PP - 2015	36,248.68	24,772.42	20,264.78	16,034.14
000502-2016	PP - 2016	221,199.40	110,709.45	94,413.91	80,922.68
000502-2017	PP - 2017	.00	201,849.68	43,744.38	27,701.16
000502-2018	PP - 2018	.00	.00	139,819.81	35,455.91
000502-2019	PP - 2019	.00	.00	.00	191,287.66
000502-2020	PP - 2020	.00	.00	.00	.00
000502-9999	Reserve - PP Taxes	330,182.40	371,170.71	317,770.16	351,401.55
000503-0000	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000503-2006	PSC - 2006	.00	.00	.00	.00
000503-2007	PSC - 2007	.00	.00	.00	.00
000503-2008	PSC - 2008	.00	.00	.00	.00
000503-2009	PSC - 2009	.00	.00	.00	.00
000503-2010	PSC - 2010	.00	.00	.00	.00
000503-2011	PSC - 2011	.00	.00	.00	.00
000503-2012	PSC - 2012	.00	.00	.00	.00
000503-2013	PSC - 2013	.00	.00	.00	.00
000503-2014	PSC - 2014	.00	.00	.00	.00
000503-2015	PSC - 2015	.00	.00	.00	.00
000503-2016	PSC - 2016	44.88	.00	.00	.00
000503-2017	PSC - 2017	.00	.00	.00	.00
000503-2018	PSC - 2018	.00	.00	.00	.00
000503-2019	PSC - 2019	.00	.00	.00	3,661.87
000503-2020	PSC - 2020	.00	.00	.00	.00
000503-9999	Reserve - PSC Taxes	44.88	.00	.00	3,661.87
000504-0000	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000504-2015	UNCOLLECTED BUSINESS LICENSE	.00	.00	.00	.00
000504-2016	BL - 2016	401.68	.00	.00	.00
000504-2017	BL - 2017	30.00	.00	.00	.00
000504-2018	BL - 2018	.00	32.00	32.00	.00
000504-2019	BL - 2019	.00	.00	174.00	.00
000504-2020	BL - 2020	.00	.00	.00	.00
000504-9999	Reserve for Business License	431.68	32.00	206.00	.00
000520-0000	UNCOLLECTED BUSINESS LICENSE	.00	.00	.00	.00
000520-0001	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000520-9999	DMV Withholding Fees Receivable	548.25	.00	.00	50.00
000521-0000	Reserve for DMV Withholding fees	548.25	.00	.00	50.00
000521-0001	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000521-9999	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
	Administrative Fees Receivable	847.28	.00	.00	.00
	Reserve for Administrative Fees	847.28	.00	.00	.00

SUSSEX COUNTY
BALANCE SHEET - COMPARATIVE PERIODS

05/31/2020 DESTA J. COX, TREASURER

2016/07 - 2020/05

FUND # -999 TREASURER'S ACCOUNTABILITY FUND

GLO70C

MAJOR#	DESCRIPTION	FY/2017 Bal. Sheet 2016/07 Thru 2017/05	FY/2018 Bal. Sheet 2017/07 Thru 2018/05	FY/2019 Bal. Sheet 2018/07 Thru 2019/05	FY/2020 Bal. Sheet 2019/07 Thru 2020/05
	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
000600-0000	UNCOLLECTED TAXES - STATE	.00	.00	.00	.00
	UNCOLLECTED TAXES - STATE	.00	.00	.00	.00
	UNCOLLECTED TAXES - SI	.00	.00	.00	.00
000601-0000	State Income Tax - 2009	.00	.00	.00	.00
000601-2009	State Income Tax - 2010	.00	.00	.00	.00
000601-2010	State Income Tax - 2011	.00	.00	.00	.00
000601-2011	State Income Tax - 2012	.00	.00	.00	.00
000601-2012	State Income Tax - 2013	.00	.00	.00	.00
000601-2013	State Income Tax - 2014	.00	.00	.00	.00
000601-2014	State Income Tax - 2015	.00	.00	.00	.00
000601-2015	State Income Tax - 2016	6,067.80	.00	.00	.00
000601-2016	State Income Tax - 2017	.00	8,320.23	.00	.00
000601-2017	State Income Tax - 2018	.00	.00	13,793.00	.00
000601-2018	State Income Tax - 2019	.00	.00	.00	2,367.00
000601-2019	Reserve - State Income	6,067.80	8,320.23	13,793.00	2,367.00
000601-9999	UNCOLLECTED TAXES - SI	.00	.00	.00	.00
000702-0000	IPR Loan Payments Receivable	2,879.74	3,993.72	4,545.70	6,549.14
000702-9999	Reserve for IPR Loan Payments	2,879.74	3,993.72	4,545.70	6,549.14
	IPR Loan Payments Receivable	.00	.00	.00	.00
000703-0000	CDBG Loan Payments Receivable	.00	.00	.00	.00
000703-9999	Reserve for CDBG Loan Payments	.00	.00	.00	.00
	CDBG Loan Payments Receivable	.00	.00	.00	.00

FUND # -100 GENERAL FUND

BALANCE SHEET
5/31/2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
GENERAL FUND					
ASSETS					
100-0100	Cash With Treasurer	7,555,078.44	1,042,323.57	1,294,941.78	7,302,460.23
	ASSETS	7,555,078.44	1,042,323.57	1,294,941.78	7,302,460.23
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.				
101-0237	Res for Literary Loan - High School	2,167,623.00			2,167,623.00
101-0238	Res for Literary Loan - Mid Sch 07	2,801,006.00			2,801,006.00
101-0239	Res for IDA QZAB Bond Deposit	439,849.50			439,849.50
101-0240	Reserve for VPSA 2012 Bond Elem Sc	2,950,000.00			2,950,000.00
101-0241	Woodfuel Loan Receivable (DHCD Loan	227,506.68			227,506.68
101-0600	Commonwealth PTR avail. for distr.	257,209.93	56,163.44		201,046.49
101-0900	Accrued Accounts Receivable				
101-0901	Reversion Due From School Fund				
101-0902	Taxes Receivable				
	OTHER ASSETS AND RESERVES	8,328,775.25	56,163.44		8,384,938.69
	TOTAL ASSETS	15,883,853.69	1,098,487.01	1,294,941.78	15,687,398.92
LIABILITIES					
200-0100	Clearing Account - Payroll		236,620.55		236,620.55
200-0200	Clearing Account - Accounts Payabl		365,509.21		365,509.21
200-0235	IDA Lease Payable				
200-0236	VPSA99 Bonds Payable - High Sch	2,167,623.00			2,167,623.00
200-0237	Literary Loan Pay - High Sch.	2,801,006.00			2,801,006.00
200-0238	Literary Loan Pay - Middle Sch 07	439,849.50			439,849.50
200-0239	IDA QZAB Bond Deposit Payable	2,950,000.00			2,950,000.00
200-0240	VPSA 2012 Bond Payable - Elem Sch.	227,506.68			227,506.68
200-0241	DHCD Loan Payable (Woodfuel)				
200-0300	Clearing Account - Jurors			56,163.44	201,046.49
200-0600	Commonwealth PTR outstanding bal.	257,209.93			
200-0601	Deferred Revenue - Taxes				
200-0700	Deferred Revenue - Prepaid Taxes				
200-0800	Performance Surety				
200-0900	Accrued Accounts Payable				
	LIABILITIES	8,328,775.25	602,129.76	658,293.20	8,384,938.69
	TOTAL LIABILITIES	8,328,775.25	602,129.76	658,293.20	8,384,938.69
FUND EQUITY					
300-0100	Fund Balance	5,360,872.37			5,360,872.37
	FUND EQUITY	5,360,872.37			5,360,872.37
	TOTAL PRIOR YR FUND BALANCE	23,183,996.29			23,183,996.29
	TOTAL REVENUE			1,024,627.08	
	TOTAL EXPENDITURE	20,989,790.22		1,277,245.29	22,267,035.51
	TOTAL CURRENT FUND BALANCE	15,883,853.69	1,879,375.05	1,682,920.28	15,687,398.92
	TOTAL LIABILITIES AND FUND BALANCE				

SUSSEX COUNTY
REVENUE SUMMARY BY FUNDS
7/01/2019 - 5/31/2020

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	REMAIN.
100	REVENUE - GENERAL FUND	23,332,919.00	27,909,763.97	1,024,627.08	24,208,623.37	3,701,140.60	13.26
105	REVENUE - VPA/DSS FUND	2,127,832.00	2,127,832.00	243,425.91	1,827,059.94	300,772.06	14.13
110	REVENUE - CSA FUND	725,000.00	725,000.00	27,593.33	495,456.67	229,543.33	31.64
121	REV.- IPR PROG. INCOME FD (11/02)	2,025.00	2,025.00	250.00	1,008.00	1,017.00	50.22
123	REV - CDBG HOUSING PRG (4/09)	3,425.00	3,425.00	.00	387.00	3,038.00	88.70
125	REVENUE - DRUG FORFEITURE FUND	.00	.00	.00	115.00	115.00	100.00
135	REVENUE - CP / DS RESERVE FUND	.00	2,000,000.00	.00	2,024,129.00	24,129.00	1.20
201	REVENUE - LAW LIBRARY FUND	766.00	766.00	101.40	1,543.20	777.20	101.46
251	REVENUE - SCHOOL FUND	17,203,216.00	17,505,342.25	1,194,060.68	13,826,578.50	3,678,763.75	21.01
252	REVENUE - SCHOOL FOOD SERVICES FUND	817,491.00	817,491.00	52,520.82	671,086.27	146,404.73	17.90
253	REVENUE - SUMMER FOOD SERVICES FUND	27,850.00	27,850.00	37,487.44	67,835.62	39,985.62	143.57
254	REVENUE - TITLE & GRANT FUND	1,394,928.00	1,394,928.00	64,856.07	746,211.96	648,716.04	46.50
255	REVENUE - SCH. TEXTBOOK FUND	102,301.00	102,301.00	5,856.00	97,057.00	5,244.00	5.12
301	REVENUE - SCHOOL CAPITAL PROJECTS	.00	.00	.00	2,516.00	2,516.00	100.00
302	REVENUE - CAPITAL PROJECT FUND	503,223.00	1,353,223.00	.00	659,670.00	493,553.00	36.47
305	REVENUE - MEGA SITE INDUST. PARK	.00	.00	.00	116,509.50	116,509.50	100.00
306	REVENUE - CABIN POINT INDUST. PARK	.00	.00	37,722.32	37,722.32	37,722.32	100.00
307	REVENUE - HENRY INDUST. PARK	.00	.00	.00	39,988.93	39,988.93	100.00
723	REVENUE - MITCHELL SCHOLARSHIP FUND	.00	.00	.00	393.00	393.00	100.00
724	REVENUE - SUSSEX ENDOWM SCHSHF FD	.00	.00	.00	523.00	523.00	100.00
725	REV - RICHARD CLEMENT MOORE III FD	.00	.00	500.00	1,496.00	1,496.00	100.00
726	REV.- MILLARD & FLORENCE STITH FSF	.00	.00	.00	2,000.00	2,000.00	100.00
733	REVENUE - SPECIAL WELFARE FUND	.00	.00	2,276.00	24,243.90	24,243.90	100.00
	-- REVENUE TOTAL --	46,240,976.00	53,969,947.22	2,691,277.05	45,052,240.84	8,917,706.38	16.52

SUSSEX COUNTY
EXPENDITURE SUMMARY BY FUNDS
7/01/2019 - 5/31/2020

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
100	EXPENDITURES - GENERAL FUND	23,332,919.00	29,467,998.49	1,277,245.29	22,267,035.51	.00	7,200,962.98	24.43
105	EXPENDITURES - VPA/DSS FUND	2,127,832.00	2,127,832.00	177,512.22	1,748,602.75	.00	379,229.25	17.82
110	EXPENDITURES - CSA FUND	725,000.00	725,000.00	70,825.40	461,162.88	.00	263,837.12	36.39
121	EXPEND. - IPR PROG. INCOME FD 11/02	2,025.00	2,025.00	500.00	16,899.48	.00	14,874.48	734.54
123	EXPEND. CDBG HOUSING PROGRAM	3,425.00	3,425.00	.00	.00	.00	3,425.00	100.00
125	EXPENDITURES - DRUG FORFEITURE FD	.00	18,123.35	2,312.28	3,966.13	.00	14,157.22	78.11
201	EXPENDITURES - LAW LIBRARY FUND	766.00	766.00	.00	180.74	.00	585.26	76.40
251	SCHOOL FUND EXPENDITURES	17,203,216.00	17,505,342.25	1,194,060.68	13,826,578.50	.00	3,678,763.75	21.01
252	EXPENDITURES - SCHOOL FOOD SERV	817,491.00	817,491.00	49,533.17	708,226.86	.00	109,264.14	13.36
253	EXPENDITURES - SUMMER FS FUND	27,850.00	27,850.00	.00	25,206.39	.00	2,643.61	9.49
254	TITLE & GRANT REVOLVING FUND	1,394,928.00	1,394,928.00	41,904.12	693,708.46	.00	701,219.54	50.26
255	EXPENDITURES - TEXTBOOK FUND	102,301.00	102,301.00	.00	165,223.71	.00	62,922.71	61.50
302	EXPENDITURES - CAPITAL PROJECT FD	503,223.00	868,169.84	27,000.00	1,032,467.86	.00	164,298.02	18.92
305	EXPENDITURES - MEGA SITE	.00	.00	.00	4,500.00	.00	4,500.00	100.00
306	EXPENDITURES - CABIN POINT PARK	.00	242,694.00	3,800.00	6,425.00	.00	236,269.00	97.35
723	EXPENDITURES - ROBERT MITCHELL SCH	.00	.00	.00	800.00	.00	800.00	100.00
724	EXPENDS. SUSSEX ENDOWM SCHSHF FD	.00	.00	.00	3,000.00	.00	3,000.00	100.00
725	EXPS. - RICHARD CLEMENT MOORE S.FD.	.00	.00	.00	1,000.00	.00	1,000.00	100.00
726	EXP. - MILLARD & FLORENCE STITH FSF	.00	.00	.00	105,557.00	.00	105,557.00	100.00
733	EXPENDITURES - SPECIAL WELFARE FD	.00	.00	386.00	7,247.51	.00	7,247.51	100.00
	-- EXPENDITURE TOTAL --	46,240,976.00	53,303,945.93	2,845,079.16	41,077,788.78	.00	12,226,157.15	22.93

FUND # 100 Revenue - General Fund

SUSSEX COUNTY
REVENUE SUMMARY
COMPARATIVE PERIODS
2016/07 - 2020/05

MAJOR	DESCRIPTION	FY/2017 Revenue		FY/2018 Revenue		FY/2019 Revenue		FY/2020 Revenue		Encumbrance Amount	Balance Remain.
		2017/05	2017/07	2018/05	2018/07	2019/05	2019/07	2020/05	2020/07		
011010-1997	RE Taxes - 1997	.00	111.51	.00	.00	.00	.00	.00	.00	.00	.00
011010-1998	RE Taxes - 1998	.00	113.40	.00	.00	.00	.00	.00	.00	.00	.00
011010-1999	RE Taxes - 1999	.00	113.40	.00	.00	.00	.00	.00	.00	.00	.00
011010-2000	RE Taxes - 2000	.00	136.80	3.60	3.60	.00	.00	.00	.00	.00	.00
011010-2001	RE Taxes - 2001	.00	148.20	3.60	3.60	.00	.00	.00	.00	.00	.00
011010-2002	RE Taxes - 2002	50.63	119.09	3.90	3.90	.00	.00	.00	.00	.00	.00
011010-2003	RE Taxes - 2003	89.70	70.20	2.05	2.05	.00	.00	.00	.00	.00	.00
011010-2004	RE Taxes - 2004	122.57	70.20	.00	.00	.00	.00	.00	.00	.00	.00
011010-2005	RE Taxes - 2005	334.08	86.40	.00	.00	.00	.00	.00	.00	.00	.00
011010-2006	RE Taxes - 2006	1,006.66	86.40	.00	.00	.00	.00	.00	.00	.00	.00
011010-2007	RE Taxes - 2007	1,577.88	334.08	9.86	9.86	.00	.00	.00	.00	.00	.00
011010-2008	RE Taxes - 2008	2,405.04	97.20	86.94	86.94	.00	.00	.00	.00	.00	.00
011010-2009	RE Taxes - 2009	3,663.25	433.44	269.34	269.34	.00	.00	.00	.00	.00	.00
011010-2010	RE Taxes - 2010	7,250.30	4,636.51	1,038.69	1,038.69	.00	.00	.00	.00	.00	.00
011010-2011	RE Taxes - 2011	6,616.11	8,152.21	1,221.80	1,221.80	.00	.00	.00	.00	.00	.00
011010-2012	RE Taxes - 2012	17,240.77	10,279.09	3,389.73	3,389.73	.00	.00	.00	.00	.00	.00
011010-2013	RE Taxes - 2013	84,881.99	13,498.64	8,054.10	8,054.10	.00	.00	.00	.00	.00	.00
011010-2014	RE Taxes - 2014	4,694,423.21	36,906.66	36,978.68	36,978.68	.00	.00	.00	.00	.00	.00
011010-2015	RE Taxes - 2015	.00	4,710,461.35	82,927.24	82,927.24	.00	.00	.00	.00	.00	.00
011010-2016	RE Taxes - 2016	.00	.00	4,944,469.61	4,944,469.61	.00	.00	.00	.00	.00	.00
011010-2017	RE Taxes - 2017	.00	.00	.00	.00	5,190,150.00	5,190,150.00	.00	.00	.00	.00
011010-2018	RE Taxes - 2018	.00	.00	.00	.00	.00	.00	13,437.14	13,437.14	.00	.00
011010-2019	RE Taxes - 2019	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
011020-2015	Unclaimed Funds - Bill In Equity	23,548.80	23,548.80	12,916.37	12,916.37	5,289,150.00	5,289,150.00	5,179,463.64	5,179,463.64	.00	.00
011020-2016	Real Property Taxes	4,843,604.58	4,867,779.27	4,867,779.27	4,867,779.27	.00	.00	.00	.00	.00	.00
011020-2017	PSC - 2015	2,338.63	.00	.00	.00	.00	.00	.00	.00	.00	.00
011020-2018	PSC - 2016	719,106.04	44.88	.00	.00	.00	.00	.00	.00	.00	.00
011020-2019	PSC - 2017	.00	754,359.32	.00	.00	.00	.00	.00	.00	.00	.00
011030-2011	Public Service Corp Taxes	721,444.67	754,404.20	727,713.66	727,713.66	749,544.00	749,544.00	749,544.00	749,544.00	.00	.00
011030-2012	PP Taxes - 2011	122.47	.00	.00	.00	.00	.00	.00	.00	.00	.00
011030-2013	PP Taxes - 2012	386.24	287.96	.00	.00	.00	.00	.00	.00	.00	.00
011030-2014	PP Taxes - 2013	1,376.39	456.75	930.84	930.84	.00	.00	.00	.00	.00	.00
011030-2015	PP Taxes - 2014	7,108.00	1,548.30	1,482.85	1,482.85	.00	.00	.00	.00	.00	.00
011030-2016	PP Taxes - 2015	45,684.32	6,013.25	3,181.79	3,181.79	.00	.00	.00	.00	.00	.00
011030-2017	PP Taxes - 2016	2,286,402.14	69,164.50	7,856.96	7,856.96	2,000.00	2,000.00	2,042.53	2,042.53	.00	.00
011030-2018	PP Taxes - 2017	.00	2,465,696.50	90,847.62	90,847.62	5,000.00	5,000.00	7,763.39	7,763.39	.00	.00
011030-2019	PP Taxes - 2018	.00	.00	2,282,706.65	2,282,706.65	50,000.00	50,000.00	47,611.50	47,611.50	.00	.00
011030-9999	PP Taxes - Prior Years	120.81	137.89	.00	.00	2,616,495.00	2,616,495.00	2,587,177.96	2,587,177.96	.00	.00
011031-2011	Personal Property Taxes	2,261,204.37	2,563,265.15	2,563,265.15	2,563,265.15	2,673,495.00	2,673,495.00	2,673,495.00	2,673,495.00	.00	.00
011031-2012	MH Taxes - 2011	82.40	82.40	.00	.00	.00	.00	.00	.00	.00	.00
011031-2013	MH Taxes - 2012	38.12	26.11	.00	.00	.00	.00	.00	.00	.00	.00
011031-2014	MH Taxes - 2013	38.12	42.77	54.54	54.54	.00	.00	.00	.00	.00	.00
011031-2015	MH Taxes - 2014	41.96	200.93	102.31	102.31	.00	.00	.00	.00	.00	.00
011031-2016	MH Taxes - 2015	618.10	331.16	562.77	562.77	.00	.00	.00	.00	.00	.00
011031-2017	MH Taxes - 2016	19,923.46	531.49	727.60	727.60	500.00	500.00	398.47	398.47	.00	.00
011031-2018	MH Taxes - 2017	.00	19,814.18	11,686.76	11,686.76	1,000.00	1,000.00	692.14	692.14	.00	.00
011031-2019	MH Taxes - 2018	.00	.00	.00	.00	11,997.00	11,997.00	13,329.34	13,329.34	.00	.00
011032-2014	Mobile Home Taxes	20,742.16	19,882.46	14,225.18	14,225.18	.00	.00	.00	.00	.00	.00
011032-2015	FR Taxes - 2014	115.47	.00	.00	.00	.00	.00	.00	.00	.00	.00
011032-2016	FR Taxes - 2015	121.87	.00	.00	.00	.00	.00	.00	.00	.00	.00
011032-2017	FR Taxes - 2016	11,365.94	148.59	48.33	48.33	.00	.00	.00	.00	.00	.00
011032-2018	FR Taxes - 2017	.00	9,882.03	7,652.49	7,652.49	1,000.00	1,000.00	57.15	57.15	.00	.00
011032-2019	FR Taxes - 2018	.00	.00	.00	.00	9,290.00	9,290.00	7,649.47	7,649.47	.00	.00
011032-2019	Fire and Rescue Taxes	11,623.28	10,030.62	7,700.82	7,700.82	10,290.00	10,290.00	7,706.62	7,706.62	.00	.00

FUND #100 Revenue - General Fund

FUND #	Revenue - General Fund	2016/07	2017	2018	2019	2020/05	GL067HQ
011040-2015	MT Taxes - 2015	46,624.40	.00	.00	.00	.00	.00
011040-2016	MT Taxes - 2016	1,076,338.26	.00	.00	.00	.00	9,089.98
011040-2017	MT Taxes - 2017	.00	1,082,946.82	.00	.00	.00	.00
011040-2018	MT Taxes - 2018	.00	.00	972,764.96	.00	.00	.00
011040-2019	MT Taxes - 2019	.00	.00	.00	945,942.00	.00	161,767.33
011050-2015	Machinery and Tools Taxes	1,124,962.66	1,082,946.82	972,764.96	945,942.00	945,942.00	1,116,799.31
011050-2016	Merchants Cap. Taxes - 2015	23.45	.00	.00	.00	.00	.00
011050-2017	Merchants Cap. Taxes - 2016	73,247.92	27.97	.00	.00	.00	.00
011050-2018	Merchants Cap. Taxes - 2017	.00	68,301.87	.00	.00	.00	300.00
011050-2019	Merchants Cap. Taxes - 2018	.00	.00	72,370.77	.00	.00	334.30
011060-0001	Merchants Capital Taxes	73,224.47	68,273.90	72,370.77	72,136.00	72,136.00	908.45
011060-0002	Penalties - All Property Taxes	17,552.13	98,973.18	90,927.04	90,000.00	90,000.00	19,324.89
011060-0010	Interest - All Property Taxes	17,445.72	22,222.72	23,659.84	22,000.00	22,000.00	2,529.23
011060-0011	DMV - Regist. Withholding Fee (DMVF)	12,803.45	14,255.96	25,651.83	19,000.00	19,000.00	350.08
011060-0012	Administrative Fees	26,572.19	25,073.28	43,689.11	35,000.00	35,000.00	7,904.96
	Judicial Land Sale Fees (JLSF)	135,613.49	4,252.91	.00	6,000.00	6,000.00	6,000.00
	Penalties and Interest	958,161.59	1,000,479.48	979,656.97	1,120,000.00	1,120,000.00	1,037,631.70
012010-0001	General Property Taxes	113,369.66	112,071.65	112,071.65	125,160.00	125,160.00	8,052.13
012010-0002	Local Sales Use and Taxes	49,201.62	50,752.37	48,537.13	53,872.00	53,872.00	3,638.64
012010-0003	Remittance to Towns - Wakefield	7,770.68	6,104.08	2,233.60	2,554.00	2,554.00	134.91
012010-0004	Remittance to Towns - Jarratt	9,495.58	8,166.92	9,820.71	10,360.00	10,360.00	539.29
012010-0005	Remittance to Towns - Stony Creek	778,324.25	816,726.00	807,221.55	928,054.00	928,054.00	70,003.33
012011-0010	LOCAL SALES USE AND TAXES	56,509.90	50,505.99	58,148.13	62,000.00	62,000.00	13,387.55
	Transit Occupancy Tax 2a (TOTX)	56,509.90	50,505.99	58,148.13	62,000.00	62,000.00	13,387.55
012020-0001	OCCUPANCY TAXES	77,057.14	90,970.48	82,435.27	90,000.00	90,000.00	4,818.76
	Consumer Utility Taxes	77,057.14	90,970.48	82,435.27	90,000.00	90,000.00	4,818.76
012030-0001	CONSUMER UTILITY TAXES	103.00	103.00	51.50	130.00	130.00	104.25
012030-0002	Business License Taxes - Sanitation	27,978.55	36,787.08	33,848.26	35,000.00	35,000.00	778.26
012030-0003	Business License Taxes - Utility	16,448.47	14,150.42	14,686.86	17,000.00	17,000.00	3,867.21
012030-0004	Business Utility Lic. Tax (BUXTUL)	24,067.05	24,466.43	18,127.06	25,000.00	25,000.00	9,070.37
	Business License Tax-BFOL (BL2015)	68,622.82	75,506.93	66,713.68	77,130.00	77,130.00	13,820.11
012050-2012	Vehicle Reg. Lic. Tax - 2012	100.00	.00	.00	.00	.00	.00
012050-2013	Vehicle Reg. Lic. Tax - 2013	250.00	81.82	.00	.00	.00	.00
012050-2014	Vehicle Reg. Lic. Tax - 2014	443.35	295.09	124.65	.00	.00	.00
012050-2015	Vehicle Reg. Lic. Tax - 2015	1,725.81	485.29	499.52	.00	.00	196.07
012050-2016	Vehicle Reg. Lic. Tax - 2016	9,250.61	1,359.82	1,000.00	.00	.00	550.00
012050-2017	Vehicle Reg. Lic. Tax - 2017	201,366.93	9,770.06	2,355.78	500.00	500.00	165.00
012050-2018	Vehicle Reg. Lic. Tax - 2018	.00	187,720.67	16,176.44	1,000.00	1,000.00	904.02
012050-2019	Vehicle Reg. Lic. Tax - 2019	.00	.00	205,877.99	15,000.00	15,000.00	3,044.32
012050-2020	Vehicle Reg. Lic. Tax - 2020	.00	.00	.00	208,580.00	208,580.00	7,623.87
012060-0001	Motor Vehicle Licenses	213,136.70	209,712.75	225,984.38	225,080.00	225,080.00	8,853.10
	Bank Stock Taxes	4,414.00	.00	13,015.55	6,000.00	6,000.00	6,000.00
	BANK STOCK TAXES	4,414.00	.00	13,015.55	6,000.00	6,000.00	6,000.00
013010-2016	Other Local Taxes	1,198,064.81	1,243,422.15	1,253,524.56	1,388,264.00	1,388,264.00	1,116,882.85
013010-2017	Dog Tags - 2016 (DT2016)	323.00	.00	.00	.00	.00	.00
013010-2018	Dog Tags - 2017 (DT2017)	6,722.00	63.00	.00	.00	.00	.00
013010-2019	Dog Tags - 2018 (DT2018)	.00	5,962.00	247.00	.00	.00	.00
013010-2020	Dog Tags - 2019 (DT2019)	.00	.00	5,762.00	.00	.00	218.00
013030-0005	Animal Licenses	7,045.00	6,025.00	6,009.00	5,000.00	5,000.00	141.00
013030-0007	Zoning and Subdivision Permits	342.00	363.60	328.27	360.00	360.00	359.00
013030-0008	Building Permits	48,108.43	41,628.04	42,291.55	45,000.00	45,000.00	7,770.50
013030-0024	Erosion and Sediment Control Permit	7,992.10	600.00	2,425.00	1,000.00	1,000.00	12,467.17
013030-0029	Build. Academy Fees Paid to DMCD	1,706.59	633.23	849.95	.00	.00	50.00
013030-0030	Build. Permit Academy Fees (BLAF)	945.26	816.89	818.10	900.00	900.00	1,005.01
013030-0031	Quality Control Fees	206,250.00	187,500.00	712,500.00	375,000.00	375,000.00	223.60
013030-0032	Landfill Tipping Fees	3,852,920.38	5,029,874.12	6,483,874.12	5,700,000.00	5,700,000.00	61,696.21
	Permits and Other Licenses	4,131,433.58	5,282,192.01	7,252,382.09	6,139,260.00	6,139,260.00	65,588.47
	Permits, fees and Licenses	4,138,478.58	5,288,217.01	7,258,391.09	6,144,260.00	6,144,260.00	65,947.47

SUSSEX COUNTY
REVENUE SUMMARY -
COMPARATIVE PERIODS
2016/07 - 2020/05

FUND #-100 Revenue - General Fund

GL067HQ

FUND #-100	Revenue - General Fund	2016/07	2017/07	2018/07	2019/05	2020/05						
014010-0001	Court Fines and Forfeitures #	965,828.01	1,037,299.33	1,052,133.37	1,050,000.00	1,050,000.00	1,036,450.61	13,549.39				1.29
014010-0002	Town Cost & Int. fr fines(TCOST)	1,227.17	222.82	481.47	.00	.00	553.86	553.86				.00
	Fines and Forfeitures	967,055.18	1,037,522.15	1,052,614.84	1,050,000.00	1,050,000.00	1,037,004.47	12,995.53				1.24
015010-0001	Fines and Forfeitures	967,055.18	1,037,522.15	1,052,614.84	1,050,000.00	1,050,000.00	1,037,004.47	12,995.53				1.24
	Interest on Bank Deposits	32,844.55	48,197.40	99,753.25	60,000.00	60,000.00	143,841.66	139,744.11				1.74
	Revenue From Use of Money	37,844.55	48,197.40	99,753.25	60,000.00	60,000.00	143,841.66	139,744.11				1.74
015010-0003	Rental of Property - General	56,115.90	51,791.31	58,782.38	57,500.00	57,500.00	57,314.18	185.82				.32
015020-0002	Cleanup Deposit from Renter (CDEP)	50.00	225.00	100.00	.00	.00	50.00	.00				.00
015020-0003	Jail Inmate Telephone Com. (JITC)	17,861.13	20,120.56	2,359.34	.00	.00	.00	.00				.00
	Revenue From Use of Property	74,026.63	72,136.87	61,241.72	57,500.00	57,500.00	57,264.18	235.82				.41
016010-0002	Revenue From Use of Money/Property	106,871.18	130,334.27	160,994.97	117,500.00	117,500.00	201,105.84	83,605.84				71.15
016010-0003	Courthouse Maintenance Fee # (CHMF)	26,060.53	25,208.99	23,980.88	27,600.00	27,600.00	20,909.17	6,690.83				24.24
016010-0004	Sheriff's Fees	665.08	665.08	665.08	665.00	665.00	665.08	.08				.01
016010-0005	Court Room Security Fee # (CRSF)	139,152.64	135,415.48	128,240.74	132,000.00	132,000.00	106,483.01	25,516.99				19.33
016010-0006	Jail Processing Assess Fee(JPAF)	2,496.29	2,440.72	1,944.61	2,500.00	2,500.00	1,784.93	715.07				28.60
016010-0006	DNA Fees	139.58	84.18	155.65	100.00	100.00	107.45	7.45				7.45
016010-0010	Project Lifeaver Serv Fees (LFSVR)	168,514.12	163,614.45	154,986.96	162,865.00	162,865.00	130,057.54	32,910.36				4.86
	Court Costs	1,694.27	1,705.18	1,700.90	1,800.00	1,800.00	1,579.01	220.99				12.28
016020-0001	Commonwealth's Attorney Fees	1,694.27	1,705.18	1,700.90	1,800.00	1,800.00	1,579.01	220.99				12.28
016050-0001	Commonwealth's Attorney Fees	1,694.27	1,705.18	1,700.90	1,800.00	1,800.00	1,579.01	220.99				12.28
016050-0003	Care of Prisoners	.00	.00	1,864.00	.00	.00	848.00	.00				.00
016050-0003	Medical Co-Pay - Jail	5,303.86	3,702.19	4,153.13	4,300.00	4,300.00	3,133.43	1,166.57				27.13
016050-0003	Charges for Correction/Detention	5,303.86	3,702.19	6,017.13	4,300.00	4,300.00	3,981.43	2,325.72				22.66
016060-0001	Board of Animals	3,570.00	3,826.00	3,164.00	3,800.00	3,800.00	3,227.50	572.50				15.07
	Charges for Other Protection	3,570.00	3,826.00	3,164.00	3,800.00	3,800.00	3,227.50	572.50				15.07
016160-0003	IDA Fees	11,615.90	10,162.96	9,844.69	10,000.00	10,000.00	9,577.18	422.82				4.23
016210-0001	Charges for Community Development	11,615.90	10,162.96	9,844.69	10,000.00	10,000.00	9,577.18	422.82				4.23
	SER CHG FOR CREDIT CARD USE	3,343.25	3,733.77	7,811.20	3,400.00	3,400.00	9,663.90	6,263.90				184.23
	CRG FOR CREDIT & DEBIT CARD USE	3,343.25	3,733.77	7,811.20	3,400.00	3,400.00	9,663.90	6,263.90				184.23
018030-0051	Charges for Services	194,041.40	186,744.55	183,244.88	186,165.00	187,115.90	158,086.56	29,029.34				15.51
018030-0059	E/R - Health Department	42,157.41	13,098.63	50,503.28	30,000.00	30,000.00	.00	30,000.00				180.00
	Expenditure Refunds - Other	17,213.18	26,470.07	31,355.26	11,000.00	15,132.80	12,764.92	2,367.88				15.65
	Expenditure Refunds	51,370.59	39,568.70	81,862.54	41,000.00	45,132.80	12,764.92	3,2367.88				71.72
018990-0002	Grants Local - Individual (GRTL)	.00	.00	.00	.00	13,922.52	13,922.52	.00				.00
018990-0003	Grants and Donations	1,240.00	6,480.00	3,850.00	.00	.00	7,000.00	7,000.00				.00
018990-0004	Gifts for Business Appr Bang (GIFB)	780.00	.00	669.00	.00	375.12	.00	.00				.00
018990-0005	Sale of Materials and Supplies	3,813.26	4,064.16	3,545.41	4,000.00	4,000.00	3,667.44	332.56				8.31
018990-0006	Sale of Surplus Property	28,530.82	9,558.19	2,777.52	1,000.00	1,000.00	3,590.00	2,590.00				.00
018990-0008	Contrib - Wav. Tornado Rel. (GIFTR)	875.00	.00	.00	.00	.00	.00	.00				.00
018990-0010	Insurance Adjustments	23,373.45	12,193.99	44,403.72	.00	.00	86,345.67	86,345.67				.00
	Miscellaneous	.00	.00	781.00	.00	.00	1,237.00	1,237.00				.00
018990-0012	Gifts/Dona. Animal Control (GIFAC)	.00	.00	800.00	.00	5,520.00	6,920.00	1,400.00				25.36
018990-0020	Local Interest fr Clerk	548.02	454.54	367.54	500.00	500.00	374.11	123.89				24.78
018990-0099	Miscellaneous	42,661.50	151,980.26	18,736.74	5,000.00	5,000.00	11,761.67	6,761.67				135.23
	Miscellaneous	101,822.05	184,731.14	75,930.93	10,500.00	30,317.64	133,195.53	104,877.89				345.93
019000-0101	Miscellaneous Revenue	153,192.64	224,299.84	157,793.47	51,500.00	75,450.44	147,960.45	72,510.01				96.10
019000-0102	Reimb.Prn. WoodFuel (HCD Ln(WOODFP))	17,095.36	13,042.09	10,425.09	8,289.00	6,289.00	7,713.80	6,944.20				6.94
	Recovered Costs	76,342.52	72,609.30	75,226.30	85,149.00	85,149.00	77,937.59	8,211.41				8.47
019020-0001	Clerk of Circuit Court	93,437.88	85,651.39	85,651.39	93,438.00	93,438.00	85,651.39	7,786.61				8.33
019020-0002	Wakefield Sheriff Patrol	59,146.43	51,768.05	57,525.08	56,000.00	56,000.00	55,817.69	193.20				19.32
019020-0003	Jail Clean Up	17,946.25	19,650.00	14,078.50	10,000.00	10,338.41	15,195.91	182.31				.33
019020-0004	Solid Waste	30,846.00	.00	.00	.00	.00	.00	.00				.00
019020-0006	Jurors and Witnesses	2,830.19	.00	485.53	5,000.00	5,000.00	1,943.29	3,056.71				61.13
019020-0008	Sch Res Officer Reim. by Sch (SROF)	.00	.00	6,702.50	8,700.00	8,700.00	38,235.50	29,535.50				339.49
019020-0010	Wav. Rescue Shared Cost-Med. (WRSCM)	325.00	121,933.00	120,042.00	123,220.00	123,220.00	123,220.00	400.00				.00
019020-0099	Other Recovered Costs	112,089.47	199,491.19	202,633.26	203,920.00	204,258.41	236,005.59	31,747.18				15.54
	Recovered Costs - Other	205,527.35	285,142.58	288,284.65	297,338.00	297,696.41	321,656.98	23,960.57				8.05

SUSSEX COUNTY
EXPENDITURE SUMMARY
COMPARATIVE PERIODS
2016/07 - 2020/05

FUND # 100 Expenditures - General Fund

MAJOR#	DESCRIPTION	FY/2017		FY/2018		FY/2019		FY/2020		Encumbrance Amount	Balance Remain.	
		Expenditure 2017/07	Expenditure Thru 2017/05	Expenditure 2018/07	Expenditure Thru 2018/05	Expenditure 2019/07	Expenditure Thru 2019/05	Expenditure 2020/07	Expenditure Thru 2020/05			
011100 111	BOARD OF SUPERVISORS	112,912.73		113,610.82		135,334.32		165,920.00		205,920.00	59,798.04	29.04
021100 211	ADMINISTRATOR	557,842.82		621,067.99		135,334.32		165,920.00		205,920.00	59,798.04	29.04
021200 221	BUILDING & GROUNDS	511,852.84		495,722.40		478,898.48		545,528.00		545,528.00	50,169.56	9.20
021300 231	HOUSING	140,576.67		123,317.31		231,771.25		126,002.00		2,085,912.00	1,324,610.71	63.50
021400 241	PLANNING	205,806.79		210,320.13		186,234.56		216,589.00		280,072.00	55,327.78	19.75
021400 242	BUILDING INSPECTIONS	171,960.48		176,528.29		145,366.76		247,120.00		188,794.41	58,325.59	23.60
021400 243	ZONING	259.97		356.28		356.28		1,875.00		1,875.00	1,727.68	92.14
021500 251	FIRE & RESCUE	162,749.95		97,257.83		90,884.75		159,800.00		260,892.00	41,232.68	15.80
021500 252	AMBULANCE & RESCUE	775,651.92		710,586.57		842,883.66		1,149,100.00		1,178,082.00	293,624.98	24.94
021500 253	EMERGENCY SERVICES	206,609.38		197,595.54		164,431.49		222,911.00		303,441.77	54,187.33	17.86
021500 254	911 Services			182.89		.00					189.13	.00
021500 255	FOREST FIRE EXTENSION	23,836.95		23,836.95		23,067.18		24,000.00		24,000.00	932.82	3.89
021600 261	ANIMAL CONTROL	194,829.28		224,286.47		203,442.53		252,959.00		252,959.00	38,018.63	15.03
021600 262	ENVIRONMENTAL INSPECTIONS	193,378.42		217,277.35		697,724.11		225,000.00		231,092.00	92,635.43	40.09
021600 263	GENERAL WORKS	74,300.53		79,222.34		104,020.48		92,000.00		132,000.00	14,049.18	10.64
021600 264	CONVENIENCE CENTERS			.00		.00		410,366.00		550,366.00	80,359.68	14.60
021600 266	REFUSE DISPOSAL	111,982.96		83,792.19		75,257.45		122,350.00		122,350.00	113,399.74	92.68
021700 271	IT AND CENTRAL ACCOUNTING	31,619.17		36,539.29		38,764.97		38,550.00		38,550.00	2,047.18	5.31
022100 281	COUNTY ATTORNEY	3,365,258.13		3,297,533.54		3,979,130.13		4,703,556.00		7,647,280.77	2,718,455.49	35.55
023100 291	COUNTY ATTORNEY	86,724.68		132,806.65		135,351.47		130,000.00		130,000.00	9,039.16	6.95
031100 311	REGISTRAR/BOARD OF ELECTIONS	152,587.24		139,139.15		157,732.47		205,845.00		205,845.00	46,554.65	22.62
031100 312	REGISTRAR/BOARD OF ELECTIONS	203,701.44		209,339.44		224,431.85		264,862.00		264,862.00	37,360.01	14.11
041100 411	COMMISSIONER OF REVENUE	36,183.13		41,819.96		48,588.30		52,450.00		52,450.00	11,214.31	21.38
051100 511	TREASURER	342,427.49		352,625.30		380,302.59		416,007.00		420,904.13	54,439.67	12.93
051100 512	COURTROOM SECURITY	192,891.89		167,346.01		175,018.93		224,871.00		224,871.00	48,149.59	21.41
051100 513	FIELD OPERATIONS	1,437,693.12		1,351,158.16		1,419,057.63		1,785,940.00		1,797,492.55	365,905.60	20.36
051100 514	SPECIAL OPERATIONS	48,630.80		47,555.98		36,494.62		59,973.00		59,973.00	20,604.08	34.36
051100 515	SPECIAL OPERATIONS	195,104.85		161,631.51		165,451.05		218,800.00		234,000.00	87,250.40	37.29
051100 516	WAKEFIELD OPERATIONS	46,824.81		40,205.81		49,136.06		56,954.00		56,954.00	9,570.10	16.80
051100 517	E911	139,230.44		160,686.32		138,756.93		198,770.00		200,662.63	57,012.73	28.41
051500 551	SCHOOL RESOURCE OFFICER I	100,007.88		103,189.31		109,162.12		122,771.00		122,771.00	38,023.37	30.97
051500 551	CONFINEMENT OF INMATES	1,417,729.83		1,459,522.26		1,546,913.27		1,768,337.00		1,773,023.41	245,446.91	13.84
061100 611	CIRCUIT COURT	3,578,213.62		3,491,295.36		3,635,990.61		4,436,416.00		4,469,747.59	871,962.78	19.51
061100 612	GENERAL DISTRICT COURT	39,318.81		31,757.89		30,006.33		38,607.00		38,607.00	7,609.00	19.71
061100 613	SPECIAL MAGISTRATES	14,461.32		15,929.33		35,151.58		44,308.00		44,308.00	18,596.36	41.97
061100 614	JUV & DOM RELATIONS COURT	7,248.78		7,282.00		7,959.68		8,400.00		8,400.00	1,393.21	16.59
062100 621	COURTS	12,262.00		12,262.00		12,262.00		12,262.00		12,262.00	.00	.00
062100 621	CLERK OF COURTS	67,310.91		67,322.02		85,379.79		103,577.00		103,577.00	24,812.15	23.96
062100 621	CLERK OF COURTS	334,971.98		320,896.40		336,482.28		390,821.00		390,821.00	39,356.31	10.07
062100 621	CLERK OF COURTS	334,971.98		320,896.40		336,482.28		390,821.00		390,821.00	39,356.31	10.07

FUND #100 Expenditures - General Fund

MAJOR#	DESCRIPTION	FY/2017		FY/2018		FY/2019		FY/2020		Encumbrance Amount	Balance Remain.
		Expenditure 2017/07	Thru 2017/05	Expenditure 2018/07	Thru 2018/05	Expenditure 2019/07	Thru 2019/05	Expenditure 2020/07	Thru 2020/05		
063100 631	COMMONWEALTH ATTORNEY	389,334.72		392,446.44		432,544.50		534,394.00		445,630.68	88,763.32
063100 632	VICTIM/WITNESS PROGRAM	70,952.33		70,635.19		87,705.54		107,366.00		93,590.46	11,883.54
081100 801	COMMONWEALTH ATTORNEY	450,287.05		463,081.63		520,250.04		641,760.00		539,221.14	100,646.86
081100 803	CRATER HEALTH DEPT	176,489.00		198,317.00		148,317.00		198,317.00		198,317.00	.00
081100 805	Old Dominion Emerg. Medical Serv.	982.00		982.00		982.00		1,000.00		1,000.00	.00
081300 811	District 19 Community Services Boar	64,499.00		64,499.00		69,719.00		71,811.00		71,811.00	.00
081300 812	CRATER AREA AGING	7,060.00		7,060.00		7,060.00		7,060.00		7,060.00	.00
081300 814	SUSSEX SOC SERV CHRISTMAS	.00		1,500.00		.00		.00		.00	100.00
081300 816	SSG IMPROVEMENT ASSOC	66,000.00		64,000.00		64,000.00		64,000.00		64,000.00	.00
081300 820	RED CROSS	2,000.00		2,000.00		2,000.00		2,000.00		2,000.00	.00
081300 822	Virginia Legal Aid Society	.00		1,135.00		1,135.00		1,227.00		1,227.00	.00
081300 823	VA Cooperative Extension	20,828.32		34,456.65		24,464.23		56,032.00		33,918.82	39.47
081300 825	Soil & Water Conservation	3,355.00		3,701.00		7,415.00		7,264.00		7,264.00	.00
081300 829	The Faith Based Coalition	.00		5,000.00		.00		.00		.00	.00
081400 825	Chowan Basin Project	7,200.00		7,480.00		7,630.00		.00		.00	.00
081400 826	Wakefield Foundation	10,000.00		11,500.00		11,500.00		11,500.00		11,500.00	.00
081400 827	Blackwater/Regional Library	154,985.00		154,985.00		154,985.00		176,698.00		176,698.00	.00
081500 831	MBC Museum	5,000.00		3,500.00		3,500.00		3,500.00		3,500.00	.00
081500 832	JTCC	1,016.00		1,016.00		964.00		995.00		995.00	.00
081500 833	VSU	4,000.00		1,000.00		1,000.00		1,000.00		1,000.00	.00
081500 834	Southside VA Educ Center	4,000.00		4,000.00		4,000.00		1,000.00		1,000.00	.00
081600 840	Richard Bland College Foundation	.00		1,500.00		1,500.00		1,500.00		1,500.00	.00
081600 843	SUSSEX YOUTH & ADULT RECREATION CTR	6,000.00		6,000.00		6,000.00		10,000.00		10,000.00	.00
081600 844	Senior Citizens, Eastern	10,000.00		10,000.00		10,000.00		10,000.00		10,000.00	.00
081600 847	Southeast 4-H Center	.00		10,000.00		2,500.00		10,000.00		10,000.00	.00
081600 848	Recreation - Unallocated Acct.	.00		.00		.00		5,000.00		5,000.00	100.00
081600 850	Jessica Ann Moore Foundation	9,790.00		9,790.00		9,790.00		9,790.00		9,790.00	.00
081600 861	Crater Planning District Commission	.00		.00		.00		25,000.00		12,500.00	50.00
081800 862	IDA	32,050.00		32,050.00		21,825.00		42,050.00		42,050.00	.00
081800 863	Gateway	103,116.37		105,087.80		102,551.78		112,061.00		103,702.50	7.46
081800 869	Crater Criminal Justice Academy	2,500.00		3,000.00		3,000.00		3,000.00		3,000.00	.00
093100	Economic and Community Development	686,854.69		743,559.45		907,978.01		836,805.00		780,273.32	56,531.68
093200	Transfers To Other Funds	6,514,043.22		6,964,715.07		5,689,747.54		12,163,300.25		9,072,251.86	3,091,048.39
	Exp Account Non Department	732.71		647.74		.00		90,534.75		.00	100.00
095000	Transfers To Other Funds	6,514,775.93		6,962,362.81		5,689,747.54		12,253,835.00		9,072,251.86	25.41
	Debt Service	2,048,707.14		1,973,520.76		1,921,463.60		1,892,533.00		1,869,173.19	1.23
099900	Debt Service	2,048,707.14		1,973,520.76		1,921,463.60		1,892,533.00		1,869,173.19	1.23
	NON DEPARTMENTAL	57,450.13		7,938.00		7,909.16		6,000.00		10,858.45	80.97-
	NON DEPARTMENTAL	57,450.13		7,938.00		7,909.16		6,000.00		10,858.45	80.97-
	--FUND TOTAL--	18,043,843.70		18,388,343.47		18,117,483.86		29,467,998.49		22,267,035.51	24.44
	- EXPENDITURE FINAL -	18,043,843.70		18,388,343.47		18,117,483.86		29,467,998.49		22,267,035.51	24.44

SUSSEX COUNTY
 CAPITAL IMPROVEMENT FUND - DETAIL REVENUE SUMMARY
 7/01/2019 - 5/31/2020

05/31/2020 *GLD60* DESTE J. COX, TREASURER
 FUND #-302 REVENUE

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% REMAIN.
FUND #-302	REVENUE - CAPITAL PROJECT FUND						
10000	REVENUE FROM LOCAL SOURCES						
15000	REVENUE FROM USE OF MONEY/PROPERTY						
15010	Interest Earned on Bank Deposits	.00	.00	.00	9,670.00	9,670.00-	100.00-
0001	REVENUE FROM USE OF MONEY	.00	.00	.00	9,670.00	9,670.00-	100.00-
	REVENUE FROM USE OF MONEY/PROPERTY	.00	.00	.00	9,670.00	9,670.00-	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	503,223.00	1,353,223.00	.00	850,000.00	503,223.00	37.18
	FUND TRANSFERS	503,223.00	1,353,223.00	.00	850,000.00	503,223.00	37.18
	NON-REVENUE RECEIPTS	503,223.00	1,353,223.00	.00	850,000.00	503,223.00	37.18
	--FUND TOTAL--	503,223.00	1,353,223.00	.00	859,670.00	493,553.00	36.47

SUSSEX COUNTY
EXPENDITURE SUMMARY
7/01/2019 - 5/31/2020

05/31/2020 *GL060* DESTIE J. COX, TREASURER
FUND # -302 EXPENDITURES - CAPITAL PROJECT FD

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
999	EXPENDITURES - CAPITAL PROJECT FD							
90000	CAPITAL PROJECTS							
91000	CAPITAL IMPROVEMENT PLAN							
91100	NEW CONSTRUCTION, ADD. OR RE							
91200	TECHNOLOGY INFRASTRUCTURE							
91201	REPLACE E911 EQUIPMENT							
1257	Replace CAD System	80,000.00	160,000.00	.00	78,177.00	.00	81,823.00	51.13
	REPLACE E911 EQUIPMENT	80,000.00	160,000.00	.00	78,177.00	.00	81,823.00	51.13
91202	Replace AS400 Server							
91203	Replace Voting Machines							
91300	VEHICLES & OTHER RELATED EQUIP.							
0001	Fire Truck	150,000.00	150,000.00	.00	552,147.00	.00	402,147.00	268.09-
0004	Public Safety-Vehicle	.00	35,000.00	.00	33,781.66	.00	1,218.34	3.48
0011	Sheriff Patrol Vehicle	110,785.00	199,581.84	.00	140,951.07	.00	58,630.77	29.37
0015	Building Inspections - Vehicle	117,927.00	.00	.00	.00	.00	.00	.00
0016	Treasurer-Printer	.00	12,000.00	.00	12,000.00	.00	.00	.00
0017	Community Development-Vehicle	.00	35,000.00	.00	27,219.32	.00	7,780.68	22.23
0018	Dept. of Social Services-Vehicle	.00	25,000.00	.00	25,000.00	.00	.00	.00
0019	Treasurer-Security Equipment/Softwa	.00	10,927.00	.00	10,926.37	.00	.63	.00
91500	VEHICLES & OTHER RELATED EQUIP. MISCELLANEOUS PROJECTS	378,712.00	467,508.84	.00	802,025.42	.00	334,516.58	71.55-
		458,712.00	627,508.84	.00	880,202.42	.00	252,693.58	40.26-
93100	CAPITAL IMPROVEMENT PLAN							
94000	TRANSFERS TO OTHER FUNDS							
94000-120	CAPITAL PROJECTS							
	Jarratt Senior Center							
	---SUB TOTAL---	.00	.00	.00	.00	.00	.00	.00
94100	LANDFILL CLOSURE							
94250	COMMUNICATIONS							
94300	EMERG REPAIR JARRATT SENIOR CTR							
94400	RENOVATION OF COUNTY BLDGS							
8212	Renov/Repair Bldg/Phone Sys. Etc.	1,548.00	1,548.00	.00	.00	.00	1,548.00	100.00
8214	Newsome Human Health Ser. Bldg	.00	.00	.00	9,960.00	.00	9,960.00	100.00-
8217	Carpet Replacement - GDC	.00	25,000.00	.00	12,462.44	.00	12,537.56	50.15
8219	Judicial Complex HVAC-Phase 2	15,963.00	65,963.00	.00	9,198.00	.00	56,765.00	86.05
8220	Water Tower Repairs	.00	7,800.00	.00	.00	.00	7,800.00	100.00
8223	Jail Upgrades	.00	89,000.00	.00	70,575.00	.00	18,425.00	20.70
	RENOVATION OF COUNTY BLDGS	17,511.00	189,311.00	.00	102,195.44	.00	87,115.56	46.01
94500	SCHOOL PROJECTS							
0001	Lease Purchase - School Busses	27,000.00	27,000.00	.00	27,000.00	.00	.00	.00
94700	SCHOOL PROJECTS	27,000.00	27,000.00	.00	27,000.00	.00	.00	.00
	ANIMAL POUND BLDG & COMPLEX							

SUSSEX COUNTY
EXPENDITURE SUMMARY
7/01/2019 - 5/31/2020

05/31/2020 *GL060* DESTE J. COX, TREASURER
FUND #-302 EXPENDITURES - CAPITAL PROJECT FD

FUND #-302 EXPENDITURES - CAPITAL PROJECT FD

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
8103	ANIMAL FOUND BLDG & COMPLEX Repairs ar Animal Shelter	.00	24,350.00	.00	23,070.00	.00	1,280.00	5.25
94800	ANIMAL FOUND BLDG & COMPLEX WASTE SITE PURCHASE	.00	24,350.00	.00	23,070.00	.00	1,280.00	5.25
94900	COMMONWEALTH ATTNY OFFICE BLDG							
95300	CAPITAL PROJECTS STONY CREEK SCHOOL SITE	44,511.00	240,661.00	27,000.00	152,265.44	.00	88,395.56	36.73
96000	PUBLIC PARK DEVELOPEMENT	503,223.00	868,169.84	27,000.00	1,032,467.86	.00	164,298.02	18.92
	--FUND TOTAL--							

FYE20 LANDFILL TIPPING FEES

DESTE J. COX, TREASURER

PAGE # 19

DATE REC'D	FOR MONTH	RATE/TON	NET/TON	CO. USED TONS	TOTAL REVENUE	CONSENT FEE ESCROW	CONSENT FEE FD	CONSENT FEE BRAMBLES	CONSENT FEE CR	BASE RENT	Ave need & Bal of Bud
7/8/2019	May 2019	\$4.75	112,948.28	1,473.49	\$536,509.08						\$475,000.00
7/25/2019	June 2019	\$4.75	102,009.50	1,622.26	\$484,545.13						\$430,290.91
8/28/2019	July 2019	\$4.75	116,386.98	11,388.91	\$552,838.18						\$425,358.71
9/28/2019	Aug 2019	\$4.75	104,173.58	1,800.73	\$494,824.51						\$412,610.77
11/20/2019	Sept 2019	\$4.75	99,162.39	1,620.96	\$471,021.35						\$403,475.91
11/21/2019	Oct 2019	\$4.75	112,192.47	2,065.05	\$532,914.23						\$395,032.73
12/30/2019	Nov 2019	\$4.75	98,447.90	1,752.34	\$467,627.53						\$375,335.37
1/24/2020	Dec 2019	\$4.75	105,696.01	2,251.59	\$502,056.05						\$359,953.34
2/25/2020	Jan 2020	\$4.75	103,022.53	2,403.93	\$489,357.02						\$331,532.80
3/26/2020	Feb 2020	\$4.75	83,682.53	1,861.37	\$397,492.02						\$292,076.74
4/24/2020	Mar 2020	\$4.75	96,014.73	2,105.98	\$456,069.97						\$256,938.32
5/29/2020	Apr 2020	\$4.75	79,250.77	2,397.92	\$376,441.16						\$157,372.49
6/25/2020	May 2020	\$4.75			\$0.00						\$0.00
AC TOT FYE 2020 Bud					\$5,700,000	1,212,988.67	32,744.53	\$5,761,696.18	0.00	0.00	\$61,696.18
G TOTAL PROJ						1,212,988.67	32,744.53	5,761,696.18	4,768,264.00	5,192,300.00	5,480,000.10

AC TOT FYE 2020 Bud \$5,700,000 1,212,988.67 32,744.53 \$5,761,696.18 0.00 0.00 \$61,696.18

G TOTAL PROJ 1,212,988.67 32,744.53 5,761,696.18 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

1. Beginning 4/1/17, rate increases from \$4.03/ton to 4.53/ton. Summer 2018 - Rate increases from \$4.53/ton to 4.75/ton on the earlier of (1) first delivery of trash by railcar from NY contract or (2) July 1, 2018.
2. Adjustment to CPI on 10th anniversary of amendment (2028), not to exceed \$5.00/ton, but rate shall not be reduced if CPI is less than \$4.75.
3. Minimum Monthly Payments will be 1/12th of 50% of previous calendar year's tipping fees, but not below \$2,000,000/year
4. Beginning June 1, 2018, the County will be responsible for daily operations, acceptance of waste, & routine maintenance of Remote Convenience Centers.
5. Lump Sum pmt of \$150,000 to erect necessary improvements to man & manage operations of Remote Convenience Centers. (Received 8/23/17)
6. 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.
7. Landfill Current Lease 1.315 Acres
8. Escrow Agreement: Escrow account/bond/letter \$5,000/acre 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/acre over 200 acres of landfill used with no maximum accumulation.

Note: Sup. Rent ended 12/02

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

MO. RECD	FYE2010	FYE2011	FYE2012	FYE2013	FYE2014	FYE2015	FYE2016	FYE2017	FYE2018	FYE2019	FYE2020	FY17-19 3Yr Ave.
July	558,173	599,541	629,481	471,147	514,503	480,468	501,253	436,313	478,992	513,862	484,545	476,389
August	577,545	509,002	597,953	445,265	499,297	454,641	429,103	401,017	433,259	527,100	552,838	453,792
September	475,125	503,372	592,764	479,789	452,803	350,607	324,276	424,719	492,106	671,682	494,825	529,502
October	500,954	545,971	514,347	408,069	401,828	399,043	308,871	367,365	417,047	602,719	471,021	462,377
November	481,954	567,260	476,176	430,052	405,430	382,450	334,371	441,841	459,048	771,203	532,914	557,364
December	455,412	541,780	415,797	534,057	322,278	335,460	339,298	353,495	475,139	613,451	467,628	480,695
January	449,831	479,350	441,254	488,614	343,461	389,239	390,132	343,788	493,320	689,112	502,056	508,740
February	437,417	484,712	432,349	542,928	377,628	403,443	342,709	375,933	458,704	747,024	489,357	527,220
March	419,355	472,753	404,675	403,559	317,919	290,654	341,827	314,512	490,123	667,723	397,492	490,786
April	493,043	586,694	403,647	426,530	338,922	459,688	389,559	393,938	458,270	679,997	456,070	510,735
May	507,140	572,823	441,761	480,225	390,339	544,490	360,063	383,640	373,837	556,306	376,441	437,927
June	571,595	578,670	458,093	473,070	399,471	508,752	400,137	467,027	432,824	536,509		478,787
Totals	5,927,545	6,441,927	5,808,297	5,583,306	4,763,879	4,998,935	4,461,599	4,703,588	5,462,669	7,576,689	5,225,187	4,875,952

Current Year Budget: 5,700,000



Animal Services

June 2020 Monthly Report





June 2, 2020

TO: LARRY HUGHES, INTERIM COUNTY ADMINISTRATOR
FROM: BROOKLYN CARPENTER, ANIMAL SERVICES OFFICER
SUBJECT: MAY 2020 MONTHLY REPORT

=====
Enclosed is the MAY 2020 monthly report.

Animal Services Monthly Report: Attached is the MAY 2020 Monthly Report. As you can see, we are attempting to adopt, rescue and return as many animals as possible.

This month, nine (9) canines were rescued, zero (0) canines were returned to owner and seven (7) were adopted. One (1) canine euthanized for severe aggression.

This month, two (2) felines rescued, two (2) was adopted and two (2) fostered. Two (2) felines died in foster and one (1) feline euthanized for aggression.

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 (2.5) Hour**

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 (58) 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 (23) 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 (28) 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 (2) 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 (13) 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 (0) 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 (4.5) Hours**

Summons: Whenever a code can't be resolved through education, information provided, working with the animal owner and other related examples, a summons will be given as a last result. In cases where the animal owner has been warned once before about an issue, cases of animal cruelty and neglect, not getting a county licenses/rabies shots and other related examples, a summons shall be issued. **Total in 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. **Total in May (8) 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 (6) 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 (8.5) Hours**

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

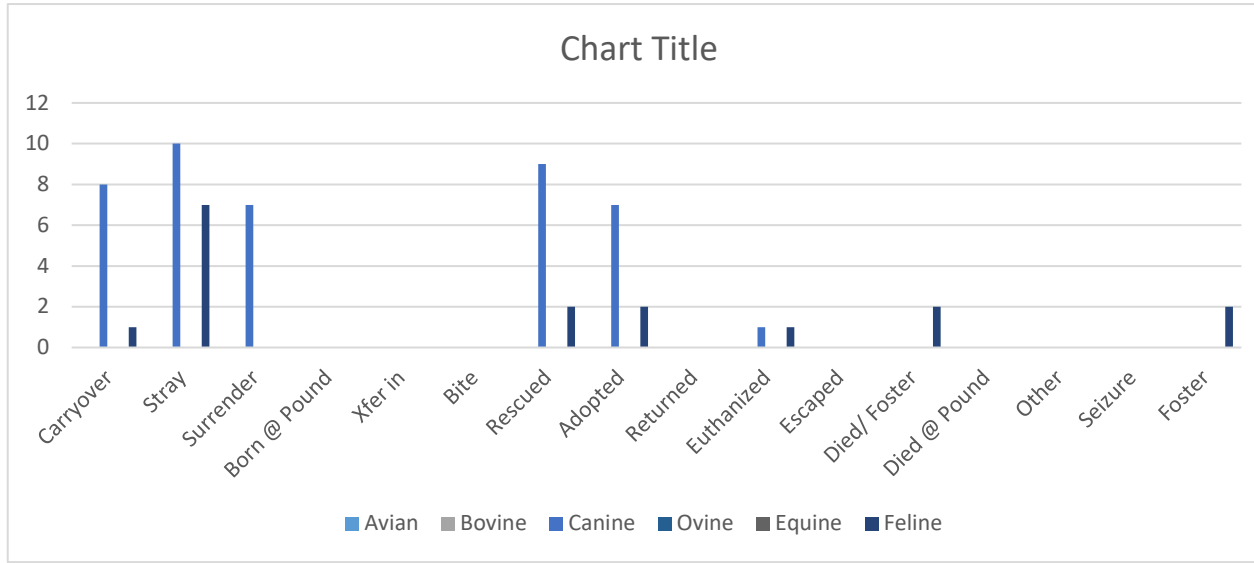
Court: In cases where the Officers attempt to resolve the animal code related issues fails, the animal owner/caretaker shall be issued a Summons to appear in court. **Total in May (0) Hours**

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 act as the Adoption/Rescue Supervisors 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 (153) Hours**

Sussex County Animal Control Monthly Intake Report May 2020



	Carryover	Stray	Surrender	Born @ Pound	Xfer in	Bite	Rescued	Adopted	Returned	Euthanized	Escaped	Died/ Foster	Died @ Pound	Other	Seizure	Foster
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	8	10	7	0	0	0	9	7	0	1	0	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	1	7	0	0	0	0	2	2	0	1	0	2	0	0	0	2

ACTIVE CASES		CANINE	8	FELINE	1	EQUINE	0	Bovine		0		Ovine	0
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TOTALS	23
MILEAGE	
UNIT 5	1,210
UNIT 6	2,233
UNIT 7	
TOTALS	3,443.00
SUMMONS	

Calls

Gas
Diesel

Canines/Felines Rescued or Transferred

May-20
Total of 9 Canines
Total of 2 Felines

Intake Number	Name	Rescue Organization/Animal Shelter
93-20042301	Luna	Petersburg/Colonial Heights SPCA
95-20042701	Chunky	Sandhill Beagles Rescue
99-20042804	Bruno	Richmond SPCA
101-20042903	Tippy	Richmond SPCA
104-20050502	Jackie	Richmond SPCA
109-20051301	Boe	Richmond SPCA
110-20051501	Cooper	Richmond SPCA
113-20051903	Nikki	Lab Rescue LRCP
115-20051805	Irene	Lab Rescue LRCP
21-20050501	Greg	Richmond SPCA
23-20051203	Kansas	Richmond SPCA

Officers Man Hour Report

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		3		2		2.5		1								1.5						8
2																						
3																						
4		4		1		1			1		1											9
5	0.5	3.5	1			1.5			1													9.5
6		3	1	1		1	0.5		1								2					8.5
7		2					0.5	0.5	2		1											10
8	1	4	1	1		2																9
9													3									
10													1.5									
11		2						1								1	1					11
12		2	2	1		4																10
13		3.5	1	1		3																9.5
14		2	1	1		2.5			1				1			1.5						8
15		1	1			1			1							2	2					9
16																						
17																						
18		4		1		1											1.5					3
19		5																				3
20		3	1			1.5		0.5			0.5										0.5	2
21		2					0.5	0.5	2													3
22		2	1			2			1		1											2
23																						
24																						
25			1																			
26	1	3	1			1			1													10
27		2					0.5	0.5			1										0.5	11.5
28		4	1			1			2				1				2					7
29		3		1		3																10
30													1.5									
31																						
Total	2.5	58	13	10	0	28	2	4	13	0	4.5	0	8	0	0	6	8.5	0	0	0	1	153

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

Training will include Monthly Meetings

Community Development

**Community
Development
Programs**



June 2020 Monthly Report

Community Development Office Monthly May 2020

Mr. Bart Nuckols, Interim Director of Community Development

Economic Development.

- *Plans have been approved by the Department of Environmental Quality regarding the Cabin Point Road Clearing project.*

Community Development/Special Programs Grant Administration

- *The Fairfield Inn site is under construction and the building plans have been approved*

Planning & Zoning

- *Two (2) plats were processed and approved*
- *Four (4) address application was completed.*
- *Six (6) Zoning Applications were reviewed and approved.*

Erosion & Sediment Control

- *Five (5) E&S projects are active with inspections being made after each rain event.*
- *Four (4) Agreement in Lieu of an Erosion & Sediment Control Plan Applications were completed.*



MEMORANDUM

DATE: June 5, 2020
 TO: Larry Hughes, Interim County Administrator
 FROM: Bart Nuckols, Interim Planning Director
 SUBJECT: May 2020 - Monthly Report

Please accept this as the May 2020 update for the Community Development Department.

BUILDING ACTIVITY

- May 2020

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
8	13	4	3	55	\$489,394.00	\$3,379.44

- May 2019

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
14	16	5	9	79	\$303,880.00	\$4,005.73

- January 2020 – December 2020 (Yearly totals)

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
38	40	15	19	212	\$3,453,281.00	\$19,869.87



Environmental Inspections



June 2020 Monthly Report

Origin / Material Summary Report

Criteria: 05/01/2020 12:00 AM to 05/31/2020 11:59 PM

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

Origin	Material	Tons
DC	Special Misc-Tons	513.46
Origin Total		513.46
DE	MSWT	43.60
DE	Special Misc-Tons	16.33
Origin Total		59.93
MD	MSWT	622.41
MD	Sludge Indus-Tons	205.29
MD	SludgeIndus-Tons	100.78
MD	Special Misc-Tons	109.89
Origin Total		1,038.37
NC	CDTC	125.14
NC	MSWT	4,264.57
NC	Special Misc-Tons	1,022.00
Origin Total		5,411.71
NJ	Auto Fluff RGC-Tons	6,380.91
Origin Total		6,380.91
NY	MSWT	49,675.19
Origin Total		49,675.19
PA	MSWT	38.60
Origin Total		38.60
SUSS BUS	MSWT	77.66
SUSS BUS	Sludge Indus-Tons	1,555.66
Origin Total		1,633.32
SUSS RES	MSWT	515.16
Origin Total		515.16
VA	Auto Fluff-Tons	108.75
VA	CDTC	230.94
VA	LCHT	225.17
VA	MSWT	12,232.77
VA	SludgeIndus-Tons	422.00
VA	Special Misc-Tons	1,177.78
Origin Total		14,397.43
Totals		79,664.08



Monthly Report June 2020

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



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

May 11, 2020

TO: LARRY HUGHES, INTERIM COUNTY ADMINISTRATOR
FROM: REID FOSTER, JR., PUBLIC SAFETY COORDINATOR
SUBJECT: JUNE 2020 MONTHLY REPORTS

Enclosed you will find the monthly report for June 2020.

RADIO SYSTEM: Harris Radio has found several problems with the paging system. They brought in a tower crew to repair the antenna at Waverly Tower site. There was some improvement on the paging system but Wakefield area still not covered 100%.

There have been several issues with mobile radios in Sherriff's Dept. I have exchanged those with spares and sent others off for repair.

Looking for grant to replace hear radios in Stony creek rescue. There is no support for old Kenwood hear radios.

The extended warranty on radio system is going to expire in October. Harris working on maintenance contract to present to county It is estimated to be over \$100,00.00 a year.

FIRE DEPTS: Courthouse Fire received an upgrade to their fleet. In the CIP plan that was submitted to the County was the replacement of two Brush trucks. In my Budget request to the county was the proposal of how to purchase these two vehicles. With the help of a members of Courthouse Fire, we started Looking at GovDeals and other State Agency's to find a replacement. We found a truck in the National Parks Service that would meet our need. We were able to purchase this vehicle with Fire Programs money.

Continue to work with all departments on keeping equipment clean and sanitized during this pandemic.

Have several units that's in need of repair: Jarratt E81 has Generator issue; Jarratt Tanker 8 has AC Problem; Wakefield E220 has a recall; Stony Creek E410 has Electrical issue with head lights; has the reserve unit running out of Jarratt until issues can be resolved.

Waiting on the new Budget to see if the money for hose testing, ladder testing and pump testing is approved. This year's budget only allowed for pump testing. We are three years behind on getting equipment tested to NFPA standard.

Sent annual report for Aide to Localities (ATL) funding

RESCUE: Continue to closely monitor of PPE due to COVID-19.

Working closely with Crater Health on the Long Term Health Care Facility in Waverly and Department of Corrections on COVID-19 outbreak.

Received a grant from John Randolph Foundation for Supplies for COVID-19 \$5000.00.

Longer time in getting units back in-service due to guideline of cleaning equipment and units.

Making sure³ that all new guidelines are being carried out by our providers.

Have had several conference calls with squad captains and Mrs. White in ref to keeping everyone up to date on all cases in Sussex.

Medic 340 has overheating issues still in shop being repaired.

EMERGENCY MANAGEMENT: Continue to attend conference call on COVID-19.

Requested that fiber optic and direct TV be install in EOC. Money for TV is coming from grant from VDEM.

Worked on COVID-19 invoices. There was discussion on what could be paid out of Cares funds.

Took several webinar's on VDEM Operations and grant funding.

Set up testing for COVID-19 with Crater Health.

Set up testing for Sussex 1 and Waverly health care through VDEM.

Working with IT on getting computers set up in EOC.

Applied for grant to upgrade County Phone that I use.

Worked with Sherriff on several issues related to COVID-19.

Worked with Administration on opening County back up. Provided PPE to County staff.



“PROMOTING SAFE, SANITARY, DECENT AND AFFORDABLE HOUSING”

Monthly



HOUSING REPORT

Brenda

June 8, 2020

COUNTY OF SUSSEX



MEMORANDUM

TO: Mr. Larry Hughes, County Administrator
FROM: Brenda H. Drew, Housing Programs Coordinator
SUBJECT: Housing Program Report
DATE: June 8, 2020

It is our mission to improve and we welcome your feedback and assistance as we move forward. Thank you for your support as we help the residents and communities in Sussex obtain safe, sanitary, affordable and decent housing.

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

<i>Activities</i>	<i>No.</i>
<i>Annual Inspections - Virtual</i>	16
<i>Annual Re-certifications</i>	8
<i>Initial Inspection</i>	3
<i>Other Certifications</i>	0
<i>Family Briefings</i>	0
<i>Executing HCV Contracts</i>	3
<i>Certificates of Satisfaction</i>	0
<i>Housing Rehab projects pending</i>	0
<i>VIDA Completion Reports in Process</i>	0
<i>Reports Submitted in CAMS</i>	2
<i>Training Attended</i>	0

Housing Rehabilitation Program:

Our Housing Oversight Board (HOB) provides fair and equitable application of the County's Rehabilitation/CDBG program to beneficiaries. The board must perform various functions such as approve contractors, approve applicants, approve bids and contracts for work to be performed, resolve complaints or disputes which may develop, review, adopt and adhere to the HOB By-Laws, Program Management and Program Income Plans.

The following new members are recommended:

- 1) CHARLENE POPE - WAVERLY
- 2) DARLEAN WHITING - WAKEFIELD

Housing Choice Voucher Program (HCV)

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

FINANCIAL BENEFITS:

Monthly Agency HAP Expense, Lease-up & Admin Fees

Reported for: 7/1/2019 to 6/9/2020

<u>Agency</u>	<u>HAP</u>	<u>UAP</u>	<u>TOTAL</u>	<u>AGENCY PAYMENTS</u>	<u>RESIDENTS</u>
Sussex County					
July 2019	104,144	4,215	108,359	7,749	188
August 2019	103,174	3,651	106,825	7,749	185
September 2019	100,628	3,664	104,292	7,774	185
October 2019	100,982	2,992	103,974	7,816	183
November 2019	99,179	3,031	102,210	7,488	180
December 2019	93,743	2,697	96,440	7,322	170
January 2020	93,478	3,140	96,618	7,404	172
February 2020	93,694	2,808	96,502	6,904	169
March 2020	90,426	2,491	92,917	7,113	167
April 2020	94,806	2,827	97,633	7,238	166
May 2020	92,575	2,730	95,305	7,222	170
June 2020	96,204	2,877	99,081	0	166
Report Totals:	1,163,033	37,123	1,200,156	81,778	2,101
Average:	554	69			Resident Months

The purpose of Housing Choice Vouchers is to assist low to moderate income households in attaining safe, sanitary, decent and affordable housing. Rental units must meet the HUD minimum housing quality standards. Local landlords receive a steady rental income because their housing units are occupied by participants (see HAP amounts above). In addition the program provides utility assistance to participants (see UAP amounts above), as well as, coordination of supportive services for these eligible participants to aid them in reaching family self-sufficiency goals. With housing needs met, participants are positioned and empowered to take control of their lives by focusing on training, education, employment and savings to attain set goals towards self-sufficiency. The County receives revenue to cover the administration of the HCV program (see AGENCY PAYMENTS above).

Certificate of Appreciation

SUSSEX COUNTY HOUSING DEPT.

RECOGNIZES THE VALUABLE CONTRIBUTION OF TIME
DONATED BY

JESSICA JUARBE BARRETO

ASSISTING APPLICANTS WITH THE ONLINE HOUSING CHOICE VOUCHER APPLICATION
ON FRIDAY, JUNE 5, 2020

Bill Drew

June 8, 2020

Date



Certificate of Appreciation

SUSSEX COUNTY HOUSING DEPT.

RECOGNIZES THE VALUABLE CONTRIBUTION OF TIME
DONATED BY

JANNETTE GREEN

ASSISTING APPLICANTS WITH THE ONLINE HOUSING CHOICE VOUCHER
APPLICATION ON FRIDAY, JUNE 5, 2020

Bill Drew

June 8, 2020

Date



Coming soon!

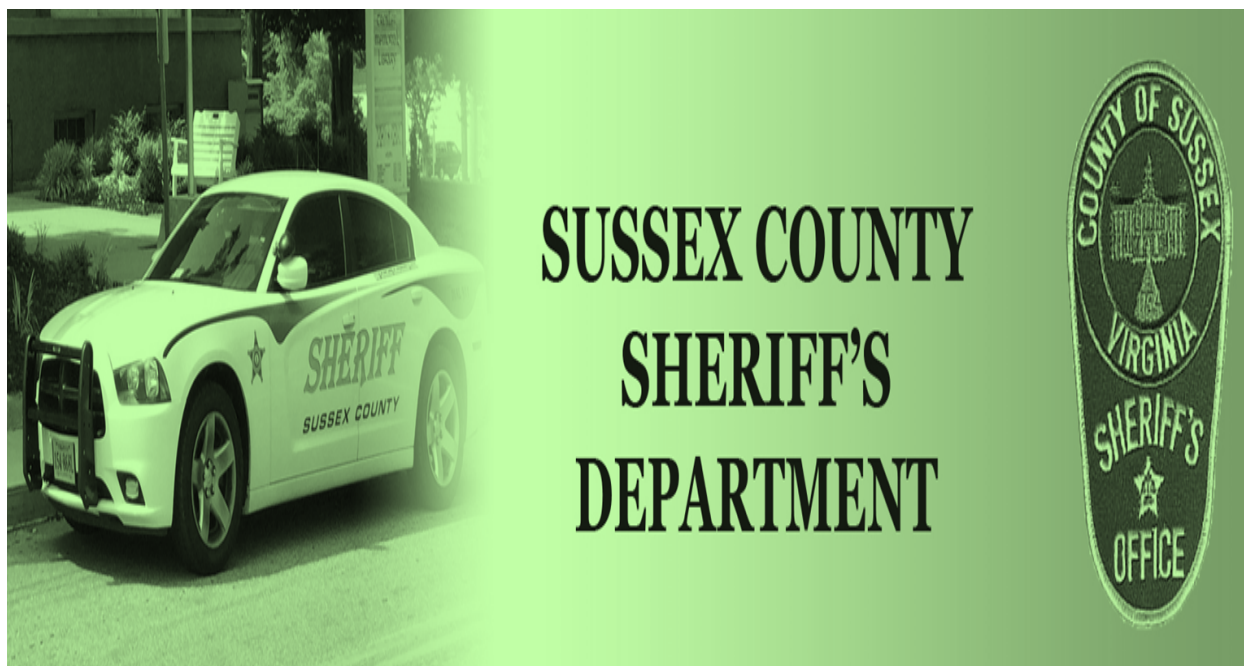
RURAL HOUSING & COMMUNITY PARTNERS



BRIDGING



Sheriff's Department



June 2020 Monthly Report