

Sussex County Board of Supervisors Regular Meeting
Thursday, January 20, 2022 – 6 pm
General District Courtroom – Sussex Judicial Center
15098 Courthouse Road, Sussex VA 23884

1. Commencement

- 1.01 Call to Order/Determine Quorum
- 1.02 The Invocation
- 1.03 The Pledge of Allegiance
- 1.04 BOS Organizational Meeting for Calendar Year 2022
 - a. Election of Chairman for Calendar Year 2022
(Chairman will turn the meeting over to the County Administrator who will conduct this election. Upon completion, the meeting will be turned over to the 2022 Chairman.)
 - b. Election of Vice Chairman for Calendar Year 2022
 - c. Establishment of dates, times and place of regular meetings
 - d. Adoption of Rules and Procedures
- 1.05 Agenda Amendment(s)
- 1.05 Approval of Regular Agenda

2. Approval of Consent Agenda

- 2.01 Approval of Minutes: December 16, 2021 Regular Meetings
- 2.02 Warrants and Vouchers
- 2.03 Treasurer's Report – *for information only*
- 2.04 Financial Update – *for information only*
- 2.05 Departmental Reports – *for information only*
- 2.06 Release of Burn Ban

3. Recognitions/Awards/Presentation

- 3.01 FY21 Audit of Sussex County – Aaron Hawkins, Robinson, Farmer, Cox Associates
- 3.02 Introduction of Deputy County Administrator (David Conmy)
- 3.03 Route 35/Route 40 Road Safety Assessment – Jerry Kee, VDOT
- 3.04 Potential Recreation Projects
 - a. Sussex County Youth and Adult Recreation Association – William Ricks
 - b. Airfield 4-H Conference Center – Supervisor Fly

4. Public Hearing

- 4.01 Solar Ordinance Comprehensive Plan Amendment and Ordinance Amendment
 - a. Public Comments
 - b. Board Comments
- 4.02 Action on Comprehensive Plan Amendment
- 4.03 Action on Zoning Ordinance Amendment

5. Appointments

- 5.01 Appointment to Housing Oversight Board

- 50.2 Appointment to the Planning Commission
- 5.03 Appointment to the Department of Social Services Advisory Board
- 5.04 Nomination for Appointment to Board of Equalization
- 5.05 Sussex Service Authority Alternate At-Large Position

6. Action Items

- 6.01 Dell Computer Lease Agreement – Sheriff Giles
- 6.02 Request for Funds for Grocery Store Market Analysis

7. Citizens' Comments

8. Unfinished Business

- 8.01 Voting District Mapping

9. New Business

- 9.01 Electronic Summons System Fee Ordinance – Sheriff Giles

10. Board Members Comments

- 10.01 Blackwater District
- 10.02 Courthouse District
- 10.03 Henry District
- 10.04 Stony Creek District
- 10.05 Wakefield District
- 10.06 Waverly District

11. Closed Session – none

12. Recess/Adjournment

- 12.01 Recess/Adjournment
- 12.02 Next Regular Meeting, February 17, 2022 @ 6 p.m.

**At a Regular Meeting of the
Sussex County Board of Supervisors
Thursday, November 18, 2021 at 6 pm**

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

C. Eric Fly, Sr.

STAFF PRESENT:

Richard Douglas, County Administrator
Jeff Gore, County Attorney
Ellen G. Boone, Commissioner of the Revenue
Deste J. Cox, Treasurer
G. Reid Foster, Public Safety
Ernest Giles, Sheriff
Vincent Givens, Major
William Hagy, Director of Social Services
William Jenkins, General Registrar
Eric Johnson, Captain
Pamela Jones, Sheriff's Office
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board of Supervisors

1. Commencement

1.01 Call to Order/Determine Quorum

The December 16, 2021 rescheduled meeting of the Sussex County Board of Supervisors was called to order by Chair Seward.

1.02 The Invocation

The Invocation was offered by Supervisor W. Jones.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

Vice Chairman Jones requested to add under Item 11. Closed Session, as Item 11.01b. Personnel Matter. County Administrator Douglas requested to add under Item 6. Action Items as Item. 6.04 Request for Bun Ban; remove under Item 3. Recognition, Item 3.07 Parks and Recreation; and remove under Item. 8, Item 8.01 Crater Regional Workforce Development Board Update.

1.05 Approval of Agenda

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the December 16, 2021 regular agenda to include adding under Item 11. Closed Session, as Item 11.01b. Personnel Matter; adding under Item 6. Action Items as Item. 6.04 Request for Bun Ban; removing under Item 3. Recognition, Item 3.07 Parks and Recreation; and removing under Item. 8, Item 8.01 Crater Regional Workforce Development Board Update. All Board members present voted aye.

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Consent agenda inclusive of the following: (a) Approval of November 18 Regular and November 30, 2021 Finance Committee Meeting minutes; (b) the Approval of Warrants and Vouchers; (c) the Treasurer's Report; (d) Financial Update; (e) Departmental Reports; (f) Public Safety Request – LifeStar Ambulance Service Inc. prior Fiscal Year Payment; (g) Planning Commission and Board of Supervisors Joint Public Meeting, Monday, January 3, 2022 at 6 p.m. All Board members present voted aye.

3. Recognitions/Awards/Presentation

3.01 Introduction of Mr. Thomas Westheimer – Surry/Sussex Shared Building Official

County Administrator Douglas stated that Sussex County has partnered with Surry County for shared building services positions. Mr. Thomas “Matt” Westheimer as the Building Official for the shared Sussex and Surry position.

County Administrator Douglas shared some of Mr. Westheimer's credentials. His employment will commence January 3, 2022.

Mr. Westheimer was in attendance and was introduced to the Board of Supervisors.

3.02 Recognition of Ms. Julie Walton and Prince George County Building Inspections Team

County Administrator Douglas stated Ms. Julie Walton, Prince George County Director of Community Development & Code Compliance, and the building inspections team have been assisting Sussex County with permits and building inspection services. The County would like recognize and thank them for the services.

Ms. Julie Walton, Prince George County Director of Community Development & Code Compliance, and the building inspections team was in attendance at the meeting and were thanked and recognized for their outstanding services in assisting the County. As a token of appreciation, Ms. Walton and the building inspection team were presented with baskets.

3.03 Introduction of Ms. Sarah Allen – Department of Social Services (DSS) CSA Coordinator

County Administrator Douglas stated that the County has entered into an agreement with the City of Franklin to share the costs of Children’s Services Act (CSA) professional coordination services.

It was noted that the City of Franklin would submit a bill for shared services of agreed costs.

Ms. Sarah Allen was in attendance at the meeting. DSS Director Will Hagy introduces her to the Board as the new CSA Coordinator. Mr. Hagy stated that the agreement was finalized and thanked County Attorney Gore and County Administrator Douglas for their assistance.

3.04 Regional LEPC Presentation by Virginia Department of Emergency Management (VDEM) – Ms. Donna Pletch

County Administrator Douglas stated that Ms. Donna Pletch, the Chief Regional Coordinator of Region 1 of the Virginia Department of Emergency Management (VDEM), was in attendance to present information on a required Local Emergency Planning Committee (LEPC), a requirement of our hazard mitigation planning, and the potential for establishing a regional LEPC with our neighboring jurisdictions.

Ms. Pletch stated that Mr. Robert Paxton
There was discussion on the when and why LEPC’s were developed.

Mr. Robert Paxton, a Hazardous Material Officer, reviewed that Emergency Planning and Community Right to Know Act. This act was passed by congress in response to the Bhopal and West Virginia incidents and was signed into law October 17, 1986. The Hazardous Waste Operations and Emergency Response (HAZWOPER) covers spill response teams. The Act was commonly known as title three of the Superfund Amendments and Reauthorization Act (SARA).

SARA Title III (EPCRA) four major sections were discussed. Those four sections are (1) Emergency Planning (section 301-303); (2) Emergency Release Notification (section 304); (3) Community Right to Know reporting requirements (section 311-312); and, Toxic Chemical Release Inventory (section 313).

SARA Title III (EPCRA) requirements were reviewed to include (1) the establishment of LEPC’s (HAZMAT); (2) the need to identify the sources of potential emergencies; (3) development of response procedures/planning for HAZMAT; (4) designates who will coordinate the response; (5) reporting extremely hazardous substances (EHS, EPA); and (6) reporting any release of covered chemicals.

There was discussion of the duties of the LEPC. The duties are: (1) collect Tier II reports for the LEPC during March; (2) develop a community emergency response plan; (3) review the plan annually; (4) provide information about chemicals in the community to the public; and, (5) membership should cover a broad cross section of the community—Emergency responders, Government officials, Industry representatives, and Citizens.

There was discussion of planning tools. One of the tools include the HAZMAT Emergency Planning Guide issued in March 1987, updated March 2001, by the National Response Team, known as the “Orange Book” to provide planning and response guidance to local governments.

There is also the Technical Guidance for Hazards Analysis issued December 1987 by the EPA, known as the “Green Book”. It was developed to aid in hazard assessment related to the potential airborne release of extremely hazardous substances.

Another planning tool is the When All Else Fails guide issued July 1990 by the EPA to help understand the LEPC Program and EPCRA, submitting Tier II reports; and developing competency using CAMEO software (or equivalent).

There was discussion of reporting tools because businesses are required to submit Tier II reports to: SERC/LEPC/LOCAL FIRE DEPARTMENT.

There was discussion of integrated software suite CAMEO, Aloha and MarPlot for use by planners and emergency responders. The software directly upload Tier II report information. It was noted that chemical properties and local weather can be used for plume prediction modeling, etc.

There was discussion that the State Emergency Response Commission is a secure and resilient Commonwealth panel (SRCP) that is chaired by the coordinator of VDEM and designates and supervisors LEPC districts and activities. It establishes procedures for public release of information.

In summary, the Community Right to Know Act and the formation of LEPC’s are important pieces in planning for and responding to events that involve hazardous materials. They can promote safety and comply with federal law by informing and educating the public and first responders about those potential hazards in and around our community.

The following links for Resources for the Community Right to Know Act:

- <https://www.epa.gov/epcra/30-years-epcra>
- <https://www.deq.virginia.gov/land-waste/superfund-amendments-and-reauthorization-act-sara>

It was noted that it was general consensus that the County Administrator and Mr. Foster will work together to move forward with documentation for MOU.

A copy of the slideshow was provided in the Board packet.

A video was shown to reinforce the need for emergency planning and hazard identification.

3.05 Redistricting Mapping Presentation – Mr. Alec Brebner, Crater Planning District Commission

Mr. Alec Brebner, the Executive Director of the Crater Planning District Commission, provided a brief redistricting mapping presentation. He stated that Mr. Jay Ruffa, Director of Planning & GIS is responsible for GIS mapping. Crater Planning District Commission (PDC) serves as a forum for regional dialogue and staff support for topics of regional scope: economic development, transportation planning, and environmental planning. In these roles, Crater PDC staff utilizes expertise in geospatial data analysis.

Virginia operates on “one person, one vote”. Article VII, Section 5 of the Constitution of Virginia specifically requires any locality that conducts elections by district to change its district boundaries every 10 years. Code of Virginia § 24.2-304.1 requires the County to use the most recent decennial population figures for the purposes of redistricting and reapportioning representation. Districts cannot be drawn to discriminate based on race (Fourteenth Amendment of US Constitution; Voting Rights Act of 1965; Article II, Section 6 of Va. Constitution). Article VII, Section 5 of the Constitution of Virginia requires local election districts to “be composed of contiguous and compact territory.” Voting districts must have clearly observable boundaries (§ 24.2-305) and should avoid splitting neighborhoods.

Mr. Brebner stated that in prison population reallocation, Virginia’s General Assembly passed legislation in 2020, now § 24.2-314 of Virginia law, changing how the Commonwealth and its localities must count inmates in correctional facilities.

1. A person incarcerated in a federal, state, or local correctional facility whose address at the time of incarceration was located within the Commonwealth shall be deemed to reside at such address.
2. A person incarcerated in a federal, state, or local correctional facility whose address at the time of incarceration was located outside of the Commonwealth or whose address at the time of incarceration cannot be determined shall be deemed to reside at the location of the facility in which he is incarcerated

A census was conducted in 2020. The data became available the latter of 2021.

Sussex County Population, 2010-2020

Source	2010 Population	2020 Population	Percent Change
US Census	12,087	10,829	(10.4%)
VA Division of Legislative Services	12,087	*9,366	(22.5%)

*The net effect of VA Code §24.2-314 is reallocation of 1,463 inmates from Sussex County to other localities across Virginia. (*The information in the above table was provided by/taken from Crater PDC presentation.)

Sussex County Population Race and Ethnicity, 2010-2020

Source	Total Population	Black Alone	Percent Black Alone	White Alone	Percent White Alone	Hispanic	Percent Hispanic
2010 US Census	12,087	7,023	58.1%	4,747	39.3%	268	2.2%
2020 US Census	10,829	5,781	53.4%	4,501	41.6%	306	2.8%
2020 VA DLS	*9,366	n/a	-	n/a	-	n/a	-

*The net effect of VA Code §24.2-314 is reallocation of 1,463 inmates from Sussex County to other localities across Virginia. Race and ethnicity do not appear in the data set provided by the Virginia Division of Legislative Services. (**The information in the above table was provided by/taken from Crater PDC presentation.*)

Redistricting – Determination of Need

1. Map 2011 voting districts approved by Board of Supervisors, confirm with staff.
2. Collect inmate-adjusted population from Virginia Division of Legislative Services.
3. Determine target population for each BOS voting district using inmate-adjusted population: 9,366 divided by 6 equals 1,561.
4. Determine allowable deviation from average voting district population in consultation with County Attorney: 1,483 - 1,639 (plus or minus 5%).
5. Map 2020 census blocks with inmate adjusted populations against 2011 voting districts.
 1. Changes in law related to §24.2-314 require the remaining inmate population to remain in its voting district.
6. Summarize 2020 populations by 2011 voting districts.

Sussex County Population by Current Voting Districts, 2010-2020

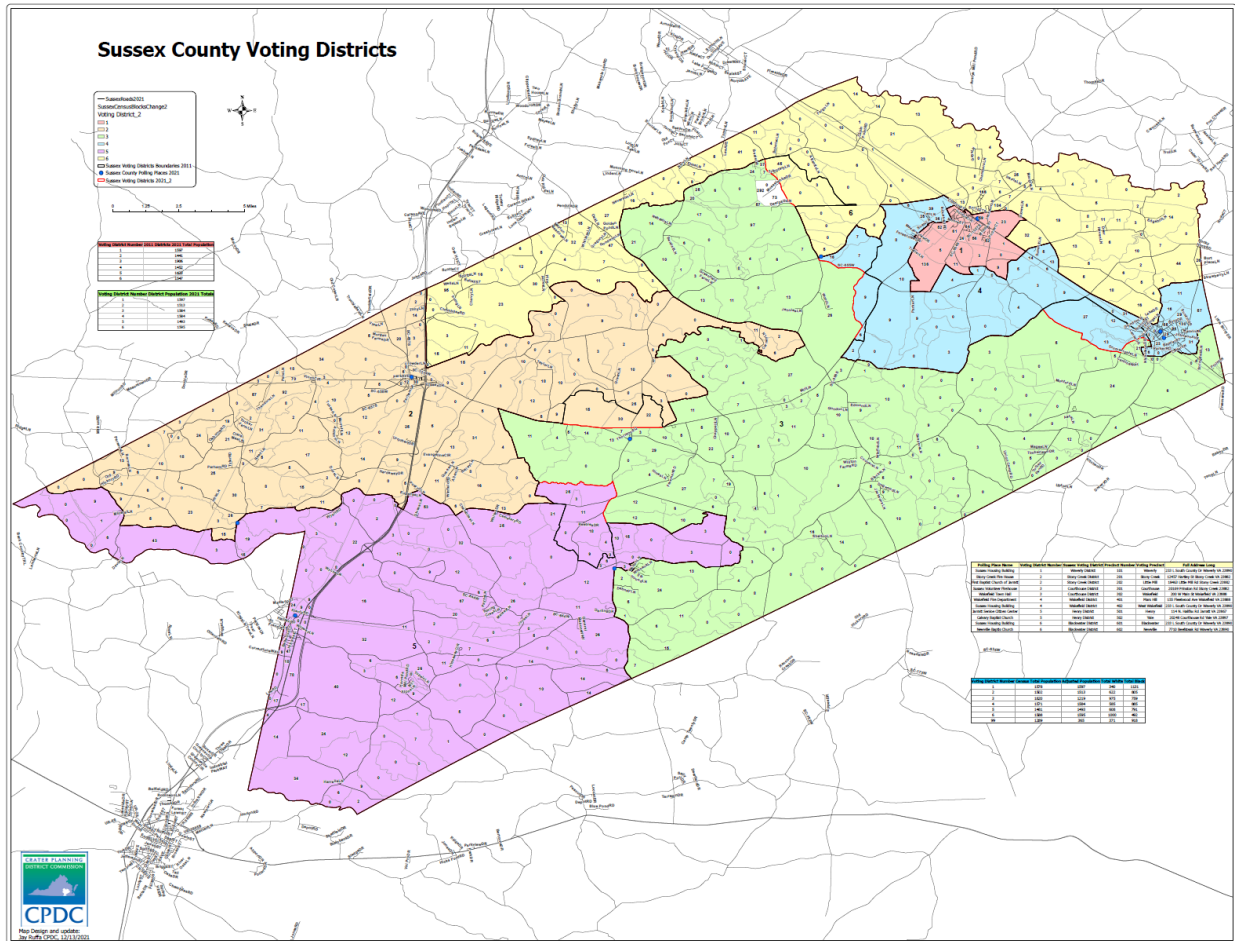
District	2010 Census Population – No Change Scenario	2020 Adjusted Population – No Change Scenario	Adjusted Pop'n vs. Mean (limit: 5% {+/- 78})
Waverly	1,688	1,597	+36
Stony Creek	1,527	1,441	-78
Courthouse	4,035	1,906	+345
Wakefield	1,624	1,452	-109
Henry	1,526	1,423	-138
Blackwater	1,687	1,547	-17
Mean (target)	n/a	1,561	-

*The information in the above table was provided by/taken from Crater PDC presentation.

Potential 2021 Voting Districts

This exhibit shows one possible solution, adjusting voting district boundaries to bring populations into range for “one person, one vote” (1,561 plus or minus 78).

Other potential solutions are numerous given the current shapes of voting districts and array of census blocks.



**Map provided by Crater Planning District Commission*

Sussex County Population 2020 Potential Voting District Map

District	2020 Adjusted Population – Potential Map Scenario	2020 Adjusted Population – No Change Scenario	No-Change vs. Potential Map
Waverly	1,597	1,597	0
Stony Creek	1,513	1,441	+72
Courthouse	1,584	1,906	-322
Wakefield	1,584	1,452	+132
Henry	1,493	1,423	+70
Blackwater	1,595	1,547	+48
Mean (target)	n/a	1,561	-

Sussex County 2020 *Potential* Voting Districts Map – Racial Characteristics

District	2020 Census Population	2020 Census: White Alone	2020 Census: Black Alone	2020 Adjusted Population
Waverly	1,578	340	1,131	1,597
Stony Creek	1,502	622	805	1,513
Courthouse	3,109	1,346	1,677	1,584
Courthouse (unincarcerated)	1,820	975	759	1,219
Wakefield	1,571	585	885	1,584
Henry	1,481	608	791	1,493
Blackwater	1,588	1,000	492	1,595

*Note: Virginia DLS data do not report racial characteristics. 2020 US Census data are used to approximate impacts of the Potential Voting Districts Map. (*Data table provided by Crater Planning District Commission.)*

There was inquiry of timeline. It was noted that the timeline is as the County can practicably do this by law. The new process and COVID were a few factors in timeline. There was a brief discussion of new State laws.

It was noted that 365 inmates were still counted in the County. There was discussion of It noted that the There was a request to provide a more practical number.

A copy of the map was provided to the Board.

3.06 Recognition of Richard Douglas for ICMA 20 Years of Service

The International City/County Management Association (ICMA) is the leading organization of local government professionals dedicated to creating and sustaining thriving communities throughout the world.

At its 107th Annual Conference, Mr. Richard Douglas was recognized and awarded a certificate in honor of 20 years of service in the local government profession.

Chairman Seward presented County Administrator Douglas with the ICMA Certificate for 20 Years of Service.

A copy of the ICMA Certificate for 20 Years of Service

3.07 Parks and Recreation – Supervisor Fly

The item was removed during agenda amendments.

4. Public Hearing

There was no Public Hearing.

5. Appointments

5.01 Nominations for the Board of Equalization

This item was on the previous month's agenda. County Administrator Douglas stated that the County is currently undergoing a reassessment for 2022. As part of the reassessment, the County makes recommendations for nomination to the Circuit Clerk Judge for appointment to the Board of Equalization. In 2018, the Board of Equalization was put in place; however, no terms were set and one member is no longer eligible to continue to serve. Staff contacted members appointed in 2018. They were willing to continue to serve if it's the Board's desire.

The four members currently serving on the Board of Equalization are: (1) Ms. Antoinette Jones, 13174 Shands Road, Stony Creek, Virginia 23882; (2) Mr. Dennis Mason, 407 East Main Street, Wakefield, VA 23888; (3) Ms. Carla Mayes, 2837 Petersburg Road, Waverly, VA 23890; and, (4) Mr. Jerry Parham, 33117 Sussex Drive, Waverly, VA 23890.

FYI: The Board of Equalization is composed of five members. Staff has contacted members appointed by the Circuit Court Judge in 2018. All are willing to continue serve, if reappointed.

The five-member panel must meet the following requirements: (1) Each member must be a resident of the County; (2) A majority of the board must be freeholders; (3) Thirty percent shall be commercial or residential real estate appraisers, other real estate professionals, builders, developers or legal or financial professionals; and, (4) Each member shall attend and participate in the basic course of instruction given by the Department of Taxation.

No action was taken at the time. This item will be on the December agenda.

5.02 Appointment to Sussex Service Authority

This item was on previous month's meeting agenda. County Administrator Douglas stated that staff was advised by Mr. Frank Irving, of Sussex Service Authority, that there was a vacancy for an unexpired term on the Sussex Service Authority for an alternate in the At-Large position.

The position is for any citizen who resides in Sussex County (prefer them to be in our service area, but not mandatory) and is not an elected official. The position is currently held by Sam Harrison but he has moved out of Sussex County and is no longer eligible. He will continue to serve until his replacement has been appointed.

This position will serve through December 2022 at which time they can be renewed for another four-year term.

Board members are to provide names at the January meeting.

5.03 Appointment to the Department of Social Services Advisory Board

This item was tabled from the September 16, 2021 Board of Supervisors regular meeting.

At previous Board meetings, the Board discussed contacting members of the former DSS Administrative Board in regards to their interest in serving on the Advisory Board. There was also the Board's general consensus to have representation from each district.

No action was taken. Board members are to continue to seek interested persons for appointments for their district and provide biographies to deputy clerk of the Board.

6. Action Items

6.01 Sussex External Organizations Grant Document

During the FY2022 budget development process, the Board of Supervisors directed staff to develop a review process for external organization funding requests. Attached for your consideration are: 1) a policy governing contributions to external organizations; 2) a grant application form for use by external organizations; and 3) an external organization grant agreement. These documents are used by other local governments in the process of considering funding to external organizations and provide accountability and a consistent format for submitting information needed in the decision-making process.

Staff recommends approval of each of the three documents.

There was discussion of reconsidering administrative costs for auditors and expenses of lobbyists as disallowed costs. There was discussion of legal fees being disallowed if you have to outside legal opinions that will have to be paid to be incorporated as eligible fees.

The following was included in the Board packet:(1) Policy governing contributions to external organizations; (2) Grant application form for use by external organizations; and (3) External organization grant agreement.

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the policy governing contributions to external organizations; (2) the grant application form for use by external organizations; and (3) the external organization grant agreement.

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

Voting nay: none

Abstained: Supervisor Tyler

Absent: Supervisor Fly

6.02 Finance Committee Recommendations

County Administrator Douglas stated that there are two requested recommendations from the Finance Committee meeting held November 30, 2022. The first request requests the ARPA funding. The list previously provided has been amended

At the Finance Committee meeting on November 30th, the following actions were recommended:

- 1) Approve the requested list of ARPA-funded items as amended and reflected on the attached table, at a total cost of \$892,000 (as reflected in the attached budget amendment). This table reflects the initial proposed use of ARPA funds, staff modifications, and the final Finance Committee recommendations.
- 2) Sheriff Giles presented a request for increased staff compensation to retain and attract employees. A budget amendment is attached for your consideration that reflects an increase in departmental compensation that would require a fund balance appropriation of \$197,672.88 to cover the remaining six months of the fiscal year (the total appropriation is \$233,676.03 but reflects a \$31,756.24 contribution from Waverly and \$4,246.91 contribution from Wakefield). For informational purposes the Finance Committee also heard a presentation from the County's insurance consultant on a health reimbursement account (being further reviewed by staff); discussed funding for parks and recreation alternatives; and received Supervisor Tyler's request to consider funding for pedestrian safety improvements in Jarratt (the County Administrator has met with the VDOT resident engineer to begin studying improvements).

County Administrator Douglas stated that per his request, the Economic Development Director and Human Resource positions were consolidated. The initial Building and Grounds projects; Animal Services horse trailer; Waverly's Wastewater and the Sheriff's sanitizing machines were removed from the ARPA Supplemental budget. He noted that the big ticket items are Life Star and Garda World.

Chair Seward requested the Board to consider purchasing the horse trailer back to the ARPA budget at \$9,000—half the cost.

The ARPA Budget table; ARPA budget amendment; and the Sheriff's Budget amendment were included in the Board Packet.

ON MOTION OF SUPERVISOR D. JONES, seconded by W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby amends and approved RESOLUTION #21-122 FY22 BUDGET AMENDMENT, to-wit:

WHEREAS, the Sussex County Board of Supervisors held its regular Board of Supervisors meeting on December 16, 2021 at the Sussex County Courthouse; and

WHEREAS, adjustments were made for proposed use of funds; and

WHEREAS, the total expenditures of funds are \$901,000 as listed; and

WHEREAS, the total revenues are \$901,000.

BE IT RESOLVED by the Sussex County Board of Supervisors that the following budget amendment for the following functions: General Government, Public Works, Fire, Rescue and Emergency Services, Parks, Recreation & Cultural, Sheriff's Operation and Jail be and hereby is made for the period of July 1, 2021 through June 30, 2022.

Voting aye: Supervisors D. Jones, W. Jones, Seward
Voting nay: none
Abstained: Supervisor Tyler
Absent: Supervisor Fly

County Administrator stated that second request was in reference to the Sheriff's Office regarding staffing and compensation. The request does not address the bigger issue of staffing new hires. The Sheriff has provided increases, effective January 1, 2022 through the next six months, June 30, 2022 in the amount of \$197,672.88 to cover the remaining six months of the fiscal year (the total appropriation is \$233,676.03 but reflects a \$31,756.24 contribution from Waverly and \$4,246.91 contribution from Wakefield).

County Administrator Douglas noted that there was no new source of funding for this request. The appropriation will have to be taken from the Fund balance. The total reflection of the Towns of Wakefield and Waverly contributions. There was discussion of the proposed potential 10% raise for law enforcement.

It noted that the funding covers the additional FICA; however, it didn't include/cover overtime pay. The Sheriff stated that he would be able to manage the overtime pay for the next six months.

Sheriff Giles request that if he starts running into a problem that he be allowed to move money from one line item to another. It was stated that there wasn't a problem with moving funds around as long as the bottom line total is not overspent.

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the Resolution #21-121, to-wit:

**RESOLUTION #21-121
FY22 BUDGET AMENDMENT**

WHEREAS, the Sussex County Board of Supervisors held its regular Board of Supervisors meeting on December 16, 2021 at the Sussex County Courthouse; and

WHEREAS, the Sheriff is requesting increased department compensation;

WHEREAS, a fund balance appropriation in the amount of \$197,672.88 is needed to cover the remaining six months of the fiscal year; and

WHEREAS, the Town of Wakefield contributes \$4,246.91; and

WHEREAS, the Town of Waverly contributes \$31,756.24; and

WHEREAS, the total appropriation is \$233,676.03.

BE IT RESOLVED by the Sussex County Board of Supervisors that the following budget amendment for the Sheriff's Operation and Jail be and hereby is made for the period of July 1, 2021 through June 30, 2022.

**FUND # 100
GENERAL FUND**

REVENUE

Fund 100 Local Revenue	
Fund Balance	\$197,673
Town of Waverly	\$31,756
Town of Wakefield	<u>\$4,247</u>
Total Revenues	\$233,676

EXPENDITURE

Fund 100 Sheriff's Operations & Jail	<u>\$233,676</u>
Total Expenditures	\$233,676

Adopted this 16th day of December, 2021.
All Board members present voted aye.

6.03 Mega Site Clearing Proposal

County Administrator Douglas stated that the request is permission to clear possibly a dozen acres at the Mega Site and then construct an access road to provide onsite access to prospects to see the property.

Staff has been working with the Timmons Group to provide for a cleared area at the Sussex Mega Site that can be used to show/meet with industrial prospects onsite (as opposed to meeting with prospects at the adjacent WWTP facility). This project, as depicted on the attached map, would include logging and mulching 11.4 acres, the installation of an 1800' gravel access road, and a small temporary shelter on the property. While timber proceeds should cover most of the logging costs, staff is requesting that economic development designated funds from previous Henry site timber sales be utilized to cover any outstanding costs, and a budget appropriation resolution would be provided at a later date, based on actual project costs (staff anticipates no more than \$50,000 would be needed to complete this project).

Staff is requesting approval to proceed with this project, to include logging, mulching, access improvements, and temporary site improvements.

The Map of the Mega Site was included in the Board packet.

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR D. JONES and carried: RESOLVED the that the Sussex County Board of Supervisors hereby authorizes the county administrator to proceed with obtaining bids for this Mega Site project, to include logging, mulching, access improvements, and temporary site improvements. All Board members present voted aye.

6.04 Request for Burn Ban

Mr. Reid Foster stated that he was approached by the local foresters to bring to Board a request for a burn ban due to the drought and winds. He stated he spoke with Ms. Pletch, with VDEM, prior to the meeting and was advised that the Governor does have a burn ban presented from the Virginia Department of Forestry for the eastern portion of the State, but does not know whether the Governor will act on it or not.

The local foresters is requesting the County for burn ban for at least 60 days.

County Gore stated that if the County doesn't already have a burn ban in place, upon the Declaration of Emergency from the local emergency director, the only way to issue a burn ban is through an emergency ordinance wherein it wouldn't have to be advertised and would only last for 60 days.

County Attorney Gore recommended considering have an ordinance on the books that in the future will allow, by local declaration of the emergency services, to implement a ban.

ON MOTION OF SUPERVISOR W. JONES, and seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves implementing an Emergency Burn Ban Notice.

7. Citizens' Comments

- Jamica Giles (Waverly District) – Improvement Association.
- Kevin Bracy (Courthouse District) – Helping senior citizens; DMV Select.

8. Unfinished Business

8.01 Crater Regional Workforce Development Board Update

This item was removed during the agenda amendments.

9. New Business

There was no New Business.

10. Board Member Comments

10.01 Blackwater District – Last meeting as Chairman – 5 years; official award of Sussex VATI Grant.

10.02 Courthouse District – absent

10.03 Henry District – Various MOUs; Head Start absent for Christmas songs due COVID; General Assembly passed G-3 program initiative (skills in welding, HVAC, Early Childhood education, cyber security, etc.); awarded 2 GEN program.

10.04 Stony Creek District – none

10.05 Wakefield District – none

10.06 Waverly District – vacant

11. Closed Session

11.01 Convene to Closed Session

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session to (1) discuss the disposition of publicly held real property because discussion in an open meeting would adversely affect our bargaining position, pursuant to Va. Code Section 2.2-3711(A)3; and (2) Personnel Matters, discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, applicable Va. Code Section §2.2- 3711(A)1.

All Board members present voted aye.

Supervisor Tyler departed during Closed Session.

11.02/03. Reconvene to Open Session/Certification of Closed Session

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby reconvened to Open Session and convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

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

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

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

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors hereby certifies that, to the best of each member's knowledge (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this

certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard discussed or considered.

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

Voting nay: none

Absent during vote: Supervisor Tyler

Absent: Supervisor Fly

11.04 Action Resulting from Closed Session

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby awards the Branch Street Property to Pocahontas Temple Church in the amount of \$2,500 and directs County Administrator to work out details with their representative. All Board members present voted aye.

ON MOTION OF SUPERVISOR D. JONES, seconded by W. JONES and carried: RESOLVED that the Sussex County Board of supervisors hereby awards the Pocahontas Park property, the only bid received, in the amount of \$5,500 and directs County Administrator to work out details with their representative. All Board members present voted aye.

There was no action on the Chambliss Elementary School property.

12. Adjournment

12.01 Adjournment

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the December 16, 2021 regular meeting of the Sussex County Board of Supervisors hereby adjourned at 10:28 p.m.

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

Voting nay: none

Absent during vote: Supervisor Tyler

Absent: Supervisor Fly

12.02 Next Meeting

The next regular Board of Supervisors meeting will be held on Thursday, February 17, 2022 at 6 p.m.

January 20, 2022

WARRANTS & VOUCHERS SUMMARY

TOTAL ALL WARRANTS FOR APPROVAL \$703,832.33

TOTAL ALL VOID CHECKS FOR APPROVAL \$6,202.77

ACCOUNTS PAYABLE WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF DECEMBER 2021	220644-220704	\$ 127,325.34	RUN DATE 12/2/2021
	220705	\$ 166.36	RUN DATE 12/2/2021
	220706-220759	\$ 121,797.62	RUN DATE 12/9/2021
	220783-220861	\$ 204,870.96	RUN DATE 12/16/2021
	220862	\$ 6,000.00	RUN DATE 12/16/2021
	220863-220914	\$ 129,353.79	RUN DATE 12/29/2021

Total Regular Warrants \$589,514.07

PAY. DEDUCTION WARRANTS:	220760-220771	\$ 57,358.38	RUN DATE 12/16/2021
	220772-220782	\$ 56,959.88	RUN DATE 12/22/2021

Total Deduction Warrants: \$114,318.26

TOTAL VOUCHERS & WARRANTS FOR APPROVAL \$703,832.33

VOID CHECKS

220243	\$	6,000.00	RUN DATE 12/16/2021
220035	\$	202.77	RUN DATE 12/28/2021

ACCOUNTS PAYABLE CHECKS



P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000342 AGRI-VA, INC	19012/6	11/17/2021		4100-021200-1244-221-210	239.96	220644			Uniform Services	01743 # 60039
	DISC. TOTAL					.00				TOTAL	239.96
0000000	001917 AMAZON CAPITAL SERVICES	IRGV-9CKG-RG09	10/05/2021		4100-021200-1247-221-210	804.74	220645			Janitorial Supplies	01743 # AIUJ83SE5CTAJC
0000000	001917	IRKR-3CXL-QJRC	8/30/2021		4100-021600-1299-261-210	491.14	220645			Miscellaneous Others	01743 # AIUJ83SE5CTAJC
	DISC. TOTAL					.00				TOTAL	1,295.88
0000000	001011 ANTHEM BLUE CROSS& SHIELD	532736011724	11/16/2021		4100-051500-1293-551-510	3,407.70	220646			Inmate Medical Expenses	01743 # 5327370866
	DISC. TOTAL					.00				TOTAL	3,407.70
0000000	001298 B&B AUTO REPAIR & TOWING	BB 100121	10/01/2021		4100-021200-1265-221-210	80.00	220647			Vehicle Manintenance & Repairs	01743 SUSSEX BLDG & GROU
	DISC. TOTAL					.00				TOTAL	80.00
0000000	000738 BUTLER'S TOWING AND	9354	11/22/2021		4100-051100-1265-512-510	20.00	220648			Vehicle Maintenance & Repairs	01743 SUSSEX SHERIFF
0000000	000738	9361	11/22/2021		4100-051100-1265-519-510	97.50	220648			Vehicle Maintenance Repairs	01743 SUSSEX SHERIFF
	DISC. TOTAL					.00				TOTAL	117.50
0000000	001530 C.W. WILLIAMS & CO, LLC	640439	11/16/2021		4100-021500-9000-253-210	974.95	220649			Fire Engine Equip. & Change	001743 # 80203
	DISC. TOTAL					.00				TOTAL	974.95
0000000	001664 CAPITAL ELECTRIC	S046332104.001	11/18/2021		4100-021200-1272-221-210	531.80	220650			Building Maintenance & Repair	01743 # 276110
	DISC. TOTAL					.00				TOTAL	531.80
0000000	000728 CARQUEST OF WAKEFIELD	15335-30282	11/22/2021		4100-051100-1265-519-510	71.89	220651			Vehicle Maintenance Repairs	01743 # 5001
	DISC. TOTAL					.00				TOTAL	71.89
0000000	001485 CENTRAL AGRIBUSINESS	JR26833	11/23/2021		4100-051500-1246-551-510	61.60	220652			Food Supplies	01743 SUSSEX SHERIFF
0000000	001485	JR26911	12/01/2021		4100-051500-1246-551-510	61.60	220652			Food Supplies	01743 SUSSEX SHERIFF
	DISC. TOTAL					.00				TOTAL	123.20
0000000	001630 CHENEY BROTHERS	12-922011342	11/17/2021		4100-051500-1246-551-510	1,750.67	220653			Food Supplies	01743 # 60030700
	DISC. TOTAL					.00				TOTAL	1,750.67
0000000	001173 COPY CAT PRINTING	76160	11/17/2021		4100-021100-1233-211-210	487.22	220654			Printing	01743 SUSSEX COUNTY
	DISC. TOTAL					.00				TOTAL	487.22
0000000	000020 COMLING BROTHERS	303563	10/19/2021		4100-021600-1274-261-210	13.81	220655			Grounds Maintenance & Repairs	01743 # SCA002
	DISC. TOTAL					.00				TOTAL	13.81
0000000	001989 CPR CERT 4 U,LLC	21-11376	11/22/2021		4100-021500-1229-253-210	990.00	220656			Other Professional Services	01743 SUSSEX PUBLIC SAFE
	DISC. TOTAL					.00				TOTAL	990.00
0000000	000024 CRATER YOUTH CARE	22027-01	10/21/2021		4100-081800-2110-863-810	6,288.58	220657			Crater Youth Care Commission	01743 OCT 2021 USAGE FEE
0000000	000024	22027-02	10/21/2021		4100-081800-2110-863-810	16,303.00	220657			Crater Youth Care Commission	01743 2ND QTR FY2022
	DISC. TOTAL					.00				TOTAL	22,591.58
0000000	000871 CRYSTAL SPRINGS	12841556 111621	11/16/2021		4100-063100-1277-631-630	2.99	220658			Water Services	01743 # 114253012841556
0000000	000871	1352055 111121	11/11/2021		4100-061100-1277-612-610	17.94	220658			Water Services	01743 # 11421181352055
0000000	000871	7302164 111121	11/11/2021		4100-061100-1277-611-610	35.90	220658			Water Services	01743 # 37281837302164
	DISC. TOTAL					.00				TOTAL	56.83

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000983	DELL MARKETING L.P.	10523879760	10/06/2021		4100-021600-1259-261-210	1,534.53	220659		Other Equipment Purchases	01743 # 1453579
0000000	000983	DELL MARKETING L.P.	10529839042	10/29/2021		4100-051100-1251-516-510	589.96	220659		Computer & Printer Purchase	01743 # 1453579
		DISC. TOTAL					.00	EPY PMT TOTAL		TOTAL	2,124.49
0000000	001892	DIRECTV, LLC	34959122X211110	11/10/2021		4100-021500-1234-253-210	130.51	220660		Telecommunications	01743 # 34959122
		DISC. TOTAL					.00	EPY PMT TOTAL		TOTAL	130.51
0000000	000902	DOC FARMER'S MARKET	MKT87991	11/22/2021		4100-051500-1246-551-510	234.90	220661		Food Supplies	01743 SUSSEX COUNTY JAIL
0000000	000902	DOC FARMER'S MARKET	MKT88148	11/29/2021		4100-051500-1246-551-510	237.15	220661		Food Supplies	01743 SUSSEX COUNTY JAIL
		DISC. TOTAL					.00	EPY PMT TOTAL		TOTAL	472.05
0000000	001651	DOCUMENT SYSTEMS	118805	11/05/2021		4100-031100-1241-312-310	769.96	220662		Office Supplies	01743 SUSSEX COMM OF REV
0000000	001651	DOCUMENT SYSTEMS	118903	11/08/2021		4100-031100-1252-311-310	70.64	220662		Equipment Lease/Rentals	01743 SUSSEX COMM OF REV
0000000	001651	DOCUMENT SYSTEMS	118904	11/08/2021		4100-021600-1252-261-210	69.98	220662		Equipment Lease/Rentals	01743 SUSSEX ANML CONTR
0000000	001651	DOCUMENT SYSTEMS	118959	11/08/2021		4100-021100-2120-211-210-203	19.99	220662		COVID-19 Expenses	01743 SUSSEX ADMIN/FINAN
0000000	001651	DOCUMENT SYSTEMS	119059	11/15/2021		4100-021100-2120-211-210-203	19.99	220662		COVID-19 Expenses	01743 SUSSEX ADMIN/FINAN
0000000	001651	DOCUMENT SYSTEMS	119060	11/15/2021		4100-021600-1251-262-210	24.99	220662		Computer & Printer Purchase	01743 SUSSEX LANDFILL
0000000	001651	DOCUMENT SYSTEMS	119149	12/01/2021		4100-021100-2120-211-210-203	109.03	220662		COVID-19 Expenses	01743 SUSSEX ADMIN/FINAN
0000000	001651	DOCUMENT SYSTEMS	119157	12/01/2021		4100-021100-2120-211-210-203	19.99	220662		COVID-19 Expenses	01743 SUSSEX ADMIN/FINAN
		DISC. TOTAL					.00	EPY PMT TOTAL		TOTAL	1,104.57
0000000	001911	DOUGLAS, RICHARD	RD 112921	11/29/2021		4100-021100-1204-211-210	385.00	220663		Lodging	01743 RETIMBURSEMENT
		DISC. TOTAL					.00	EPY PMT TOTAL		TOTAL	385.00
0000000	000036	FEDEX	7-567-21190	11/16/2021		4100-021100-1232-211-210	34.12	220664		Overnight Mail	01743 # 1752-3517-5
		DISC. TOTAL					.00	EPY PMT TOTAL		TOTAL	34.12
0000000	001692	FERRELLGAS	1117471247	11/22/2021		4100-021200-1279-221-210	1,185.63	220665		Propane Gas	01743 # 112364120
		DISC. TOTAL					.00	EPY PMT TOTAL		TOTAL	1,185.63
0000000	001973	FIRE CONNECTIONS, INC.	41-4565	11/16/2021		4100-021500-1265-251-210	287.46	220666		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4566	11/16/2021		4100-021500-1265-251-210	197.38	220666		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4567	11/16/2021		4100-021500-1265-251-210	479.89	220666		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4568	11/16/2021		4100-021500-1265-251-210	385.30	220666		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4570	11/16/2021		4100-021500-1265-251-210	141.40	220666		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4571	11/16/2021		4100-021500-1265-251-210	181.96	220666		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4572	11/16/2021		4100-021500-1265-251-210	483.96	220666		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4573	11/16/2021		4100-021500-1265-251-210	388.72	220666		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4574	11/16/2021		4100-021500-1265-251-210	380.25	220666		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4575	11/16/2021		4100-021500-1265-251-210	403.72	220666		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
		DISC. TOTAL					.00	EPY PMT TOTAL		TOTAL	3,367.04
0000000	001973	FIRE CONNECTIONS, INC.	41-4576	11/16/2021		4100-021500-1265-251-210	533.96	220667		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4577	11/16/2021		4100-021500-1265-253-210	418.96	220667		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4578	11/16/2021		4100-021500-1265-251-210	518.96	220667		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4579	11/16/2021		4100-021500-1265-251-210	500.21	220667		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4580	11/16/2021		4100-021500-1265-251-210	435.21	220667		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4581	11/16/2021		4100-021500-1265-251-210	353.96	220667		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
0000000	001973	FIRE CONNECTIONS, INC.	41-4582	11/16/2021		4100-021500-1265-251-210	418.96	220667		Vehicle Maintenance & Repairs	01743 SUSSEX COUNTY
		DISC. TOTAL					.00	EPY PMT TOTAL		TOTAL	3,180.22

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
000000	001723	GARDAWORLD SECURITY SERVI	737412	11/12/2021		4100-021600-1229-264-210	1,122.42	220668			Other Professional Services	01743 # SUS001
000000	001723		737413	11/12/2021		4100-021600-1229-264-210	1,122.42	220668			Other Professional Services	01743 # SUS001
000000	001723		737414	11/12/2021		4100-021600-1229-264-210	1,122.42	220668			Other Professional Services	01743 # SUS001
000000	001723		737415	11/12/2021		4100-021600-1229-264-210	1,122.42	220668			Other Professional Services	01743 # SUS001
000000	001723		737416	11/12/2021		4100-021600-1229-264-210	1,122.42	220668			Other Professional Services	01743 # SUS001
000000	001723		737417	11/12/2021		4100-021600-1229-264-210	1,122.42	220668			Other Professional Services	01743 # SUS001
000000	001723		737418	11/12/2021		4100-021600-1229-264-210	1,122.42	220668			Other Professional Services	01743 # SUS001
000000	001723		737419	11/12/2021		4100-021600-1229-264-210	1,122.42	220668			Other Professional Services	01743 # SUS001
000000	001723		741042	11/19/2021		4100-021600-1229-264-210	1,122.42	220668			Other Professional Services	01743 # SUS001
000000	001723		741043	11/19/2021		4100-021600-1229-264-210	1,122.42	220668			Other Professional Services	01743 # SUS001
		DISC. TOTAL				11,224.20					.00 EPY PMT TOTAL	11,224.20
000000	001723	GARDAWORLD SECURITY SERVI	741044	11/19/2021		4100-021600-1229-264-210	1,122.42	220669			Other Professional Services	01743 # SUS001
000000	001723		741045	11/19/2021		4100-021600-1229-264-210	1,122.42	220669			Other Professional Services	01743 # SUS001
000000	001723		741046	11/19/2021		4100-021600-1229-264-210	1,122.42	220669			Other Professional Services	01743 # SUS001
000000	001723		741047	11/19/2021		4100-021600-1229-264-210	1,122.42	220669			Other Professional Services	01743 # SUS001
000000	001723		741048	11/19/2021		4100-021600-1229-264-210	1,122.42	220669			Other Professional Services	01743 # SUS001
000000	001723		741049	11/19/2021		4100-021600-1229-264-210	1,122.42	220669			Other Professional Services	01743 # SUS001
		DISC. TOTAL				6,734.52					.00 EPY PMT TOTAL	6,734.52
000000	001703	HEFTY WILEY & GORE P.C.	11507	11/25/2021		4100-022100-1223-281-220	8,500.00	220670			Legal Services	01743 SUSSEX COUNTY
		DISC. TOTAL									.00 EPY PMT TOTAL	8,500.00
000000	000049	JARRATT HARDWARE	2110-098547	10/04/2021		4100-051500-1272-551-510	28.98	220671			Building Maintenance & Repair	01743 # 159
000000	000049		2110-098816	10/06/2021		4100-051500-1247-551-510	21.77	220671			Janitorial Supplies	01743 # 159
		DISC. TOTAL									.00 EPY PMT TOTAL	50.75
000000	001550	KINEX NETWORKING SOLUTION	20566	11/30/2021		4100-021600-1234-263-210	1,350.00	220672			Telecommunications	01743 # 383
		DISC. TOTAL									.00 EPY PMT TOTAL	1,350.00
000000	001943	MARK D. MILITANA MD.PC.	NOVEMBER 2021	11/05/2021		4100-051500-1293-551-510	3,750.00	220673			Inmate Medical Expenses	01743 SUSSEX SHERIFF
		DISC. TOTAL									.00 EPY PMT TOTAL	3,750.00
000000	001590	MARK FLYNN LEGAL SERVICES	212	11/19/2021		4100-022100-1223-281-220	12,407.41	220674			Legal Services	01743 SUSSEX COUNTY
		DISC. TOTAL									.00 EPY PMT TOTAL	12,407.41
000000	001046	MCI	4342465511	11/21	11/13/2021	4100-021600-1234-263-210	82.29	220675			Telecommunications	01743 # 8692926192
		DISC. TOTAL									.00 EPY PMT TOTAL	82.29
000000	000051	MSAG LLC	C313456	11/30/2021		4100-021400-1225-241-210	115.00	220676			Management Consulting Service	01743 SUSSEX COUNTY
		DISC. TOTAL									.00 EPY PMT TOTAL	115.00
000000	000163	PEARSON'S APPRAISAL SERV	#7 110921	11/09/2021		4100-031100-1225-312-310	3,240.09	220677			Management Consulting Service	01743 SUSSEX COUNTY
		DISC. TOTAL									.00 EPY PMT TOTAL	3,240.09
000000	001246	PHILLIPS TELECOMMUNICATION	32277	7/26/2021		4100-021700-1234-271-210	900.00	220678			Telecommunications	01743 SUSSEX COUNTY
000000	001246		32286	8/02/2021		4100-021700-1234-271-210	383.62	220678			Telecommunications	01743 SUSSEX COUNTY
000000	001246		32342	9/07/2021		4100-021700-1234-271-210	350.00	220678			Telecommunications	01743 SUSSEX COUNTY
000000	001246		32353	9/14/2021		4100-021700-1234-271-210	2,948.68	220678			Telecommunications	01743 SUSSEX COUNTY
		DISC. TOTAL									.00 EPY PMT TOTAL	4,582.30

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	000164	PITNEY-BOWES, LLC	1019444419	11/15/2021		4100-021100-1241-211-210	237.98	220679		Office Supplies	01743 # 0016519256
			CHECK TOTAL	237.98		.00 CPA PMT TOTAL					237.98
0000000	001956	ROBERTSON, VINCENT L.S.R.	VLR 112421	11/24/2021		4100-063100-1204-632-630	328.32	220680		Lodging	01743 REIMBURSEMENT
			CHECK TOTAL	328.32		.00 CPA PMT TOTAL					328.32
0000000	001025	ROTO-ROOTER	181980	11/26/2021		4100-051500-1273-551-510	839.00	220681		Building Systems Main & Repair	01743 SUSSEX SHERIFF
			CHECK TOTAL	839.00		.00 CPA PMT TOTAL					839.00
0000000	001488	RFS FOODSERVICE	2209099	11/24/2021		4100-051500-1246-551-510	2,045.28	220682	N	Food Supplies	01743 # 118626
			CHECK TOTAL	2,045.28		.00 CPA PMT TOTAL					2,045.28
0000000	000832	SAM'S CLUB DIRECT	1716	11/04/2021		4100-051500-1246-551-510	37.92	220683		Food Supplies	01743 # 0402188473177
			CHECK TOTAL	37.92		.00 CPA PMT TOTAL					37.92
0000000	000832	SAM'S CLUB DIRECT	9000	11/16/2021		4100-051500-1246-551-510	39.16	220683		Food Supplies	01743 # 0402188473177
			CHECK TOTAL	39.16		.00 CPA PMT TOTAL					39.16
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34020	12/01/2021		4100-021200-1229-221-210	1,680.45	220684		Other Professional Services	01743 PRINCETON ROAD
			CHECK TOTAL	1,680.45		.00 CPA PMT TOTAL					1,680.45
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34021	12/01/2021		4100-021200-1229-221-210	1,144.54	220684		Other Professional Services	01743 GIN HILL LANDFILL
			CHECK TOTAL	1,144.54		.00 CPA PMT TOTAL					1,144.54
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34022	12/01/2021		4100-021200-1229-221-210	1,109.36	220684		Other Professional Services	01743 ROBINSON ROAD LNDP
			CHECK TOTAL	1,109.36		.00 CPA PMT TOTAL					1,109.36
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34023	12/01/2021		4100-021200-1229-221-210	163.33	220684		Other Professional Services	01743 CRTHUSE ROAD DRP S
			CHECK TOTAL	163.33		.00 CPA PMT TOTAL					163.33
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34024	12/01/2021		4100-021200-1229-221-210	227.15	220684		Other Professional Services	01743 OLD FORTY ROAD
			CHECK TOTAL	227.15		.00 CPA PMT TOTAL					227.15
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34025	12/01/2021		4100-021200-1229-221-210	219.31	220684		Other Professional Services	01743 ANDREWS ROAD
			CHECK TOTAL	219.31		.00 CPA PMT TOTAL					219.31
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34026	12/01/2021		4100-021200-1229-221-210	219.31	220684		Other Professional Services	01743 PETERSBRIDGE ROAD
			CHECK TOTAL	219.31		.00 CPA PMT TOTAL					219.31
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34027	12/01/2021		4100-021200-1229-221-210	247.30	220684		Other Professional Services	01743 REED ROAD
			CHECK TOTAL	247.30		.00 CPA PMT TOTAL					247.30
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34028	12/01/2021		4100-021200-1229-221-210	219.31	220684		Other Professional Services	01743 PARHAM LANE
			CHECK TOTAL	219.31		.00 CPA PMT TOTAL					219.31
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34029	12/01/2021		4100-021200-1229-221-210	219.31	220684		Other Professional Services	01743 GENERAL MAHONE HWY
			CHECK TOTAL	219.31		.00 CPA PMT TOTAL					219.31
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34030	12/01/2021		4100-021200-1229-221-210	5,449.37	220684		Other Professional Services	01743 PRINCETON ROAD
			CHECK TOTAL	5,449.37		.00 CPA PMT TOTAL					5,449.37
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34031	12/01/2021		4100-021200-1229-221-210	219.31	220685		Other Professional Services	01743 GEORGETOWN ROAD
			CHECK TOTAL	219.31		.00 CPA PMT TOTAL					219.31
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34032	12/01/2021		4100-021200-1229-221-210	1,038.45	220685		Other Professional Services	01743 HIGGINS STREET
			CHECK TOTAL	1,038.45		.00 CPA PMT TOTAL					1,038.45
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34033	12/01/2021		4100-021200-1229-221-210	325.05	220685		Other Professional Services	01743 SOUTH HALIFAX ROAD
			CHECK TOTAL	325.05		.00 CPA PMT TOTAL					325.05
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34231	12/01/2021		4100-021200-1229-221-210	128.38	220685		Other Professional Services	01743 SOUTH COUNTY DRIVE
			CHECK TOTAL	128.38		.00 CPA PMT TOTAL					128.38
0000000	001709	SCHULTZ LAMNSCAPES, INC.	34231	12/01/2021		4100-021200-1229-221-210	553.21	220685		Other Professional Services	01743 REGISTRAR OFFICE
			CHECK TOTAL	553.21		.00 CPA PMT TOTAL					553.21
0000000	001827	SHANKO, JAMES	JS 112721	11/29/2021		4100-051500-1246-551-510	21.55	220686		Food Supplies	01743 REIMBURSEMENT
			CHECK TOTAL	21.55		.00 CPA PMT TOTAL					21.55
0000000	000067	STONY CREEK PHARMACY	SCP 110121	11/01/2021		4100-051500-1293-551-510	1,182.55	220687		Inmate Medical Expenses	01743 SEPT & OCT 2021
			CHECK TOTAL	1,182.55		.00 CPA PMT TOTAL					1,182.55
0000000	000399	SUSSEX COURTHOUSE VOL.	SCVFD 112921	11/29/2021		4100-021500-1254-251-210	910.00	220688		Equipment Maintenance	01743 REIMBURSEMENT
			CHECK TOTAL	910.00		.00 CPA PMT TOTAL					910.00
0000000	001827	TEMP-POWER, INC	15280M-2	11/09/2021		4100-021600-1252-264-210	1,120.00	220689		Equipment Lease/Rental	01743 # 4679
			CHECK TOTAL	1,120.00		.00 CPA PMT TOTAL					1,120.00
0000000	001827	TEMP-POWER, INC	164750-2	11/09/2021		4100-021600-1252-264-210	1,120.00	220689		Equipment Lease/Rental	01743 # 4679
			CHECK TOTAL	1,120.00		.00 CPA PMT TOTAL					1,120.00
0000000	001766	THE SUPPLY ROOM	4442740-0	11/22/2021		4100-051100-1241-512-510	48.46	220690		Office Supplies	01743 SUSSEX SHERIFF
			CHECK TOTAL	48.46		.00 CPA PMT TOTAL					48.46

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	000485	THOMSON WEST	845312172	11/01/2021		4100-063100-1202-631-630	307.77	220691		Pub.. Subsc.. Books. Ref. Mat01743 # 1005559182	01743 # 1943
							.00			TOTAL	307.77
0000000	000317	TOWN OF WAKEFIELD	1943 121521	12/15/2021		4100-021600-1277-263-210	22.88	220692		Water Services	01743 # 1943
							.00			TOTAL	22.88
0000000	001995	TRUIST BANK	2338 1121 01	10/27/2021		4100-021100-1258-211-210	199.98	220693		Computer Software/Applications	01743 # 4046011199882338
0000000	001995	TRUIST BANK	2338 1121 02	11/04/2021		4100-021400-1203-241-210	199.00	220693		Workshops and Conferences	01743 # 4046011199882338
0000000	001995	TRUIST BANK	2338 1121 03	11/09/2021		4100-011100-1204-111-110	199.89	220693		Lodging	01743 # 4046011199882338
0000000	001995	TRUIST BANK	2338 1121 04	11/09/2021		4100-011100-1204-111-110	199.89	220693		Lodging	01743 # 4046011199882338
0000000	001995	TRUIST BANK	2338 1121 05	11/09/2021		4100-011100-1204-111-110	199.89	220693		Lodging	01743 # 4046011199882338
0000000	001995	TRUIST BANK	2338 1121 06	11/10/2021		4100-023100-1241-291-230	263.51	220693		Office Supplies	01743 # 4046011199882338
0000000	001995	TRUIST BANK	2338 1121 07	11/10/2021		4100-023100-1241-291-230	5.30	220693		Office Supplies	01743 # 4046011199882338
0000000	001995	TRUIST BANK	2338 1121 08	11/10/2021		4100-023100-1241-291-230	105.29	220693		Office Supplies	01743 # 4046011199882338
0000000	001995	TRUIST BANK	2338 1121 09	11/15/2021		4100-021100-1231-211-210	34.80	220693		Postage	01743 # 4046011199882338
0000000	001995	TRUIST BANK	2338 1121 10	11/16/2021		4100-011100-1204-111-110	199.89	220693		Lodging	01743 # 4046011199882338
							.00			TOTAL	1,426.84
0000000	001995	TRUIST BANK	2338 1121 11	11/16/2021		4100-011100-1204-111-110	399.78	220694		Lodging	01743 # 4046011199882338
0000000	001995	TRUIST BANK	2338 1121 12	11/16/2021		4100-011100-1204-111-110	221.09	220694		Lodging	01743 # 4046011199882338
							.00			TOTAL	620.87
0000000	000087	VAN CLEEF AUTO PARTS INC	12543	7/01/2021		4100-021500-1265-251-210	1,760.79	220695		Vehicle Maintenance & Repairs	01743 #27430
0000000	000087	VAN CLEEF AUTO PARTS INC	12921	7/28/2021		4100-021500-1265-251-210	502.79	220695		Vehicle Maintenance & Repairs	01743 # 27430
0000000	000087	VAN CLEEF AUTO PARTS INC	618488	8/02/2021		4100-021500-1265-251-210	70.43	220695		Vehicle Maintenance & Repairs	01743 # 27430
0000000	000087	VAN CLEEF AUTO PARTS INC	618668	8/06/2021		4100-021600-1265-261-210	134.62	220695		Vehicle Maintenance & Repairs	01743 # 27430
0000000	000087	VAN CLEEF AUTO PARTS INC	8303	6/29/2020		4100-021500-1265-251-210	599.00	220695		Vehicle Maintenance & Repairs	01743 # 27430
0000000	000087	VAN CLEEF AUTO PARTS INC	8318	6/30/2020		4100-021500-1265-251-210	812.25	220695		Vehicle Maintenance & Repairs	01743 # 27430
0000000	000087	VAN CLEEF AUTO PARTS INC	8328	6/30/2020		4100-021500-1265-251-210	51.00	220695		Vehicle Maintenance & Repairs	01743 # 27430
							.00			TOTAL	3,930.88
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-021600-1234-261-210	72.51	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-063100-1234-632-630	57.59	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-061100-1234-612-610	57.60	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-061100-1234-611-610	57.60	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-021100-1234-211-210	57.59	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-023100-1234-291-230	57.60	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-031100-1234-311-310	57.60	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-061100-1234-612-610	278.65	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-021500-1234-253-210	28.51	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-021100-1234-211-210	28.51	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-041100-1234-411-410	28.51	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-061100-1234-611-610	28.51	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-061100-1234-611-610	28.51	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-061100-1234-612-610	28.51	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-061100-1234-612-610	28.51	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-061100-1234-611-610	28.52	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-061100-1234-611-610	28.52	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-021100-1234-211-210	28.51	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-021100-1234-211-210	28.52	220696		Telecommunications	01743 # 551326675000162
0000000	000769	VERIZON	0601250741 1121	11/21/2021		4100-061100-1234-612-610	28.52	220696		Telecommunications	01743 # 551326675000162

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	000769		0601250741	11/21/2021		4100-061100-1234-612-610	28.52	220696		Telecommunications	01743 # 551326675000162
0000000	000769		0601250741	11/21/2021		4100-061100-1234-612-610	72.51	220696		Telecommunications	01743 # 551326675000162
0000000	000769		0601250741	11/21/2021		4100-061100-1234-612-610	49.83	220696		Telecommunications	01743 # 551326675000162
0000000	000769		0601250741	11/21/2021		4100-021100-1299-211-210	17.56	220696		Miscellaneous Others	01743 # 551326675000162
0000000	000769		0601250741	11/21/2021		4100-021100-1234-211-210	1,188.43	220696		Telecommunications	01743 # 551326675000162
0000000	000769		0601250741	11/21/2021		4105-071100-1234-711-710	57.60	220696		Telecommunications	01743 # 551326675000162
			DISC. TOTAL			.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	2,453.35
0000000	000039	VERIZON WIRELESS	9892714198	11/12/2021		4100-051500-1234-551-510	155.65	220697		Telecommunications	01743 # 520620824-00001
0000000	000039		9892714198	11/12/2021		4100-051100-1234-516-510	678.96	220697		Telecommunications	01743 # 520620824-00001
0000000	000039		9892714198	11/12/2021		4100-051100-1234-512-510	678.97	220697		Telecommunications	01743 # 520620824-00001
			DISC. TOTAL			.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	1,513.58
0000000	000879	WOMACK PUBLISHING CO.	32295	10/06/2021		4100-021100-1235-211-210	291.08	220698		Advertising	01743 # 5449
0000000	000879		32357	10/06/2021		4100-021100-1235-211-210	125.95	220698		Advertising	01743 # 5449
			DISC. TOTAL			.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	417.03
0000000	001644	XEROX FINANCIAL SERVICES	2929572A	11/18/2021		4100-021100-1252-211-210	285.00	220699		Equipment Lease/Rental	01743 # 0200073202001
0000000	001644		2929572B	11/18/2021		4100-021400-1252-241-210	142.50	220699		Equipment Lease/Rental	01743 # 0200073202001
0000000	001644		2929572B	11/18/2021		4100-021400-1252-242-210	142.50	220699		Equipment Lease/Rental	01743 # 0200073202001
			DISC. TOTAL			.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	570.00
0000000	000728	CARQUEST OF WAKEFIELD	15335-30149	11/17/2021		4100-021600-1265-262-210	10.92	220700		Vehicle Maintenance & Repairs	01743 # 2836
			DISC. TOTAL			.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	10.92
0000000	000832	SAM'S CLUB DIRECT	6524	10/20/2021		4100-021200-1247-221-210	47.94	220701		Janitorial Supplies	01743 # 0402194646154
			DISC. TOTAL			.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	47.94
0000000	001995	TRUIST BANK	2346 1121 01	11/10/2021		4100-041100-1241-411-410	472.79	220702		Office Supplies	01743 # 4046011199882346
			DISC. TOTAL			.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	472.79
0000000	001644	XEROX FINANCIAL SERVICES	2916630	11/10/2021		4100-051500-1252-551-510	363.65	220703		Equipment Lease/Rental	01743 # 0200081249001
0000000	001644		2916630	11/10/2021		4100-051100-1252-512-510	363.66	220703		Equipment Lease/Rental	01743 # 0200081249001
			DISC. TOTAL			.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	727.31
0000000	001995	TRUIST BANK	2353 1121 01	11/06/2021		4100-021100-1202-211-210	543.60	220704		Publ.. Subsc.. Books, Ref.	Ma01743 # 4046011199882353
0000000	001995		2353 1121 02	11/05/2021		4100-021100-1241-211-210	65.76	220704		Office Supplies	01743 # 4046011199882353
0000000	001995		2353 1121 03	11/05/2021		4100-021100-1241-211-210	6.99	220704		Office Supplies	01743 # 4046011199882353
0000000	001995		2353 1121 04	11/06/2021		4100-021100-1241-211-210	14.99	220704		Office Supplies	01743 # 4046011199882353
0000000	001995		2353 1121 05	11/08/2021		4100-021100-1241-211-210	47.95	220704		Office Supplies	01743 # 4046011199882353
0000000	001995		2353 1121 06	11/08/2021		4100-063100-1204-632-630	326.31	220704		Lodging	01743 # 4046011199882353
0000000	001995		2353 1121 07	11/10/2021		4100-063100-1204-632-630	217.54	220704		Lodging	01743 # 4046011199882353
0000000	001995		2353 1121 08	11/15/2021		4100-063100-1204-632-630	657.15	220704		Lodging	01743 # 4046011199882353
0000000	001995		2353 1121 09	11/19/2021		4100-063100-1204-632-630	525.72	220704		Lodging	01743 # 4046011199882353
			DISC. TOTAL			.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	2,406.01
			DISC. TOTAL			.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	127,325.34
			DISC. TOTAL			.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	127,325.34

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 127,325.34- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

12-2-21
 DATE
 12/2/2021
 12/2/21
 Richard L. Temple
 COUNTY ADMINISTRATOR
 Kelly St. John
 Dusty G. Cox

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR	ACCOUNT NO.	CHECK NO.	CHECK AMT	ACH PMT	NET AMOUNT	CHECK NO.	ACH PMT	UNDISTRIBUTED EXPENSES	BATCH INV. DESCRIPTION
0000000	FORD, CHRISTOPHER	CF 111821	11/18/2021		4100-099900-9999-	220705	166.36	.00	166.36	220705	.00	Undistributed Expenses	01744 RETIMBURSEMENT
		CHECK TOTAL	ACH PMT TOTAL		.00 CPA PMT TOTAL		166.36	.00	.00		.00	TOTAL	166.36
		CHECK TOTAL	ACH PMT TOTAL		.00 CPA PMT TOTAL		166.36	.00	.00		.00	TOTAL	166.36
		CHECK TOTAL	ACH PMT TOTAL		.00 CPA PMT TOTAL		166.36	.00	.00		.00	TOTAL	166.36

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 166.36- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

12-2-21
 DATE Richard Jordan
 COUNTY ADMINISTRATOR

12/2/2021
 12/2/21
Kayston
West J. Cox

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT TOTAL	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	002002	APCO INTERNATIONAL, INC	FY22 DUES	11/12/2021		4100-051100-1201-516-510	216.00	220706			Organizational Membership	01745 FY22 DUES
0000000	002002		FY22 GROUP DUES	11/12/2021		4100-051100-1201-516-510	345.00	220706			Organizational Membership	01745 FY22 DUES
			DISC. TOTAL				.00					561.00
0000000	001507	BARKSDALE OILS INC.	SUSSCTY 113021	11/30/2021		4100-021100-1264-211-210	22.96	220707			Mileage	01745 # SUSSCTY
0000000	001507		SUSSCTY 113021	11/30/2021		4100-021600-1264-261-210	491.52	220707			Mileage	01745 # SUSSCTY
0000000	001507		SUSSCTY 113021	11/30/2021		4100-021200-1264-221-210	254.95	220707			Mileage	01745 # SUSSCTY
0000000	001507		SUSSCTY 113021	11/30/2021		4100-021400-1264-242-210	225.09	220707			Mileage	01745 # SUSSCTY
0000000	001507		SUSSCTY 113021	11/30/2021		4100-021500-1264-253-210	176.86	220707			Mileage	01745 # SUSSCTY
0000000	001507		SUSSCTY 113021	11/30/2021		4100-051100-1264-512-510	6,663.09	220707			Mileage/Gas	01745 # SUSSCTY
0000000	001507		SUSSCTY 113021	11/30/2021		4105-071100-1264-711-710	886.57	220707			Gasoline	01745 # SUSSCTY
			DISC. TOTAL				.00					8,721.04
0000000	001676	BERKLEY GROUP	WO#2A INV#15	12/06/2021		4100-021400-1225-241-210	16,080.00	220708			Management Consulting Service	01745 PLANNER POSITION
0000000	001676		WO#2B INV#15	12/06/2021		4100-021400-1225-241-210	12,456.00	220708			Management Consulting Service	01745 PLANNING DIRECTOR
0000000	001676		WO#3 INV#12-1	12/06/2021		4100-021400-1229-241-210	2,140.85	220708			Other Professional Services	01745 SMALL AREA PLANS
0000000	001676		WO#5 INV#10	12/06/2021		4100-021400-1225-241-210	1,500.00	220708			Management Consulting Service	01745 ENVIRONMENTAL SUPP
			DISC. TOTAL				.00					32,176.85
0000000	999999	BROWN, GEORGE	GB 1121	12/01/2021		4100-051500-1215-551-510	144.00	220709			Inmate Pay	01745 INMATE PAY
			DISC. TOTAL				.00					144.00
0000000	000738	BUTLER'S TOWING AND	9397	12/01/2021		4100-021600-1265-261-210	85.41	220710			Vehicle Maintenance & Repairs	01745 SUSSEX ANML CONTRO
			DISC. TOTAL				.00					85.41
0000000	001251	CABIN POINT VETERINARY	69802	11/08/2021		4100-021600-1227-261-210	312.00	220711			Medical Services	01745 # 1707
0000000	001251		69885	11/15/2021		4100-021600-1227-261-210	155.00	220711			Medical Services	01745 # 1707
0000000	001251		69974	11/22/2021		4100-021600-1227-261-210	595.00	220711			Medical Services	01745 # 1707
0000000	001251		70070	11/30/2021		4100-021600-1227-261-210	309.00	220711			Medical Services	01745 # 1707
0000000	001251		70149	12/06/2021		4100-021600-1227-261-210	166.00	220711			Medical Services	01745 # 4177
			DISC. TOTAL				.00					1,537.00
0000000	000728	CARQUEST OF WAKEFIELD	15335-30523	12/02/2021		4100-051100-1265-519-510	40.19	220712			Vehicle Maintenance Repairs	01745 # 5001
			DISC. TOTAL				.00					40.19
0000000	001630	CHENEY BROTHERS	12-922080568	12/01/2021		4100-051500-1246-551-510	1,947.62	220713			Food Supplies	01745 # 60030700
			DISC. TOTAL				.00					1,947.62
0000000	001449	CONVERGENT TECHNOLOGIES	24376	12/01/2021		4100-051100-1224-516-510	359.00	220714			Information System Services	01745 SUSSEX SHERIFF
			DISC. TOTAL				.00					359.00
0000000	000020	COWLING BROTHERS	21503	11/10/2021		4100-021600-1272-261-210	94.89	220715			Building Maintenance & Repair	01745 # SCA002
			DISC. TOTAL				.00					94.89
0000000	000024	CRATER YOUTH CARE	22035	11/12/2021		4100-081800-2110-863-810	6,288.58	220716			Crater Youth Care Commission	01745 NOV 2021 USAGE FEE
			DISC. TOTAL				.00					6,288.58
0000000	001613	CUSTOM CLEANERS	12078	11/30/2021		4100-051100-1244-512-510	28.00	220717			Uniform Services	01745 SUSSEX SHERIFF
			DISC. TOTAL				.00					28.00
0000000	999999	DAVIS, LOUIS	LD 1121	12/01/2021		4100-051500-1215-551-510	144.00	220718			Inmate Pay	01745 INMATE PAY
			DISC. TOTAL				.00					144.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	001185	DISPUTANTA ANIMAL HOSPITA	253945	10/06/2021		4100-021600-1227-261-210	208.22	220719			Medical Services	01745 SUSSEX COUNTY
0000000	001185		257507	12/03/2021		4100-021600-1227-261-210	65.00	220719			Medical Services	01745 SUSSEX COUNTY
		DISC. TOTAL			273.22	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	273.22
0000000	000028	DISTRICT 19 COMMUNITY	21-12-02	12/01/2021		4100-081100-2110-805-810	38.117.50	220720			District 19 Community Service	01745 SUSSEX COUNTY
		DISC. TOTAL			38.117.50	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	38.117.50
0000000	001651	DOCUMENT SYSTEMS	119500	12/07/2021		4100-021600-1252-261-210	59.42	220721			Equipment Lease/Rental	01745 SUSSEX ANML CONTRO
0000000	001651		119501	12/07/2021		4100-021600-1252-211-210	358.06	220721			Equipment Lease/Rental	01745 SUSSEX ADMIN/FINAN
0000000	001651		119502	12/07/2021		4100-021400-1252-241-210	161.83	220721			Equipment Lease/Rental	01745 SUSSEX PLANNING DE
0000000	001651		119502	12/07/2021		4100-021400-1252-242-210	161.82	220721			Equipment Lease/Rental	01745 SUSSEX PLANNING DE
0000000	001651		119578	12/08/2021		4100-021100-2120-211-210-203	19.99	220721			COVID-19 Expenses	01745 SUSSEX ADMIN/FINAN
		DISC. TOTAL			761.12	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	761.12
0000000	000084	DOMINION VIRGINIA POWER	0482572328	11/29/2021		4100-021600-1276-263-210	2.897.25	220722			Electric	01745 # 0482572328
0000000	000084		4204030300	11/30/2021		4100-021600-1276-264-210	52.09	220722			Electric	01745 # 4204030300
0000000	000084		508073736	11/29/2021		4100-021600-1276-263-210	64.42	220722			Electric	01745 # 508073736
0000000	000084		9447701492	11/24/2021		4100-021600-1276-263-210	16.96	220722			Electric	01745 # 9447701492
0000000	000084		9670342501	12/01/2021		4100-021600-1276-263-210	62.36	220722			Electric	01745 # 9670342501
		DISC. TOTAL			3.093.08	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	3.093.08
0000000	001723	GARDAMORLD SECURITY SERVI	744128	11/26/2021		4100-021600-1229-264-210	949.74	220723			Other Professional Services	01745 # SUS001
0000000	001723		744129	11/26/2021		4100-021600-1229-264-210	949.74	220723			Other Professional Services	01745 # SUS001
0000000	001723		744130	11/26/2021		4100-021600-1229-264-210	949.74	220723			Other Professional Services	01745 # SUS001
0000000	001723		744131	11/26/2021		4100-021600-1229-264-210	949.74	220723			Other Professional Services	01745 # SUS001
0000000	001723		744132	11/26/2021		4100-021600-1229-264-210	949.74	220723			Other Professional Services	01745 # SUS001
0000000	001723		744133	11/26/2021		4100-021600-1229-264-210	949.74	220723			Other Professional Services	01745 # SUS001
0000000	001723		744134	11/26/2021		4100-021600-1229-264-210	949.74	220723			Other Professional Services	01745 # SUS001
0000000	001723		744135	11/26/2021		4100-021600-1229-264-210	949.74	220723			Other Professional Services	01745 # SUS001
		DISC. TOTAL			7.597.92	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	7.597.92
0000000	000276	GREENSVILLE COUNTY WATER	1175 120221	12/02/2021		4100-021600-1277-263-210	58.29	220724			Water Services	01745 # 1175
		DISC. TOTAL			58.29	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	58.29
0000000	001924	INSTITUTE FOR BUILDING TEC	CC01-54-1121	11/30/2021		4100-021400-1229-242-210	1.820.00	220725			Other Professional Services	01745 SUSSEX COUNTY
		DISC. TOTAL			1.820.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	1.820.00
0000000	000049	JARRATT HARDWARE	2111-102224	11/08/2021		4100-021600-1274-264-210	11.98	220726			Grounds Maintenance & Repairs	01745 # 136
0000000	000049		2111-102481	11/10/2021		4100-021200-1272-221-210	5.97	220726			Building Maintenance & Repair	01745 # 136
0000000	000049		2111-103631	11/22/2021		4100-021200-1272-221-210	12.29	220726			Building Maintenance & Repair	01745 # 136
		DISC. TOTAL			30.24	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	30.24
0000000	001538	JIM WHELAN'S SERV. CENTER	108216	11/30/2021		4100-051100-1265-512-510	49.95	220727			Vehicle Maintenance & Repairs	01745 SUSSEX SHERIFF
		DISC. TOTAL			49.95	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	49.95
0000000	001433	LOWE'S	902272	11/17/2021		4100-021200-1274-221-210	208.02	220728			Grounds Maintenance & Repairs	01745 # 99000502080
		DISC. TOTAL			208.02	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	208.02
0000000	001882	MOBILE COMMUNICATIONS AWE	419000249-1	12/03/2021		4100-021500-1256-253-210	390.00	220729			Communication Equipment	01745 # 118941
		DISC. TOTAL			390.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	390.00

P.O. NO.	VENDOR NO.	VENDOR NAME	CHECK NO.	CHECK DATE	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT TOTAL	BATCH INV. DESCRIPTION
0000000	000783	MACO	202107579	11/03/2021	4100-011100-1201-111-110	450.00	ACH PMT TOTAL	450.00	220730	0.00	0.00	Organization Membership TOTAL	01745 # 51183 450.00
0000000	000056	OMEN FORD, INC	16068	11/30/2021	4100-021400-1265-242-210	20.00	ACH PMT TOTAL	20.00	220731	0.00	0.00	Vehicle Maintenance & Repairs	01745 SUSSEX COUNTY 20.00
0000000	001918	PIERCE, BREYON	BP 120121	12/01/2021	4100-081300-2110-822-810	42.75	ACH PMT TOTAL	42.75	220732	0.00	0.00	VA Cooperative Extension TOTAL	01745 REIMBURSEMENT 42.75
0000000	000164	PITNEY-BOWES, LLC	3314711955	11/25/2021	4100-021100-1252-211-210	1,394.70	ACH PMT TOTAL	1,394.70	220733	0.00	0.00	Equipment Lease/Rental TOTAL	01745 # 16519256 1,394.70
0000000	000061	PRINCE GEORGE ELECTRIC	1413003200	11/29/2021	4100-021600-1276-263-210	48.19	ACH PMT TOTAL	48.19	220734	0.00	0.00	Electric	01745 # 1413003200
0000000	000061	PRINCE GEORGE ELECTRIC	1423010000	11/29/2021	4100-021600-1276-263-210	77.11	ACH PMT TOTAL	77.11	220734	0.00	0.00	Electric	01745 # 1423010000
0000000	000061	PRINCE GEORGE ELECTRIC	1667000200	11/29/2021	4100-021600-1276-263-210	117.12	ACH PMT TOTAL	117.12	220734	0.00	0.00	Electric	01745 # 1667000200
0000000	999999	RICHARDSON, LUTHER	LR 1121	12/01/2021	4100-051500-1215-551-510	15.30	ACH PMT TOTAL	15.30	220735	0.00	0.00	Inmate Pay TOTAL	01745 INMATE PAY 15.30
0000000	001023	RICCOH USA, INC.	35794121	11/12/2021	4100-063100-1252-631-630	232.32	ACH PMT TOTAL	232.32	220736	0.00	0.00	Equipment Lease/Rental	01745 # 37023603
0000000	001023	RICCOH USA, INC.	35794121	11/12/2021	4100-063100-1252-632-630	232.33	ACH PMT TOTAL	232.33	220736	0.00	0.00	Equipment Lease/Rental	01745 # 37023603
0000000	000722	RUSSELL FENCE CO., INC	312	11/23/2021	4100-021100-2120-211-210-203	3,475.50	ACH PMT TOTAL	3,475.50	220737	0.00	0.00	COVID-19 Expenses TOTAL	01745 SUSSEX ANML CONTROL 3,475.50
0000000	001787	SIMPLE COM	12993-01S	12/06/2021	4100-021700-1228-271-210	192.00	ACH PMT TOTAL	192.00	220738	0.00	0.00	Contractual Services	01745 SUSSEX COUNTY
0000000	001787	SIMPLE COM	13039-01S	12/06/2021	4100-051100-1224-512-510	25.00	ACH PMT TOTAL	25.00	220738	0.00	0.00	Information System Services	01745 SUSSEX SHERIFF
0000000	001787	SIMPLE COM	13039-01S	12/06/2021	4100-051500-1224-551-510	25.00	ACH PMT TOTAL	25.00	220738	0.00	0.00	Information System Services	01745 SUSSEX SHERIFF
0000000	999999	SPENCER, SAMUEL	SS 1121	12/01/2021	4100-051500-1215-551-510	14.85	ACH PMT TOTAL	14.85	220739	0.00	0.00	Inmate Pay TOTAL	01745 INMATE PAY 14.85
0000000	001954	STALMAKER, LAURIE	LS 112421	12/07/2021	4100-021600-1242-261-210	161.89	ACH PMT TOTAL	161.89	220740	0.00	0.00	Agricultural Supplies TOTAL	01745 REIMBURSEMENT 161.89
0000000	000292	STANDBY SYSTEMS, INC	11211847	11/18/2021	4100-051500-1273-551-510	352.50	ACH PMT TOTAL	352.50	220741	0.00	0.00	Building Systems Main & Repair	01745 ACCT# 268 352.50
0000000	000480	STONY CREEK VOLUNTEER	SCVFD 120821	12/06/2021	4100-021500-2110-251-210-504	812.95	ACH PMT TOTAL	812.95	220742	0.00	0.00	State Fireman's Fund TOTAL	01745 REIMBURSEMENT 812.95
0000000	000162	SUFFOLK ENERGIES INC	544286	11/30/2021	4100-051100-1264-512-510	28.95	ACH PMT TOTAL	28.95	220743	0.00	0.00	Mileage/Gas	01745 # 66740352
0000000	000162	SUFFOLK ENERGIES INC	544310	11/30/2021	4100-021600-1264-261-210	214.71	ACH PMT TOTAL	214.71	220743	0.00	0.00	Mileage	01745 # 66740484
0000000	000162	SUFFOLK ENERGIES INC	544310	11/30/2021	4100-021600-1278-264-210	1,173.70	ACH PMT TOTAL	1,173.70	220743	0.00	0.00	Diesel Fuel	01745 # 66740484
0000000	000162	SUFFOLK ENERGIES INC	544310	11/30/2021	4100-021200-1278-221-210	190.12	ACH PMT TOTAL	190.12	220743	0.00	0.00	Oil	01745 # 66740484
0000000	000162	SUFFOLK ENERGIES INC	544310	11/30/2021	4100-021100-1299-211-210	138.93	ACH PMT TOTAL	138.93	220743	0.00	0.00	Miscellaneous Others	01745 # 66740484
0000000	000162	SUFFOLK ENERGIES INC	544310	11/30/2021	4100-021100-1299-211-210	1,746.41	ACH PMT TOTAL	1,746.41	220743	0.00	0.00	Miscellaneous Others	01745 # 66740484

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0000000	000763	SUSSEX COUNTY	SCCC 2022	12/02/2021	ACH PMT TOTAL	4100-021100-1201-211-210	200.00	220744	200.00	200.00	Organization Membership	01745 DUES 2022
			CHECK TOTAL			.00 CPA PMT TOTAL						200.00
0000000	001872	TAXING AUTHORITY	CONSULTI 7565	12/02/2021	ACH PMT TOTAL	4100-041100-1291-411-410	1,079.52	220745	1,079.52	1,079.52	Judicial Land Sale Expenses	01745 SUSSEX COUNTY
			CHECK TOTAL			.00 CPA PMT TOTAL						1,079.52
0000000	001766	THE SUPPLY ROOM	4441447-0	11/18/2021	ACH PMT TOTAL	4100-023100-1241-291-230	126.00	220746	126.00	126.00	Office Supplies	01745 SUSSEX REGISTRAR
			CHECK TOTAL			.00 CPA PMT TOTAL						126.00
0000000	000485	THOMSON WEST	845479715	12/01/2021	ACH PMT TOTAL	4100-063100-1202-631-630	307.77	220747	307.77	307.77	Pub., Subsc., Books, Ref. Mat	01745 # 1005559182
			CHECK TOTAL			.00 CPA PMT TOTAL						307.77
0000000	001833	TRANSUNION RISK & ALTERNA	5687311-202111	12/01/2021	ACH PMT TOTAL	4100-051100-1229-512-510	178.00	220748	178.00	178.00	Other Professional Services	01745 # 5687311
			CHECK TOTAL			.00 CPA PMT TOTAL						178.00
0000000	000080	TRI CITY OFFICE PRODUCTS	0141034-001	12/07/2021	ACH PMT TOTAL	4100-051100-1241-512-510	41.76	220749	41.76	41.76	Office Supplies	01745 # SCSD-0
			CHECK TOTAL			.00 CPA PMT TOTAL						41.76
0000000	000080	TRI CITY OFFICE PRODUCTS	0141034-001	12/07/2021	ACH PMT TOTAL	4100-051100-1241-551-510	41.76	220749	41.76	41.76	Office Supplies	01745 # SCSD-0
			CHECK TOTAL			.00 CPA PMT TOTAL						83.52
0000000	000087	VAN CLEEF AUTO PARTS INC	12885	7/23/2021	ACH PMT TOTAL	4100-021500-1265-252-210	407.15	220750	407.15	407.15	Vehicle Maintenance & Repairs	01745 # 27430
			CHECK TOTAL			.00 CPA PMT TOTAL						27430
0000000	000087	VAN CLEEF AUTO PARTS INC	9409	6/09/2020	ACH PMT TOTAL	4100-021500-1265-251-210	712.20	220750	712.20	712.20	Vehicle Maintenance & Repairs	01745 # 27430
			CHECK TOTAL			.00 CPA PMT TOTAL						1,119.35
0000000	000769	VERIZON	0745850378	11/24/2021	ACH PMT TOTAL	4100-063100-1234-631-630	70.04	220751	70.04	70.04	Telecommunications	01745 # 252384783000121
			CHECK TOTAL			.00 CPA PMT TOTAL						70.04
0000000	000039	VERIZON WIRELESS	9893212912	11/19/2021	ACH PMT TOTAL	4100-051500-1234-551-510	185.64	220752	185.64	185.64	Telecommunications	01745 # 742314083-00002
			CHECK TOTAL			.00 CPA PMT TOTAL						01745 # 742314083-00002
0000000	000039	VERIZON WIRELESS	9893212912	11/19/2021	ACH PMT TOTAL	4100-051100-1234-516-510	185.64	220752	185.64	185.64	Telecommunications	01745 # 742314083-00002
			CHECK TOTAL			.00 CPA PMT TOTAL						556.92
0000000	999999	WHITE, RAHEEM	RW 1121	12/01/2021	ACH PMT TOTAL	4100-051500-1215-551-510	2.70	220753	2.70	2.70	Inmate Pay	01745 INMATE PAY
			CHECK TOTAL			.00 CPA PMT TOTAL						2.70
0000000	001408	WITMER PUBLIC SAFETY GRP.	2174017	11/26/2021	ACH PMT TOTAL	4100-051100-1244-519-510	273.00	220754	273.00	273.00	Uniform Services	01745 # SUSCOU
			CHECK TOTAL			.00 CPA PMT TOTAL						01745 # SUSCOU
0000000	001408	WITMER PUBLIC SAFETY GRP.	2174018	11/30/2021	ACH PMT TOTAL	4100-051100-1244-519-510	273.00	220754	273.00	273.00	Uniform Services	01745 # SUSCOU
			CHECK TOTAL			.00 CPA PMT TOTAL						546.00
0000000	001723	GARDAMORLD SECURITY SERVI	722567	10/08/2021	ACH PMT TOTAL	4100-021600-1229-264-210	1,122.42	220755	1,122.42	1,122.42	Other Professional Services	01745 # SUS001
			CHECK TOTAL			.00 CPA PMT TOTAL						1,122.42
0000000	000769	VERIZON	0156873625	11/30/2021	ACH PMT TOTAL	4100-061100-1234-613-610	116.61	220756	116.61	116.61	Telecommunications	01745 # 850451987000185
			CHECK TOTAL			.00 CPA PMT TOTAL						116.61
0000000	000039	VERIZON WIRELESS	9892626998	11/10/2021	ACH PMT TOTAL	4100-063100-1234-632-630	196.39	220757	196.39	196.39	Telecommunications	01745 # 905440571-00001
			CHECK TOTAL			.00 CPA PMT TOTAL						01745 # 905440571-00001
0000000	000039	VERIZON WIRELESS	9892626998	11/10/2021	ACH PMT TOTAL	4125-031700-5841-	187.85	220757	187.85	187.85	Drug Forf. Fund / Com. Atty.	01745 # 905440571-00001
			CHECK TOTAL			.00 CPA PMT TOTAL						384.24
0000000	000769	VERIZON	0695890348	11/30/2021	ACH PMT TOTAL	4100-051100-1234-516-510	368.60	220758	368.60	368.60	Telecommunications	01745 # 351333549000198
			CHECK TOTAL			.00 CPA PMT TOTAL						368.60

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0000000	000769	VERIZON	0973062717	11/27/2021		4100-021100-1234-211-210	214.51	220759		Telecommunications	01745 # 951295778000179
0000000	000769		0973062717	11/27/2021		4100-021400-1234-241-210	47.67	220759		Telecommunications	01745 # 951295778000179
0000000	000769		0973062717	11/27/2021		4100-021400-1234-242-210	71.50	220759		Telecommunications	01745 # 951295778000179
0000000	000769		0973062717	11/27/2021		4100-021600-1234-261-210	23.83	220759		Telecommunications	01745 # 951295778000179
0000000	000769		0973062717	11/27/2021		4100-021500-1234-253-210	23.85	220759		Telecommunications	01745 # 951295778000179
0000000	000769		0973062717	11/27/2021		4100-023100-1234-291-230	71.50	220759		Telecommunications	01745 # 951295778000179
0000000	000769		0973062717	11/27/2021		4100-041100-1234-411-410	95.34	220759		Telecommunications	01745 # 951295778000179
0000000	000769		0973062717	11/27/2021		4100-031100-1234-311-310	95.34	220759		Telecommunications	01745 # 951295778000179
0000000	000769		0973062717	11/27/2021		4100-063100-1234-631-630	119.17	220759		Telecommunications	01745 # 951295778000179
0000000	000769		0973062717	11/27/2021		4100-062100-1234-621-620	143.01	220759		Telecommunications	01745 # 951295778000179
0000000	000769		0973062717	11/27/2021		4100-063100-1234-632-630	23.83	220759		Telecommunications	01745 # 951295778000179
0000000	000769		0973062717	11/27/2021		4105-071100-1234-711-710	643.54	220759		Telecommunications	01745 # 951295778000179
DISC. TOTAL							.00	EPY PMT TOTAL			1.573.09
							.00	CHECK TOTAL			121.797.62
							.00	CHECK TOTAL			121.797.62
							.00	ACH PMT TOTAL			121.797.62
							.00	ACH PMT TOTAL			121.797.62
							.00	CPA PMT TOTAL			121.797.62
							.00	CPA PMT TOTAL			121.797.62

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 121,797.62- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

12/9/21
 DATE
 12-9-21
 DATE
 12/9/21
 DATE

[Signature]
 DIRECTOR OF FINANCE
[Signature]
 COUNTY ADMINISTRATOR
[Signature]
 DESTE J. COX, TREASURER

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	001917	AMAZON CAPTIAL SERVICES	1CNJ-V3Y4-C7DY	12/08/2021		4100-021600-1242-261-210	44.97	220783		Agricultural Supplies	01746 # AU1J83SE5CTAJC
00000000	001917		1CNJ-V3Y4-C7DY	12/08/2021		4100-021600-1241-261-210	9.74	220783		Office Supplies	01746 # AU1J83SE5CTAJC
00000000	001917		1FN1-KTV6-HWV	12/12/2021		4100-021600-1299-261-210	89.99	220783		Miscellaneous Others	01746 # AU1J83SE5CTAJC
00000000	001917		1FN1-KTV6-HWV	12/12/2021		4100-021600-1241-261-210	51.00	220783		Office Supplies	01746 # AU1J83SE5CTAJC
00000000	001917		1FN1-KTV6-HWV	12/12/2021		4100-021600-1272-261-210	261.98	220783		Building Maintenance & Repairs	01746 # AU1J83SE5CTAJC
00000000	001917		1HXL-GY9W-TL7T	12/09/2021		4100-021600-1259-261-210	40.64	220783		Other Equipment Purchases	01746 # AU1J83SE5CTAJC
00000000	001917		1L39-6FK4-HCFQ	12/12/2021		4100-021600-1242-261-210	314.88	220783		Agricultural Supplies	01746 # AU1J83SE5CTAJC
00000000	001917		1L39-6FK4-HCFQ	12/12/2021		4100-021600-1247-261-210	121.47	220783		Janitorial Supplies	01746 # AU1J83SE5CTAJC
							.00	EPY PMT TOTAL			934.67
							313.68	220784		Agricultural Supplies	01746 SUSSEX ANML CONTRO
							.00	EPY PMT TOTAL			313.68
00000000	001795	ANIMAL CARE EQUIPMENT & S	97720	12/15/2021		4100-021600-1242-261-210	313.68	220784		Agricultural Supplies	01746 SUSSEX ANML CONTRO
							.00	EPY PMT TOTAL			313.68
00000000	001729	B. W. WILSON PAPER CO.	2673029	12/08/2021		4100-041100-1241-411-410	282.00	220785		Office Supplies	01746 # 1563029
							.00	EPY PMT TOTAL			282.00
00000000	000010	BANK OF SOUTHSIDE VA	0107 1121 01	10/18/2021		4100-051500-1272-551-510	21.36	220786		Building Maintenance & Repairs	01746 JAIL ACCT
00000000	000010		0206 1121 01	10/12/2021		4100-051100-1204-512-510	123.90	220786		Lodging	01746 J. HARRISON ACCT
00000000	000010		0206 1121 02	10/14/2021		4100-051100-1245-512-510	178.99	220786		Law Enforcement Supplies	01746 J. HARRISON ACCT
00000000	000010		0206 1121 03	10/22/2021		4100-051100-1299-512-510	132.86	220786		Miscellaneous Others	01746 J. HARRISON ACCT
00000000	000010		0206 1121 04	10/22/2021		4100-051100-1299-512-510	138.12	220786		Miscellaneous Others	01746 J. HARRISON ACCT
00000000	000010		0206 1121 05	10/28/2021		4100-051100-1299-512-510	1,093.92	220786		Miscellaneous Others	01746 J. HARRISON ACCT
00000000	000010		0206 1121 06	11/01/2021		4100-051100-1299-512-510	200.97	220786		Miscellaneous Others	01746 J. HARRISON ACCT
00000000	000010		0206 1121 07	11/04/2021		4100-051100-1245-512-510	89.00	220786		Law Enforcement Supplies	01746 J. HARRISON ACCT
00000000	000010		0206 1121 08	11/06/2021		4100-051100-1245-512-510	15.98	220786		Law Enforcement Supplies	01746 J. HARRISON ACCT
00000000	000010		0206 1121 09	11/08/2021		4100-051100-1245-512-510	20.58	220786		Law Enforcement Supplies	01746 J. HARRISON ACCT
							.00	EPY PMT TOTAL			2,015.68
00000000	000010	BANK OF SOUTHSIDE VA	0214 1121 01	10/27/2021		4100-051100-1205-516-510	85.33	220787		Meals - Training	01746 C. WYCHE ACCT
00000000	000010		0214 1121 02	10/28/2021		4100-051100-1205-516-510	47.57	220787		Meals - Training	01746 C. WYCHE ACCT
00000000	000010		0214 1121 03	10/28/2021		4100-051100-1205-516-510	91.41	220787		Meals - Training	01746 C. WYCHE ACCT
00000000	000010		0214 1121 04	10/29/2021		4100-051100-1205-516-510	25.30	220787		Meals - Training	01746 C. WYCHE ACCT
00000000	000010		0214 1121 05	10/30/2021		4100-051100-1204-516-510	447.69	220787		Lodging	01746 C. WYCHE ACCT
00000000	000010		0214 1121 06	10/30/2021		4100-051100-1204-516-510	482.67	220787		Lodging	01746 C. WYCHE ACCT
00000000	000010		0222 1121 01	10/13/2021		4100-051500-1293-551-510	12.49	220787		Inmate Medical Expenses	01746 V. GIVENS ACCT
00000000	000010		0222 1121 02	10/15/2021		4100-051500-1246-551-510	20.00	220787		Food Supplies	01746 V. GIVENS ACCT
00000000	000010		0222 1121 03	10/19/2021		4100-051500-1241-551-510	134.26	220787		Office Supplies	01746 V. GIVENS ACCT
00000000	000010		0222 1121 04	10/19/2021		4100-051500-1241-551-510	94.72	220787		Office Supplies	01746 V. GIVENS ACCT
							.00	EPY PMT TOTAL			1,441.44
00000000	000010	BANK OF SOUTHSIDE VA	0222 1121 05	10/19/2021		4100-051500-1241-551-510	53.70	220788		Office Supplies	01746 V. GIVENS ACCT
00000000	000010		0222 1121 06	10/19/2021		4100-051500-1247-551-510	105.00	220788		Janitorial Supplies	01746 V. GIVENS ACCT
00000000	000010		0222 1121 07	10/21/2021		4100-051500-1246-551-510	6.38	220788		Food Supplies	01746 V. GIVENS ACCT
00000000	000010		0222 1121 08	10/21/2021		4100-051500-1246-551-510	11.68	220788		Food Supplies	01746 V. GIVENS ACCT
00000000	000010		0222 1121 09	11/04/2021		4100-051500-1246-551-510	11.52	220788		Food Supplies	01746 V. GIVENS ACCT
00000000	000010		0222 1121 10	11/09/2021		4100-051500-1293-551-510	12.49	220788		Inmate Medical Expenses	01746 V. GIVENS ACCT
							.00	EPY PMT TOTAL			200.77
00000000	001472	BRACY, KEVIN	KB 121021	12/10/2021		4100-021400-1217-241-210	75.00	220789		Commission/Board Compensation	01746 PLANNING COMMISSIO
							.00	EPY PMT TOTAL			75.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	BATCH INV. DESCRIPTION
0000000	000181	BUCKLEY'S SECURITYSMITHS	97141	12/08/2021		4100-021200-1272-221-210	145.00	220790		Building Maintenance & Repair 01746 SUSSEX COUNTY
							.00			TOTAL 145.00
0000000	000738	BUTLER'S TOWING AND	9466	12/08/2021		4100-051100-1265-519-510	20.00	220791		Vehicle Maintenance Repairs 01746 SUSSEX SHERIFF
			9477	12/10/2021		4100-051100-1265-512-510	48.75	220791		Vehicle Maintenance & Repairs 01746 SUSSEX SHERIFF
							.00			TOTAL 68.75
0000000	001480	BUTTS, SHILTON RICKS	SRB 121521	12/15/2021		4100-021100-1299-211-210	200.00	220792		Miscellaneous Others 01746 REIMBURSEMENT
							.00			TOTAL 200.00
0000000	001530	C.W. WILLIAMS & CO. LLC	640726	11/30/2021		4100-021500-9000-253-210	19,099.50	220793		Fire Engine Equip. & Change 001746 # 80203
			640754	12/03/2021		4100-021500-9000-253-210	1,270.91	220793		Fire Engine Equip. & Change 001746 # 80203
							.00			TOTAL 20,370.41
0000000	001251	CABIN POINT VETERINARY	70167	12/07/2021		4100-021600-1227-261-210	308.00	220794		Medical Services 01746 # 1707
			70191	12/08/2021		4100-021600-1227-261-210	45.00	220794		Medical Services 01746 # 1707
			70192	12/08/2021		4100-021600-1227-261-210	828.75	220794		Medical Services 01746 # 1707
			70233	12/13/2021		4100-021600-1227-261-210	452.00	220794		Medical Services 01746 # 1707
							.00			TOTAL 1,633.75
0000000	001664	CAPITAL ELECTRIC	S046332104.002	12/01/2021		4100-021200-1272-221-210	103.45	220795		Building Maintenance & Repair 01746 # 276110
							.00			TOTAL 103.45
0000000	000728	CARQUEST OF WAKEFIELD	15335-30701	12/08/2021		4100-051100-1265-519-510	47.98	220796		Vehicle Maintenance Repairs 01746 # 5001
							.00			TOTAL 47.98
0000000	001485	CENTRAL AGRIBUSINESS	JR26992	12/08/2021		4100-051500-1246-551-510	77.00	220797		Food Supplies 01746 SUSSEX SHERIFF
			JR27079	12/14/2021		4100-051500-1246-551-510	61.60	220797		Food Supplies 01746 SUSSEX SHERIFF
							.00			TOTAL 138.60
0000000	001630	CHENEY BROTHERS	12-922116352	12/08/2021		4100-051500-1246-551-510	215.20	220798		Food Supplies 01746 # 60030700
							.00			TOTAL 215.20
0000000	001674	COMFORT SYSTEMS OF VA, INC	S11231	12/03/2021		4100-051500-1272-551-510	1,055.88	220799		Building Maintenance & Repair 01746 ACCT# SUSJAI
							.00			TOTAL 1,055.88
0000000	000020	COWLING BROTHERS	305565	11/30/2021		4100-021600-1274-264-210	878.81	220800		Grounds Maintenance & Repairs 01746 # SCB001
							.00			TOTAL 878.81
0000000	000494	CRATER HEALTH DISTRICT	18303-2022	12/15/2021		4100-081100-1277-611-810	37,079.25	220801		Crater Health District 01746 THIRD QUARTER 2022
							.00			TOTAL 37,079.25
0000000	000871	CRYSTAL SPRINGS	7302164	12/09/2021		4100-061100-1277-611-610	9.66	220802		Water Services 01746 # 37281837302164
							.00			TOTAL 9.66
0000000	001613	CUSTOM CLEANERS	12077	11/30/2021		4100-051500-1243-551-510	184.00	220803		Linen Supplies 01746 SUSSEX SHERIFF
							.00			TOTAL 184.00
0000000	000193	DEPART OF MOTOR VEHICLES	202133401239	12/14/2021		4100-041100-1234-411-410	500.00	220804		Telecommunications 01746 # 546001642019
							.00			TOTAL 500.00

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0000000	000902	DOC FARMER'S MARKET	MKT88305	12/06/2021		4100-051500-1246-551-510	264.55	220805			Food Supplies	01746 SUSSEX COUNTY JAIL
0000000	000902		MKT88462	12/13/2021		4100-051500-1246-551-510	239.50	220805			Food Supplies	01746 SUSSEX COUNTY JAIL
							.00	EPY PMT	TOTAL			504.05
0000000	001651	DOCUMENT SYSTEMS	119637	12/10/2021		4100-021600-1252-264-210	24.99	220806			Equipment Lease/Rental	01746 SUSSEX COUNTY LNDF
0000000	001651		119638	12/10/2021		4100-021600-1252-211-210	14.95	220806			Equipment Lease/Rental	01746 SUSSEX ADMIN/FINAN
							.00	EPY PMT	TOTAL			39.94
0000000	000084	DOMINION VIRGINIA POWER	0561293952	12/01/2021		4100-021600-1276-263-210	6.59	220807			Electric	01746 # 0561293952
0000000	000084		0963166285	12/03/2021		4100-021600-1276-263-210	158.33	220807			Electric	01746 # 0963166285
0000000	000084		1088433121	12/01/2021		4100-021600-1276-263-210	123.59	220807			Electric	01746 # 1088433121
0000000	000084		2406362505	12/01/2021		4100-051500-1276-551-510	2,053.70	220807			Electric	01746 # 2406362505
0000000	000084		2921584914	12/01/2021		4100-051500-1276-551-510	6.59	220807			Electric	01746 # 2921584914
0000000	000084		3500335009	12/01/2021		4100-021600-1276-263-210	1,115.51	220807			Electric	01746 # 3500335009
0000000	000084		3776508966	12/02/2021		4100-021600-1276-263-210	6.59	220807			Electric	01746 # 3776508966
0000000	000084		4723819456	12/03/2021		4100-021600-1276-263-210	156.00	220807			Electric	01746 # 4723819456
0000000	000084		5690307508	11/30/2021		4100-021500-1279-251-210	176.16	220807			Propane Gas & Electric	01746 # 5690307508
0000000	000084		6305358712	11/30/2021		4100-021600-1276-264-210	178.46	220807			Electric	01746 # 6305358712
							.00	EPY PMT	TOTAL			3,981.52
0000000	000084	DOMINION VIRGINIA POWER	6860160149	12/01/2021		4100-021600-1276-263-210	640.94	220808			Electric	01746 # 6860160149
0000000	000084		7190905005	12/01/2021		4100-021600-1276-263-210	124.86	220808			Electric	01746 # 7190905005
0000000	000084		7248699964	12/03/2021		4100-021600-1276-263-210	560.60	220808			Electric	01746 # 7248699964
0000000	000084		7378703693	11/30/2021		4100-021600-1276-263-210	101.65	220808			Electric	01746 # 7378703693
0000000	000084		7860242267	12/02/2021		4100-021600-1276-263-210	292.55	220808			Electric	01746 # 7860242267
0000000	000084		8855852839	11/30/2021		4100-021600-1276-263-210	354.53	220808			Electric	01746 # 8855852839
0000000	000084		9073933633	11/30/2021		4100-051500-1276-551-510	45.82	220808			Electric	01746 # 9073933633
0000000	000084		9293060001	12/03/2021		4100-021600-1276-264-210	176.91	220808			Electric	01746 # 9293060001
0000000	000084		9560347503	12/01/2021		4100-021600-1276-263-210	1,927.48	220808			Electric	01746 # 9560347503
0000000	000084		9630317502	12/01/2021		4100-021600-1276-263-210	978.05	220808			Electric	01746 # 9630317502
							.00	EPY PMT	TOTAL			5,203.39
0000000	000084	DOMINION VIRGINIA POWER	9650330005	12/02/2021		4100-021600-1276-263-210	801.33	220809			Electric	01746 # 9650330005
0000000	000084		9660330003	11/30/2021		4100-021600-1276-263-210	142.63	220809			Electric	01746 # 9660330003
							.00	EPY PMT	TOTAL			943.96
0000000	000123	EDMOND, J. LAFAYETTE	JLE 121021	12/10/2021		4100-021400-1217-241-210	75.00	220810			Commission/Board Compensation	01746 PLANNING COMMISSIO
							.00	EPY PMT	TOTAL			75.00
0000000	001725	EDMUNDS WASTE REMOVAL INC	109636	12/01/2021		4100-021600-1247-264-210	425.00	220811			Janitorial Supplies	01746 SUSSEX COUNTY
							.00	EPY PMT	TOTAL			425.00
0000000	001692	FERRELLGAS	1117726233	12/14/2021		4100-051500-1279-551-510	536.07	220812			Propane Gas	01746 # 112364120
							.00	EPY PMT	TOTAL			536.07
0000000	001087	FIRE PROTECTION	FS0817#1	10/05/2021		4100-051500-1273-551-510	1,046.62	220813			Building Systems Main & Repai	01746 SUSSEX SHERIFF
							.00	EPY PMT	TOTAL			1,046.62
0000000	000152	GALLS, LLC	19809780	11/19/2021		4100-051100-1244-512-510	83.60	220814			Uniform Services	01746 # 5417395
							.00	EPY PMT	TOTAL			83.60

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0000000	001723	GARDAWORLD SECURITY SERVI	748959	12/03/2021		4100-021600-1229-264-210	1,122.42	220815		Other Professional Services	01746 # SUS001
0000000	001723		748960	12/03/2021		4100-021600-1229-264-210	1,122.42	220815		Other Professional Services	01746 # SUS001
0000000	001723		748961	12/03/2021		4100-021600-1229-264-210	1,122.42	220815		Other Professional Services	01746 # SUS001
0000000	001723		748962	12/03/2021		4100-021600-1229-264-210	1,122.42	220815		Other Professional Services	01746 # SUS001
0000000	001723		748963	12/03/2021		4100-021600-1229-264-210	1,122.42	220815		Other Professional Services	01746 # SUS001
0000000	001723		748964	12/03/2021		4100-021600-1229-264-210	1,122.42	220815		Other Professional Services	01746 # SUS001
0000000	001723		748965	12/03/2021		4100-021600-1229-264-210	1,122.42	220815		Other Professional Services	01746 # SUS001
0000000	001723		748966	12/03/2021		4100-021600-1229-264-210	1,122.42	220815		Other Professional Services	01746 # SUS001
		DISC. TOTAL		8,979.36						8,979.36	
0000000	001637	HALEY FORD SOUTH	45616285	12/09/2021		4100-051100-1255-512-510	384.75	220816		Vehicle Maintenance & Repairs	01746 SUSSEX SHERIFF
		DISC. TOTAL		384.75						384.75	
0000000	001951	HGS LLC	IN18755	11/03/2021		4100-021100-1228-211-210	106.25	220817		Contractual Services	01746 PROJ# PRJ103735
0000000	001951		IN19893	12/06/2021		4100-021100-1228-211-210	3,148.75	220817		Contractual Services	01746 PROJ# PRJ103735
		DISC. TOTAL		3,255.00						3,255.00	
0000000	001924	INSTITUTE FOR BUILDING TEC	CC01-54-0821	8/16/2021		4100-021400-1229-242-210	1,540.00	220818		Other Professional Services	01746 SUSSEX COUNTY
		DISC. TOTAL		1,540.00						1,540.00	
0000000	001475	IRVING, FRANK	FI 121021	12/10/2021		4100-021400-1217-241-210	75.00	220819		Commission/Board Compensation	01746 PLANNING COMMISSIO
		DISC. TOTAL		75.00						75.00	
0000000	000049	JARRATT HARDWARE	2111-103603	11/20/2021		4100-051500-1246-551-510	19.38	220820		Food Supplies	01746 # 159
		DISC. TOTAL		19.38						19.38	
0000000	001193	JUNIOR PERSON	3694-40	12/08/2021		4100-021200-1272-221-210	9,500.00	220821		Building Maintenance & Repair	01746 SUSSEX COUNTY
		DISC. TOTAL		9,500.00						9,500.00	
0000000	001477	KING, ROGER	RK 121021	12/10/2021		4100-021400-1217-241-210	75.00	220822		Commission/Board Compensation	01746 PLANNING COMMISSIO
		DISC. TOTAL		75.00						75.00	
0000000	001409	KOFILE TECHNOLOGIES	INV-KT-001261	5/28/2021		4100-062100-1236-621-620-700	9,161.50	220823		SCB Technology Trust Fund	01746 SUSSEX CIRCUIT COU
		DISC. TOTAL		9,161.50						9,161.50	
0000000	001115	LIFESTAR AMBULANCE	SC112021	12/10/2021		4100-021500-2110-252-210-524	21,888.00	220824		Emergency Med. SVC - Pd EMT.	01746 NOVEMBER 2021
0000000	001115		W202111	12/10/2021		4100-021500-2110-252-210-524	51,888.00	220824		Emergency Med. SVC - Pd EMT.	01746 NOVEMBER 2021
		DISC. TOTAL		73,776.00						73,776.00	
0000000	001433	LOWE'S	909167	11/04/2021		4100-051500-1272-551-510	53.98	220825		Building Maintenance & Repair	01746 # 99003370360
0000000	001433		909521	11/16/2021		4100-051500-1272-551-510	125.56	220825		Building Maintenance & Repair	01746 # 99003370360
		DISC. TOTAL		179.54						179.54	
0000000	001392	MASON, DENNIS	DM 121021	12/10/2021		4100-021400-1217-241-210	75.00	220826		Commission/Board Compensation	01746 PLANNING COMMISSIO
		DISC. TOTAL		75.00						75.00	
0000000	000309	MASSENBURG, TERRY	TM 121021	12/10/2021		4100-021400-1217-241-210	100.00	220827		Commission/Board Compensation	01746 PLANNING COMMISSIO
		DISC. TOTAL		100.00						100.00	
0000000	001660	MAYES, ANDREW W.	AM 121021	12/10/2021		4100-021400-1217-241-210	75.00	220828		Commission/Board Compensation	01746 PLANNING COMMISSIO
		DISC. TOTAL		75.00						75.00	

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00000000	001983	MID-ATLANTIC PEST AND LAW 2391		12/08/2021		4100-021600-1272-261-210	55.00	220829		Building Maintenance & Repair	01746 SUSSEX ANML CONTRO
		DISC. TOTAL					.00				55.00
00000000	000550	OGBURN SIGN CO. LLC	095732	11/27/2021		4100-051500-1299-551-510	60.00	220830		Miscellaneous Others	01746 SUSSEX SHERIFF
		DISC. TOTAL					.00				60.00
00000000	000991	PARKER OIL CO	998954	12/03/2021		4100-051500-1278-551-510	1,296.34	220831		Oil	01746 # 87746E-1
		DISC. TOTAL					.00				1,296.34
00000000	000164	PITNEY-BOWES, LLC	1019319109	10/28/2021		4100-063100-1252-632-630	135.81	220832		Equipment Lease/Rental	01746 # 0018433172
		DISC. TOTAL					.00				135.81
00000000	000165	POSTMASTER	REGSTRAR-100620	10/06/2020		4100-023100-1231-291-230	550.00	220833		Postage	01746 POSTAGE
		DISC. TOTAL					.00				550.00
00000000	001988	RICHMOND ANIMAL LEAGUE, IN	64344	10/21/2021		4100-021600-1227-261-210	510.00	220834		Medical Services	01746 # 27358
		DISC. TOTAL					120.00	220834		Medical Services	01746 # 27358
		DISC. TOTAL					565.00	220834		Medical Services	01746 # 27358
		DISC. TOTAL					245.00	220834		Medical Services	01746 # 27358
		DISC. TOTAL					.00				1,440.00
00000000	001023	RICOH USA, INC.	35748253	11/10/2021		4100-063100-1252-632-630	23.23	220835		Equipment Lease/Rental	01746 # 37023603
		DISC. TOTAL					.00				23.23
00000000	001956	ROBERTSON, VINCENT L. SR.	VLR 121521 01	12/15/2021		4100-063100-1205-631-630	127.50	220836		Meals	01746 REIMBURSEMENT
		DISC. TOTAL					147.32	220836		Gasoline/Mileage-Non Training	01746 REIMBURSEMENT
		DISC. TOTAL					.00				274.82
00000000	001488	RRS FOODSERVICE	2212222	12/15/2021		4100-051500-1246-551-510	2,430.92	220837		Food Supplies	01746 # 118626
		DISC. TOTAL					.00				2,430.92
00000000	000180	SAFETY FIRST CO OF VA	76738	11/30/2021		4100-051500-1273-551-510	455.00	220838		Building Systems Main & Repair	01746 SUSSEX COUNTY JAIL
		DISC. TOTAL					.00				455.00
00000000	001709	SCHULTZ LAWNSCAPES, INC.	34297	12/06/2021		4100-021200-1229-221-210	1,106.14	220839		Other Professional Services	01746 ROBINSON ROAD
		DISC. TOTAL					.00				1,106.14
00000000	001866	SHANDS, RUDOLPH	RS 121021	12/10/2021		4100-021400-1217-241-210	75.00	220840		Commission/Board Compensation	01746 PLANNING COMMISSIO
		DISC. TOTAL					.00				75.00
00000000	000187	SHANKO, JAMES	JS 121321	12/08/2021		4100-051500-1247-551-510	6.25	220841		Janitorial Supplies	01746 REIMBURSEMENT
		DISC. TOTAL					.00				6.25
00000000	001618	SHRED-IT USA, LLC	8000516644	11/30/2021		4100-021100-1228-211-210	207.98	220842		Contractual Services	01746 # 1000528107
		DISC. TOTAL					.00				207.98
00000000	001954	STALMAKER, LAURIE	LS 121321	12/16/2021		4100-021600-1242-261-210	55.80	220843		Agricultural Supplies	01746 REIMBURSEMENT
		DISC. TOTAL					45.00	220843		Mileage	01746 REIMBURSEMENT
		DISC. TOTAL					.00				100.80
00000000	000067	STONY CREEK PHARMACY	SCP 113021	11/30/2021		4100-051500-1293-551-510	626.58	220844		Inmate Medical Expenses	01746 NOVEMBER 2021
		DISC. TOTAL					.00				626.58

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT TOTAL	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	001904	SYKES, REGINA	RS 121521 01	12/15/2021		4100-063100-1205-631-630	127.50	220845			Meals	01746 REIMBURSEMENT
0000000	001904		RS 121521 02	12/15/2021		4100-063100-1264-631-630	196.62	220845			Gasoline/Mileage-Non Training	01746 REIMBURSEMENT
			DISC. TOTAL				.00				324.12	324.12
0000000	001966	THE WOOTEN COMPANY	75847	12/09/2021		4100-021100-1228-211-210	1,470.00	220846			Contractual Services	01746 PROJ# 3399-A
			DISC. TOTAL				.00				1,470.00	1,470.00
0000000	000230	TOOMBS, CHARLIE F., JR	CFT 120921	12/09/2021		4100-021200-1273-221-210	589.00	220847			Building Systems Main & Repat	01746 SUSSEX COUNTY
			DISC. TOTAL				.00				589.00	589.00
0000000	000318	TOWN OF MAVERLY	1814040098	11/30/2021		4100-021600-1277-263-210	75.00	220848			Water Services	01746 # 1814040098
			DISC. TOTAL				.00				75.00	75.00
0000000	001254	TREASURER OF VIRGINIA	COMWA 110921	11/09/2021		4100-051100-1227-512-510	20.00	220849			Medical Services inc/k9	01746 MEDICAL FEES
			DISC. TOTAL				.00				20.00	20.00
0000000	000080	TRI CITY OFFICE PRODUCTS	0141016-001	12/03/2021		4100-063100-1241-631-630	26.22	220850			Office Supplies	01746 # SXCWAT
0000000	000080		0141016-002	12/06/2021		4100-063100-1241-631-630	22.95	220850			Office Supplies	01746 # SXCWAT
			DISC. TOTAL				.00				49.17	49.17
0000000	001002	TYLER, RUFUS	RT 120621 01	12/06/2021		4100-011100-1205-111-110	61.49	220851			Meals	01746 REIMBURSEMENT
0000000	001002		RT 120621 02	12/06/2021		4100-011100-1264-111-110	47.84	220851			Mileage	01746 REIMBURSEMENT
0000000	001002		RT 120621 03	12/06/2021		4100-011100-1205-111-110	55.33	220851			Meals	01746 REIMBURSEMENT
0000000	001002		RT 120621 04	12/06/2021		4100-011100-1264-111-110	48.47	220851			Mileage	01746 REIMBURSEMENT
			DISC. TOTAL				.00				213.13	213.13
0000000	000769	VERIZON	0756733346 1221	12/06/2021		4100-051500-1234-551-510	89.19	220852			Telecommunications	01746 # 351337100000174
0000000	000769		0756733346 1221	12/06/2021		4100-051100-1234-512-510	522.01	220852			Telecommunications	01746 # 351337100000174
			DISC. TOTAL				.00				611.20	611.20
0000000	000757	VERIZON BUSINESS	62740569	12/10/2021		4100-021100-1234-211-210	47.08	220853			Telecommunications	01746 # Y2694822
0000000	000757		62740569	12/10/2021		4100-021400-1234-241-210	48.06	220853			Telecommunications	01746 # Y2694822
0000000	000757		62740569	12/10/2021		4100-021400-1234-242-210	48.06	220853			Telecommunications	01746 # Y2694822
0000000	000757		62740569	12/10/2021		4100-041100-1234-411-410	48.06	220853			Telecommunications	01746 # Y2694822
0000000	000757		62740569	12/10/2021		4100-031100-1234-311-310	49.06	220853			Telecommunications	01746 # Y2694822
0000000	000757		62740569	12/10/2021		4100-023100-1234-291-230	48.06	220853			Telecommunications	01746 # Y2694822
0000000	000757		62740569	12/10/2021		4100-021500-1234-253-210	48.06	220853			Telecommunications	01746 # Y2694822
0000000	000757		62740569	12/10/2021		4100-051100-1234-516-510	48.06	220853			Telecommunications	01746 # Y2694822
			DISC. TOTAL				.00				432.56	432.56
0000000	000039	VERIZON WIRELESS	9893212474	11/19/2021		4100-021600-1234-263-210	3,008.91	220854			Telecommunications	01746 # 742284843-00001
			DISC. TOTAL				.00				3,008.91	3,008.91
0000000	000873	WASTE MANAGEMENT OF	3565024-2424-1	11/23/2021		4100-021600-1229-264-210	638.85	220855			Other Professional Services	01746 # 10-33052-52006
			DISC. TOTAL				.00				638.85	638.85
0000000	001408	WITMER PUBLIC SAFETY GRP	2177710	12/08/2021		4100-051100-1244-512-510	19.00	220856			Uniform Services	01746 # SUSCOU
			DISC. TOTAL				.00				19.00	19.00
0000000	002006	WRIGHT, CAROLYN	CW 121421	12/14/2021		4100-081300-2110-822-810	125.70	220857			VA Cooperative Extension	01746 REIMBURSEMENT
			DISC. TOTAL				.00				125.70	125.70

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT TOTAL	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000000	001915	WYATT, KELLI D.	KDM 121321	319.35	12/15/2021		4100-063100-1205-632-630	319.35	220858		Meals	01746 REIMBURSEMENT	
			CHECK TOTAL			ACH PMT TOTAL					TOTAL		319.35
00000000	001644	XEROX FINANCIAL SERVICES	2980968	118.00	12/15/2021		4100-021600-1252-261-210	118.00	220859		Equipment Lease/Rental	01746 # 0200074478001	
			CHECK TOTAL			ACH PMT TOTAL					TOTAL		118.00
00000000	000312	YOUNG, ROBERT JR	RY 121021	75.00	12/10/2021		4100-021400-1217-241-210	75.00	220860		Commission/Board Compensation	01746 PLANNING COMMISSIO	
			CHECK TOTAL			ACH PMT TOTAL					TOTAL		75.00
00000000	000020	COWLING BROTHERS	51907	9.44	11/27/2021		4100-051100-1245-512-510	9.44	220861		Law Enforcement Supplies	01746 # SCJ001	
			CHECK TOTAL			ACH PMT TOTAL					TOTAL		9.44
			CHECK TOTAL			ACH PMT TOTAL					TOTAL		204,870.96
			CHECK TOTAL			ACH PMT TOTAL					TOTAL		204,870.96

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 204,870.96- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

12/16/21
DATE

12/16/21
DATE

12/16/21
DATE

Kelly G. Smith
 DIRECTOR OF FINANCE

Robert Cox
 COUNTY ADMINISTRATION

Destie J. Cox
 DESTIE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR	ACCOUNT NO.	HET AMOUNT	CHECK NO.	ACH PHT	ACH PHT TOTAL	CONTRACTUAL SERVICES TOTAL	BATCH INV DESCRIPTION
0000000	001303	MCGRUFF INSURANCE SERVICE	1800039307-03	9/27/2021	ACH PHT TOTAL	4100-021100 1228-211-210	6,000 00	220062	00	6,000 00	00	01747 ACCT# 52000231
			CHECK TOTAL			00 CPA PHT TOTAL	6,000 00			6,000 00		6,000 00
			CHECK TOTAL			00 CPA PHT TOTAL	6,000 00			6,000 00		6,000 00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED THE TOTAL 6,000 00. EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED

12/16/21
DATE

12/16/21
DATE

12/16/21
DATE

[Signature]
DIRECTOR OF FINANCE

[Signature]
COUNTY ADMINISTRATOR

[Signature]
DESTE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	001892	DIRECTV, LLC	34959122X211210	12/10/2021		4100-021500-1234-253-210	136.76	220874		Telecommunications	01748 # 34959122
	DISC. TOTAL		136.76	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	136.76
0000000	001185	DISPUTANTA ANIMAL HOSPITA	239662-REISSUE	2/11/2021		4100-021600-1227-261-210	82.77	220875		Medical Services	01748 SUSSEX COUNTY
	DISC. TOTAL		242797-REISSUE	4/08/2021		4100-021600-1227-261-210	12.00	220875		Medical Services	01748 SUSSEX COUNTY
	DISC. TOTAL		252390-REISSUE	9/11/2021		4100-021600-1227-261-210	108.00	220875		Medical Services	01748 SUSSEX COUNTY
	DISC. TOTAL		202.77	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	202.77
0000000	000902	DOC FARMER'S MARKET	MKT88619	12/20/2021		4100-051500-1246-551-510	241.00	220876		Food Supplies	01748 SUSSEX COUNTY JAIL
	DISC. TOTAL		241.00	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	241.00
0000000	001651	DOCUMENT SYSTEMS	119606	12/09/2021		4100-062100-1252-621-620	47.73	220877		Equipment Lease/Rental	01748 SUSSEX CIRCUIT COU
	DISC. TOTAL		47.73	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	47.73
0000000	000084	DOMINION VIRGINIA POWER	6138125478	12/03/2021		4100-021600-1276-264-210	81.46	220878		Electric	01748 # 6138125478
	DISC. TOTAL		81.46	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	81.46
0000000	001692	FERRRELLGAS	1117676887	12/09/2021		4100-021200-1279-221-210	925.62	220879		Propane Gas	01748 # 112364120
	DISC. TOTAL		925.62	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	925.62
0000000	001723	GARDAWORLD SECURITY SERVI	752365	12/10/2021		4100-021600-1229-264-210	1,122.42	220880		Other Professional Services	01748 # SUS001
	DISC. TOTAL		752366	12/10/2021		4100-021600-1229-264-210	1,122.42	220880		Other Professional Services	01748 # SUS001
	DISC. TOTAL		752367	12/10/2021		4100-021600-1229-264-210	1,122.42	220880		Other Professional Services	01748 # SUS001
	DISC. TOTAL		752368	12/10/2021		4100-021600-1229-264-210	1,122.42	220880		Other Professional Services	01748 # SUS001
	DISC. TOTAL		752369	12/10/2021		4100-021600-1229-264-210	1,122.42	220880		Other Professional Services	01748 # SUS001
	DISC. TOTAL		752370	12/10/2021		4100-021600-1229-264-210	1,122.42	220880		Other Professional Services	01748 # SUS001
	DISC. TOTAL		752371	12/10/2021		4100-021600-1229-264-210	1,122.42	220880		Other Professional Services	01748 # SUS001
	DISC. TOTAL		752372	12/10/2021		4100-021600-1229-264-210	1,122.42	220880		Other Professional Services	01748 # SUS001
	DISC. TOTAL		754585	12/17/2021		4100-021600-1229-264-210	1,122.42	220880		Other Professional Services	01748 # SUS001
	DISC. TOTAL		754586	12/17/2021		4100-021600-1229-264-210	1,122.42	220880		Other Professional Services	01748 # SUS001
	DISC. TOTAL		11,224.20	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	11,224.20
0000000	001723	GARDAWORLD SECURITY SERVI	754587	12/17/2021		4100-021600-1229-264-210	1,122.42	220881		Other Professional Services	01748 # SUS001
	DISC. TOTAL		754588	12/17/2021		4100-021600-1229-264-210	1,122.42	220881		Other Professional Services	01748 # SUS001
	DISC. TOTAL		754589	12/17/2021		4100-021600-1229-264-210	1,122.42	220881		Other Professional Services	01748 # SUS001
	DISC. TOTAL		754590	12/17/2021		4100-021600-1229-264-210	1,122.42	220881		Other Professional Services	01748 # SUS001
	DISC. TOTAL		754591	12/17/2021		4100-021600-1229-264-210	1,122.42	220881		Other Professional Services	01748 # SUS001
	DISC. TOTAL		754592	12/17/2021		4100-021600-1229-264-210	1,122.42	220881		Other Professional Services	01748 # SUS001
	DISC. TOTAL		6,734.52	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	6,734.52
0000000	001792	GENE REAMS AND ASSOCIATES GRA	121521	12/15/2021		4100-021500-1229-253-210	1,100.00	220882		Other Professional Services	01748 SUSSEX COUNTY
	DISC. TOTAL		1,100.00	ACH PMT TOTAL		.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		TOTAL	1,100.00
0000000	001605	GLOBAL SIGNAL ACQUISITIONS	33682563	2/01/2021		4100-021500-1252-253-210	450.20	220883		Equipment Lease/Rental	01748 # 393860
	DISC. TOTAL		34354917	5/01/2021		4100-021500-1252-253-210	450.20	220883		Equipment Lease/Rental	01748 # 393860
	DISC. TOTAL		34857925	7/01/2021		4100-021500-1252-253-210	463.71	220883		Equipment Lease/Rental	01748 # 393860
	DISC. TOTAL		35111314	8/01/2021		4100-021500-1252-253-210	463.71	220883		Equipment Lease/Rental	01748 # 393860
	DISC. TOTAL		35575172	9/01/2021		4100-021500-1252-253-210	463.71	220883		Equipment Lease/Rental	01748 # 393860
	DISC. TOTAL		35775947	10/01/2021		4100-021500-1252-253-210	463.71	220883		Equipment Lease/Rental	01748 # 393860
	DISC. TOTAL		36082305	11/01/2021		4100-021500-1252-253-210	463.71	220883		Equipment Lease/Rental	01748 # 393860
	DISC. TOTAL		36471511	12/01/2021		4100-021500-1252-253-210	463.71	220883		Equipment Lease/Rental	01748 # 393860

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001605	.00 CHECK TOTAL	36766794	1/01/2022	ACH PMT TOTAL	4100-021500-1252-253-210	463.71	220883	.00	Equipment Lease/Rental	01748 # 393860
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			4,146.37
0000000	001703	HEFTY WILEY & GORE P.C.	11563	12/25/2021	ACH PMT TOTAL	4100-022100-1223-281-220	8,500.00	220884	.00	Legal Services	01748 SUSSEX COUNTY
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			8,500.00
0000000	001097	ID NETWORKS	278590	12/10/2021	ACH PMT TOTAL	4100-051100-9001-516-510	10,000.00	220885	.00	OEMS Rescue Squad Asst.	Grant01748 # SUS100
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			10,000.00
0000000	001550	KINEX NETWORKING SOLUTION	21682	12/30/2021	ACH PMT TOTAL	4100-021600-1234-263-210	1,350.00	220886	.00	Telecommunications	01748 # 383
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			1,350.00
0000000	001830	LEADSONLINE LLC	324101	12/15/2021	ACH PMT TOTAL	4100-051100-1229-512-510	2,933.00	220887	.00	Other Professional Services	01748 ACCT# 6560
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			2,933.00
0000000	000129	LOGAN SYSTEMS, INC	55844	11/15/2021	ACH PMT TOTAL	4100-062100-1236-621-620	650.00	220888	.00	Microfilming & Scanning	Servi01748 SUSSEX CIRCUIT COU
						4100-062100-1236-621-620	699.14	220888	.00	Microfilming & Scanning	Servi01748 SUSSEX CIRCUIT COU
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			1,349.14
0000000	001882	MOBILE COMMUNICATIONS AWE	315002214	12/17/2021	ACH PMT TOTAL	4100-021100-2120-211-210-203	22,174.09	220889	.00	COVID-19 Expenses	01748 # 110921
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			22,174.09
0000000	000947	MUNICIPAL EMERGENCY	IN1655023	12/13/2021	ACH PMT TOTAL	4100-021500-1254-251-210	131.08	220890	.00	Equipment Maintenance	01748 # C36508
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			131.08
0000000	001281	NAFECO	1099824	8/04/2021	ACH PMT TOTAL	4100-021500-1254-251-210	99.00	220891	.00	Equipment Maintenance	01748 SUSSEX PUBLIC SAFE
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			99.00
0000000	001256	PAJ SERVICES	SUC0122021	12/06/2021	ACH PMT TOTAL	4100-021600-1247-264-210	270.00	220892	.00	Janitorial Supplies	01748 SUSSEX COUNTY
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			270.00
0000000	000163	PEARSON'S APPRAISAL SERV	#8 120721	12/07/2021	ACH PMT TOTAL	4100-031100-1225-312-310	5,423.08	220893	.00	Management Consulting Service	01748 SUSSEX COUNTY
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			5,423.08
0000000	001918	PIERCE, BREYON	BP 122021	12/20/2021	ACH PMT TOTAL	4100-081300-2110-822-810	42.72	220894	.00	VA Cooperative Extension	01748 REIMBURSEMENT
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			42.72
0000000	000164	PITNEY-BOWES, LLC	3314707447	11/25/2021	ACH PMT TOTAL	4100-041100-1252-411-410	146.34	220895	.00	Equipment Lease/Rental	01748 # 11643517
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			146.34
0000000	000061	PRINCE GEORGE ELECTRIC	2006028100	12/03/2021	ACH PMT TOTAL	4100-021600-1276-263-210	434.62	220896	.00	Electric	01748 # 2006028100
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			434.62
0000000	000618	QUILL CORPORATION	21503636	12/08/2021	ACH PMT TOTAL	4100-021100-1241-211-210	201.92	220897	.00	Office Supplies	01748 # 3342634
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			201.92
0000000	000063	RUTHERFORD SUPPLY	1236559	12/10/2021	ACH PMT TOTAL	4100-021200-1247-221-210	1,029.74	220898	.00	Janitorial Supplies	01748 # 118601
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			1,029.74
0000000	000968	SIXTH JUDICIAL CIRCUIT COU	DECEMBER 2021	12/28/2021	ACH PMT TOTAL	4100-061100-1241-611-610	231.04	220899	.00	Office Supplies	01748 OFFICE EXPENSES
						.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			231.04

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	BATCH INV. DESCRIPTION
0000000	000901	SIXTH JUDICIAL CIRCUIT	CO DECEMBER 2021	12/28/2021		4100-061100-1241-611-610	231.04	220900		01748 OFFICE EXPENSES
			CHECK TOTAL			.00 CPA PMT TOTAL				231.04
0000000	001796	SIXTH JUDICIAL CIRCUIT	CO DECEMBER 2021	12/28/2021		4100-061100-1241-611-610	231.00	220901		01748 OFFICE EXPENSES
			CHECK TOTAL			.00 CPA PMT TOTAL				231.00
0000000	001772	SOUTHSHORE ELECTRIC COOPER	561962001	12/03/2021		4100-021600-1276-264-210	96.30	220902		01748 # 561962001
			CHECK TOTAL			.00 CPA PMT TOTAL				96.30
0000000	000077	SUSSEX SERVICE AUTHORITY	200815223	11/30/2021		4100-021600-1277-263-210	5,017.50	220903		01748 # 2699
			CHECK TOTAL			.00 CPA PMT TOTAL				5,017.50
0000000	001827	TEMP-POWER, INC	15280X-2	12/06/2021		4100-021600-1252-264-210	1,120.00	220904		01748 # 4679
			CHECK TOTAL			.00 CPA PMT TOTAL				1,120.00
0000000	001827	TEMP-POWER, INC	16475R-2	12/06/2021		4100-021600-1252-264-210	1,120.00	220904		01748 # 4679
			CHECK TOTAL			.00 CPA PMT TOTAL				2,240.00
0000000	000080	TRI CITY OFFICE PRODUCTS	0141084-001	12/10/2021		4100-062100-1241-621-620	101.01	220905		01748 # SXCC-0
			CHECK TOTAL			.00 CPA PMT TOTAL				101.01
0000000	000080	TRI CITY OFFICE PRODUCTS	0141084-002	12/13/2021		4100-062100-1241-621-620	79.10	220905		01748 # SXCC-0
			CHECK TOTAL			.00 CPA PMT TOTAL				79.10
0000000	000080	TRI CITY OFFICE PRODUCTS	0141151-001	12/17/2021		4100-041100-1241-411-410	42.72	220905		01748 # STO-0
			CHECK TOTAL			.00 CPA PMT TOTAL				42.72
0000000	000080	TRI CITY OFFICE PRODUCTS	0141159-001	12/20/2021		4100-062100-1241-621-620	170.98	220905		01748 # SXCC-0
			CHECK TOTAL			.00 CPA PMT TOTAL				170.98
0000000	000080	TRI CITY OFFICE PRODUCTS	0141166-001	12/21/2021		4100-081300-2110-822-810	4,444.45	220905		01748 # SGEO-01
			CHECK TOTAL			.00 CPA PMT TOTAL				4,444.45
0000000	001995	TRUIST BANK	2338 1221 01	11/27/2021		4100-021100-1258-211-210	29.98	220906		01748 # 4046011199882338
			CHECK TOTAL			.00 CPA PMT TOTAL				29.98
0000000	001995	TRUIST BANK	2338 1221 02	12/03/2021		4100-023100-1241-291-230	111.74	220906		01748 # 4046011199882338
			CHECK TOTAL			.00 CPA PMT TOTAL				111.74
0000000	001995	TRUIST BANK	2338 1221 03	12/10/2021		4100-041100-1244-411-410	280.66	220906		01748 # 4046011199882338
			CHECK TOTAL			.00 CPA PMT TOTAL				280.66
0000000	001995	TRUIST BANK	2338 1221 04	12/15/2021		4100-021500-1205-253-210	145.00	220906		01748 # 4046011199882338
			CHECK TOTAL			.00 CPA PMT TOTAL				145.00
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-021600-1234-261-210	72.51	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				72.51
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-063100-1234-632-630	57.60	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				57.60
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-612-610	57.60	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				57.60
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-611-610	57.60	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				57.60
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-023100-1234-291-230	57.60	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				57.60
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-031100-1234-311-310	57.60	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				57.60
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-612-610	278.65	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				278.65
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-021500-1234-253-210	28.51	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				28.51
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-021100-1234-211-210	9.02	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				9.02
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-041100-1234-411-410	28.51	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				28.51
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-611-610	28.51	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				28.51
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-611-610	28.51	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				28.51
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-612-610	28.51	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				28.51
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-612-610	28.52	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				28.52
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-611-610	28.52	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				28.52
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-611-610	28.52	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				28.52
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-612-610	28.52	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				28.52
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-612-610	72.51	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				72.51
0000000	000769	VERIZON	0601250741 1221	12/21/2021		4100-061100-1234-612-610	49.83	220907		01748 # 551326675000162
			CHECK TOTAL			.00 CPA PMT TOTAL				49.83

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACGR	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000769		0601250741	12/21/2021		4105-071100-1234-711-710	57.59	220907		Telecommunications	01748 # 5513266750000162
DISC.	TOTAL	.00	CHECK TOTAL	1,170.28	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	1,170.28
0000000	000039	VERIZON WIRELESS	9894834119	12/10/2021		4100-011100-1234-111-110	137.11	220908		Telecommunications	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-021100-1234-211-210	258.60	220908		Telecommunications	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-021100-2120-211-210-203	98.56	220908		COVID-19 Expenses	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-021200-1234-221-210	74.78	220908		Telecommunications	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-021400-1234-241-210	40.01	220908		Telecommunications	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-021400-1234-242-210	58.55	220908		Telecommunications	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-021500-1234-253-210	111.24	220908		Telecommunications	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-021600-1234-263-210	294.95	220908		Telecommunications	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-021600-1234-262-210	111.24	220908		Mobile Telecommunications	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-021600-1234-263-210	40.01	220908		Telecommunications	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-023100-1234-291-230	40.01	220908		Telecommunications	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-031100-1234-311-310	40.01	220908		Telecommunications	01748 # 805250394-00001
0000000	000039		9894834119	12/10/2021		4100-021100-1234-211-210	120.60	220908		Telecommunications	01748 # 805250394-00001
DISC.	TOTAL	.00	CHECK TOTAL	2,494.02	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	2,494.02
0000000	000873	WASTE MANAGEMENT OF	3142614-2425-8	12/01/2021		4100-021600-1229-264-210	2,720.33	220909		Other Professional Services	01748 # 25-09633-63000
DISC.	TOTAL	.00	CHECK TOTAL	2,720.33	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	2,720.33
0000000	000879	WOMACK PUBLISHING CO.	33448	11/03/2021		4100-021100-1235-211-210	298.30	220910		Advertising	01748 # 5449
0000000	000879		33597	11/03/2021		4100-021100-1235-211-210	162.25	220910		Advertising	01748 # 5449
0000000	000879		34364	11/24/2021		4100-021400-1235-241-210	396.20	220910		Advertising	01748 # 5449
DISC.	TOTAL	.00	CHECK TOTAL	856.75	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	856.75
0000000	001644	XEROX FINANCIAL SERVICES	2938154	11/24/2021		4100-031100-1252-311-310	145.00	220911		Equipment Lease/Rental	01748 # 0200099060001
DISC.	TOTAL	.00	CHECK TOTAL	145.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	145.00
0000000	001995	TRUIST BANK	2346 1221 01	12/03/2021		4100-063100-1204-631-630	167.39	220912		Lodging	01748 # 4046011199882346
0000000	001995		2346 1221 02	12/03/2021		4100-063100-1204-631-630	299.02	220912		Lodging	01748 # 4046011199882346
DISC.	TOTAL	.00	CHECK TOTAL	466.41	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	466.41
0000000	000039	VERIZON WIRELESS	9894944537	12/12/2021		4100-051100-1234-512-510	678.81	220913		Telecommunications	01748 # 520620824-00001
0000000	000039		9894944537	12/12/2021		4100-051100-1234-516-510	678.80	220913		Telecommunications	01748 # 520620824-00001
DISC.	TOTAL	.00	CHECK TOTAL	1,513.26	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	1,513.26
0000000	001995	TRUIST BANK	2353 1221 01	12/04/2021		4100-021100-1241-211-210	259.88	220914		Office Supplies	01748 # 4046011199882353
0000000	001995		2353 1221 02	12/07/2021		4100-021400-1201-242-210	45.00	220914		Organization Membership	01748 # 4046011199882353
0000000	001995		2353 1221 03	12/08/2021		4100-023100-1241-291-230	114.78	220914		Office Supplies	01748 # 4046011199882353
0000000	001995		2353 1221 04	12/13/2021		4100-021200-1253-221-210	366.92	220914		Equipment Lease/Purchase	01748 # 4046011199882353
0000000	001995		2353 1221 05	12/16/2021		4100-021100-1241-211-210	44.50	220914		Office Supplies	01748 # 4046011199882353
DISC.	TOTAL	.00	CHECK TOTAL	831.08	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	831.08
0000000	000873	WASTE MANAGEMENT OF	3142614-2425-8	12/01/2021		4100-021600-1229-264-210	2,720.33	220909		Other Professional Services	01748 # 25-09633-63000
DISC.	TOTAL	.00	CHECK TOTAL	2,720.33	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL	2,720.33

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED. THE TOTAL 129,353.79- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

12.29.21 DATE

Keely [Signature] DIRECTOR OF FINANCE

[Faint background text and markings]

12/29/21
DATE
12/30/21
DATE

Deste J. Cox
COUNTY ADMINISTRATION
Deste J. Cox
DESTÉ J. COX, TREASURER

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	DC040211216211200	12/16/2021	100-000200-0100-	709.87	220760		00000
00000	000245		DC040211216211200	12/16/2021	105-000200-0100-	101.36	220760		00000
00000	000245		DC041211216211200	12/16/2021	100-000200-0100-	594.31	220760		00000
00000	000245		DC041211216211200	12/16/2021	105-000200-0100-	117.53	220760		00000
					CHECK TOTAL	1,523.07			
00000	000881	ANTHEM BLUE CROSS AND	DC001211216211200	12/16/2021	100-000200-0100-	35,397.00	220761		00000
00000	000881		DC001211216211200	12/16/2021	105-000200-0100-	6,118.00	220761		00000
00000	000881		DC002211216211200	12/16/2021	100-000200-0100-	808.50	220761		00000
00000	000881		DC003211216211200	12/16/2021	100-000200-0100-	1,180.00	220761		00000
00000	000881		DC004211216211200	12/16/2021	100-000200-0100-	974.50	220761		00000
00000	000881		DC006211216211200	12/16/2021	100-000200-0100-	2,004.00	220761		00000
00000	000881		DC006211216211200	12/16/2021	105-000200-0100-	668.00	220761		00000
00000	000881		DC012211216211200	12/16/2021	100-000200-0100-	974.50	220761		00000
00000	000881		DC015211216211200	12/16/2021	100-000200-0100-	1,588.00	220761		00000
					CHECK TOTAL	49,712.50			
00000	002004	BRUNSWICK COMBINED COURT	DC124211216211200	12/16/2021	100-000200-0100-	126.09	220762		00000
					CHECK TOTAL	126.09			
00000	001397	LEGAL SHIELD	DC097211216211200	12/16/2021	100-000200-0100-	11.98	220763		00000
00000	001397		DC097211216211200	12/16/2021	105-000200-0100-	14.95	220763		00000
					CHECK TOTAL	26.93			
00000	001021	MINNESOTA LIFE INS CO	DC200211216211200	12/16/2021	100-000200-0100-	357.70	220764		00000
00000	001021		DC200211216211200	12/16/2021	105-000200-0100-	97.03	220764		00000
					CHECK TOTAL	464.73			
00000	000872	NATIONWIDE RETIREMENT	DC090211216211200	12/16/2021	100-000200-0100-	845.00	220765		00000
00000	000872		DC090211216211200	12/16/2021	105-000200-0100-	225.00	220765		00000
					CHECK TOTAL	1,070.00			
00000	001570	NEW JERSEY FAMILY	DC108211216211200	12/16/2021	100-000200-0100-	179.84	220766		00000
					CHECK TOTAL	179.84			
00000	001851	NYS CHILD SUPPORT PROCESS	DC114211216211200	12/16/2021	100-000200-0100-	121.33	220767		00000
					CHECK TOTAL	121.33			
00000	002003	SOUTHAMPTON COMBINED COUR	DC123211216211200	12/16/2021	100-000200-0100-	295.95	220768		00000
					CHECK TOTAL	295.95			
00000	000247	TREASURER OF VIRGINIA	DC080211216211200	12/16/2021	100-000200-0100-	2,128.38	220769		00000
					CHECK TOTAL	2,128.38			
00000	000631	VACORP	DC035211216211200	12/16/2021	100-000200-0100-	178.96	220770		00000
00000	000631		DC035211216211200	12/16/2021	105-000200-0100-	65.60	220770		00000
					CHECK TOTAL	244.56			
00000	001027	VALIC RETIREMENT	DC091211216211200	12/16/2021	100-000200-0100-	1,465.00	220771		00000
					CHECK TOTAL	1,465.00			
					CLASS TOTAL	57,358.38			
					FINAL TOTAL	57,358.38			

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

THE TOTAL 57,358.38- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

12-10-21
DATE

12/10/21

Richard J. [Signature]
COUNTY ADMINISTRATOR
[Signature]

P/O NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	AFLAC	DC040211231211200	12/22/2021	100-000200-0100-	709.87	220772		00000
00000		DC040211231211200	12/22/2021	105-000200-0100-	70.42	220772		00000
00000		DC041211231211200	12/22/2021	100-000200-0100-	594.31	220772		00000
00000		DC041211231211200	12/22/2021	105-000200-0100-	72.67	220772		00000
				CHECK TOTAL	1,447.27			
00000	ANTHEM BLUE CROSS AND	DC001211231211200	12/22/2021	100-000200-0100-	35,397.00	220773		00000
00000		DC001211231211200	12/22/2021	105-000200-0100-	6,118.00	220773		00000
00000		DC002211231211200	12/22/2021	100-000200-0100-	808.50	220773		00000
00000		DC003211231211200	12/22/2021	100-000200-0100-	1,180.00	220773		00000
00000		DC004211231211200	12/22/2021	100-000200-0100-	974.50	220773		00000
00000		DC006211231211200	12/22/2021	100-000200-0100-	2,004.00	220773		00000
00000		DC006211231211200	12/22/2021	105-000200-0100-	668.00	220773		00000
00000		DC012211231211200	12/22/2021	100-000200-0100-	974.50	220773		00000
00000		DC015211231211200	12/22/2021	100-000200-0100-	1,588.00	220773		00000
				CHECK TOTAL	49,712.50			
00000	BRUNSWICK COMBINED COURT	DC124211231211200	12/22/2021	100-000200-0100-	104.07	220774		00000
				CHECK TOTAL	104.07			
00000	LEGAL SHIELD	DC097211231211200	12/22/2021	100-000200-0100-	28.43	220775		00000
00000		DC097211231211200	12/22/2021	105-000200-0100-	14.95	220775		00000
				CHECK TOTAL	43.38			
00000	MINNESOTA LIFE INS CO	DC200211231211200	12/22/2021	100-000200-0100-	367.70	220776		00000
00000		DC200211231211200	12/22/2021	105-000200-0100-	90.83	220776		00000
				CHECK TOTAL	458.53			
00000	NATIONWIDE RETIREMENT	DC090211231211200	12/22/2021	100-000200-0100-	845.00	220777		00000
00000		DC090211231211200	12/22/2021	105-000200-0100-	225.00	220777		00000
				CHECK TOTAL	1,070.00			
00000	NEW JERSEY FAMILY	DC108211231211200	12/22/2021	100-000200-0100-	179.84	220778		00000
				CHECK TOTAL	179.84			
00000	NYS CHILD SUPPORT PROCESS	DC114211231211200	12/22/2021	100-000200-0100-	121.33	220779		00000
				CHECK TOTAL	121.33			
00000	TREASURER OF VIRGINIA	DC080211231211200	12/22/2021	100-000200-0100-	2,128.38	220780		00000
				CHECK TOTAL	2,128.38			
00000	VACORP	DC035211231211200	12/22/2021	100-000200-0100-	178.96	220781		00000
00000		DC035211231211200	12/22/2021	105-000200-0100-	50.62	220781		00000
				CHECK TOTAL	229.58			
00000	VALIC RETIREMENT	DC091211231211200	12/22/2021	100-000200-0100-	1,465.00	220782		00000
				CHECK TOTAL	1,465.00			
				CLASS TOTAL	56,959.88			
				FINAL TOTAL	56,959.88			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 56,959.88- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

12-16-21

DATE

12/16/21

Richard C. Taylor

COUNTY ADMINISTRATOR

Dust G. G. G.

SUSSEX COUNTY
TREASURER'S REPORT

SUBMITTED BY DESTE J. COX, TREASURER

DECEMBER 31, 2021

- 1 – BANK RECONCILIATION
- 2 – 2021 STATEMENT OF TAX ASSESSMENT
- 3 – LANDFILL TIPPING FEES
- 4 – 10 YEAR LANDFILL REVENUE SUMMARY



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

BB&T #201- SUSSEX, VA

Bank Balance - Money Market Checking-----	\$101,720.49	
Plus Bank Service Charge - in bank, not in office---JE-----	\$165.31	
Plus Bank adj carried in Dec-----	\$0.03	
Less Deposits in Transit-----	\$0.00	
Less Outstanding Checks not cleared bank-----	\$0.00	\$101,885.83

BSV #301- STONY CREEK, VA

Bank Balance-----	\$11,528,371.74	
Plus Bank Svc Chg - in bank, not in office---JE-----	\$170.85	
Plus Bank Merch Fees - in bank, not in office---JE-----	\$1,302.97	
Plus Deposits in Transit - in office, not in bank-----	\$1,563.58	
Less Outstanding Checks not cleared bank-----	(\$756,543.94)	
Less Duplicate Credit Card Charge	(\$844.65)	
Less Refund of Merch Fees -----	(\$49.90)	
Less Deposits in Transit - in bank, not in office-----	(\$4,183.13)	\$10,769,787.52

SONA/PRIMIS #401- WAVERLY, VA

Bank Balance-----	\$274,179.58	
Less Deposits in Transit - in bank, not in office-----	(\$11.30)	\$274,168.28
Investments and CD's-----		
#30380034 - SONA #451	\$2,315,631.94	
#30383118 - SONA #451	\$1,014,287.75	
#30383043 - SONA #451	\$2,009,181.18	
		\$5,339,100.87

<u>QZAB -06 #702</u> Investment Balance-----	\$1,947,817.14	
<u>LGIP INVESTMENT #803</u> Investment Balance-----	\$2,386,443.89	
<u>VA INV POOL #804</u> Investment Balance-----	\$622,467.24	

TOTAL IN BANKS REC W/GL----- \$21,441,670.77

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

2021 STATEMENT OF TAXES AS OF 12/30/2021

DESTE J. COX, TREASURER

TAX TYPE	2020 NET TAX ASSESSMENT	2021 NET TAX ASSESSMENT	CHG OVER/UNDER LFY ACTUAL
FR	\$18,045	\$19,252	\$1,207
MC	\$133,237	\$132,695	(\$542)
MH	\$16,733	\$17,099	\$366
MT	\$1,104,883	\$587,628	(\$517,255)
PP	\$3,849,856	\$4,199,042	\$349,186
VL Vehicle Reg.	\$230,153	\$232,975	\$2,822
PERSONAL PROP	<u>\$5,352,907</u>	<u>\$5,188,691</u>	<u>(\$164,216)</u>
REAL ESTATE	<u>\$5,161,687</u>	<u>\$5,155,404</u>	<u>(\$6,283)</u>
PUBLIC SERVICE	<u>\$746,151</u>	<u>\$728,286</u>	<u>(\$17,865)</u>
GRAND TOTAL	<u>\$11,260,745</u>	<u>\$11,072,381</u>	<u>(\$188,364)</u>

LANDFILL TIPPING FEES

DESTE J. COX, TREASURER

DATE REC'D	FOR MONTH	RATE/TON 0.00	NET/TON 0.00	CO. USED TONS	TOTAL REVENUE	CONSENT FEE ESCROW FD	CONSENT FEE BRAMBLES CR	BASE RENT	Ave need & Bal of Bud.
FYE2022									\$4,851,000.00 Budgeted
7/23/2021	June 2021	\$4.75	101,757.37	2,178.30	\$483,347.51				\$397,059.32
8/25/2021	July 2021	\$4.75	87,268.11	1,492.62	\$414,523.52				\$395,312.90
9/22/2021	Aug 2021	\$4.75	100,824.05	1,645.04	\$478,914.24				\$386,023.86
10/25/2021	Sept 2021	\$4.75	95,219.67	1,639.49	\$452,293.43				\$377,740.17
11/30/2021	Oct 2021	\$4.75	101,928.60	1,921.34	\$484,160.85				\$362,537.21
12/29/2021	Nov 2021	\$4.75	99,755.39	1,521.17	\$473,838.10				\$343,987.06
1/25/2022	Dec 2021	\$4.75			\$0.00				
2/25/2022	Jan 2022	\$4.75			\$0.00				
3/25/2022	Feb 2022	\$4.75			\$0.00				
4/25/2022	Mar 2022	\$4.75			\$0.00				
5/25/2022	Apr 2022	\$4.75			\$0.00				
6/25/2022	May 2022	\$4.75			\$0.00				
AC TOT FYE 2021 Bud		\$4,851,000	586,753.19	10,397.96	\$2,787,077.65	0.00	0.00	0.00	-\$2,063,922.35
G TOTAL PROJ			586,753.19	10,397.96	2,787,077.65	0.00	0.00	0.00	

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)
4. Inspection & Operations Fee paid by Waste Management to County for 2017 = \$250,000, increasing to **\$375,000 January 1, 2018**, and adjusted to CPI every 5 years thereafter based on the CPI for each of the five years. The fee shall not be reduced based on CPI adjustment and shall not exceed \$425,000.

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

MO. RECD	FYE2012	FYE2013	FYE2014	FYE2015	FYE2016	FYE2017	FYE2018	FYE2019	FYE2020	FYE2021	FYE2022	FY19-21 3Yr Ave.
July	629,481	471,147	514,503	480,468	501,253	436,313	478,992	513,862	484,545	479,916	483,348	492,774
August	597,953	445,265	499,297	454,641	429,103	401,017	433,259	527,100	552,838	532,439	414,524	537,459
September	592,764	479,789	452,803	350,607	324,276	424,719	492,106	671,682	494,825	499,000	478,914	555,169
October	514,347	408,069	401,828	399,043	308,871	367,365	417,047	602,719	471,021	494,212	452,293	522,651
November	476,176	430,052	405,430	382,450	334,371	441,841	459,048	771,203	532,914	533,909	484,161	612,676
December	415,797	534,057	322,278	335,460	339,298	353,495	475,139	613,451	467,628	455,970	473,838	512,349
January	441,254	488,614	343,461	389,239	390,132	343,788	493,320	689,112	502,056	430,890		540,686
February	432,349	542,928	377,628	403,443	342,709	375,933	458,704	747,024	489,357	406,001		547,461
March	404,675	403,559	317,919	290,654	341,827	314,512	490,123	667,723	397,492	308,553		457,923
April	403,647	426,530	338,922	459,688	389,559	393,938	458,270	679,997	456,070	415,630		517,233
May	441,761	480,225	390,339	544,490	360,063	383,640	373,837	556,306	376,441	459,201		463,983
June	458,093	473,070	399,471	508,752	400,137	467,027	432,824	536,509	370,664	410,440		439,204
Totals	<u>5,808,297</u>	<u>5,583,306</u>	<u>4,763,879</u>	<u>4,998,935</u>	<u>4,461,599</u>	<u>4,703,588</u>	<u>5,462,669</u>	<u>7,576,689</u>	<u>5,595,852</u>	<u>5,426,160</u>	<u>2,787,078</u>	<u>6,199,567</u>
Current Year Budget:		<u>4,851,000</u>										

SUSSEX COUNTY
FINANCIAL UPDATE
SUBMITTED BY DESTE J. COX, TREASURER
DECEMBER 31, 2021

SUSSEX COUNTY - DESTE J. COX, TREASURER
REVENUE/EXPENDITURE SUMMARY REPORT
DECEMBER 2021

General Fund **FUND BALANCE as of 12/31/21 = \$ 12,774,972**

<i>REVENUES</i>				<i>ANNUAL BUDGET</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 12/31/2021</i>	<i>PRIOR FY - YTD Through 12/31/2020</i>	<i>COLLECTED % YTD</i>
Real Estate - 2021				4,950,093	1,868,649	4,735,431	4,644,596	95.7%
Public Service Corp - 2021				753,613	504,591	728,273	746,148	96.6%
Personal Property - 2021				2,705,677	1,041,256	2,718,971	2,567,965	100.5%
Machinery & Tools - 2021				804,883	89,775	548,204	1,097,731	68.1%
Local Sales & Use Taxes (net)				902,062	91,539	547,114	469,036	60.7%
Transient Occupancy Tax				40,000	11,134	46,178	17,918	115.4%
Consumer Utility Taxes				88,000	3,069	43,437	39,798	49.4%
Business License Taxes				62,050	1,293	17,769	26,625	28.6%
Motor Vehicle Licenses				223,032	75,755	164,003	171,694	73.5%
Landfill Tipping Fees				4,851,000	473,838	2,787,078	2,539,476	57.5%
Delinquent Taxes RE				161,000	30,458	83,043	124,493	51.6%
Delinquent Tax Personal Property				104,500	6,026	52,822	71,177	50.5%
Penalties - All Property				105,000	12,471	24,586	29,656	23.4%
Interest - All Property				26,000	7,361	16,414	20,100	63.1%
Court Fines				940,000	82,215	423,071	309,591	45.0%
State				4,127,137	270,821	2,640,193	2,512,687	64.0%
Federal				1,500	0	84,077	1,446,031	5605.1%
Designated Use of Fund Balance				3,584,111	0	0	0	0.0%
<i>EXPENDITURES</i>				<i>ANNUAL BUDGET</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 12/31/2021</i>	<i>PRIOR FY - YTD Through 12/31/2020</i>	<i>SPENT % YTD</i>
General Government				3,382,862	207,589	1,100,180	2,475,027	32.5%
Judicial Administration				1,216,502	101,029	578,307	558,971	47.5%
Fire, Rescue, EMS				2,080,956	166,574	1,173,179	884,214	56.4%
Sheriff's Operations & Jail				5,887,268	406,817	2,524,448	2,068,898	42.9%
Public Works				1,101,989	143,837	731,780	596,453	66.4%
Health & Welfare				1,175,528	105,645	760,666	436,624	64.7%
Education				7,753,652	907,897	3,339,601	2,446,256	43.1%
Parks Rec & Cultural Enrichment				255,151	0	154,436	138,533	60.5%
Planning/Community Dev				1,648,853	58,555	356,830	1,278,968	21.6%
Debt Service				1,534,697	0	1,335,757	1,290,194	87.0%

**FYE21 includes CARES Act funding

**SUSSEX COUNTY
REVENUE/EXPENDITURE SUMMARY REPORT
DECEMBER 2021**

Capital Projects Fund - Fund 302

**FUND BALANCE as of 12/31/21 = \$ 125,783 plus
\$701,196 F&R Dedicated Funds**

				ANNUAL BUDGET	CURRENT MONTH ACTIVITY	YTD ACTUAL 12/31/2021	PRIOR FY - YTD Through 12/31/2020	COLLECTED % YTD
REVENUES								
Gifts/Donations Fire & Rescue				0	0	0	5,000	0.0%
Transfer from General Fund				0	0	0	150,000	0.0%
Total Capital Projects Fund Revenues				0	0	0	155,000	0.0%
EXPENDITURES								
Replace E911 Equip				56,322.00	0	0	0	0.0%
Voting Machines				8,625.00	0	0	0	0.0%
Sheriff Patrol Vehicle				122,134.00	0	68,394	68,394	56.0%
Transfer to Other Funds				175,054	0	175,054	406,866	100.0%
Communications				20,000.00	0	0	0	0.0%
Renovations-Co. Buildings				256,303.00	0	0	0	0.0%
School Projects				27,000.00	0	0	0	0.0%
Animal Shelter & Complex				0.00	0	0	23,880	0.0%
Total Capital Projects Fund Expenditures				665,438	-	243,448	499,140	36.6%

**SUSSEX COUNTY
REVENUE/EXPENDITURE SUMMARY REPORT
DECEMBER 2021**

Reserve Fund 135

FUND BALANCE as of 12/31/21 = \$ 4,572,581

				ANNUAL BUDGET	CURRENT MONTH ACTIVITY	YTD ACTUAL 12/31/2021	PRIOR FY - YTD Through 12/31/2020	COLLECTED % YTD
REVENUES								
				0	0	0	0	0.0%
Total Reserve Fund Revenues				0	0	0	0	0.0%
EXPENDITURES								
Transfer to General Fund				176,020	0	176,020	0	100.0%
Transfer to VPA Fund				579	0	579	0	100.0%
Total Reserve Fund Expenditures				176,599	0	176,599	0	100.0%

General Fund								
				ANNUAL	CURRENT	ACTUAL	YTD 12/31/2020	Spent %
				BUDGET	ACTIVITY	YEAR TO	PRIOR FISCAL	YTD
EXPENDITURES BY DEPARTMENT						DATE	YEAR	
Board of Supervisors				166,733	10,870	62,558	101,009	37.5%
Administration				1,803,878	88,761	457,470	1,856,901	25.4%
Contingency Acct				128,001	0	0	0	0.0%
IT & Central Acct				43,000	192	23,498	23,283	54.6%
County Attorney				150,000	29,407	85,412	64,269	56.9%
Registrar/Board of Elections				254,369	16,741	100,408	115,298	39.5%
Com of Rev/Reassess				405,230	29,698	166,851	129,065	41.2%
Treas/Lic Bureau				431,651	31,920	203,983	185,202	47.3%
General Government				3,382,862	207,589	1,100,180	2,475,027	32.5%
Courts				103,072	3,676	41,424	46,214	40.2%
Clerk of Courts				416,544	40,332	197,624	181,501	47.4%
Com Atty/Vic Wit				696,886	57,021	339,258	331,256	48.7%
Judicial Administration				1,216,502	101,029	578,307	558,971	47.5%
Fire/Rescue/EMS				1,744,947	135,490	971,476	684,863	55.7%
Aminal Control				336,009	31,084	201,703	199,351	60.0%
Fire, Rescue, EMS				2,080,956	166,574	1,173,179	884,214	56.4%
Court Sec/Spot/FO/E911				3,757,692	230,358	1,521,857	1,225,237	40.5%
Confinement of Inmates				1,988,900	147,578	944,830	787,837	47.5%
Crater Crim Justice Aca.				140,676	28,880	57,760	55,824	41.1%
Sheriff's Operations & Jail				5,887,268	406,817	2,524,448	2,068,898	42.9%
Building & Grounds				365,254	42,579	234,626	274,919	64.2%
Envir Inspections				251,988	7,901	84,804	67,039	33.7%
General Works				289,747	26,695	120,032	37,576	41.4%
Convenience Ctrs.				195,000	66,662	292,317	216,919	149.9%
Public Works				1,101,989	143,837	731,780	596,453	66.4%
Health - Outside Agencies				224,552	75,196	187,473	150,394	83.5%
Com. Support Services - Outside Agencies				203,815	4,656	149,101	77,451	73.2%
Local Contrib to DSS				425,523	21,533	180,200	110,971	42.3%
Local Contrib to CSA				321,638	4,261	243,892	97,809	75.8%
Health & Welfare				1,175,528	105,645	760,666	436,624	64.7%
Educ Contrib - Outside Agencies				4,482	0	2,982	4,482	66.5%
Local Contrib to Sch Fd				7,749,170	907,897	3,336,619	2,441,774	43.1%
Education				7,753,652	907,897	3,339,601	2,446,256	43.1%
Library/Cultural - Outside Agencies				199,151	0	106,076	108,533	53.3%
Recreational Contrib- Outside Agencies				56,000	0	48,360	30,000	86.4%
Parks Rec & Cultural Enrichment				255,151	0	154,436	138,533	60.5%
DHCD UNOS Grt				824,517	0	133,838	29,514	16.2%
VHDA COVID19 Grt				34,476	0	0	5,524	0.0%
Planning/Building/Zoning				487,866	58,555	234,918	237,489	48.2%
CDBG Pocahantas Grt				228,987	0	-67,538	28,203	-29.5%
Crater Planning Com				9,790	0	4,895	4,895	50.0%
IDA				12,500	0	0	949,017	0.0%
Va Gateway Region				47,417	0	47,417	21,025	100.0%
Crater SBDC				3,300	0	3,300	3,300	100.0%
Planning/Community Dev				1,648,853	58,555	356,830	1,278,968	21.6%
Debt Service				1,534,697	0	1,335,757	1,290,194	87.0%
Debt Service				1,534,697	0	1,335,757	1,290,194	87.0%

Departmental Reports



January 20, 2022 Board of Supervisors Meeting

Solid Waste Services



January 20, 2022
BOS Meeting

Origin / Material Summary Report

Criteria: 11/01/2021 12:00 AM to 11/30/2021 11:59 PM

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

Origin	Material	Tons
DC	Special Misc-Tons	554.64
Origin Total		554.64
DE	MSWT	18.74
DE	Sandblast Grit-Tons	17.14
DE	Special Misc-Tons	8.75
Origin Total		44.63
MD	MSWT	119.25
MD	POTW Sludge-Tons	159.78
MD	Sludge Indus-Tons	45.60
MD	SludgeIndus-Tons	42.09
MD	Special Misc-Tons	35.27
Origin Total		401.99
NC	MSWT	3,306.34
NC	Special Misc-Tons	2,290.78
Origin Total		5,597.12
NY	MSWT	67,868.31
Origin Total		67,868.31
PA	MSWT	68.51
Origin Total		68.51
SUSS BUS	MSWT	40.54
SUSS BUS	Sludge Indus-Tons	1,048.87
Origin Total		1,089.41
SUSS RES	MSWT	431.76
Origin Total		431.76
VA	Auto Fluff-Tons	333.71
VA	CDTC	86.36
VA	MSWT	23,419.43
VA	SludgeIndus-Tons	114.61
VA	Special Misc-Tons	1,266.07
Origin Total		25,220.18
Totals		101,276.55

Origin / Material Summary Report

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

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

Origin	Material	Tons
DC	Special Misc-Tons	476.51
Origin Total		476.51
DE	MSWT	133.53
DE	Sandblast Grit-Tons	4.09
Origin Total		137.62
MA	MSWT	22.07
Origin Total		22.07
MD	MSWT	81.52
MD	POTW Sludge-Tons	530.50
MD	Sludge Indus-Tons	120.11
MD	SludgeIndus-Tons	81.63
MD	Special Misc-Tons	54.13
Origin Total		867.89
NC	CDTC	62.31
NC	MSWT	3,675.23
NC	Special Misc-Tons	2,257.80
Origin Total		5,995.34
NJ	MSWT	2,260.85
Origin Total		2,260.85
NY	MSWT	58,949.77
Origin Total		58,949.77
OH	MSWT	16.54
Origin Total		16.54
PA	MSWT	94.06
Origin Total		94.06
SC	MSWT	12.45
Origin Total		12.45
SUSS BUS	MSWT	35.04
SUSS BUS	Sludge Indus-Tons	1,052.27
Origin Total		1,087.31
SUSS RES	MSWT	413.01
Origin Total		413.01
VA	Auto Fluff-Tons	216.26
VA	CDTC	106.18
VA	MSWT	23,579.83
VA	SludgeIndus-Tons	23.60
VA	Special Misc-Tons	1,343.11
Origin Total		25,268.98
Totals		95,602.40



January 20, 2022 BOS Meeting

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



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

January 10, 2022

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

Enclosed you will find the monthly report for December 2021.

RADIO SYSTEM: Still having problems with the paging system. Having meeting setup for January 10 to find out all options to get it working.

Got quotes on replacing Mutual Aid radios in all emergency vehicles. Letter requesting funding coming in January.

FIRE DEPTS: Equipment for new engines is ordered.

Looking to go to factory in March for final inspection with Del. in April.

Setting up EVOC and CPR classes for departments.

Finalizing run maps for cad system

Pump testing is complete and repairs have been made to the trucks needing them.

RESCUE: Working on MOU for Waverly Rescue.

New medic is on assembly line Looking at April del.

Still working with LifeStar on personnel issues.

EMERGENCY MANAGEMENT: COVID Is running rapid in Sussex. Working with Crater Health for test sites, test kits and vaccine clinics.

Have sent EOP to VDEM for final review.

Will be setting up another CPR class for employees.

Planning Department

**Community
Development
Programs**



**January 20, 2022
BOS Meeting**

Planning & Zoning Department

Monthly Report for November 2021

Michael Poarch, County Planner

Community Development/Special Programs Grant Administration

Current Developments

- *The Fairfield Inn site is near completion.*
- *Waste Management Atlantic Waste Disposal added a new borrow area at the landfill.*
- *Site Plan Review for Waverly Solar LLC and Pit Crew LLC*

Sussex County Urgent Need (UNOS) Project

- *Seven (7) housing projects have been completed under the UNOS project, including four (4) substantial reconstructions and three (3) rehabilitations.*
- *One (1) housing rehabilitation project has work underway with 85% completion.*
- *One (1) housing rehabilitation project is under contract.*
- *Two (2) substantial reconstructions are under contract with emergency procurement.*
- *One (1) housing project has been negotiated down and pending contract signing.*
- *Façade Improvements for two (2) businesses will be contracted under emergency procurement and sole source.*

Pocahontas Neighborhood Improvement Project

- *Five (5) housing projects have been completed under the Pocahontas project, including three (3) substantial reconstructions and two (2) rehabilitations.*
- *One (1) housing project has been negotiated down and pending contract signing.*
- *Approach on proposed alternatives for street improvements, including streetlights, sidewalks, and connector road.*

Planning & Zoning

- *No Planning Commission Meeting for the month of November.*
- *Eleven (11) Zoning Applications were reviewed and approved for November; four (4) for carport, four (4) for single family dwelling, one (1) for pole building, one (1) for tent, and one (1) for in-ground pool.*
- *Four (4) new address assignments were issued for new residential construction on Jerusalem Plank Road, Loco School Road, Comans Well Road and Railroad Bed for November.*

Erosion & Sediment Control

- *Required Monthly Land Disturbance Report to DEQ are up-to-date.*
- *Four (4) E&S projects are active with inspections being made within a two week period or after each significant rainfall event.*

Sheriff's Department



**SUSSEX COUNTY
SHERIFF'S
DEPARTMENT**



**January 20, 2022
BOS Meeting**



**"ONE FAMILY, ONE MISSION,
ONE GOAL"**

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

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

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

PATROL

CALLS FOR SERVICE	
Type:	Total:
Sheriff	824
Fire	224
Rescue	449
Animal Control	48
Traffic	604
Town of Wakefield	25
TOTAL	2,173

COURTS

Court:	Days of Court:
Circuit Court	5
General District	8
JDR Court	3

Court:	Judges:
Circuit Court	2
General District	4
JDR Court	2

CIVIL

Type:	Total:
Subpoenas Served	272
Jury Summoned	78
Criminal Warrants	33
DMV Notices	2
Levies	1
TDO	2
ECO	0
Other Civil	100

Fines and Forfeitures	\$55,683.05 + \$24.00 = \$55,707.05
Sheriff's Fees	\$156.00
Courthouse Security	\$5,906.46

Total Fuel Used:	2,180 GALLONS
-------------------------	----------------------

JAIL

During the month of December 2021, our average daily population was 35.13 inmates. The jail booked in 43 individuals during DECEMBER.

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

Pre- Trial	31 inmates, having been confined a total of 567 days.
Sentenced Misdemeanant	16 inmates, having been confined a total of 89 days.
Sentenced Felons	9 inmates, having been confined a total of 207 days.
Others	9 inmates, convicted but not sentenced.
Weekenders	4 inmates, serving misdemeanor sentences.

Transports of inmates for various reasons are listed below:

Court / Jail	6
Medical	1
Juvenile	0
Road Crew	0
TDO	0
TOTAL	7



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ONE GOAL"**

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Sussex County Sheriff's Office
P. O. Box 1326
Sussex, Virginia 23884

Telephone 434-246-5000
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Email egiles@susova.us

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

PATROL

CALLS FOR SERVICE	
Type:	Total:
Sheriff	932
Fire	147
Rescue	411
Animal Control	55
Traffic	672
Town of Wakefield	21
TOTAL	2,238

COURTS

Court:	Days of Court:
Circuit Court	5
General District	10
JDR Court	3

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

CIVIL

Type:	Total:
Subpoenas Served	225
Jury Summoned	60
Criminal Warrants	33
DMV Notices	2
Levies	0
TDO	1
ECO	0
Other Civil	113

Fines and Forfeitures	\$65,829.00 + \$225.00 = \$66,054.00
Sheriff's Fees	\$600.00
Courthouse Security	\$7,014.45

Total Fuel Used:	2,297.8 gallons
-------------------------	------------------------

JAIL

During the month of November 2021, our average daily population was 37.83 inmates. The jail booked in 33 individuals during NOVEMBER.

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

Pre- Trial	36 inmates, having been confined a total of 549 days.
Sentenced Misdemeanant	11 inmates, having been confined a total of 112 days.
Sentenced Felons	10 inmates, having been confined a total of 209 days.
Others	11 inmates, convicted but not sentenced.
Weekenders	3 inmates, serving misdemeanor sentences.

Transports of inmates for various reasons are listed below:

Court / Jail	11
Medical	1
Juvenile	0
Road Crew	0
TDO	2
TOTAL	14

BUILDING DEPARTMENT



January 20, 2022 BOS Meeting



MEMORANDUM

DATE: January 12, 2022
 TO: Richard Douglas, County Administrator
 FROM: Matt Westheimer, Building Official
 SUBJECT: December 2021 - Monthly Report

Please accept this as the December 2021 update for the Building Department.

BUILDING ACTIVITY

- December 2021

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
27	13	8	12	65	\$9,787,933.00	\$26,977.22

- December 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>
7	19	3	4	47	\$889,306.00	\$8,358.15

- January 2021 – December 2021 (Yearly totals)

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
165	146	56	83	871	\$21,191,597.00	\$84,658.94



BOARD ACTION FORM

Agenda Item: Consent Agenda #2.06

Subject: Request for Burn Ban Release

Board Meeting Date: January 20 2022

=====

Summary: Mr. Reid Foster, Public Safety Coordinator, is requesting the release of the burn ban due the recent precipitation.

Recommendation: That the Board approves the request for the release of the burn ban due to the recent precipitation—rainfall and snow.

Attachment: Copy of Mr. Foster’s letter of request, dated January 10, 2022

=====

ACTION: That the Board approves the request for the release of the burn ban due to the recent precipitation—rainfall and snow.

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

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

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



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

January 10, 2022

TO: Richard Douglas, County Administrator
FROM: Reid Foster, Jr., Public Safety Coordinator
SUBJECT: Burn Ban

Please add the burn ban to the agenda for this coming board meeting. I am requesting the release of the burn ban due the rain fall and snow we have received. If you have any questions, please contact me.

BOARD ACTION FORM

Agenda Item: Recognition #3.01

Subject: PRESENTATION: FY21 Audit of the County of Sussex, Virginia – Mr. Aaron Hawkins
(Robinson, Farmer, Cox Associates)

Board Meeting Date: January 20 2022

=====
Summary: Mr. Aaron Hawkins, with Robinson, Farmer, Cox Associates, will be present to review the FY21 Final Audit Report.

A copy of the County of Sussex Annual Financial Report for the FYE June 30, 2021 will be provided under separate cover.

Recommendation: N/A

Attachments:

=====

ACTION:

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

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



Board of Supervisors

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

Post Office Box 1397
20135 Princeton Road
Sussex, Virginia 23884

Richard Douglas
County Administrator
rdouglas@sussexcountyva.gov

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

December 7, 2021

Robinson, Farmer, Cox Associates
401 Southlake Boulevard, Suite C-1
North Chesterfield, VA 23236

This representation letter is provided in connection with your audit(s) of the financial statements of County of Sussex, Virginia, which comprise the respective financial position of the governmental activities, the discretely presented component unit, each major fund, and the remaining fund information as of June 30, 2021, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the disclosures (collectively the "financial statements"), for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP)

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of December 7, 2021, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 20, 2021, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.

- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements or in the schedule of findings and questioned costs.
- 8) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 9) Guarantees, whether written or oral, under which the County is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

- 10) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the County from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of the Board of Supervisors, School Board and Social Services Board or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 11) All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of federal awards.
- 12) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 13) We have no knowledge of any fraud or suspected fraud that affects the County and involves:
 - Management,
 - Employees who have significant roles in internal control, or
 - Others where the fraud could have a material effect on the financial statements.
- 14) We have no knowledge of any allegations of fraud or suspected fraud affecting the County's financial statements communicated by employees, former employees, regulators, or others.
- 15) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or waste or abuse, whose effects should be considered when preparing financial statements.
- 16) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 17) We have disclosed to you the names of the County's related parties and all the related party relationships and transactions, including any side agreements.

Government—specific

- 18) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 19) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives of the audit and whether related recommendations have been implemented.

- 20) We have identified tot you any investigations or legal proceedings that have been initiated with respect to the period under audit.
- 21) The County has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fund balance or net position.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.
- 23) We have appropriately disclosed all information for conduit debt obligations in accordance with GASBS No. 91.
- 24) We have identified and disclosed to you all instances of identified and suspected fraud and noncompliance with provisions of laws, regulations.
- 25) Contracts and grant agreements that we believe have a material effect on the financial statements.
- 26) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 27) As part of your audit, you assisted with preparation of the financial statements and disclosures and schedule of expenditures of federal awards. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and disclosures and schedule of expenditures of federal awards.
- 28) The County has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 29) The County has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 30) The financial statements include all component units, appropriately present majority equity interests in legally separate organizations and joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 31) The financial statements properly classify all funds and activities, in accordance with GASBS No. 34, as amended.
- 32) All funds that meet the quantitative criteria in [GASBS Nos. 34](#) and [37](#) for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 33) Components of net position (net investment in capital assets; restricted; and unrestricted), and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 34) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 35) The financial statements include all fiduciary activities required by GASBS No. 84.
- 36) Provisions for uncollectible receivables have been properly identified and recorded.
- 37) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.

- 38) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 39) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 40) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 41) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated or amortized.
- 42) We have appropriately disclosed the County's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 43) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 44) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 45) With respect to the supplementary information on which an in-relation-to opinion is issued (e.g., combining statements, individual fund statements).
- a) We acknowledge our responsibility for presenting the other supplementary information in accordance with accounting principles generally accepted in the United States of America, and we believe the other supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the other supplementary information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
- b) If the other supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.
- 46) With respect to federal award programs:
- a) We are responsible for understanding and complying with and have complied with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), relating to preparation of the schedule of expenditures of federal awards.
- b) We acknowledge our responsibility for preparing and presenting the schedule of expenditures of federal awards (SEFA) and related disclosures in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period and we have disclosed to you any significant assumptions and interpretations underlying the measurement or presentation of the SEFA.

- c) If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditor's report thereon.
- d) We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance compliance audit, and have included in the SEFA expenditures made during the audit period for all awards provided by federal agencies in the form of federal awards, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.
- e) We are responsible for understanding and complying with, and have complied with, the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the requirements of federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major program.
- f) We are responsible for establishing, designing, implementing, and maintaining, and have established, designed, implemented, and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended.
- g) We have made available to you all federal awards (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities.
- h) We have received no requests from a federal agency to audit one or more specific programs as a major program.
- i) We have complied with the direct and material compliance requirements (except for noncompliance disclosed to you), including when applicable, those set forth in the *OMB Compliance Supplement* (including its Addendum), relating to federal awards and have identified and disclosed to you all amounts questioned and all known noncompliance with the direct and material compliance requirements of federal awards.
- j) We have disclosed any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- k) We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- l) Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB's Uniform Guidance (2 CFR part 200, subpart E) and OMB Circular A-122, Cost Principles for Nonprofit Organizations, and Subpart C, Cost Sharing and Matching, of OMB Circular A-110, Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations, if applicable.
- m) We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.

- n) We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- o) We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.
- p) There are no such known instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditor's report.
- q) No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or material weaknesses in internal control over compliance, subsequent to the period covered by the auditor's report.
- r) Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- s) The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- t) We have charged costs to federal awards in accordance with applicable cost principles.
- u) We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- v) We are responsible for and have ensured the reporting package does not contain protected personally identifiable information.
- w) We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by the Uniform Guidance.
- x) We are responsible for taking corrective action on each audit finding of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance.

Signature: *Richard W. Jones*

Title: County Administrator

Signature: *Arthur L. Smith*

Title: Superintendent of Schools

Signature: *West of Cox*

Title: Treasurer

Signature: *Jillman Hogg*

Title: Director of Social Services

BOARD ACTION FORM

Agenda Item: Recognitions #3.02

Subject: Introduction of Deputy County Administrator

Board Meeting Date: January 20 2022

=====

Summary: David Conmy will be introduced as the new Deputy County Administrator, after beginning employment on January 10th. His primary focus will be on economic development. David brings a wide range of skills and experience to the position, and his resume is attached for your review.

Recommendation: None

Attachments: Resume

=====

ACTION: .

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

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

J. David Conmy
david.conmy@gmail.com
800 N 25th Street, Richmond, Virginia, 23223
(434) 825-0353

Education

University of Virginia, School of Architecture, Master of Urban and Environmental Planning, *May 2005*

University of Virginia, School of Architecture, Bachelor of Urban and Environmental Planning, *May 2004*

Work Experience

Local Government Policy Administrator, December 2015 – present

Erik Johnston, Virginia Department of Housing and Community Development

- Reviewing the City of Martinsville's petition to revert from an independent city to town status
- Producing pilot local government exchange program for Governor's Administration between five localities
- Managed \$56 million CARES Act program and deployment to 166 municipal utilities for arrearage relief programs
- Authored Local Vulnerability Analysis to identify localities vulnerable to economic shocks of COVID-19 pandemic
- Managed study on alternatives to Virginia's local government annexation moratoria
- Mapped dozens of quantitative and qualitative agency research efforts through Geographic Information Systems (GIS)
- Facilitated and advised agency board in review of interlocal agreements and contested annexations
- Advised Governor's administration on hundreds of bills during six General Assembly Sessions
- Presented testimony to legislature, stakeholders, and others on topics including fiscal stress, annexation, and cash proffers
- Enhanced Planning District Commission biennial report project based on stakeholder outreach and compliance review
- Upgraded annual local mandates report into online, interactive database
- Guided local governments and other stakeholders through various cooperative and transition matters
- Created agency book club to promote and stimulate learning on topics aligned with agency's mission
- Served as agency liaison to numerous stakeholder groups and partners with local and regional interests

Senior Policy Analyst, January 2014 – November 2015

William Shelton, Virginia Department of Housing and Community Development

- Produced annual report on mandates on local governments and coordinated with 50+ agencies
- Coordinated upgrade of agency report on local mandates to online, interactive database for enhanced access
- Researched and advised agency board on three interlocal agreements and other mandated studies
- Promoted agency's adoption of GIS to enhance research and provide for intra-agency quantitative and qualitative evaluation
- Organized agency strategic planning retreat to help promote and sustain staff alignment with mission
- Graduated as Certified Planning Commissioner from the Virginia Tech Land Use Education Program

County Planner I, May 2007 – January 2014

R. Joseph Emerson, Jr., AICP, Henrico County Planning Department

- Produced seven annual population estimate reports and two regional socioeconomic data projection reports
- Organized and facilitated local-to-federal 2010 Decennial Census local addressing and mapping
- Facilitated inter-departmental, post-2010 Decennial Census local redistricting with Voting Rights Act compliance
- Organized and coordinated inter-departmental, county-wide assessment of over 170 multi-family developments

Associate Planner, November 2005 – April 2007

Kenneth W. Poore, K. W. Poore & Associates, Inc. (now Summit Design and Engineering PLLC)

- Obtained \$2.5 million CDBG for Cherry Street Neighborhood Improvement Project in Martinsville
- Obtained DHCD Planning Grants for several communities in Virginia to better study needs

Virginia Governor's Fellow, June 2004 – Aug 2004

The Honorable W. Tayloe Murphy, Jr., Secretary of Natural Resources

- Researched and promoted ridesharing to Commonwealth of Virginia employees through RideFinders
- Attended and provided input at Cabinet discussions within the Office of the Secretary of Natural Resources

Leadership and Civic Engagement

Member, Board of Directors, *January 2019 – present*

Better Housing Coalition

- Chair of Programs Committee with oversight on resident services programs
- Advised strategic planning committee of Richmond's largest non-profit community development corporation

Charitable Organizer, *January 2010 – January 2016*

The Hill Topper 5K

- Created a 5K race to fundraise for The Robinson Theater and promote the neighborhood
- Formally created 501(c)(3) non-profit and raised over \$10,000 for neighborhood charities

Community Organizer and Leader, *October 2009 – present*

Church Hill Central Civic Association & Church Hill Association

- Founded Church Hill Central Civic Association to create an opportunity for neighborhood civic engagement
- Advised neighbors on proposed neighborhood rezoning to promote reinvestment, revitalization, and opportunity
- Served as Treasurer for the Church Hill Association with a \$20,000+ operating budget

Programs

Microsoft Access, Excel, PowerPoint, and Word; ArcCatalog GIS, ArcMap GIS

BOARD ACTION FORM

Agenda Item: Recognitions #3.03

Subject: Route 35/Route 40 Road Safety Assessment – Jerry Kee, VDOT

Board Meeting Date: January 20 2022

=====

Summary: Jerry Kee with VDOT will present a recently completed a road safety assessment for the Jerusalem Road (VA Route 35) at Sussex Road (VA Route 40) intersection, including a recommendation to consider a modular roundabout.

Recommendation: For information and feedback at this time

Attachments: Road Safety Assessment for Jerusalem Plank Rd and Sussex Rd

=====

ACTION:

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

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

Road Safety Assessment:

**Jerusalem Plank Rd (VA Route 35) at
Sussex Rd (VA Route 40)**

Sussex County, Virginia

Prepared for:



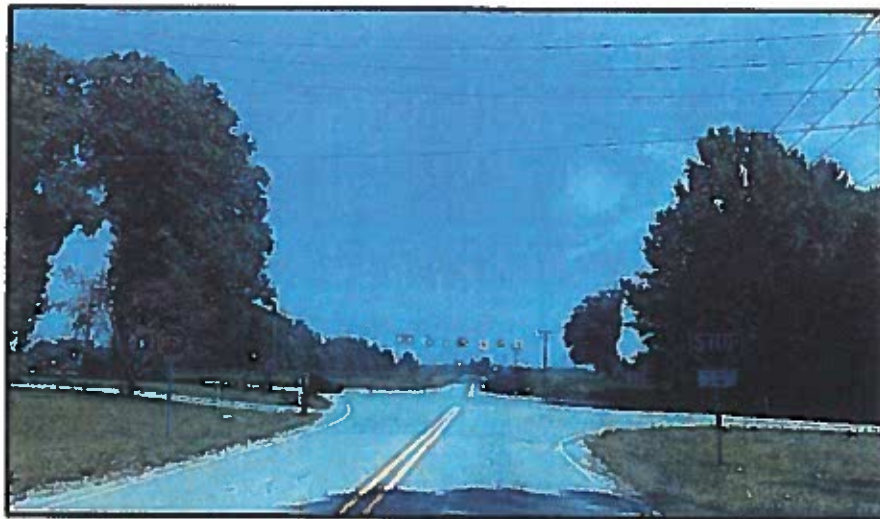
Eastern Region- Traffic Engineering

Prepared by:



CLARK NEXSEN

Wesley M Parker	2021.11.08 15:15:12 -05'00'
Clark Nexsen, Inc. Virginia Beach, Virginia TRAFFIC ENGINEER	



November 2021



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1.0 INTRODUCTION

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) authorizes the federal surface transportation programs for highways, highway safety, and transit. Presently, SAFETEA-LU is funded by extensions and has established a core Highway Safety Improvement Program (HSIP), which is structured and funded to make significant progress in reducing highway fatalities and injuries.

In response to MAP-21 and the FAST Act, VDOT has developed a HSIP Implementation process that involves the identification of high crash locations, an analysis of problems and countermeasures, and the prioritization and scheduling of improvement projects. As a part of this process, VDOT has engaged Clark Nexsen to conduct a Roadway Safety Assessment (RSA) of the intersection of Jerusalem Plank Road (VA Route 35) and Sussex Drive (VA Route 40). This report is an outline of the conducted RSA and includes recommendations and alternatives for safety improvements. It is important to note that the recommendations and alternatives outlined in this report only represents potential improvements. Due to financial limitations placed on the Commonwealth, there is no guarantee for implementation.

The recommendations outlined in this report are organized into three categories: short term, intermediate term, and long term. The short-term category is comprised of improvements that could be implemented by local or state forces, which includes measures such as trimming foliage to improve visibility, replacing signage, adjustments to signal timings, modification, or upgrades to pavement markings etc. The intermediate term category consists of potential improvements that are candidates for funding under the Highway Safety Improvement Program (HSIP), some of which that may not be within VDOT's ability to correct using existing manpower or funding sources. Long term safety improvements may be identified and documented; however, they are not the primary focus of this RSA. Improvements in the long-term category are generally more extensive and therefore are not normally good candidates for state/ local forces or HSIP funding. Improvements in the long-term category require more extensive planning and design before implementation can be considered. These also typically involve environmental or right-of-way impacts.



2.0 STUDY AREA AND METHODOLOGY

The project area of Jerusalem Plank Road (VA Route 35) at the intersection of Sussex Drive (VA Route 40) was identified for study by the Hampton Roads District due to ongoing safety concerns and the relatively high volume of traffic at this intersection, for its location.

A preliminary field investigation of the study area was conducted by an experienced Clark Nexsen team prior to the Road Safety Assessment team field visit. The Road Safety Assessment team visit for the study area was conducted on August 12, 2021, and included the follow team members:

Glenn Hott	VDOT
Andrew McLaughlin	VDOT
Tommy Catlett	VDOT
Jerry Kee	VDOT
Bill Harrell	VDOT
Stephen Williams	VDOT
Wesley Parker, PE, PTOE	Clark Nexsen
Sabrina Kurelko, EIT	Clark Nexsen
Ian Millikan, PE	Wallace Montgomery

Observations included geometric conditions and roadside features, traffic control devices, signing and pavement markings, intersection visibility/ sight distance, traffic conditions, and behaviors of both motorists and non-motorized road users. No observations were seen of how pedestrian users interacted within the study area while out in the field.

Information used to complete this RSA and guide the findings documented in this report include:

- FR-300 police crash reports (from 01/01/2017 through 12/31/2020)
- Crash diagrams (from 01/01/2017 through 12/31/2020)
- Preliminary field review notes and observations, photos, and videos taken of the study area on Friday, July 02, 2021
- On- site RSA Team field review notes and observations on Monday, July 12, 2021

3.0 EXISTING CONDITIONS/ OBSERVATIONS

The area analyzed for this report includes the intersection of Jerusalem Plank Road (VA Route 35) at Sussex Drive (VA Route 40). Jerusalem Plank Road is a Rural Minor Arterial located within Sussex County, Virginia at Milepost 33.82, with a posted speed limit of 55 MPH. Sussex Drive is a Rural Minor Arterial located within in Sussex County, Virginia at Milepost 209.67, with a posted speed limit of 55 MPH. There is residential/farming land surrounding the corridor with no bike or pedestrian facilities. This intersection is approximately 13 miles east of I-95. See **Figure 1** for the boundary of the study corridor.



US 460 connects to VA Route 40 approximately 7.88 miles east of the intersection of VA Route 40 and VA Route 35. VA Route 40 connects Waverly/US 460 to I-95, a route option for semi-trucks to potentially avoid using a weigh station. Titan Mid-Atlantic Aggregates, a sand and gravel supplier where trucks use the intersection to frequent, is approximately 1.42 miles west of the intersection of VA Route 35 and VA Route 40. Sussex Central Elementary and High School are located 5.2 miles west of the intersection.

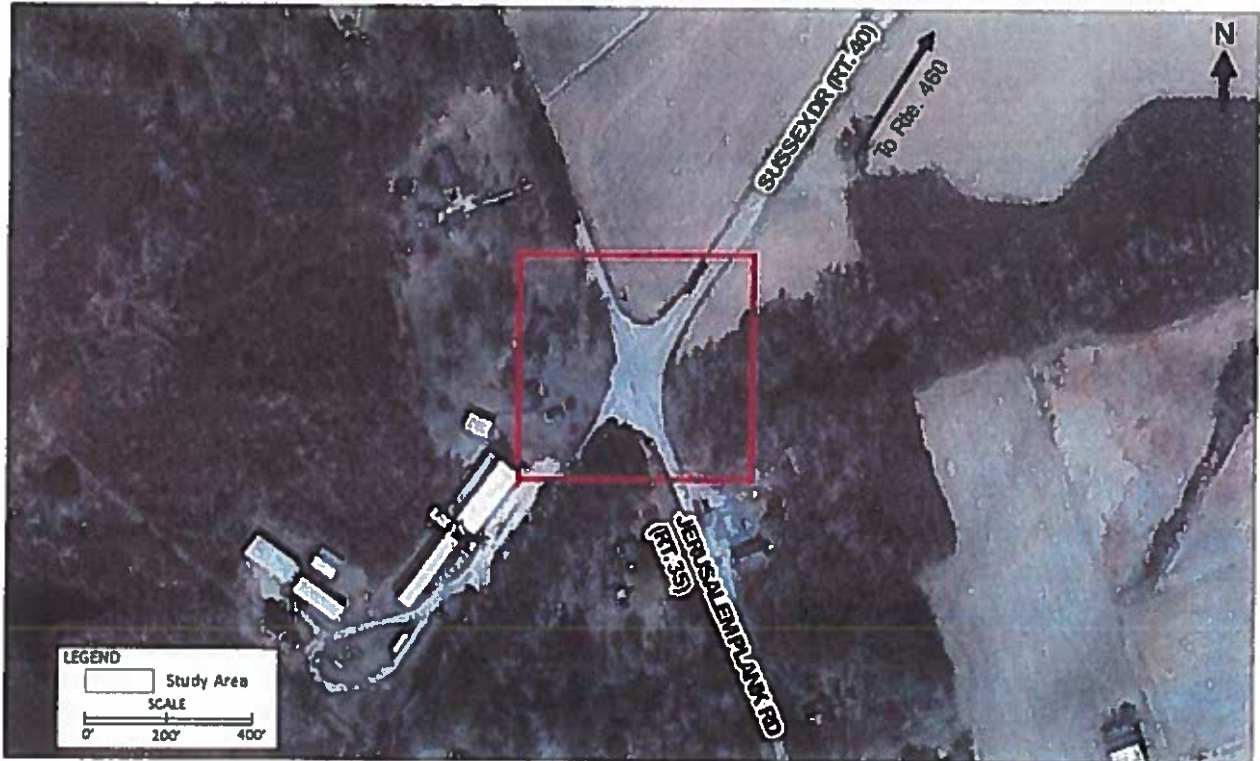


Figure 1: Study Area



3.1 GEOMETRIC CONDITIONS

The study corridor includes an intersection of four, two-lane undivided roadways. The study area includes a two-way stop control for Route 40 with a flashing intersection beacon on span wire. The topography of the study corridor is generally straight, level terrain with a slight grade on Jerusalem Plank Road, (VA Route 35) north of the intersection.

The skew of the intersection creates issues for both west bound and north bound traffic. West bound traffic on VA Route 40 must angle themselves to see properly. North bound traffic had trouble turning left onto VA Route 40 west bound so VDOT pushed the east bound stop bar back on VA Route 40.

One-foot paved shoulders are present for Jerusalem Plank Road, (VA Route 35) in the westbound and eastbound directions. The Westbound direction has a ditch with an existing retaining wall on the southwest corner. Sussex Drive, (VA Route 40) has two-foot paved shoulders on the northbound and southbound sides.

Jerusalem Plank Road, (VA Route 35) has two 10-ft lanes, and Sussex Drive, (VA Route 40) has two 11-ft lanes.

No pedestrian or bike accommodations are currently present within the study corridor or the adjacent area.

3.2 SIGHT DISTANCE

The sight distance was measured east bound on Sussex Drive, (VA Route 40) looking north (left) on Jerusalem Plank Road, (VA Route 35) and for west bound on Sussex Drive, (VA Route 40) looking north (right) on Jerusalem Plank Road, (VA Route 35) as well. The sight distance east bound on Sussex Drive, (VA Route 40) was approximately 189 feet, 421 feet less than the standard of 610 for SDL at a two-lane major road at 55 mph. The sight distance west bound on Sussex Drive, (VA Route 40) was approximately 645 feet, 34 feet more than the standard of 610 for SDR at a two-lane major road at 55 mph.

Since there is a heavy volume of truck traffic at this intersection, it is important to note how much longer it takes for combination truck to safely clear the intersection and how much more stopping sight distance is required for them to stop in time. As noted in the AASHTO "Green Book", Combination Trucks require a time gap of 11.5 second compared to a 7.5 second gap for passenger cars to make a left turn from a stop condition.

It should be noted that recommended stopping sight distances are based on passenger car operation and do not explicitly consider design for truck operation. Trucks as a whole need longer stopping distances for a given speed than passenger vehicles (sometimes up to 40% more). However, generally there is one factor that tends to balance the additional braking lengths for trucks with those for passenger cars. The truck driver can see substantially farther beyond vertical sight obstructions due to the height of the driver's eye. For the eastbound movement, this advantage is reduced due to the horizontal curvature of the roadway and existing tress, therefore it is important to provide sufficient warning systems for vehicles traveling towards an intersection to decrease their speed.

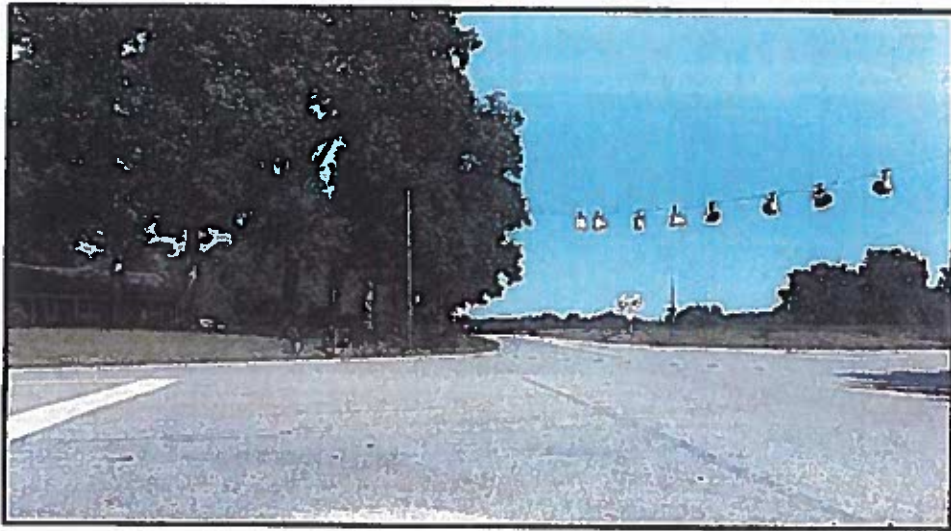


Figure 2: Sight Distance EB on Sussex Dr. (VA Route 40)

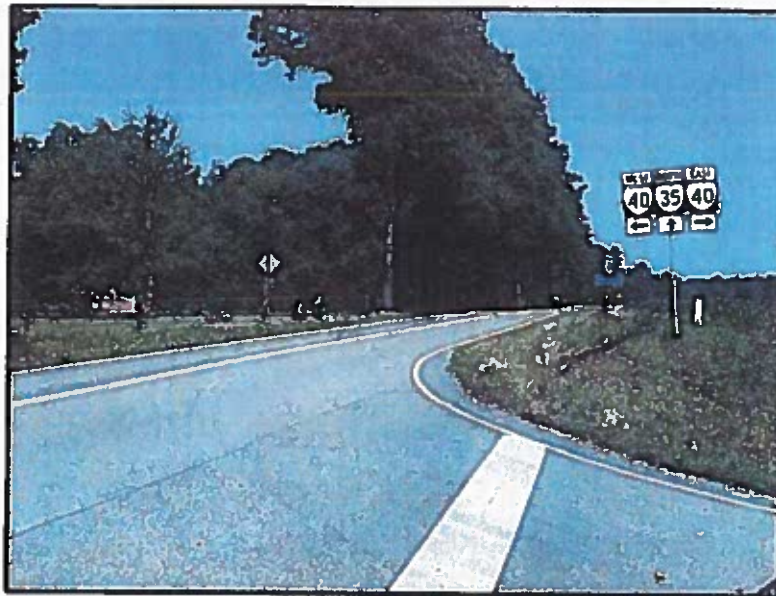


Figure 3: Sight Distance WB on Sussex Dr. (VA Route 40)

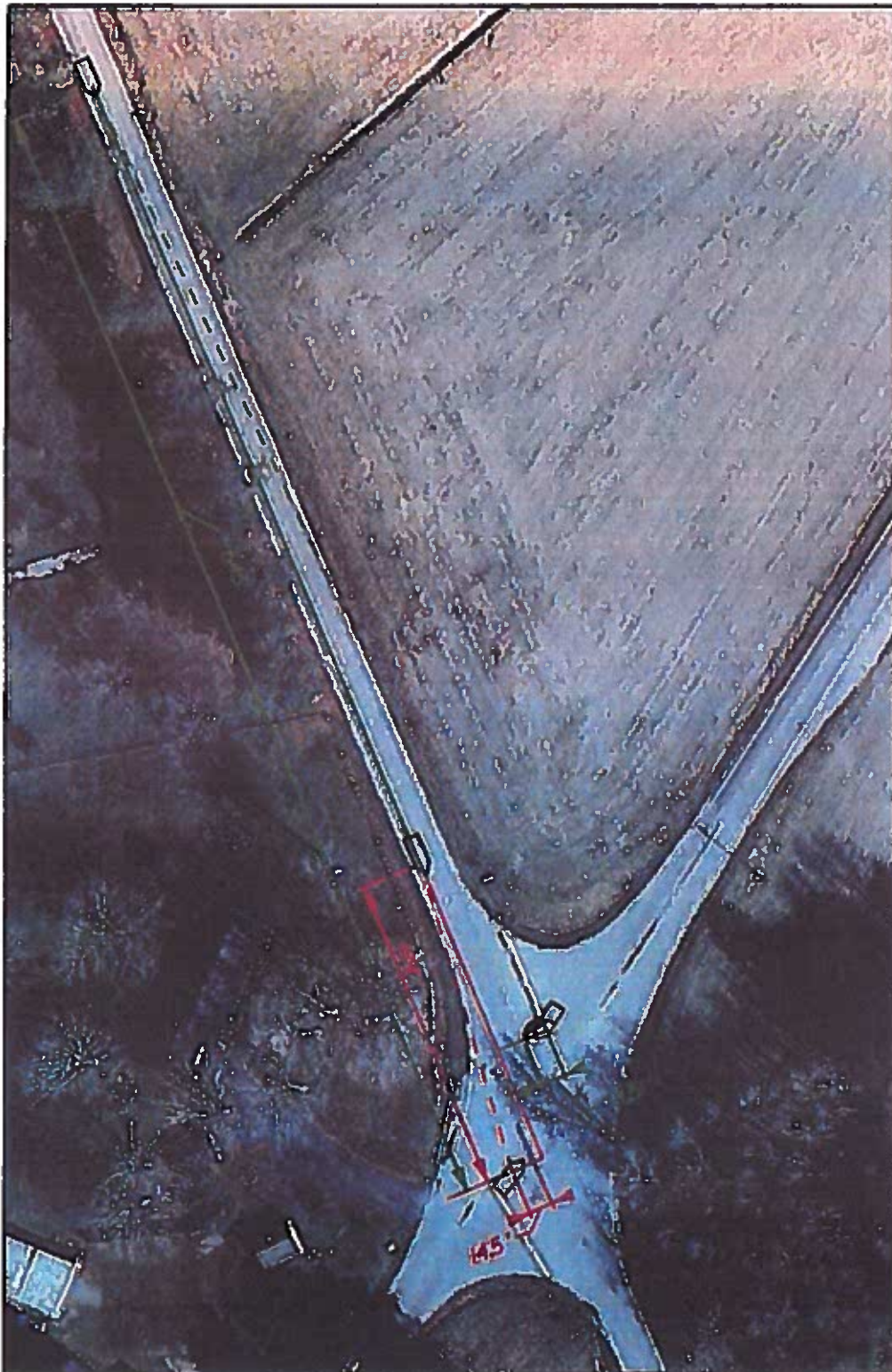


Figure 4: SDL and SDR Diagram (State Route 40)



3.3 TRAFFIC CONTROL DEVICES

The Sussex Drive intersection is controlled by static stop signs and a flashing intersection beacon, flashing red indication for Route 40, and flashing yellow for Route 35. No uninterruptible power system (UPS) was present at this intersection.

Lane use at the intersection consists of the following:

- Sussex Drive, (VA Route 40) eastbound and westbound: 1 through/right turn/left turn lane
- Jerusalem Plank Rd, (VA Route 35) northbound and southbound: 1 through/right turn/left turn lane

No pedestrian pushbuttons or signal heads are currently present at this intersection, nor crosswalks or sidewalks. There is no intersection lighting or roadway lighting at this intersection and there is no roadway lighting approaching the intersection from any direction. Snowplowable raised pavement markers (SRPM's) are present in both directions approaching the intersection.

Sussex Drive, (VA Route 40) (eastbound and westbound approaches) has a posted speed limit of 55 MPH. Arrow pavement markings are not present.

Jerusalem Plank Road, (VA Route 35) (northbound and southbound approaches) has a posted speed limit of 55 MPH. Arrow pavement markings are not present.

3.4 TRAFFIC CONDITIONS

Traffic conditions observed at this intersection during the field visit were moderate, with a large portion of truck traffic mostly in the eastbound and westbound directions. The discrepancy between the 2020 and 2019 truck traffic could be due to the pandemic of COVID-19 happening during 2020, possibly limiting truckers to work. Multiple vehicles were observed having difficulty turning or crossing onto Jerusalem Plank Road, (VA Route 35) due to traffic and poor sight distance. Primarily large trucks were observed while out in the field, going to and from the mill, waste management center, etc. The waste management center is approximately 8 miles north of the intersection of VA Route 35 and VA Route 40 on Cabin Point Rd, (VA Route 602). The Sussex Central Elementary and Highschool are located 5.2 miles west of the intersection on Sussex Drive, (VA Route 40), increasing the AM peak traffic during school hours due to the increased school bus traffic during this time, this was not the case during field visit. No pedestrians were noted at this intersection during the field visits.

Roadway	2017 VDOT Traffic Counts		2018 VDOT Traffic Counts		2019 VDOT Traffic Counts		2020 VDOT Traffic Counts	
	AADT	% of trucks	AADT	% of trucks	AADT	% of trucks	AADT	% of trucks
Jerusalem Plank Rd. (VA Route 35)	2,000	22%	1,800	22%	1,800	22%	2,100	2%
Sussex Dr. (VA Route 40)	2,200	21%	2,000	21%	2,100	21%	1,800	24%



3.5 CRASH ANALYSIS

Initial crash data was pulled in tabular form from VDOT's Crash Analysis Tool website. After this initial review, Police crash reports (FR-300s) along the entire study corridor for years 2017 to 2020 were requested, provided by VDOT, and used for review to determine any crash patterns. Crash analysis focused on the entire intersection and included 250-feet in each direction from the intersection where crash data was available. The total number of crashes in years 2017- 2020 were 3, 3, 6, and 5, respectively. A crash diagram for the corridor is provided in Appendix A of this report.

There were a total of 17 crashes that occurred between 2017 and 2020 within the study area. The crashes were summarized by collision type as follows:

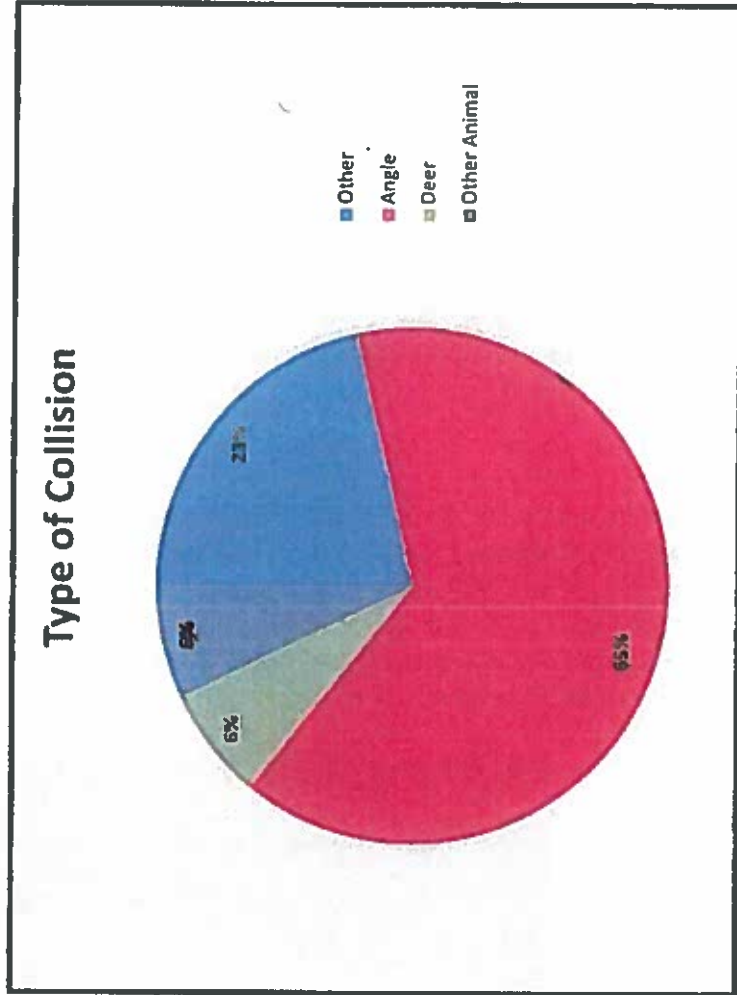
- Angle – 65%
- Other – 23%
- Deer – 6%
- Other Animal – 6%

In comparison to the 2019 primary roads crash rate (105.31) and injury rate (109.61) for the Hampton Roads District, the crash rate for the 2017-2020 study period at the intersection of Jerusalem Plank Road and Sussex Drive is 119.68, with an injury rate of 122.6. As shown in Table 1, the majority of the crashes occurred in 2019 (6 out of 17, 35%). None of the crashes were alcohol related or fatal crashes, however 35% were injury. Most of the crashes occurred on dry roadway surface conditions (100%) and in daylight conditions (71%). More than half of the crashes were angle crashes (65%), as shown in the chart below.



Table 1: Crash Summary

Year	Peak		Light Condition		Pavement Condition			Type of Collision				Severity			TOTAL by Year		
	AM (6-10)	PM (3-7)	Off Peak	Day	Dawn/Dusk	Dark	Dry	Wet	Misc.	Other	Angle	Deer	Other Animal	Fatal		Injury	Property Damage
2017	2	0	1	2	1	0	3	0	0	1	2	0	0	0	1	2	3
2018	0	0	3	1	0	2	4	0	0	0	3	0	0	0	2	1	3
2019	2	4	0	5	0	1	6	0	0	0	4	1	1	0	0	6	6
2020	1	0	4	4	1	0	4	0	0	0	5	0	0	0	3	2	5
TOTAL	5	4	8	12	2	3	17	0	0	1	14	1	1	0	6	11	17





3.6 CRASH TRENDS AND DISCUSSION

As shown in Table 2, each crash that occurred at the study location was investigated and assigned a primary cause factor (reason for which a crash was caused by). As per the police crash reports provided, the primary casual factors cited were driver vision obscured by an embankment and failing to yield to the right of way, predominantly for the eastbound traffic on Route 40. Apart from one crash, all crashes with the primary cause being failure to yield to the right of way were angle crashes. In the recent years, there have been no reported fatal crashes at the intersection.

Table 2: Route 35 & 40 Crashes by Year and Causal Factors (2017 – 2020)

Primary Cause of Crash	2017		2018		2019		2020		2017-2020	
	# of crashes	% of total	# of crashes	% of total	# of crashes	% of total	# of crashes	% of total	# of crashes	% of total
Failed to Yield to Right of Way	2	67%	2	67%	4	67%	4	80%	12	71%
Other	1	33%	1	33%	2	33%	1	20%	5	29%
Total Crashes	3	100%	3	100%	6	100%	5	100%	17	100%

A speed study conducted for Jerusalem Plank Road (Route 35) on March 11, 2020, demonstrated that the 85th percentile speed was 65.5 MPH, showing that the majority of the traffic traveling on this road are going the speed limit or above the speed limit and disregarding the flashing intersection beacon to “use caution” upon approach.

During the RSA Team field visit, a “near miss” was overserved involving a semi-truck and two loaded dump trucks. The semi-truck (headed eastbound on Route 40) began to proceed from a stopped condition through the intersection while two dump trucks were approaching southbound on Route 35. This motion caused the first dump truck to break abruptly. The second dump truck, following the first, locked their breaks and swerved into the opposing lanes of travel, narrowly missing the grass ditch on the opposing side of the roadway. No vehicles were traveling northbound or at the westbound stop bar at the time of the incident or they mostly likely would have collided with the dump truck “head-on”. See the image below with red arrows emphasizing the skid marks/ the path of the truck.

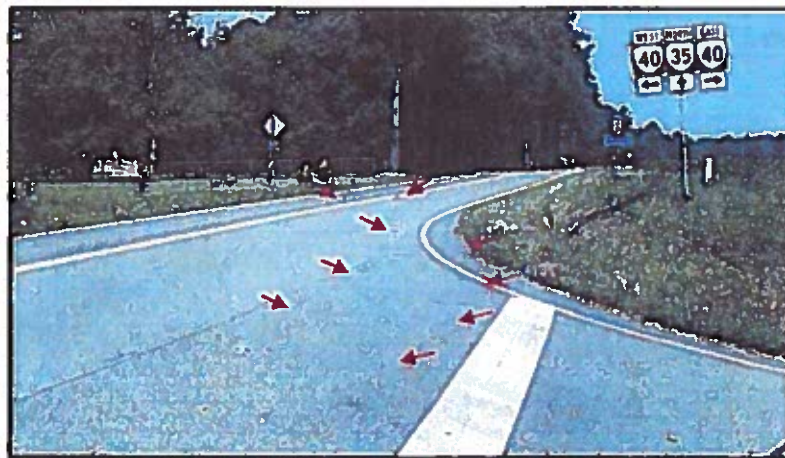


Figure 5: Skid Marks from Near Miss during Field Visit

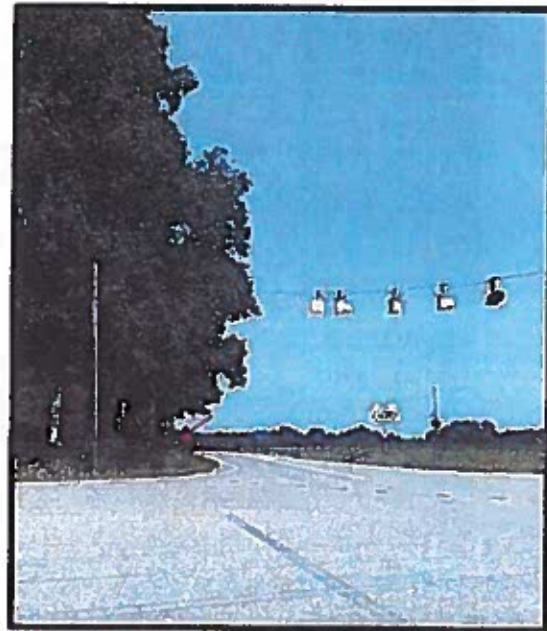


4.0 ROADWAY SAFETY ASSESSMENT

4.1 SAFETY ISSUES AND CONTRIBUTING FACTORS

The following is a summary of observed intersection issues as well as factors that may potentially be contributing to vehicle crashes or have the possibility of creating a safety concern at the intersection of Jerusalem Plank Road at Sussex Drive in Sussex County, Virginia.

- The sight distance at 14.5' from edge of travel while headed eastbound on Sussex Drive (Rte. 40) looking North, was approximately 167-feet which is 443-feet less than what should be provided. Vegetation that could be removed was a partial contributing factor, however grade and the retaining wall were also contributing factors. As well as vegetation beyond the right of way contributing. (See Photograph 1)
- A speed study from, March 11, 2020, shows that majority of the traffic is traveling over the posted speed limit, at speeds between 56-66 MPH with an 85th percentile speed of 65.5 MPH. The general geography of the surrounding area lends itself to higher free flow speeds possibly given driver a false sense of safety.
- Based on field observations and the speed study information, it can be inferred that motorists have either grown accustomed to the steady flashing of the existing overhead beacon or the beacon is not discernable enough in daylight hours for motorist to adjust speeds and use caution at this intersection.
- A variety of treatments have been deployed in the past to help convey advance warning of the stop condition for Sussex Drive (Rte. 40), including supplemental stop signs, advance stop warning signs, and the overhead flashing beacons. It is apparent from notations by police as well as field observations that these treatment elements are not fully being obeyed. Local truck traffic was observed to complete numerous "rolling stops". (See Photograph 2)



PHOTOGRAPH 1



PHOTOGRAPH 2



4.2 RECOMMENDED IMPROVEMENTS

The following is a summary of the suggestions to improve safety and potentially reduce the number and severity of crashes within the study corridor. Opportunities for improvement have been categorized into short, intermediate, and long-term recommendations.

Short-Term



Figure 6: LED Stop Sign

- Consider installing solar powered flashing LED stop signs, as well as solar powered flashing LED stop ahead signs at both approaches on Sussex Drive. This should provoke more awareness so that drivers come to a full stop rather than ignoring the stop signs completely or rolling through. The crash modification factor (CMF) for replacing stop signs with flashing LED stop signs is 0.59, suggesting a potential reduction in crashes.

- Consider trimming back vegetation on the southwest corner of the intersection to help create better sight distance for vehicles eastbound on Sussex Drive, (VA Route 40).

- Consider replacing the intersection flashing beacon with actuated advanced flashing beacons to provoke awareness in motorists on Jerusalem Plank Road, (Route 35) that there are vehicles entering the intersection from Sussex Drive, (Route 40). The crash modification factor (CMF) for angle crashes on rural roadways at flashing beacons is 0.84 for all crash types.



Figure 8: Scrub Brush

- Remove small "Scrub brush" vegetation in front of retaining wall to help increase sight distance for passenger vehicles (See Figure 8).



Figure 7: Actuated Flashing Beacon

Intermediate and Long-Term Alternatives

The development of intermediate and long-term alternatives was coordinated with the VDOT project management team and VDOT Residency representatives. These alternatives are geared towards increasing safety and are not intended to increase capacity or alleviate congestion during peak or off-peak travel times.

The list of intermediate and long-term alternatives is summarized in Tables 3 and 4. The tables provide a list of advantages and disadvantages, as well as details on implementation concerns/strategies. Right-of-way and utility relocation impacts are also provided in the tables and are cursory in nature, as they are based on readily available GIS information and observations during field visits.



Table 3: Intermediate Improvement RECOMMENDATIONS

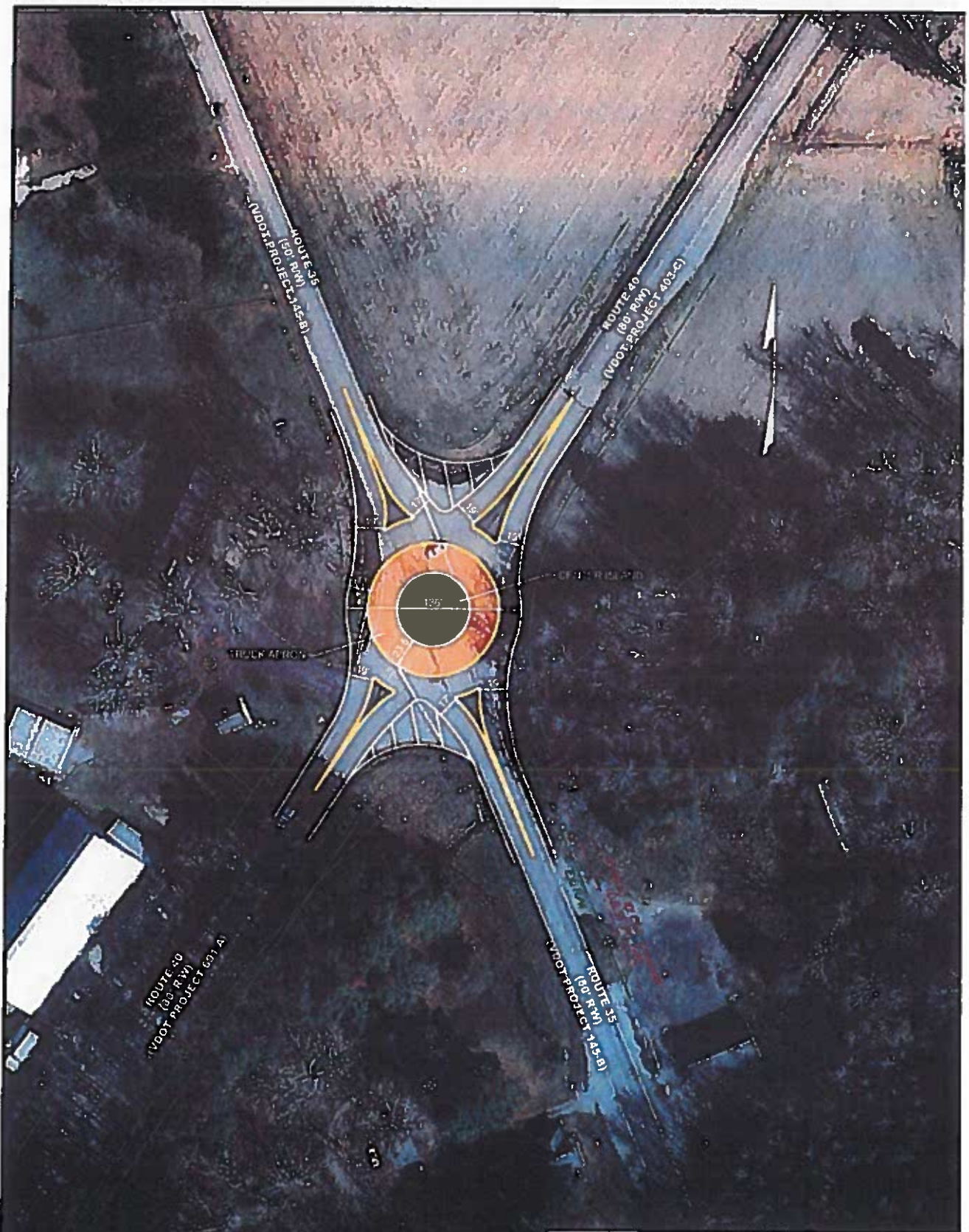
Improvement Description	Safety Issue	Implementation Pros	Implementation Cons	Implementation Considerations
Install a four-way stop	Pattern of vehicles continuing at a fast speed through the intersection	<ul style="list-style-type: none"> Should reduce the amount of angle crashes 	<ul style="list-style-type: none"> Increase delay and cause confusion for those used to the intersection May increase the number of rear end crashes With the existing compliance issues present for "locals" this countermeasure may have lower than anticipated compliance 	<ul style="list-style-type: none"> Low cost, fast installation Updated flashing intersection beacon to all flashing red



Table 4: Long-Term Improvement RECOMMENDATIONS

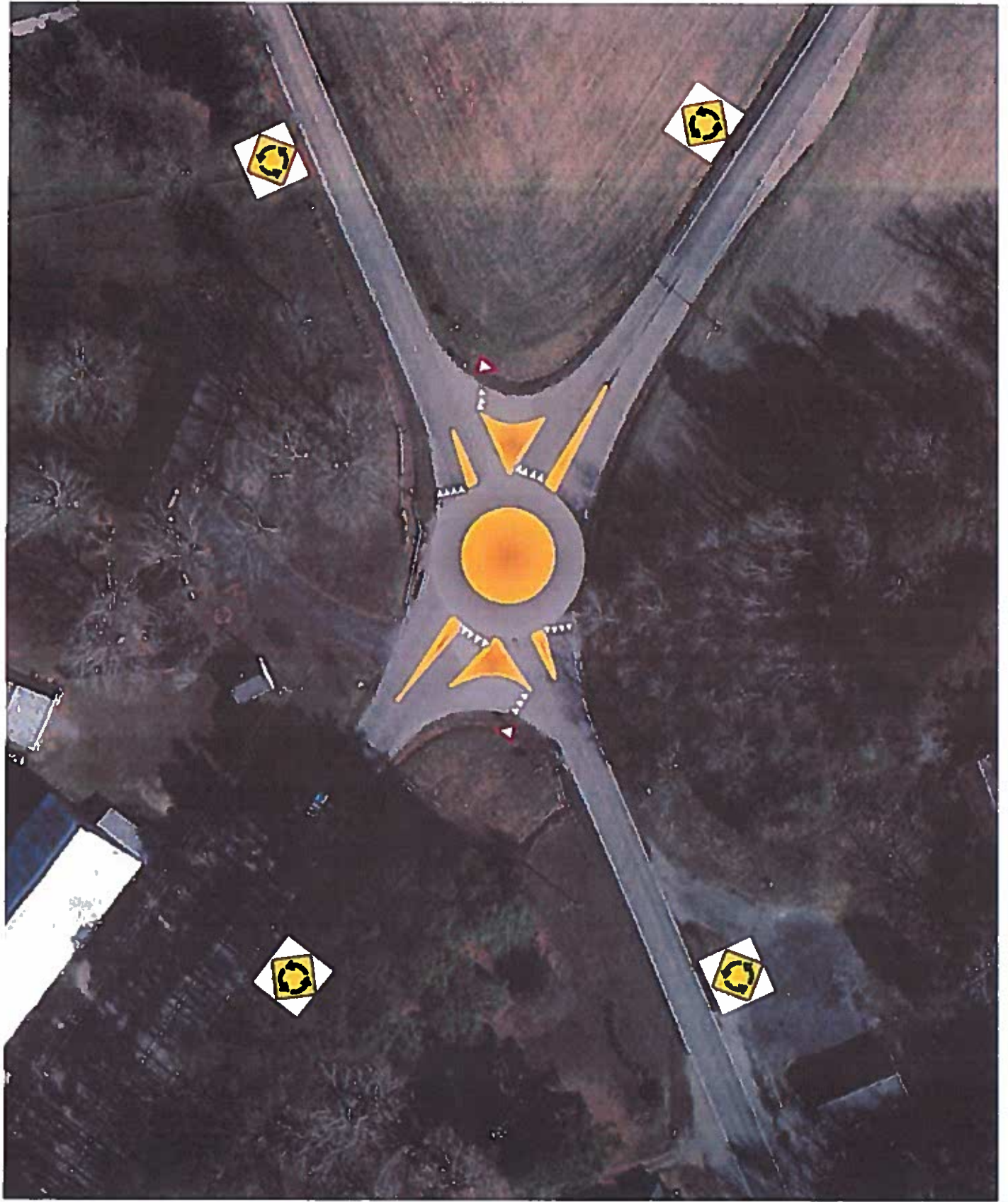
Improvement Description	Safety Issue	Implementation Pros	Implementation Cons	Implementation Considerations
<p>Convert four-leg intersection to a Roundabout</p>	<ul style="list-style-type: none"> • Pattern of vehicles not stopping at the stop signs is causing angle crashes • High rate of speed approaching and through the intersection • High volume of right-angle crashes 	<ul style="list-style-type: none"> • Will reduce delay for approaches at the intersection • Will reduce speed approaching and through the intersection thereby increasing safety • Estimated Crash Modification Factor (CMF) of 0.751, suggesting a reduction of crashes of up to 25% 	<ul style="list-style-type: none"> • High Construction Cost (for a traditional roundabout) • May need minimal temporary construction easements 	<ul style="list-style-type: none"> • See Figure Next Page • Little right-of-way will be needed, and crash rate will decrease immensely • A “temporary” modular roundabout could be implanted at this location to determine its effectiveness like other case studies in VA. (See more details in Appendix B.) • AutoTurn was run for all maneuvers of the roundabout with an AASHTO 2011 (US) WB-67 vehicle to ensure adequate design.

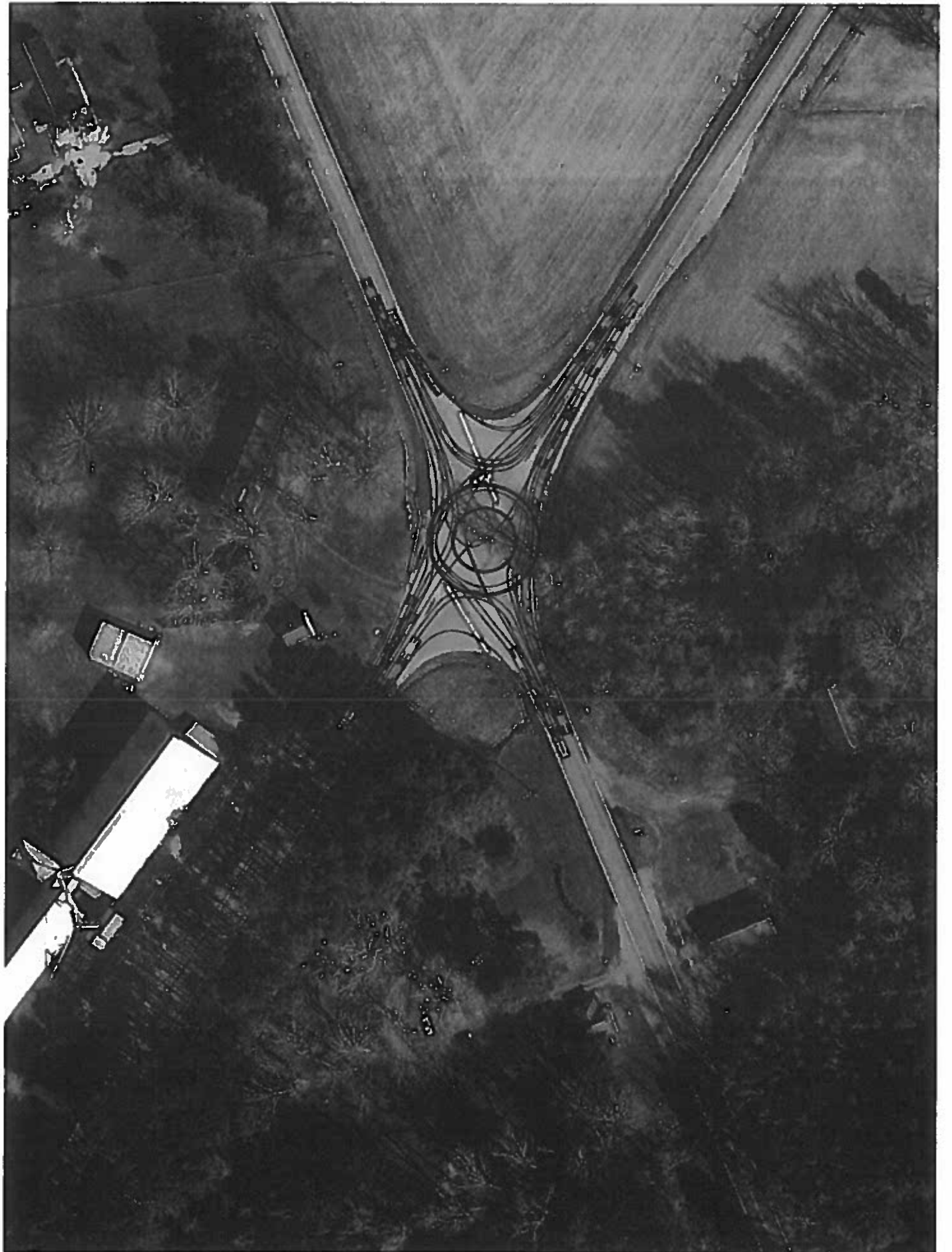
I:\Projects\7500\7646-34-PSA-Rtr-35 and Rtr-40\BIM CAD\7646-34-roundabout\fig9.dgn



VIRGINIA DEPARTMENT OF TRANSPORTATION
Figure 9: Roundabout Alternative Sketch

CLARKNEXSEN



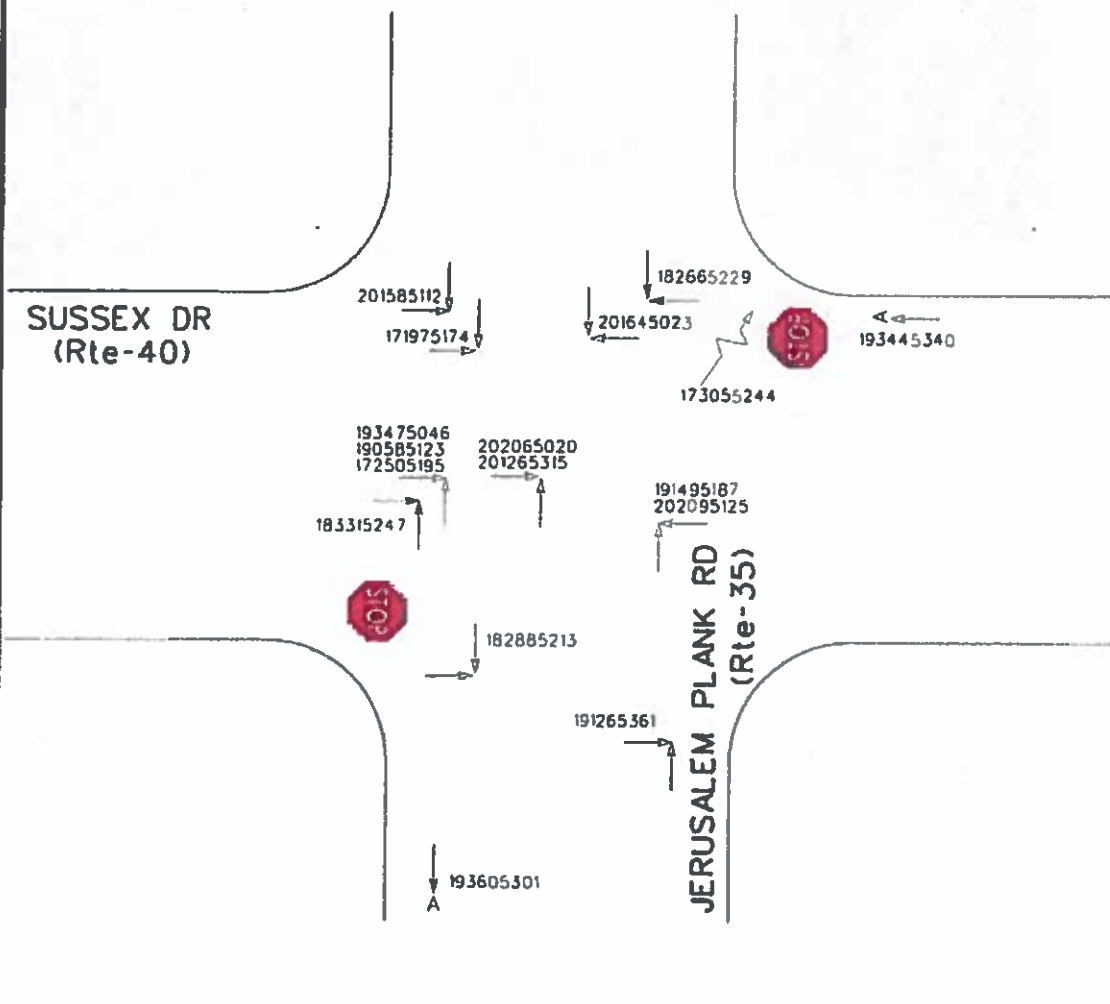




APPENDIX A.....CRASH DIAGRAM



Intersection of Sussex Rd (Rte-40) and Jerusalem Plank Rd (Rte-35)



I:\p\181817500\7848-34-RSA_Rte-35_and_Rte-40\Map_CAD\7648-34_Crash_Analysis_Screen.dwg

LEGEND	
	ANGLE
	HEAD ON
	REAR END
	RAN OFF ROAD
	BACKING
	SIDESWIPE
	TURNING
	OUT OF CONTROL
	INJURY
	FATALITY
	PEDESTRIAN
	BICYCLE
	ANIMAL
	PARKED VEHICLE
	PARKING VEHICLE
	FIXED OBJECT
	DAY
	NIGHT
	SINGLE
	MULTIPLE

TYPE ACC	ACC	SEVERITY	ACC
REAR END	0	INJURY	6
ANGLE	14	FATAL	0
HEAD ON	0	PDO	11
SIDESWIPE	0	YEAR	ACC
FIXED OBJ- OFF RD	0	2017	3
DEER	2	2018	3
OTHER	1	2019	6
		2020	5
TOTAL.....	17	TOTAL.....	17

VIRGINIA DEPARTMENT OF TRANSPORTATION
 DIAGRAM OF COLLISION REPORTS

COUNTY: Sussex

Sheet 1 of 1	STUDY PERIOD From 01/01/2017 To 12/31/2020
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XXXXXXXX DMV CRASH NUMBER





APPENDIX B.....MODULAR ROUNDABOUT RESOURCES



Figure 10- An overhead look at the completed modular roundabout at Otterdale/Hampton Park.

- Link to Temporary Modular Roundabouts completed in Chesterfield County (2020):
[Chesterfield - Unsignalized Intersection Upgrades - Projects | Virginia Department of Transportation \(virginiadot.org\)](#)
- Link to Temporary Modular mini roundabout at the intersection of Ravensworth Road and Jayhawk Street in Annendale (2018):
[Temporary Modular Mini Roundabout Pilot - Projects | Virginia Department of Transportation \(virginiadot.org\)](#)
- Modular Roundabout product presentation by Vortex (Note- three were installed by VDOT Maintenance in 2020):
[PowerPoint Presentation \(state.oh.us\)](#)

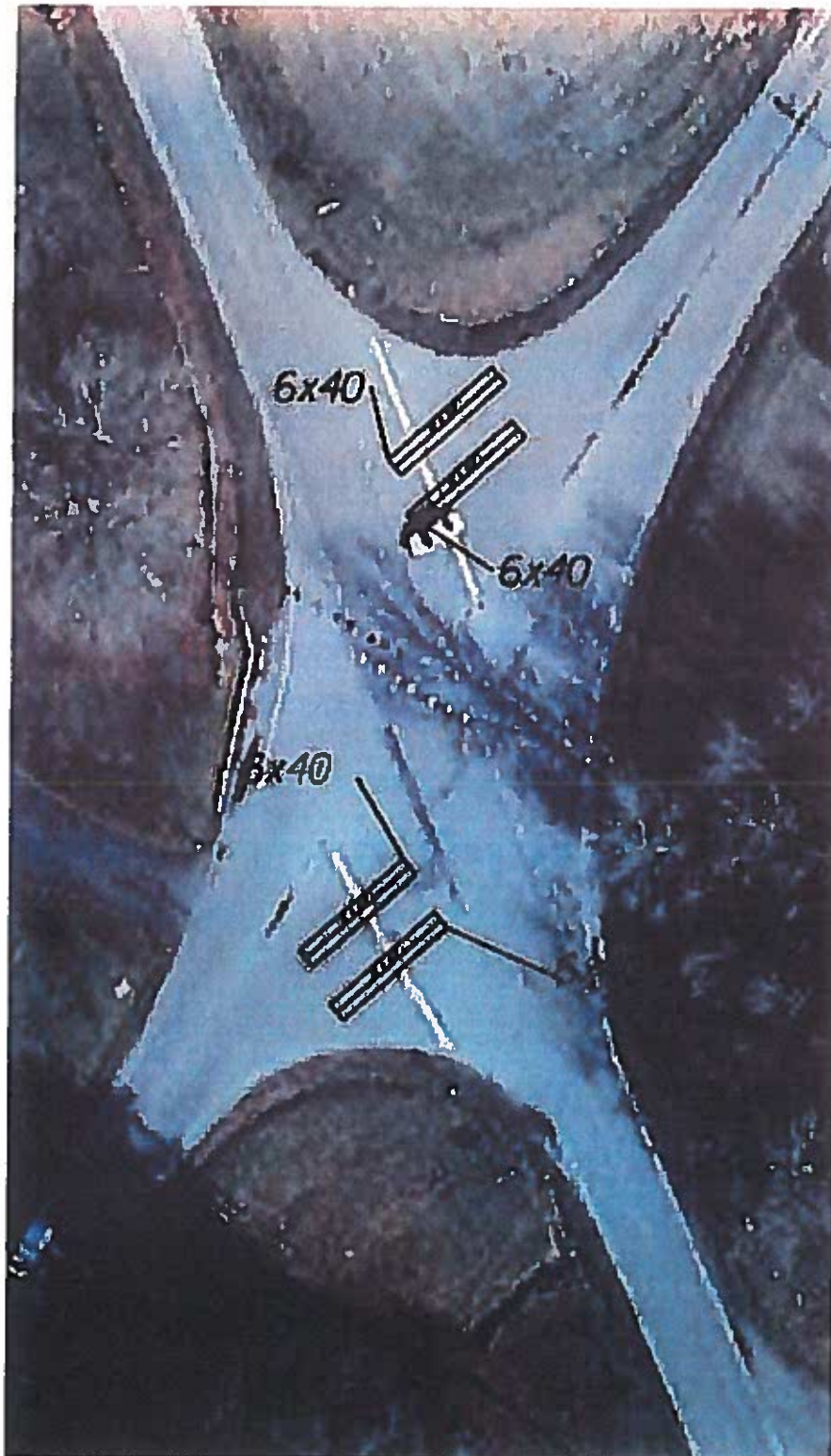
GENERAL MODULAR ROUNDABOUT NOTES

- Cost effective (~\$400,000 vs \$2,500,000+)
- Faster Construction (~1 month vs. 1-2 yrs)
- Easily modified
- No utility relocation
- No Drainage modifications/ design
- Easy to maintain (can purchase and have in inventory section of the modules)
- Can be installed with VDOT crews (survey and maintenance). Pavement markings done by VDOT on-call contractor





APPENDIX C.....LOOP LAYOUT FOR ACTUATED BEACONS



BOARD ACTION FORM

Agenda Item: Recognitions #3.04

Subject: Potential Recreation Projects

Board Meeting Date: January 20 2022

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Summary: These two presentations are related to possible parks/recreation improvements for Sussex County and are the result of discussion from a recent Finance Committee meeting to discuss the use of ARPA funding. William Ricks will present a request for funding for improvements to the Waverly pool (Sussex County Youth and Adult Recreation Association). Supervisor Fly will present a proposal to consider contracting with the Airfield 4-H Center for use of recreational facilities and programs.

Recommendation: None at this time

Attachments: None

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ACTION: .

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

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

BOARD ACTION FORM

Agenda Item: Public Hearing Item 4.01

Subject: Solar Ordinance Comprehensive Plan Amendment and Ordinance Amendments

Board Meeting Date: January 20 2022

=====

Summary: The Planning Commission and Board of Supervisors previously considered Comprehensive Plan and Zoning Ordinance amendments regarding solar energy and battery storage facilities as contained in the attached report prepared by Darren Coffey, AICP, The Berkley Group at a joint meeting on September 17, 2021.

Since the meeting, staff worked with The Berkley Group and Crater Planning District Commission to develop a map showing prime agricultural lands in the County. The map is contained in the proposed comprehensive plan modification document and may be referenced therein.

Staff also worked with Mr. Coffey to provide the rationale for the 100-acre minimum as follows:
1 MW of solar takes about 15-20 acres of land in Sussex County due to the environmental constraints on much of the land. Therefore, a 5 MW facility would probably have to be on 80-100 acres or more. Smaller facilities are exempt from the revenue options provided by the state, take as much time to process as a larger facility application, and fragment the established and preferred land use patterns of the county as stated in the comp plan. The Board has stated that it does not want to consider smaller facilities for these reasons, therefore a larger minimum project size addresses all of those issues.

Recommendation: The Planning Commission at its regular meeting on October 4, 2021, again considered the amendments and requested staff to bring back more information on the location of prime agricultural soils and the rationale for the 100-acre minimum.

The Planning Commission conducted a public hearing on the Comprehensive Plan and the Zoning amendments on December 6, 2021.

The Commission voted to recommend approval of the Comprehensive Plan amendment (8-1-1) adding the recommended criteria that solar and battery storage facilities be “located less than or equal to one (1) mile from a transmission line”.

The Commission voted to recommend approval of the Zoning Ordinance amendment (9-0-1).

Attachments:

- Report by Darren Coffey, dated August 30, 2021
 - Resolution/Proposed Modifications to the 2004-2005 Comprehensive Plan in Consideration of Solar and Battery Storage Facilities (December 7, 2021)
 - Ordinance to Amend and Reenact Article I, Sections 16.1, Definitions and Article XXIII, Solar and Battery Facilities
- =====

ACTION: To be determined

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

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

Staff Report
**Proposed Modifications to the 2004-2005 Comprehensive Plan of Sussex
County and Zoning Amendments in Consideration of Solar and Battery
Storage Facilities**

Report Date: January 4, 2022
Board of Supervisors Meeting Date: January 20, 2022

SUMMARY:

The Planning Commission and Board of Supervisors previously considered Comprehensive Plan and Zoning Ordinance amendments regarding solar energy and battery storage facilities as contained in the attached report prepared by Darren Coffey, AICP, The Berkley Group at a joint meeting on September 17, 2021.

Since the meeting, staff worked with The Berkley Group and Crater Planning District Commission to develop a map showing prime agricultural lands in the County. The map is contained in the proposed comprehensive plan modification document and may be referenced therein.

Staff also worked with Mr. Coffey to provide the rationale for the 100-acre minimum as follows:
1 MW of solar takes about 15-20 acres of land in Sussex County due to the environmental constraints on much of the land. Therefore, a 5 MW facility would probably have to be on 80-100 acres or more. Smaller facilities are exempt from the revenue options provided by the state, take as much time to process as a larger facility application, and fragment the established and preferred land use patterns of the county as stated in the comp plan. The Board has stated that it does not want to consider smaller facilities for these reasons, therefore a larger minimum project size addresses all of those issues.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission at its regular meeting on October 4, 2021, again considered the amendments and requested staff to bring back more information on the location of prime agricultural soils and the rationale for the 100-acre minimum.

The Planning Commission conducted a public hearing on the Comprehensive Plan and the Zoning amendments on December 6, 2021.

The Commission voted to recommend approval of the Comprehensive Plan amendment (8-1-1) adding the recommended criteria that solar and battery storage facilities be “located less than or equal to one (1) mile from a transmission line”.

The Commission voted to recommend approval of the Zoning Ordinance amendment (9-0-1).

BOARD OF SUPERVISORS ACTION:

In further consideration, Planning staff has provided the proposed amendments in final form as recommended by the Planning Commission at the December 6, 2021 public hearing and has advertised a public hearing on the amendments for consideration by the Board of Supervisors on January 20, 2022.

The Board has the following options:

1. Approve the Comprehensive Plan/Zoning amendments, as recommended by the Planning Commission.
2. Recommend denial of the amendments.
3. Defer action for further discussion and consideration.
4. Return the amendments to the Planning Commission for further consideration.

ATTACHMENTS:

- Report by Darren Coffey, dated August 30, 2021
- Resolution/Proposed Modifications to the 2004-2005 Comprehensive Plan in Consideration of Solar and Battery Storage Facilities (December 7, 2021)
- Ordinance to Amend and Reenact Article I, Sections 16.1, Definitions and Article XXIII, Solar and Battery Facilities



TO: Planning Commission and Board of Supervisors, Sussex County, Virginia

FROM: Darren Coffey, AICP

DATE: August 30, 2021

RE: Comprehensive Plan and Zoning Ordinance Amendments Regarding Solar Energy and Battery Storage Facilities

Sussex County staff requested a consultant review the Comprehensive Plan and Zoning Ordinance with consideration to additional amendments as may be appropriate regarding solar energy and battery storage facilities. The County is in the process of reviewing solar energy facility applications and, as a result, staff has gained a better understanding of the land use issues related to these uses.

Sussex County has approved four solar facilities (one with battery storage) and one battery storage facility adjacent to a substation. The County has been contacted by several additional developers regarding potential applications for additional facilities.

Solar facilities are large scale industrial/commercial facilities that can take up agricultural, industrial, or commercial land for at least twenty years or more. Battery energy storage facilities are also an industrial land use but require more safety requirements than solar facilities. Any proposed location of these facilities needs to be carefully weighed against other potential uses of the same property.

Virginia has seen a dramatic increase in its installed solar capacity reaching 2,500 MW installed by 2021. The Virginia Energy Plan (October 2, 2018) calls for 30% of energy to be generated by renewable sources by 2030 and 100% by carbon free sources by 2040. Dominion Energy has committed to solar as necessary for clean energy growth. They project they could add at least 5,200 megawatts of solar in the state over the next 25 years (to 2045) to meet customers' energy needs.

This accelerated development of renewable energy will increase the duties of local governments and state agencies tasked with land use, permitting, and environmental decision making. Local governments must determine if solar facility applications are in accord with their Comprehensive Plan (a "2232 review") and in compliance with their land use ordinances.

In Virginia, notable solar facilities laws (based on the facility size in MW_{AC}) are:

- Any size needs a 2232 review (§ 15.2-2232).
- Any size can have a CUP condition for payment (§ 15.2-2288.8).
- ≤5MW are exempt from M&T tax (§ 58.1-3660).
- >5MW and <150 MW qualify for the state M&T step down tax exemption (§ 58.1-3660).

- >5MW can have a siting agreement (§ 15.2-2316.7). An approved siting agreement fulfills the requirement for a 2232 review (§ 15.2-2232).
- >5MW can have a revenue share (§ 58.1-2616).
- >5 MW to up to 150 use DEQ's PBR (§ 10.1-1197.5 to 10.1-1197.1) and 9VAC15-60).
- >25 MW facilities are taxed for M&T at real estate rate (§ 58.1-2606).
- >150 MW or including battery storage use SCC's permitting process (§ 10.1-1197.5 to 10.1-1197.11 and 20VAC5-302).

A number of Comprehensive Plan and Zoning Ordinance amendments were recommended for discussion by the Planning Commission and Board of Supervisors to bring greater clarity and specificity for how the County reviews and potentially authorizes solar energy facilities

Comprehensive Plan

Existing Plan

The Comprehensive Plan 2004-2005 update was adopted on October 20, 2005 and updated for solar facilities on April 2, 2019.

Chapter II: Concerns and Aspirations, section B. Issues and Existing and Emerging Conditions (p II-12), states:

21 Utility-scale Solar Facilities

As used in this Comprehensive Plan, a utility-scale solar facility is a facility that generates electricity from sunlight which will be used to provide electricity to a utility provider or a large private user with a generating capacity in excess of one megawatt (1 MW). Sussex's abundant agricultural and forest land combined with its electrical infrastructure and transportation system appear to be attractive to the solar industry. These facilities are an industrial scale land use that occupy significant acreage. Many utility-scale solar facilities are located on agricultural or forested land that may have had other future land use potential or land use designations.

The County will consider solar facilities in districts zoned agricultural or industrial with preference for brownfields and County-owned capped landfills. The following site features should be addressed to mitigate the potential negative impacts of utility-scale solar facilities on County land use patterns as part of the evaluation of a Conditional Use Permit (CUP) application:

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

In 2019, there was also a recommendation to work with the Crater Planning District Commission or another regional planning entity to identify, catalogue, and map relevant features, including:

- Major electrical facilities (i.e., transmission lines, transfer stations, generation facilities, etc.).
- Brownfield sites and County-owned capped landfills, and
- Prime Farmland including areas of prime farmland or farmlands of statewide importance as defined by the USDA and Commonwealth of Virginia, respectively.

Analysis

This language describes the specific criteria or siting parameters for solar facilities, energy generation stations, or other types of uses. However, the County has indicated a desire to consider changing some of the parameters.

It does not address battery storage facilities.

Recommended Amendments

Short Term

➤ Modify the Comprehensive Plan as follows:

Under Chapter II: Concerns and Aspirations, section B. Issues and Existing and Emerging Conditions (p.II-12), revise the text as noted in red:

23. Utility-scale Solar Facilities

As used in this Comprehensive Plan, a utility-scale solar facility is a facility that generates electricity from sunlight ~~which will be used to provide electricity to a utility provider or a large private user~~ with a generating capacity in excess of one megawatt alternating current (1 MW_{ac}). Sussex's abundant agricultural and forest land combined with its electrical infrastructure and transportation system appear to be attractive to the solar industry. These facilities are an industrial scale land use that occupy significant acreage. Many utility-scale solar facilities are located on agricultural or forested land that may have had other future land use potential or land use designations.

Commented [DN1]: in much definition in zoning

The County will consider utility-scale solar facilities as a primary use in districts zoned agricultural or industrial with preference for brownfields and County-owned capped landfills. The following site features should be addressed to mitigate the potential negative impacts of utility-scale solar facilities on County land use patterns as part of the evaluation of a Conditional Use Permit (CUP) application:

- the total size shall be more than 100 but less than 5,000 1-500 contiguous acres,
- large contiguous projects are preferred over small decentralized or large discontinuous projects to prevent land fragmentation.
- laid out appropriately on the project parcels.

- located with no more than 65% equipment and building coverage;
- located outside planning areas or community hubs;
- located outside forested areas to preserve forest resources;
- located outside prime agricultural land;
- further than three (3) miles from any village or town boundary;
- further than two (2) miles from other existing or permitted solar facilities; and
- located to minimize negative impacts proximity to residences; historic, cultural, recreational, or environmentally-sensitive areas; and scenic viewsheds.

Battery energy storage facilities are also an industrial land use but require more safety requirements than solar facilities. The County will consider battery facilities as:

- an accessory use to utility scale solar facilities, other energy generation facilities, or substations; or
- a primary use on a parcel contiguous to utility scale solar facilities, other energy generation facilities, and substations.

Long Term

- Identify, catalogue, and map the items recommended in 2019
- Identify, catalogue, and map these additional features:
 - planning areas or community hubs;
 - forested areas;
 - prime agricultural land;
 - a three (3) mile buffer around any village or town boundary;
 - a two (2) mile buffer around any existing or permitted solar facilities; and
 - known residences; historic, cultural, recreational, or environmentally-sensitive areas, and scenic viewsheds.

Zoning Ordinance

Existing Ordinance

The Zoning Ordinance was revised November 15, 2007 and adopted on January 1, 2008. The ordinance was updated for solar facilities on April 2, 2019 and August 4, 2020.

ARTICLE I. GENERAL INFORMATION, Sec. 16-1 Definitions, was updated to include 16 new definitions relevant to solar facilities.

ARTICLE XII. SITE PLAN REQUIREMENTS, Sec. 16-202 When required, was updated to include "utility scale solar facilities."

The new ARTICLE XXIII SOLAR FACILITIES was added and updated to specifically address solar facilities.

The County has chosen not to adopt a solar revenue share ordinance (§ 15 2-2316.7).

Analysis

This language describes the specific criteria or siting parameters for solar facilities. However, the County has indicated a desire to consider changing some of the parameters.

It does not address battery storage facilities.

Recommended Amendments

- Under ARTICLE I. GENERAL INFORMATION, Sec. 16-1 Definitions, add the following definitions:

“2232 review”

The review required by the *Code of Virginia* (§15.2-2232) for features not shown on the adopted master plan, including public utility facilities.

“Acreage coverage”

The total acres covered by PV pods, buildings, inverters, a substation, battery storage, ancillary equipment, and fencing around these items but excluding wildlife corridors, mandated setbacks, wetlands, and other avoided natural or cultural features outside of the security fencing on the project site.

“Battery Energy Storage Facilities (battery facilities)”

One or more battery cells for storing electrical energy stored in a Battery Energy Storage System (“BESS”) with a Battery Management System (“BMS”). Facilities are generally used to supplement grid storage capacity. Battery facilities may be permitted as:

- an accessory use to utility-scale solar facilities, other energy generation facilities, or substations; or
- a primary use on a parcel contiguous to utility-scale solar facilities, other energy generation facilities, and substations.

“Disturbance zone”

The area within the site directly impacted by construction and operation of the facility.

“Electric Power Plant”

A facility designed and operated for the generation and distribution of electricity for the primary purpose of selling electricity generated to the electric power grid, including facilities which use fossil fuels, solar energy, hydroelectric energy, geothermal energy, biomass energy or wind energy as a resource. This definition does not apply to on-site generation equipment when such use is an accessory use.

“PV pod”

Contiguous rows of solar panels, including the space between rows, fenced together in a group. A solar facility is typically comprised of multiple pods.

“Reclamation”

The employment, during and after an operation, of procedures reasonably designed to minimize as much as practicable the disruption from an operation and provide for the establishment of plant cover, stabilization of soil, protection of water resources, or other measures appropriate to the subsequent beneficial use of the affected lands. Reclamation shall comply with all State and Federal regulations related to air quality, water quality and water law, and stormwater.

“Siting Agreement”

An agreement entered into between the Applicant and the County as defined in Va. Code § 15.2-2316 et seq.

“Solar energy generating facilities (solar facilities)”

Photovoltaic devices, inverters, a substation, ancillary equipment, buildings, security fencing, access roads, setbacks, and screening on the site.

“Solar facility, community”

A facility that generates electricity from sunlight that was not constructed by an investor-owned utility that will be part of an investor-owned utility's community solar pilot program. A community solar facility does not exceed two megawatts (2 MW) alternating current. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility scale solar facility.

“Solar facility, floating”

A floating facility that generates electricity from sunlight. This facility type is a subset of either small-scale, medium-scale, or utility-scale solar facility.

“Solar facility, multi-family shared”

A ground-mounted facility that generates electricity from sunlight that was not constructed by an investor-owned utility and that will be part of an investor-owned utility's multi-family shared solar pilot program. A multi-family shared solar facility does not exceed three megawatts (3 MW) alternating current at any single location or that does not exceed five megawatts (5 MW) alternating current at contiguous locations owned by the same entity or affiliated entities, serves at least three subscribers, is connected to the electric distribution grid, and is located on a parcel of land on the premises of the multi-family utility customer or adjacent thereto.

“Solar facility, Power Purchase Agreement (PPA)”

A facility that generates electricity from sunlight that was not constructed by an investor-owned utility and that will be part of an investor-owned utility's power purchase agreement solar pilot program. A facility has a capacity of no less than 50 kilowatts and no more than three megawatts (3 MW) alternating current. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

“Solar facility, rooftop”

A rooftop PV or integrated PV facility that generates electricity from sunlight as an accessory use.

“Solar facility, shared”

A facility that generates electricity from sunlight that was not constructed by an investor-owned utility that will be part of an investor-owned utility's shared solar pilot program. A shared solar facility does not exceed five megawatts (5 MW) alternating current, serves at least three subscribers, has at least 40 percent of its capacity subscribed by customers with subscriptions of 25 kilowatts or less, is connected to the electric distribution grid serving the public, and is located on a single parcel. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

- Under ARTICLE I. GENERAL INFORMATION, Sec. 16-1 Definitions, replace the following definitions with this text:

“Decommissioning and Reclamation Plan”

A plan to disconnect, remove, and properly dispose of equipment, facilities, or devices and reclaim the site.

“Solar Facility, Medium-Scale”

A ground-mounted facility that generates electricity from sunlight on a facility area between one to ten acres or having a rated capacity of between 250 kW to one megawatt (MW) alternating current (excluding Solar Facility, Multi-Family Shared). Facilities are generally used to reduce onsite consumption of utility power for agricultural, commercial, and industrial applications.

“Solar Facility, Small-Scale”

A ground-mounted facility that generates electricity from sunlight on a facility area of less than one acre or having a rated capacity of less than 250 kW alternating current (excluding Solar Facility, Multi-Family Shared). Facilities are generally used to reduce onsite consumption of utility power for residential, agricultural, commercial, and industrial applications.

“Solar Facility, Utility-Scale”

A ground-mounted facility that generates electricity from sunlight on a facility area of more than ten acres. This size is approximately equivalent to a rated capacity of about one megawatt (MW) alternating current or greater (excluding Solar Facility, Multi-Family Shared). Facilities are generally used to provide electricity to a utility provider. These facilities typically include inverters, a substation, a switchyard, and a generator lead line (gen-tie line) to interconnect to a grid transmission line.

- Under ARTICLE XII. SITE PLAN REQUIREMENTS, Sec. 16-202 When required, add a new item at the end of the list:
 - 8. Battery energy storage facilities.
- Update ARTICLE XXIII. SOLAR FACILITIES as indicated in the attached file.

Conclusion

These amendments to the Comprehensive Plan and Zoning Ordinance, if approved by the Planning Commission and the Board of Supervisors, provide further guidance to the energy industry and the County in how to prepare and evaluate future solar energy and battery storage applications.

**cc: Richard Douglas, County Administrator
Beverly Walkup, Director of Community Development
Jeff Gore, County Attorney**

encl: Zoning Ordinance, ARTICLE XXIII. SOLAR AND BATTERY FACILITIES

RESOLUTION #2021-1

**A RESOLUTION OF THE SUSSEX COUNTY PLANNING COMMISSION IN
SUPPORT OF THE PROPOSED MODIFICATIONS TO THE 2004-2005
COMPREHENSIVE PLAN AND PROPOSED ZONING ORDINANCE AMENDMENTS
IN CONSIDERATION OF SOLAR AND BATTERY STORAGE FACILITIES**

WHEREAS, the Board of Supervisors of Sussex County, Virginia adopted the 2004-2005 Comprehensive Plan on October 20, 2005; and

WHEREAS, the Board of Supervisors amended the Comprehensive Plan on April 2, 2019 to address utility-scale solar facilities; and

WHEREAS, the County has seen considerable interest from development companies desiring to locate more and more solar facilities within the County, including battery energy storage facilities, and

WHEREAS, these renewable energy facilities have the potential to impact prime agricultural, industrial, or commercial land, and need to be carefully weighed against other potential use of the same property; and

WHEREAS, the Sussex County Planning Commission and Board of Supervisors has determined that greater clarity and specificity is needed for how the County reviews and potentially authorizes renewable energy facilities.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of Sussex County recommends the proposed modifications contained in the attached document entitled, "Proposed Modifications to the 2004-2005 Comprehensive Plan in Consideration of Solar and Battery Storage Facilities," amended April 2, 2019, and the accompanying zoning amendments.

BE IT FURTHER RESOLVED that the Planning Commission of Sussex County urgently requests the Board of Supervisors approve said modifications contained therein as an amendment to the Comprehensive Plan, and the proposed Ordinance to Amend and Reenact Article I, Definitions and Article XXIII Solar and Battery Facilities.

Adopted and passed by the Sussex County Planning Commission this _____ day of _____, 2021.

Those voting aye: _____.

Those voting nay: _____.

Motion _____.

ATTEST:

Beverly Walkup, Director of Planning and Zoning

Proposed Modifications to the 2004-2005 Comprehensive Plan in Consideration of Solar and Battery Storage Facilities

(Revised April 2, 2019 and _____)



Prepared by Planning Staff:
Content provided by Darren K. Coffey, AICP, The Berkley Group
November 8, 2021 (draft)

The Sussex County, Virginia 2004-2005 Comprehensive Plan was adopted on October 20, 2005. The plan was revised by the Sussex County Board of Supervisors on April 2, 2019 to include land use policy guidance and recommendations for regulating utility-scale solar facilities.

Adopted Amendment from April 2019

The Comprehensive Plan 2004-2005 update was adopted on October 20, 2005 and updated for solar facilities on April 2, 2019. The updated plan defined “utility-scale solar facility as a facility that generates electricity from sunlight which will be used to provide electricity to a utility provider or a large private user with a generating capacity in excess of one megawatt (1 MW). They were classified as an industrial scale land use with the potential to occupy significant acreage.

The plan also recognized that many utility-scale solar facilities are located on agricultural or forested land that may have had other future land use potential or land use designations. Therefore, Sussex’s abundant agricultural and forest land combined with its electrical infrastructure and transportation system would be attractive to the solar industry.

The County considered solar facilities in districts zoned agricultural or industrial with preference for brownfields and County-owned capped landfills. The following site features we established to address mitigating the potential negative impacts of utility-scale solar facilities on County land use patterns as part of the evaluation of a Conditional Use Permit (CUP) application. These recommendations were included in Chapter II: Concerns and Aspirations, section B. Issues and Existing and Emerging Conditions enumerated as item 23 (p.11-12):

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

In 2019, there was also a recommendation to work with the Crater Planning District Commission or another regional planning entity to identify, catalogue, and map relevant features, including:

- Major electrical facilities (i.e., transmission lines, transfer stations, generation facilities, etc.),
- Brownfield sites and County-owned capped landfills, and
- Prime Farmland including areas of prime farmland or farmlands of statewide importance as defined by the USDA and Commonwealth of Virginia, respectively.

Since this comprehensive plan guidance was adopted, Sussex County has approved four solar facilities (one with battery storage) and one battery storage facility adjacent to a substation and staff has been contacted by several additional developers regarding potential applications for additional facilities.

Summary Statistics of Approved Solar/Battery Storage Facilities					
Project Name	Project Area	Site Area	MW_{AC}	MW/Acre Ratio	Average Project Area Coverage Percentage
Cabin Point Solar (Approved August 2020)	1,468 acres	1,842 acres	75 with Battery Energy Storage System (BESS)	1,842 acres/75 MW= <u>24.6 acres per megawatt</u>	1468 ÷ 1842 = 80%
Sappony Solar (Approved August 2016)	250 acres	371 acres	20	371 acres/20 MW= <u>18.6 acres per megawatt</u>	250 ÷ 371 = 67%
Shands Energy Center (primary use) (Approved May 2021)	2 acres	32.28 acres	Battery Energy Storage System (BESS)	N/A	2 ÷ 32 = 6%
Waverly Solar (Approved March 2019)	2,000+/- acres	2,700 acres	118	2,700 acres/118 MW= <u>22.9 acres per megawatt</u>	2000 ÷ 2700 = 74%

With solar utility scale solar facilities having the potential to take up agricultural, industrial, or commercial land for at least twenty years or more, a number of Comprehensive Plan and Zoning Ordinance amendments are recommended for discussion by the Planning Commission and Board of Supervisors.

Additionally, the County recognizes battery energy storage facilities as an industrial land use that requires more safety requirements than solar facilities.

Therefore, the goal is to bring greater clarity and specificity for how the County reviews and potentially authorizes renewable energy facilities moving forward, and any proposed location of these renewable energy facilities need to be carefully weighed against other potential uses of the same property.

Proposed Comprehensive Plan and Zoning Ordinance Amendments

In an effort to continue the protection of prime agricultural, forest and industrial lands in the County, the proposed revisions are recommended to:

Chapter II: Concerns and Aspirations, section B. Issues and Existing and Emerging Conditions under enumerated item 23 (p.11-12) of the 2004-2005 Sussex County Comprehensive Plan

23. Utility-Scale Solar Facilities

As used in this Comprehensive Plan, a utility-scale solar facility is a facility that generates electricity from sunlight which will be used to provide electricity to a utility provider or a large private user with a generating capacity in excess of one megawatt alternating current (1 MWAC). Sussex's abundant agricultural and forest land combined with its electrical infrastructure and transportation system appear to be attractive to the solar industry. These facilities are an industrial scale land use that occupy significant acreage. Many utility-scale solar facilities are located on agricultural or forested land that may have had other future land use potential or land use designations.

The County will consider utility-scale solar facilities as a primary use in districts zoned agricultural or industrial with preference for brownfields and County-owned capped landfills. The following site features should be addressed to mitigate the potential negative impacts of utility-scale solar facilities on County land use patterns as part of the evaluation of a Conditional Use Permit (CUP) application:

- the total size shall be more than 100 but less than 5,000 contiguous acres;
- large contiguous projects are preferred over small decentralized or large discontinuous projects to prevent land fragmentation;
- laid out appropriately on the project parcels;
- laid out with no more than 65% equipment and building coverage;
- located outside planning areas or community hubs;
- located outside forested areas to preserve forest resources;
- located outside prime agricultural land;
- further than three (3) miles from any village or town boundary;
- further than two (2) miles from other existing or permitted solar facilities; and
- located to minimize negative impacts in proximity to residences; historic, cultural, recreational, or environmentally-sensitive areas; and scenic viewsheds.
- Located less than or equal to one (1) mile from a transmission line.

Battery energy storage facilities are also an industrial land use but require more safety requirements than solar facilities. The County will consider battery facilities as:

- an accessory use to utility-scale solar facilities, other energy generation facilities, or substations; or
- a primary use on a parcel contiguous to utility-scale solar facilities, other energy generation facilities, and substations.

Article XXIII of the Zoning Ordinance

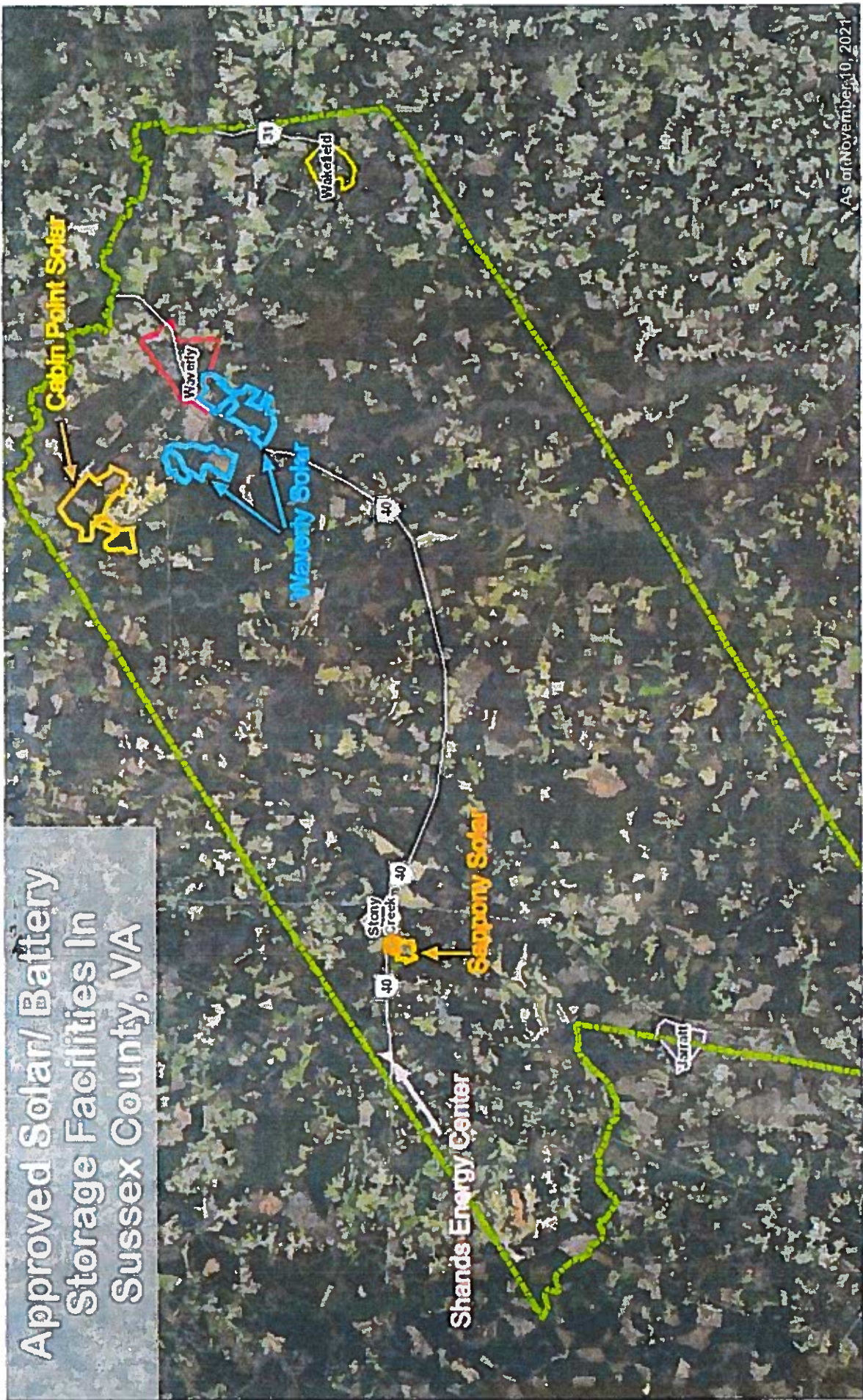
The following changes shall be made to the Sussex County Zoning Ordinance.

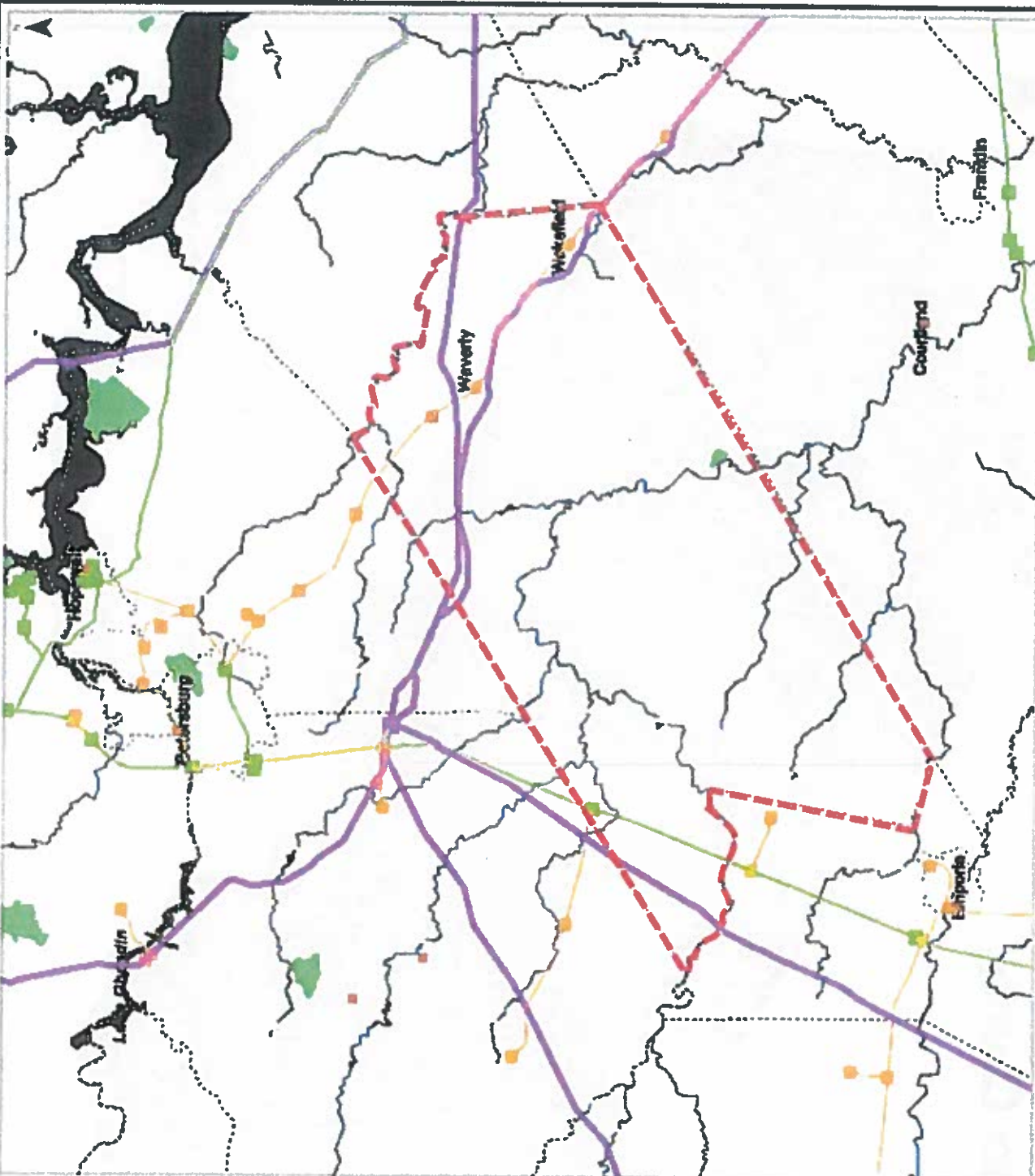
- The minimum area of a utility-scale solar facility shall be more than 100 acres.
- Other administrative changes as shown in the Sussex Article XXIII document dated 8-25-21.
- These changes include recommended reorganization of the article for better flow and a reflection of best practices to date.

Map Attachments

- *Approved Solar/Battery Storage Facilities Map*
- *Major Transmission Lines and Substations Map*
- *Agricultural Land and Soils Map*

Approved Solar/ Battery Storage Facilities In Sussex County, VA





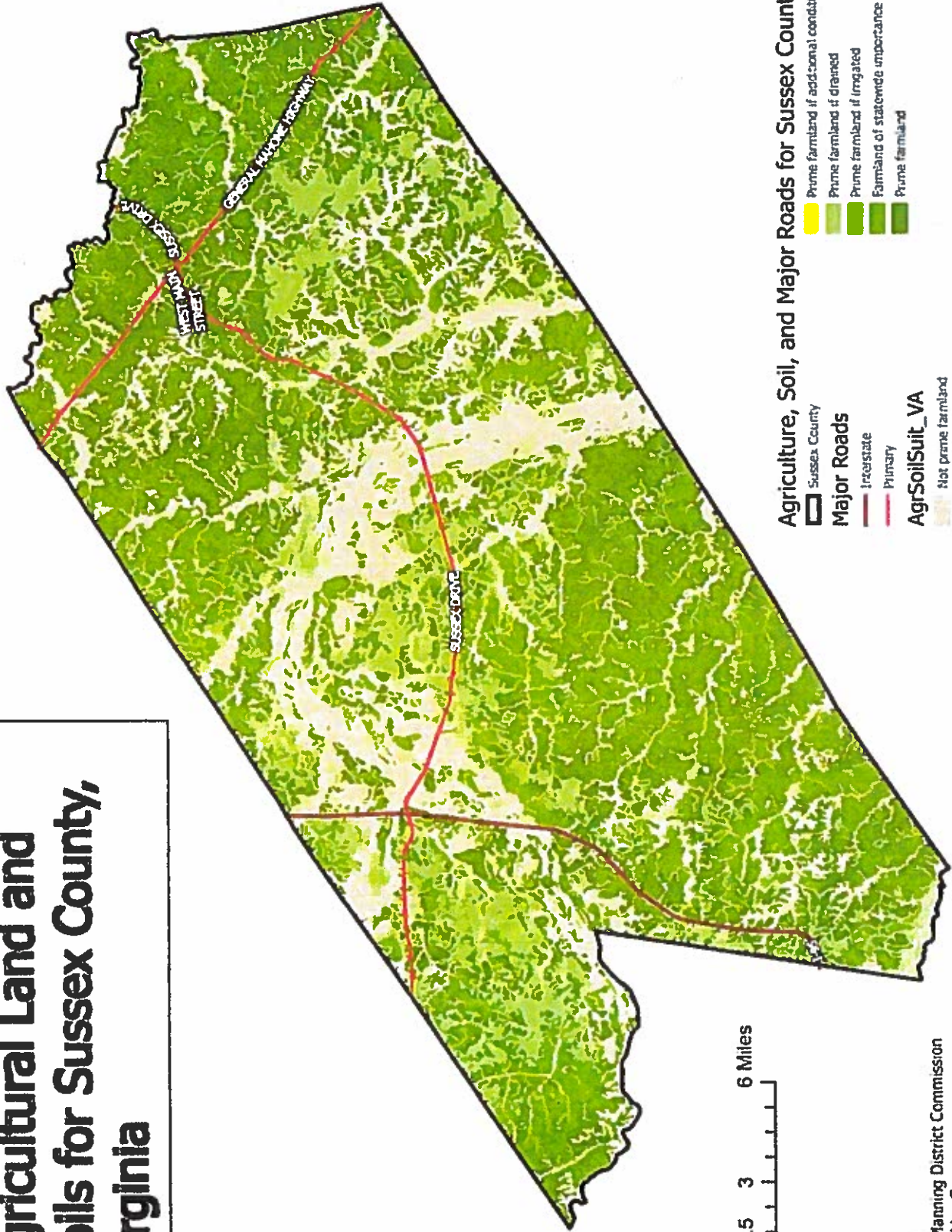
This map was generated using data on the Northeast Ocean Data Portal on 11/10/2021.
www.northeastoceandata.org



Countries	
Electric_Transmission_...	NOT AVAILABLE
	34; 46; 69; 115; 138; 155; 161
	220; 230
	345
	450; 500
	765
Electric_Substations_M...	
	NOT AVAILABLE
	34; 46; 69; 115; 138; 155; 161
	220; 230
	345
	450; 500
	765

Major Transmission Lines and Substations defined by voltage (KV) in Sussex County, VA

Agricultural Land and Soils for Sussex County, Virginia



Credits:
Crater Planning District Commission
The Berkley Group

- Agriculture, Soil, and Major Roads for Sussex County**
- Sussex County
 - Major Roads**
 - Interstate
 - Primary
 - AgrSoilsSuit_VA**
 - Not prime farmland
 - Prime farmland if additional conditions met
 - Prime farmland if drained
 - Prime farmland if irrigated
 - Farmland of statewide importance
 - Prime farmland

An Ordinance to Amend and Reenact the Following Sections of the Sussex County Code, Appendix B, Zoning: Article I, Section 16-1 Definitions and Article XXIII, Solar and Battery Facilities, Supplementary Use Regulations.

WHEREAS, the Board of Supervisors of Sussex County, Virginia, has the legislative authority to make reasonable changes to the ordinances that govern the orderly growth and development of Sussex County, and

WHEREAS, the Sussex County Board of Supervisors is also concerned about the compatibility of uses on public and private lands within Sussex County and seeks to allow flexibility in the administration of the ordinance regulations while protecting the health, safety, and general welfare of present and future residents and businesses of the County,

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors that Appendix B, Zoning, Article I, Section 16-1 Definitions be amended and reenacted to add the following definitions:

ARTICLE XXIII

SOLAR AND BATTERY FACILITIES

Sec. 16-1 Definitions (add these definitions)

2212 review means the review required by the Code of Virginia (Section 15.2-2232) for features not shown on the adopted master plan, including public utility facilities.

Average coverage means the total acre covered by PV panel, building, inverter, a substation, battery storage, ancillary equipment, and fencing around these items but excluding wildlife corridors, managed wetlands, and other excluded natural or cultural features outside of security fencing on the project site.

Applicant means the person or entity who submits an application to the localities for a permit under this ordinance.

Battery storage facility means a type of energy storage power station that uses a group of batteries to store electrical energy as a source of power on electrical grids.

Battery energy storage facilities (battery facilities) means one or more battery cells for storing electrical energy stored in a Battery Energy Storage System ("BESS") with a Battery Management System ("BMS"). Facilities are generally used to supplement grid storage capacity. Battery facilities may be permitted as:

- an accessory use on utility scale solar facilities, other energy generation facilities, or substations, or
- a primary use on a parcel contiguous to utility scale solar facilities, other energy generation facilities, and substations.

Brownfield means former industrial or commercial sites typically containing low levels of environmental pollution such as hazardous waste or industrial byproducts.

Decommissioning and reclamation plan means a plan to disconnect, remove, and properly dispose of equipment, fixtures, or devices and reclaim the site.

Disturbance zone means the area within the site directly impacted by construction and operation of the facility.

Electric power plant means a facility designed and operated for the generation and distribution of electricity for the primary purpose of selling electricity generated to the electric power grid in a low-voltage facility which use fossil fuels for energy, hydroelectric energy, geothermal energy, biomass energy or wind energy as a resource. This definition does not apply to on-site generation equipment when such use is an accessory use.

Integrated PV means photovoltaics incorporated into building materials, such as shingles.

Operator means the person responsible for the overall operation and management of a facility.

Owner means the person who owns all or a portion of a facility.

Photovoltaic or "PV" means materials and devices that absorb sunlight and convert it directly into electricity.

PV panel means contiguous rows of solar panels or other photovoltaic materials/devices including the space between rows, fenced together in a group. A solar facility typically consists of multiple PV panels.

Rated capacity means the maximum capacity of a solar facility based on the sum total of each photovoltaic system's nameplate capacity.

ESOP program means the employee stock ownership plan, during and after an operation, of procedures reasonably designed to minimize as much as practicable the disruption from an operation and provide for the establishment of a fund for stabilization of oil, preservation of water resources, or other measure, appropriate to the subject of the beneficial use affected by the facility, shall comply with all State and Federal regulations related to air quality, water, light, and water law and stormwater.

Site means the entire area containing a facility.

Site lease agreement means an agreement entered into between the Applicant and the County as defined in the Code of Virginia Section 15.2-2216.

Solar electrical system, facilities, solar facilities mean photovoltaic devices, inverter, substation, facility equipment, buildings, or other facility accessories, related to solar panels and systems on the site.

Solar facility (non-utility) means a facility that generates electric power from solar energy with a contracted or an investor-owned utility that will purchase or own the utility's community charge program. A community charge facility does not exceed two megawatt (2 MW) alternating current. This facility type is a subset of either utility and solar installation or utility scale solar facility.

Solar facility, floating means a floating facility that generates electricity from sunlight. This facility type is a subset of either small-scale, medium-scale, or utility-scale solar facility.

Solar facility, medium-scale means a ground-mounted facility that generates electricity from sunlight on a facility area between one to ten acres or having a rated capacity of between 250 kW to one megawatt (MW) alternating current (excluding Solar facility, multi-family shared). Facilities are generally used to reduce onsite consumption of utility power for agricultural, commercial, and industrial applications.

Solar facility, multi-family shared means a ground-mounted facility that generates electricity from sunlight that was not constructed by an investor-owned utility and that will be part of an investor-owned utility's multi-family shared solar pilot program. A multi-family shared solar facility does not exceed three megawatts (3 MW) alternating current at any single location or that does not exceed five megawatts (5 MW) alternating current at contiguous locations owned by the same entity or affiliated entities, serves at least three subscribers, is connected to the electric distribution grid, and is located on a parcel of land on the premises of the multi-family utility customer (or adjacent thereto).

Solar facility, power purchase agreement (PPA) means a facility that generates electricity from sunlight that was not constructed by an investor-owned utility and that will be part of an investor-owned utility's power purchase agreement solar pilot program. A facility has a capacity of no less than 50 kilowatts and no more than three megawatts (3 MW) alternating current. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

Solar facility, rooftop means a rooftop PV or integrated PV facility that generates electricity from sunlight as an accessory use.

Solar facility, shared means a facility that generates electricity from sunlight that was not constructed by an investor-owned utility that will be part of an investor-owned utility's shared solar pilot program. A shared solar facility does not exceed five megawatts (5 MW) alternating current, serves at least three subscribers, has at least 40 percent of its capacity subscribed by customers with subscriptions of 25 kilowatts or less, is connected to the electric distribution grid serving the public, and is located on a single parcel. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

Solar facility, small-scale means a ground-mounted facility that generates electricity from sunlight on a facility area of less than one acre or having a rated capacity of less than 250 kW alternating current (excluding Solar facility, multi-family shared). Facilities are generally used to reduce onsite consumption of utility power for residential, agricultural, commercial, and industrial applications.

Solar facility, utility-scale means a ground-mounted facility that generates electricity from sunlight on a facility area of more than ten acres. This size is approximately equivalent to a rated capacity of at least one megawatt (MW) alternating current or greater (excluding Solar facility, multi-family shared). Facilities are generally used to provide electricity to a utility provider. These facilities typically include inverters, a substation or switchyard, and a generator lead line (feed tie line) to interconnect to a grid transmission line.

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors that **Appendix B, Zoning, Article XXIII, Solar and Battery Facilities** be amended and reenacted as follows:

Sec. 16-401 Statement of intent

The purpose of this section is to establish requirements for construction and operation of solar and energy facilities and to provide standards for the placement, design, construction, monitoring, modification, and removal of solar facilities, address public safety, minimize impacts on scenic, natural, and historic resources, and provide adequate financial assurance for decommissioning.

Sec. 16-402 Applicability

This article shall apply to all solar and energy facilities constructed after the effective date of this article, including any physical modifications to any existing solar facilities that materially alter the type, configuration, or size of such facilities or other equipment.

Sec. 16-403 Zoning districts

(a) Rooftop and small-scale solar facilities may be installed by-right in all zoning districts as an accessory use to provide electricity to individual structures; provided a site plan (as applicable) has been submitted to the zoning administrator for review and approval, all Federal, State, and Local regulations have been followed; and the system is located upon the property or structure being served. Rooftop facilities on commercial or industrial buildings shall also submit an engineering study to the Building Official Office for review and approval.

(b)

(c) Medium-scale solar facilities may be installed by-right as an accessory use in the Industrial Districts to provide electricity for use on-site for commercial and industrial applications, provided a site plan has been submitted to the zoning administrator for review and approval, all Federal, State and Local regulations have been followed, the system is located on the property or structure to be served, and the system is in accord with the underlying zoning requirements of the districts.

(d) Medium and utility-scale solar facilities shall be permitted in zoning districts as follows:

Solar Facility	General Agricultural, A-1	Limited Industrial, I-1	General Industrial, I-2	Residential Multi-Family, R-1
Multi-family detached	CUP	CUP	CUP	CUP
Medium-scale	CUP	By-right	By-right	
Utility scale	CUP	CUP	CUP	

- d. Battery facilities shall be subject to a Conditional Use Permit application as follows:
1. An accessory use to utility-scale solar facilities, other energy generation facilities, or substations; or
 2. A primary use on a parcel contiguous to utility-scale solar facilities, other energy generation facilities, and substations.

<u>Battery Facility</u>	<u>General Agricultural, A-1</u>	<u>Limited Industrial, I-1</u>	<u>General Industrial, I-2</u>	<u>Residential Multi-Family, R-1</u>
<u>Primary use</u>	CUP	CUP	CUP	
<u>Accessory use</u>	CUP	CUP	CUP	CUP

(e) Solar facilities should locate on brownfields, County-owned capped landfills, or near existing industrial uses, where feasible

Sec. 16-404 Conditional Use Permit process

- (a) Pre-application meeting. A pre-application meeting shall be held with the zoning administrator to discuss the location, scale, and nature of the proposed use, what will be expected during that process, and the potential for a siting agreement.
- (b) Neighborhood meeting. A public meeting shall be held prior to the public hearing with the Planning Commission to give the community an opportunity to hear from the applicant and ask questions regarding the proposed project.
 1. The applicant shall inform the Zoning Administrator's Office and adjacent property owners in writing of the date, time and location of the meeting at least seven but no more than 14 days in advance of the meeting date.
 2. The date, time and location of the meeting shall be advertised in the County's newspaper of record by the applicant at least seven but no more than 14 days in advance of the meeting date.
 3. The meeting shall be held within the County, at a location open to the general public with adequate parking and seating facilities which may accommodate persons with disabilities.
 4. The meeting shall give members of the public the opportunity to review application materials, ask questions of the applicant, and provide feedback.
 5. The applicant shall provide to the Zoning Administrator a summary of any input received from members of the public at the meeting.

(c) Submittal of the permit application and fee:

- 1. There is a combined application for the 2232 review and CUP permit.
- (c) There are separate fees for the 2232 review and CUP permit.

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1. **Comprehensive Plan 2232 review.** The Code of Virginia §15.2-2232 requires a review of public utility facility proposals by the Planning Commission to determine if their general or approximate location, character, and extent are substantially in accord with the Comprehensive Plan or part thereof.
2. **The Planning Commission must determine, at a public hearing meeting, whether the project is in substantial accord with the Comprehensive Plan.** Failure of the Planning Commission to act within 60 days of submission, unless the time is extended by the Board of Supervisors, shall be deemed approval.
3. **If the Planning Commission approves the 2232 review of a project, the CUU is recommended for a public hearing for the CUU permit.**
4. **If the Planning Commission does not approve the 2232 review, the applicant may appeal the decision to the Board of Supervisors within 10 days after the decision of the Planning Commission.** The appeal shall be by written petition to the Board of Supervisors setting forth the reasons for the appeal. The appeal shall be heard and determined within 60 days from its filing unless the time is extended by the applicant. A majority vote of the Board of Supervisors shall overrule the Planning Commission.
5. **If the Board of Supervisors agree to negotiate a Siting Agreement in accordance with Code of Virginia §15.2-2316 B, the 2232 review process may be delayed until negotiations are complete.** If a Siting Agreement is approved, it fulfill the requirement for a 2232 review.
6. **If the Planning Commission does not reach this determination, the applicant may appeal the decision to the Board of Supervisors in accordance with state code.**
7. **Consideration of the Conditional Use Permit by the Planning Commission.** The Planning Commission must consider the Conditional Use Permit application at a public hearing. **The Planning Commission shall have the options:**
1. **Recommend approval of the application to the Board of Supervisors in accordance with recommendation conditions, if applicable with written reasons for its decision.**
 2. **Recommend denial of the application to the Board of Supervisors with written reasons for its decision.**
 3. **Defer the application for further discussion and consideration.**
8. **If the Planning Commission does not recommend the project to the Board of Supervisors for a permit, the applicant may appeal the decision to the Board of Supervisors.**
9. **Consideration of the Conditional Use Permit by the Board of Supervisors.** The Board of Supervisors must consider the Conditional Use Permit application at a public hearing. **The Board of Supervisors has the options:**
1. **Approve the application in accordance with recommendation conditions, if applicable with written reasons for its decision.**
 2. **Deny the application with written reasons for its decision.**
 3. **Defer the application for further discussion and consideration.**
10. **Siting agreement.** The process may also include negotiating a Siting Agreement in accordance with Code of Virginia § 15.2-2316 B. The Board of Supervisors must consider the Siting Agreement at a public hearing. An approved siting agreement fulfills the requirement for a 2232 review (§ 15.2-2232).

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Sec. 16-405 Conditional Use Permit application

(a) Application packet including

1. Completed County application form and checklist
2. Documents demonstrating the ownership of the subject parcel(s).
3. Proof that the applicant has authorization to act upon the owner's behalf
4. Identification of the intended utility company who will interconnect to the facility
5. List of all adjacent property owners, their tax map numbers, and addresses
6. A description of the current use and physical characteristics of the subject parcels.
7. A description of the existing uses of nearby properties.
8. A narrative identifying the applicant, owner, or operator, and describing the proposed solar facility project, including an overview of the project and its location, approximate rated capacity of the solar facility project, the approximate number of panels, representative types, expected footprint of solar equipment to be constructed, and type and location of interconnection to electrical grid.
9. Aerial imagery which shows the proposed location of the solar facility, fenced area, driveways, and interconnection to electrical grid with the closest distance to all adjacent property lines and dwellings along with main points of ingress/egress
10. Payment of the application fee and any additional review costs, advertising, or other required staff time

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(b) Concept plan A concept plan prepared by an engineer with a professional engineering license in the Commonwealth of Virginia, that shall include the following

1. A description of property information including tax parcel number, zoning, owner names, address, and phone numbers of the subject parcel.
2. Neighboring property information including tax parcel number, zoning, and owner names.
3. Property lines and setback lines. Existing wetlands, waterways, and floodplains.
4. Location and types of soils on site.
5. ~~Area of steep slopes~~
6. Existing and proposed buildings and structures including preliminary locations of the proposed solar panels and related equipment
7. Existing and proposed points of ingress/egress including access roads, drives, turnout locations, and parking
8. Location of substations, electrical cabling from the solar facility systems to the substations, ancillary equipment, buildings, and structures including those within any applicable setback
9. Fencing or other methods of ensuring public safety
10. ~~Area of steep slopes~~
11. Locations of topsoil to be removed and preserved
12. Locations of stormwater drainage and erosion and sediment control features
13. Setbacks
14. The location and nature of proposed buffers and screening elements, including vegetative and constructed buffers

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(c) An estimated construction schedule

(d) Environmental inventory and impact statement regarding any site and viewshed impacts, including direct and indirect impacts to national and state forests, national or state parks, wildlife

management areas, conservation easements, recreational areas, or any known historic or cultural resources within three (3) miles of the proposed project using information provided by the Virginia Department of Environmental Quality (DEQ), the Virginia Department of Conservation (DCR), Virginia Department of Wildlife Resources (DWR), Virginia Department of Historic Resources (DHR), and/or a report prepared by a qualified third party, such as ConserveVirginia or Virginia Cultural Resource Information System

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- (c) A visual impact analysis demonstrating project siting and proposed mitigation, if necessary, so that the solar facility minimizes impact on the visual character of the County
 1. The applicant shall provide accurate, to scale photographic simulations showing the relationship of the solar facility and its associated amenities and development to its surroundings. The photographic simulations shall show such views of solar structures from locations such as property lines and roadways, as deemed necessary by the County in order to assess the visual impact of the solar facility.
 2. The total number of simulations and the perspectives from which they are prepared shall be established by the zoning administrator after the pre-application meeting
- (f) Solar facility inventory An inventory of all solar facilities existing or proposed within a four (4) mile radius.
- (g) Draft traffic study The study shall include modelling the construction and decommissioning processes. County staff will review the study in cooperation with VDOT

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~~(h) Draft geology plan--The plan shall indicate:~~

- ~~1. Assessment of energy geology~~
- ~~2. Assessment of geologic hazards and seismicity~~
- ~~3. Assessment of mineral resources and potential mineral resource locations~~

~~(i) Draft landscaping plan. The plan shall indicate:~~

1. All ground cover, screening and buffering materials, landscaping, and elevations.
 - a. Ground cover shall be native vegetation where compatible with site conditions
 - b. Screening vegetation shall include pollinator plants where compatible with site conditions.
 - c. Only EPA approved herbicides shall be used for vegetative and weed control at the solar energy 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
2. Locations of wildlife corridors.
3. Maintenance requirements

1
1) Draft decommissioning and reclamation plan. A detailed decommissioning and reclamation plan, certified by an engineer, which shall include the following:

1. The anticipated life of the project. The applicant shall provide the basis for determining the anticipated life of the project.
2. The estimated decommissioning and reclamation cost in current dollars. The applicant shall provide a cost estimate for the decommissioning and reclamation of the facility prepared by a professional engineer or contractor who has expertise in the removal of solar facilities. The decommissioning and reclamation cost estimate shall explicitly detail the cost without any reduction for salvage value.
3. The method of ensuring that funds will be available for decommissioning and reclamation. A proposed method of providing appropriate escrow, surety, or security for the cost of the decommissioning and reclamation plan. The surety shall be updated when the decommissioning and reclamation cost estimate is updated. The estimated cost of decommissioning shall be guaranteed by the deposit of funds in an amount equal to the estimated cost in an escrow account at a federally insured financial institution approved by the County unless otherwise provided for in subsection d below.
 - a. The applicant shall deposit the required amount into the approved escrow account before any building permit is issued to allow construction of the solar facility.
 - b. The escrow account agreement shall prohibit the release of the escrow funds without the written consent of the County. The County shall consent to the release of the escrow funds upon the owner's or occupant's compliance with the approved decommissioning and reclamation plan. The County may approve the partial release of escrow funds as portions of the approved decommissioning plan are performed.
 - c. The amount of funds required to be deposited in the escrow account shall be the full amount of the estimated decommissioning and reclamation cost.
 - d. The County may approve alternative methods to secure the availability of funds to pay for the decommissioning and reclamation of a solar facility, such as a performance bond, letter of credit, or other security approved by the County.
4. The method that the estimated cost will be kept current. The decommissioning and reclamation cost estimate shall include a mechanism for calculating increased removal costs due to inflation. This cost estimate shall be recalculated every five (5) years and the surety shall be updated accordingly. If the recalculated estimated cost exceeds the original estimated cost by ten percent (10%), then the owner or occupant shall deposit additional funds into the escrow account to meet the new cost estimate. If the recalculated estimated cost is less than ninety percent (90%) of the original estimated cost, then the County may approve reducing the amount of the escrow account to the recalculated estimate of cost.
5. The manner in which the site will be decommissioned and reclaimed. This will include:
 - a. Notice to the Zoning Administrator by certified mail and in person of the proposed date of discontinued operations and plans for removal.
 - b. A traffic study submitted with application modelling the decommissioning processes. County staff will review the study in cooperation with VDOT.
 - c. An estimated deconstruction schedule.
 - d. Removal of all solar electric systems, buildings, cabling, electrical components, security barriers, roads, foundations, pilings, and any other associated facilities, so that any agricultural ground upon which the facility and/or system was located is again tillable and suitable for agricultural or forestall uses.

- e. The site shall be graded and re-seeded or replanted within 12 months of removal of solar facilities to restore it to as natural a pre-development condition as possible. Re-grading and re-seeding or replanting shall be initiated within a six-month period of removal of equipment. Any exception to site restoration, such as leaving access roads in place or re-seeded or replanted must be requested by the landowner in writing, and this request must be approved by the Board of Supervisors.
- f. Hazardous material from the property shall be disposed of in accordance with federal and state law.

Additional information may be required as determined by the Zoning Administrator, such as a scaled elevation view of the property and other supporting drawings, photographs of the proposed site, photo or other realistic simulations or modeling of the proposed project from potentially sensitive locations as deemed necessary by the Zoning Administrator to assess the visual impact of the project, landscaping plan, coverage map, and additional information that may be necessary for a technical review of the proposal.

Eighteen sets of 11" x 17" or larger, one reduced copy (8 1/2" x 11") and one electronic copy of the concept plan, including elevation and landscape plans as required.

Sec. 16-406 Minimum development and performance standards

- (a) A utility-scale solar facility shall be constructed, operated, and maintained in substantial compliance with the approved concept plan with allowances for changes required by the Virginia Department of Environmental Quality (DEQ) Permit by Rule (PBR) or State Corporation Commission (SCC) permit process.
- (b) Location standards for utility-scale solar facilities. The location standards stated below for utility-scale solar facilities are intended to mitigate the adverse effects of such uses on adjoining property owners, the area, and the County.
 - 1. The minimum area of a utility-scale solar facility shall be 100 acres and the maximum area shall be less than 1,500 contiguous acres.
 - 2. The equipment, improvements, structures, and percent of acreage coverage of a utility-scale solar facility shall be shown on the approved concept plan and site plan. The percent of acreage coverage shall not exceed 65%.
- (c) Height
 - 1. The maximum height of the lowest edge of photovoltaic panels shall be 10 feet as measured from the finished grade. The maximum height of the highest edge of photovoltaic panels shall not exceed 15 feet as measured from the finished grade.
 - 2. The maximum height of other facility structures shall not exceed 15 feet. This limit shall not apply to utility poles or the interconnection to the overhead electric utility grid.
 - 3. The Board of Supervisors may approve a greater height based upon the demonstration of a significant need where the impacts of increased height are mitigated.

(d) Setbacks. Solar facilities shall meet all setback requirements for primary structures for the zoning district in which the facility is located and the requirements set forth below (the more restrictive requirements shall apply).

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4. The minimum setback of structures and accessories located with the facility, including fencing, PV panels, parking areas, and outdoor storage, but not including lands, equipment, fencing, or all of:

- a. 150 feet from adjacent property lines
- b. 150 feet from all public rights of way
- c. 300 feet from a dwelling

2. The Planning Commission or Board of Supervisors may require increased setbacks up to 300 feet in situations where the height of structures or the topography affects the visual impact of the facility.

3. These setback requirements shall not apply to interior property lines of those parcels on which a solar facility is located.

4. Access, crosswalks, stormwater structures, and fire connections to the electrical grid may be made through setback areas provided that such are generally perpendicular to the property line.

5. Vehicular access to the site shall be a minimum of 50 feet from the nearest dwelling located on adjacent property.

(f) Principal Solar Facility Structures shall include the "Solar facilities" excluding the trees, yards and transmission poles.

(g) Buffer. The buffer shall be located within the setbacks required under this Section and shall run ground the entire perimeter of the property. The buffer shall be maintained for the life of the facility.

A minimum 150-foot setback shall be maintained from a Principal Solar Facility Structure to the adjoining property line of other parcels.

2. Screening. A minimum 300-foot setback shall be maintained from a Principal Solar Facility Structure to a dwelling.

2. There shall be no setbacks between internal lot lines between parcels in the project area.

(c) The maximum height of the lowest edge of the photovoltaic panels shall be 10 feet as measured from the finished grade. The maximum height of primary structures and accessory buildings shall be 13 feet as measured from the finished grade at the base of the structure to its highest point, including appurtenances. The Board of Supervisors may approve a greater height based upon the demonstration of a significant need where the impacts of increased height are mitigated.

(f) Screening. The facilities, including security fencing that is not ornamental, shall be screened from the ground-level view of adjacent properties or a public street in the buffer zone. Screening may also be required in other locations to screen specific uses or structures. A recommendation that the screening or buffer creation requirements be waived or altered may be made by the Planning Commission when the applicant proposes to use existing wetlands or woodlands to satisfy the screening requirement. The wetlands or woodlands shall be permanently protected as a designated buffer and the overall buffer shall measure at least 150 feet. Screening methods may include:

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1. Existing Screening: Existing vegetation, topography, buildings, open space, or other element located on the site may be considered a part of the required screening. Existing trees and vegetation may be retained within the buffer area except where dead, diseased, or as necessary for development to promote healthy growth.

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2. Vegetative Screening: In the event existing vegetation or landforms providing the screening are inadequate or disturbed, new plantings shall be provided in a 10-foot strip at least 50 feet wide. Landscaping intended for screening shall consist of a combination of non-invasive species, pollinator species, and native plants, shrubs, trees, grasses, forbs, and wildflowers. Trees intended for screening shall consist of a combination of evergreen and deciduous trees that are 5-6 ft in height at time of planting. A triple row of trees shall be placed on average at 15 ft on center. A list of appropriate plant materials shall be available at the Planning Office. Species listed on DCR's Invasive Plant Species list shall not be used.

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3. Berming: Berms shall generally be constructed with a 3:1 side slope to rise ratio, 4-6 ft above the adjacent grade, with a 3 ft wide top with appropriate pollinator friendly native plants, shrubs, trees, forbs, and wildflowers. The outside edges of the berm shall be sculpted such that there are vertical and horizontal undulations to give a white iris appearance. When completed, the berm should not have a uniform appearance to the eye.

4. Opac Architectural Fencing: Fencing intended for screening shall be at least 75 percent visually solid as viewed on an line perpendicular to the fence from adjacent property or a public street. Such fencing may be used in combination with other screening methods but shall not be the primary method. A typical example is the use of wood privacy fencing and landscaping to screen structures such as substations. Depending on the location, ornamental features may be required on the fence. Fencing material shall not include plastic slats.

5. Security Fence: The facilities shall be enclosed by security fencing not less than six feet in height and topped with barbs. A performance bond reflecting the costs of anticipated fence maintenance shall be posted and maintained. Failure to maintain the security fencing shall result in revocation of the CUP and the facility's decommissioning.

H) The facilities, including fencing, shall be significantly screened from the ground level view of adjacent properties by a buffer zone at least 100 feet wide that shall be landscaped with native plant materials consisting of no evergreens and deciduous trees as approved by County staff, except to the extent that existing vegetation or natural landforms on the site provide such screening as determined by the Zoning Administrator. In the event existing vegetation or landforms providing the screening are disturbed, new plantings shall be provided which accomplish the same. Opac architectural fencing may be used to supplement other screening methods but shall not be the primary method.

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6. Ground cover on the site shall be native vegetation and maintained in accordance with the landscaping plan in accordance with established performance measures. A performance bond reflecting the costs of anticipated landscaping maintenance shall be posted and maintained. Failure to maintain the landscaping ground cover shall result in revocation of the CUP and the facility's decommissioning. The operator shall notify the County prior to application of pesticides and fertilizers. The County reserves the right to request soil and water testing.

7. The Applicant shall identify access corridor(s) for wildlife to navigate through and

the Solar Facility. The proposed wildlife corridor(s) shall be shown on the site plan submitted to the County. Areas between fencing shall be kept open to allow for the movement of migratory animals and other wildlife.

4-4(b) The design of support buildings and related structures shall use materials, colors, textures, screening, and landscaping that will blend the facilities to the natural setting and surrounding structures.

4-4(c) The owner or operator shall maintain the solar facility in good condition. Such maintenance shall include, but not be limited to, painting, structural integrity of the equipment and structures, as applicable, and maintenance of the buffer areas and landscaping. Site access shall be maintained to a level acceptable to the County. The project owner shall be responsible for the cost of maintaining the solar facility and access roads, and the cost of repairing damage to private roads occurring as a result of construction and operation.

4-4(d) Inspections.

1. The Applicant will allow designated County representatives or employees access to the facility for inspection purposes with 24-hour notice.
2. The Applicant shall reimburse the County its costs in obtaining an independent third-party to conduct inspections required by local and state laws and regulations.

A utility-scale solar facility shall be designed and maintained in compliance with standards contained in applicable local, state, and federal building codes and regulations that were in force at the time of the permit approval. All facilities must meet or exceed the standards and regulations of the Federal Aviation Administration ("FAA"), State Corporation Commission ("SCC") or equivalent, and any other agency of the local, state, or federal government with the authority to regulate such facilities that are in force at the time of the application.

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4-4(e)

4-4(e) The applicant shall provide proof of adequate liability insurance for a solar facility prior to beginning construction and before the issuance of a zoning or building permit to the zoning administrator.

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4-4(f) Lighting fixtures as approved by the County shall be the minimum necessary for safety and/or security purposes to protect the night sky by facing downward and to minimize off-site glare. No facility shall produce glare that would constitute a nuisance to the public. Any exceptions shall be enumerated on the Concept Plan and approved by the zoning administrator.

4-4(g) No signage of any type may be placed on the facility other than notices, warnings, and identification information required by law.

4-4(h) At all times, the solar facility shall comply with the County's noise ordinance.

4-4(i) All facilities must meet or exceed the standards and regulations of the Federal Aviation Administration ("FAA"), State Corporation Commission ("SCC") or equivalent, and any other agency of the local, state, or federal government with the authority to regulate such

Facilities that are to be removed at the time of the application

(b)(2) Coordination of local emergency services. Applicants for new solar facilities shall coordinate with the County's emergency services staff to provide materials, education and/or training to the departments serving the property with emergency services in how to safely respond to on-site emergencies.

(b)(3) Decommissioning

1. Solar facilities which have reached the end of their useful life or have not been in active and continuous service for a period of six (6) months shall be removed at the owner's or operator's expense, except if the project is being repowered or a force majeure event has or is occurring requiring longer repairs; however, the County may require evidentiary support that a longer repair period is necessary.
2. The owner or operator shall notify the zoning administrator by certified mail and in person of the proposed date of discontinued operations and plans for removal
3. Decommissioning shall include removal of all solar electric systems, buildings, cabling electrical components, security barriers, roads, foundations, pilings, and any other associated facilities, so that any agricultural ground upon which the facility and/or system was located is again tillable and suitable for agricultural or forestall uses. The site shall be graded and re-seeded to restore it to as natural a pre-development condition as possible or replanted with pine seedlings to stimulate pre-timber pre-development conditions as indicated on the Concept Plan. Any exception to site restoration, such as leaving access roads in place or seeding instead of planting seedlings must be requested by the landowner in writing, and this request must be approved by the Board of Supervisors
4. The site shall be re-graded and re-seeded or replanted within 12 months of removal of solar facilities. Re-grading and re-seeding or replanting shall be initiated within a six-month period of removal of equipment.
5. Decommissioning and reclamation shall be performed in compliance with the approved decommissioning and reclamation plan. The Board of Supervisors may approve any appropriate amendments to or modifications of the decommissioning plan
6. Hazardous material from the property shall be disposed of in accordance with federal and state law
7. If the owner or operator of the solar facility fails to remove the installation in accordance with the requirements of this permit or within the proposed date of decommissioning, the County may collect the surety and the County or hired third party may enter the property to physically remove the installation

(b)(4) Any other condition added by the Planning Commission or Board of Supervisors as part of a CUP approval

Sec. 16-407 See all provisions for better readability

In addition to the above general provisions, application requirements, and development and performance standards, the following additional requirements shall be met for the approval of a Battery Energy Storage Facility:

- (a) Battery Energy Storage Facilities shall be constructed, maintained, and operated in accordance with national industry standards and regulations including, but not limited to, a permitted edition of the National Electrical Code, International Fire Code of the International Code Council, and the National Fire Protection Association Fire Code. The facilities will be NFPA (National Fire Protection Agency) compliant. 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.
- (b) Battery cells shall be placed in a Battery Energy Storage System (BESS) with a Battery Management System (BMS). The BESS shall provide a secondary layer of physical containment to the batteries and be equipped with cooling, ventilation, and fire suppression systems. Each individual battery shall have 24/7 automated fire detection and extinguishing technology built-in. The BMS shall monitor individual battery module voltages and temperatures, cell over-temperature and voltage, off-gassing of combustible gas, fire, ground fault and DC surge, and door access and be able to shut down the system when thermal limits are reached.
- (c) The Battery Energy Storage System will be placed in an appropriate location and screened with vegetation outside environmentally sensitive areas.
- (d) Access to all utilities and electrical switchgear shall be from the exterior for normal operation and maintenance. Access to the container interior shall not be permitted while the systems are in operation except for safety personnel and first responders.
- (e) Qualifications and experience from selected developers and integrators shall be provided including disclosure of fires or other hazards at facilities.
- (f) Safety testing and failure modes analysis data from selected developers and manufacturers shall be provided.
- (g) The latest applicable product certifications shall be provided.
- (h) The Solar Facility operator/owner shall be responsible for any environmental remediation required by the county or the state and the costs of such remediation. All remediation shall be completed in a timely manner.
- (i) Battery storage shall be developed in collaboration with technical experts and first responders to utilize technology appropriate best practices for safe energy storage systems including, but not limited to, the following:
 1. Adequate access/egress for the first responders.

2. Adequate facility signage for battery chemistry and person to contact;
 3. Accessible Safety Data Sheets;
 4. System-specific emergency response plans;
 5. Training for first responders on the type of system, potential hazards and trucks, and system-specific emergency response plans;
 6. Adequate water sources and fire suppression appliances for the fire fighters if required in the emergency response plans;
 7. Signage on Hazardous Materials present in the vicinity;
 8. Emergency lighting;
 9. Separate battery modules to make it easier to isolate a failed battery from the rest;
 10. Sufficient disconnect and shutdown capability including a master Kill switch to disable and discharge batteries;
 11. System appropriate sensors and alarms;
 12. Air ventilation and fire suppression systems;
 13. Drainage for water runoff; and
 14. Other practices as recommended by experts of local first responders.
- g) The Solar Facility operator or owner shall conduct regular on-site inspections of the battery units and submit a written report to the Zoning Administrator on their condition at least once every six months. The Solar Facility operator or owner shall conduct monthly inspections electronically of all battery units and submit a written report to the Zoning Administrator.

Sec. 16-408 Special provisions for substations.

In addition to the above general provisions, application requirements, and development and performance standards, the following additional requirements shall be met for the approval of a substation:

- (a) **Siting.** Substations located within the Solar Facility shall be sited in accordance with these regulations.
- (b) **Term and Special Permit.** Substations included as part of the Solar Facility shall have the same term as the Solar Facility. However, Substations may have a life longer than that of the larger Solar Facility and alternatively may individually, and not as part of a Solar Facility, receive a Conditional Use Permit in accordance with these regulations.

Sec. 16-409 Conditions

- (a) **The Board of Supervisors may consider conditions addressing a proposed solar and/or battery facility, including, but not limited to, the following**
 1. **A solar facility shall be constructed, maintained, and operated in substantial compliance with**
 - i. **The development standards under this article**
 - ii. **The approved concept plan**
 - iii. **Any other conditions imposed pursuant to a Conditional Use Permit**

(h) **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 Solar Facility prior to the issuance of a building permit:

1. **Construction Management Plan.** The Applicant shall prepare a "Construction Management Plan" for each applicable site plan for the Solar Facility, 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):
 - a. Lane closures
 - b. Signage
 - c. 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 of Solar Facilities on the Project Site.
- iv. **Lighting.** During construction of the Solar Facility, 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 solar energy 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 solar energy 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.

2. **Construction Mitigation Plan.** The Applicant shall prepare a "Construction Mitigation Plan" for each applicable site plan for the Solar Facility, 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. Damage to public roads related to construction activities shall be repaired as soon as possible and not postponed until construction completion. The Applicant shall provide written notice to the Zoning Administrator of the plans for making such repairs, including time within which repairs will be commenced and completed, within thirty (30) days of any written notice received from the Zoning Administrator.

1. **Driving of posts** shall be limited to 7:00 am to 6:00 pm, Monday through Saturday. Driving of posts shall be prohibited on state and federal holidays. The Applicant may request permission from the County Administrator to conduct post driving activity on Sunday, but such permission will be granted or denied at the sole discretion of the County Administrator.

- ii. Other construction activity on-site shall be permitted Monday through Sunday in accordance with the provisions of the County's Noise Ordinance
- iii. 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

iv. Construction lighting shall be minimized and shall be directed downward

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. ~~The grading to address state and local requirements - the plan shall~~

- i. ~~Clearly show existing and proposed contours; and~~
- ii. ~~Show the location and amount of topsoil to be removed (if any) and the percent of the site to be seeded;~~

4. **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 project for both construction and post construction as applicable and determined by the Zoning Administrator

~~Grading plan. The Applicant will submit a final grading plan for review and approval by the Zoning Administrator. The Project shall be constructed in compliance with 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 construction portion. ~~The grading plan shall~~~~

- ~~1. - 4. ~~Include all state and local requirements for proposed construction~~~~
- ~~2. ~~Show the location and amount of topsoil to be removed (if any) and the percent of the site to be seeded~~~~
 - ~~iii - Limit grading to the greatest extent possible by avoiding steep slopes and layout out areas parallel to lot lines~~
 - ~~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~~
 - ~~vii - Provide for the installation of all stormwater and erosion and sediment control infrastructure (Stormwater Infrastructure) at the outset of the project to ensure protection of water quality. Once all Stormwater Infrastructure is complete and approved by the M&C Permittee, no more than 50 percent of the land disturbance areas as detailed on the Site Plan shall be disturbed with soil seed bank zone activity one time. Stabilization for purposes of erosion and sediment control, shall mean the~~

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application of seed and straw to disturbed areas which shall be determined by the AISC authority.

- 5. Landscaping Plan.** The Applicant will submit a final landscaping plan for review and approval by the Zoning Administrator. The owner or operator shall construct, maintain, and operate the facility in compliance with the approved plan. A separate security shall be posted for the ongoing maintenance of the project's land cover and vegetative buffers in an amount deemed sufficient by the Zoning Administrator. Failure to maintain the landscaping in accordance with the plan may result in the issuance of a notice of violation by the Zoning Administrator. 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.

 - i. Ground cover shall be native vegetation where compatible with site conditions and, in all cases, shall be approved by the Zoning Administrator.
 - ii. Screening vegetation shall include pollinator plants 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 solar energy 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.
- 6. Decommissioning and Reclamation Plan.** The Applicant will submit a final decommissioning and reclamation plan in accordance with these regulations for review and approval by the Zoning Administrator
- 7.** The Applicant shall reimburse the County its costs in obtaining independent third-party reviews as required by these conditions
- (c) The design, installation, maintenance, and repair of the Solar Facility in accordance with the most current National Electrical Code (NFPA 70) available (2014 version or later as applicable).
- (d) If the solar facility does not receive a building permit within eighteen (18) months of approval of the Conditional Use Permit, the Permit shall be terminated.
- (e) If the solar facility is declared to be unsafe by the zoning administrator or building official, the facility must be in compliance within fourteen (14) days or the Conditional Use Permit shall be terminated, and system removed from the property.
- (f) The owner and operator shall give the County written notice of any change in ownership, operator, or Power Purchase Agreement within thirty (30) days.

Sec. 16-410 Additional Conditions

- (a) In approving a conditional use permit, the Board of Supervisors may consider conditions that require:

1. Dedication of real property of substantial value, or
2. Substantial cash payments for or construction of substantial public improvements, the need for which is not generated solely by the granting of a conditional use permit, so long as such conditions are reasonably related to the project.

(b) The Board may include other reasonable conditions as permitted by state law and as otherwise provided for in this Article.

(c) Once a condition is granted, it shall continue in effect until a subsequent amendment changes the zoning on the property for which conditions were granted. However, such conditions shall continue if the subsequent amendment is part of a comprehensive implementation of a new or substantially revised zoning ordinance.

Adopted this _____ day of _____, 2021.

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Susan Seward, Chairman of the Board of Supervisors

Attest:

Sally Ricks Butts, Clerk

Approved as to Form:

Jeff Gore County Attorney

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An Ordinance to Amend and Reenact the Following Sections of the Sussex County Code, Appendix B, Zoning: Article I, Section 16-1 Definitions and Article XXIII, Solar and Battery Facilities, Supplementary Use Regulations.

WHEREAS, the Board of Supervisors of Sussex County, Virginia, has the legislative authority to make reasonable changes to the ordinances that govern the orderly growth and development of Sussex County; and

WHEREAS, the Sussex County Board of Supervisors is also concerned about the compatibility of uses on public and private lands within Sussex County and seeks to allow flexibility in the administration of the ordinance regulations while protecting the health, safety, and general welfare of present and future residents and businesses of the County.

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors that Appendix B, Zoning, Article I, Section 16-1 Definitions be amended and reenacted to add the following definitions:

Sec. 16-1 Definitions (add these definitions)

2232 review means the review required by the Code of Virginia (section 15.2-2232) for features not shown on the adopted master plan, including public utility facilities.

Acreege coverage means the total acres covered by PV pods, buildings, inverters, a substation, battery storage, ancillary equipment, and fencing around these items but excluding wildlife corridors, mandated setbacks, wetlands, and other avoided natural or cultural features outside of security fencing on the project site.

Applicant means the person or entity who submits an application to the locality for a permit under this ordinance.

Battery storage facility means a type of energy storage power station that uses a group of batteries to store electrical energy as a source of power on electrical grids.

Battery energy storage facilities (battery facilities) means one or more battery cells for storing electrical energy stored in a Battery Energy Storage System ("BESS") with a Battery Management System ("BMS"). Facilities are generally used to supplement grid storage capacity. Battery facilities may be permitted as:

- an accessory use to utility-scale solar facilities, other energy generation facilities, or substations; or
- a primary use on a parcel contiguous to utility-scale solar facilities, other energy generation facilities, and substations.

Brownfield means former industrial or commercial sites typically containing low levels of environmental pollution such as hazardous waste or industrial byproducts.

Decommissioning and reclamation plan means a plan to disconnect, remove, and properly dispose of equipment, facilities, or devices and reclaim the site.

Disturbance zone means the area within the site directly impacted by construction and operation of the facility.

Electric power plant means a facility designed and operated for the generation and distribution of electricity for the primary purpose of selling electricity generated to the electric power grid, including facilities which use fossil fuels, solar energy, hydroelectric energy, geothermal energy, biomass energy or wind energy as a resource. This definition does not apply to on-site generation equipment when such use is an accessory use.

Integrated PV means photovoltaics incorporated into building materials, such as shingles.

Operator means the person responsible for the overall operation and management of a facility.

Owner means the person who owns all or a portion of a facility.

Photovoltaic or "PV" means materials and devices that absorb sunlight and convert it directly into electricity.

PV pod means contiguous rows of solar panels or other photovoltaic materials/devices, including the space between rows, fenced together in a group. A solar facility is typically comprised of multiple pods.

Rated capacity means the maximum capacity of a solar facility based on the sum total of each photovoltaic system's nameplate capacity.

Reclamation means the employment, during and after an operation, of procedures reasonably designed to minimize as much as practicable the disruption from an operation and provide for the establishment of plant cover, stabilization of soil, protection of water resources, or other measures appropriate to the subsequent beneficial use of the affected lands. Reclamation shall comply with all State and Federal regulations related to air quality, water quality and water law, and stormwater.

Site means the entire area containing a facility.

Siting agreement means an agreement entered into between the Applicant and the County as defined in the Code of Virginia (section 15.2-2316).

Solar energy generating facilities (solar facilities) means photovoltaic devices, inverters, a substation, ancillary equipment, buildings, security fencing, access roads, setbacks and screening on the site.

Solar facility, community means a facility that generates electricity from sunlight that was not constructed by an investor-owned utility that will be part of an investor-owned utility's community solar pilot program. A community solar facility does not exceed two megawatts (2 MW) alternating current. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

Solar facility, floating means a floating facility that generates electricity from sunlight. This facility type is a subset of either small-scale, medium-scale, or utility-scale solar facility.

Solar facility, medium-scale means a ground mounted facility that generates electricity from sunlight on a facility area between one to ten acres or having a rated capacity of between 250 kW to one megawatt (MW) alternating current (excluding Solar facility, multi-family shared). Facilities are generally used to reduce onsite consumption of utility power for agricultural, commercial, and industrial applications.

Solar facility, multi-family shared means a ground-mounted facility that generates electricity from sunlight that was not constructed by an investor-owned utility and that will be part of an investor-owned utility' multi-family shared solar pilot program. A multi-family shared solar facility does not exceed three megawatts (3 MW) alternating current at any single location or that does not exceed five megawatts (5 MW) alternating current at contiguous locations owned by the same entity or affiliated entities, serves at least three subscribers, is connected to the electric distribution grid, and is located on a parcel of land on the premises of the multi-family utility customer or adjacent thereto.

Solar facility, power purchase agreement (PPA) means a facility that generates electricity from sunlight that was not constructed by an investor-owned utility and that will be part of an investor-owned utility's power purchase agreement solar pilot program. A facility has capacity of no less than 50 kilowatts and no more than three megawatts (3 MW) alternating current. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

Solar facility, rooftop means a rooftop PV or integrated PV facility that generates electricity from sunlight as an accessory use.

Solar facility, shared means a facility that generates electricity from sunlight that was not constructed by an investor-owned utility that will be part of an investor-owned utility's shared solar pilot program. A shared solar facility does not exceed five megawatts (5 MW) alternating current, serves at least three subscribers, has at least 40 percent of its capacity subscribed by customers with subscriptions of 25 kilowatts or less, is connected to the electric distribution grid serving the public, and is located on a single parcel. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

Solar facility, small-scale means a ground-mounted facility that generates electricity from sunlight on a facility area of less than one acre or having a rated capacity of less than 250 kW alternating current (excluding Solar facility, multi-family shared). Facilities are generally used to reduce onsite consumption of utility power for residential, agricultural, commercial, and industrial applications.

Solar facility, utility-scale means a ground-mounted facility that generates electricity from sunlight on a facility area of more than ten acres. This size is approximately equivalent to a rated capacity of about one megawatt (MW) alternating current or greater (excluding Solar facility, multi-family shared). Facilities are generally used to provide electricity to a utility provider. These facilities typically include inverters, a substation, a switchyard, and a generator lead line (gen-tie line) to interconnect to a grid transmission line.

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors that **Appendix B, Zoning, Article XXIII, Solar and Battery Facilities** be amended and reenacted as follows:

Sec. 16-401 Statement of intent

The purpose of this section is to establish requirements for construction and operation of solar and battery facilities and to provide standards for the placement, design, construction, monitoring, modification, and removal of solar facilities; address public safety, minimize impacts on scenic, natural, and historic resources; and provide adequate financial assurance for decommissioning.

Sec. 16-402 Applicability

This article shall apply to all solar and battery facilities constructed after the effective date of this article, including any physical modifications to any existing solar facilities that materially alter the type, configuration, or size of such facilities or other equipment.

Sec. 16-403 Zoning districts

- (a) Rooftop and small-scale solar facilities may be installed by-right in all zoning districts as an accessory use to provide electricity to individual structures; provided a site plan (as applicable) has been submitted to the zoning administrator for review and approval; all Federal, State, and Local regulations have been followed; and the system is located upon the property or structure being served. Rooftop facilities on commercial or industrial buildings shall also submit an engineering study to the Building Official Office for review and approval.
- (b) Medium-scale solar facilities may be installed by-right as an accessory use in the Industrial Districts to provide electricity for use on-site for commercial and industrial applications; provided a site plan has been submitted to the zoning administrator for review and approval; all Federal, State and Local regulations have been followed; the system is located on the property or structure to be served; and the system is in accord with the underlying zoning requirements of the districts.
- (c) Solar facilities shall be permitted in zoning districts as follows:

Solar Facility	General Agricultural, A-1	Limited Industrial, I-1	General Industrial, I-2	Residential Multi-Family, R-1
<i>Multi-family shared</i>	CUP	CUP	CUP	CUP
<i>Medium-scale</i>	CUP	By-right	By-right	-
<i>Utility-scale</i>	CUP	CUP	CUP	-

- (d) Battery facilities shall be subject to a Conditional Use Permit and permitted as follows:
 1. An accessory use to utility-scale solar facilities, other energy generation facilities, or substations; or
 2. A primary use on a parcel contiguous to utility-scale solar facilities, other energy generation facilities, and substations.

Battery Facility	General Agricultural, A-1	Limited Industrial, I-1	General Industrial, I-2	Residential Multi-Family, R-1
<i>Primary use</i>	CUP	CUP	CUP	-
<i>Accessory use</i>	CUP	CUP	CUP	CUP

- (e) Solar facilities should locate on brownfields, County-owned capped landfills, or near existing industrial uses, where feasible.

Sec. 16-404 Conditional Use Permit process

- (a) **Pre-application meeting.** A pre-application meeting shall be held with the zoning administrator to discuss the location, scale, and nature of the proposed use, what will be expected during that process, and the potential for a siting agreement.
- (b) **Neighborhood meeting.** A public meeting shall be held prior to the public hearing with the Planning Commission to give the community an opportunity to hear from the applicant and ask questions regarding the proposed project.
 - 1. The applicant shall inform the Zoning Administrator's Office and adjacent property owners in writing of the date, time, and location of the meeting at least seven but no more than 14 days in advance of the meeting date.
 - 2. The date, time, and location of the meeting shall be advertised in the County's newspaper of record by the applicant at least seven but no more than 14 days in advance of the meeting date.
 - 3. The meeting shall be held within the County at a location open to the general public with adequate parking and seating facilities which may accommodate persons with disabilities.
 - 4. The meeting shall give members of the public the opportunity to review application materials, ask questions of the applicant, and provide feedback.
 - 5. The applicant shall provide to the Zoning Administrator a summary of any input received from members of the public at the meeting.
- (c) **Submittal of the permit application and fees.**
 - 1. There is a combined application for the 2232 review and CUP permit.
 - 2. There are separate fees for the 2232 review and CUP permit.
- 1. (d). **2232 review.** The *Code of Virginia* §15.2-2232 requires a review of public utility facility proposals by the Planning Commission to determine if their general or approximate location, character, and extent are substantially in accord with the Comprehensive Plan or part thereof.
- 2. 1. The Planning Commission must determine, at a public meeting, whether the project is in substantial accord with the Comprehensive Plan. Failure of the Planning Commission to act within 60 days of submission, unless the time is extended by the Board of Supervisors, shall be deemed approval.
- 3. a. If the Planning Commission approves the 2232 review, the project shall be recommended for a public hearing for the CUP permit. b.
- 4. If the Planning Commission does not approve the 2232 review, the applicant may appeal the decision to the Board of Supervisors within 10 days after the decision of the Planning Commission. The appeal shall be by written petition to the Board of Supervisors setting forth the reasons for the appeal. The appeal shall be heard and determined within 60 days from its filing unless the time is extended by the applicant. A majority vote of the Board of Supervisors shall overrule the Planning Commission.
 - 2. If the Board of Supervisors agree to negotiate a Siting Agreement in accordance with Code of Virginia § 15.2-2316.8, the 2232 review process may be delayed until negotiations are complete. If the siting agreement is approved, it fulfills the requirement for a 2232 review.
- 3. **Consideration of the Conditional Use Permit by the Planning Commission.** The Planning Commission must consider the Conditional Use Permit application at a public hearing. The Planning Commission has three options:
 - 1. Recommend approval of the application to the Board of Supervisors to include recommendation conditions, if applicable.
 - 2. Recommend denial of the application to the Board of Supervisors with written reasons for its decision.

3. Defer the application for further discussion and consideration.
4. Consideration of the Conditional Use Permit by the Board of Supervisors. The Board of Supervisors must consider the Conditional Use Permit application at a public hearing. The Board of Supervisors has three options:
 1. Approve the application to include recommended conditions, if applicable.
 2. Deny the application with written reasons for its decision.
 3. Defer the application for further discussion and consideration.
5. Siting agreement. The process may also include negotiating a Siting Agreement in accordance with Code of Virginia § 15.2-2316.8. The Board of Supervisors must consider the Siting Agreement at a public hearing. An approved siting agreement fulfills the requirement for a 2232 review (§ 15.2-2232).

Sec. 16-405 Conditional Use Permit application

- (a) Application packet including:
 1. Completed County application form and checklist.
 2. Documents demonstrating the ownership of the subject parcel(s).
 3. Proof that the applicant has authorization to act upon the owner's behalf.
 4. Identification of the intended utility company who will interconnect to the facility.
 5. List of all adjacent property owners, their tax map numbers, and addresses.
 6. A description of the current use and physical characteristics of the subject parcels.
 7. A description of the existing uses of nearby properties.
 8. A narrative identifying the applicant, owner, or operator, and describing the proposed solar facility project, including an overview of the project and its location, approximate rated capacity of the solar facility project, the approximate number of panels, representative types, expected footprint of solar equipment to be constructed, and type and location of interconnection to electrical grid.
 9. Aerial imagery which shows the proposed location of the solar facility, fenced area, driveways, and interconnection to electrical grid with the closest distance to all adjacent property lines and dwellings along with main points of ingress/egress.
 10. Payment of the application fee and any additional review costs, advertising, or other required staff time.
- (b) Concept plan. A concept plan prepared by an engineer with a professional engineering license in the Commonwealth of Virginia, that shall include the following:
 1. Project title information including tax parcel number, zoning, owner names, address, and phone numbers.
 2. Neighboring property information including tax parcel number, zoning, and owner names.
 3. Existing wetlands, waterways, and floodplains.
 4. Locations and types of soils on site.
 5. Areas of steep slopes.
 6. Existing and proposed buildings and structures including preliminary locations of the proposed solar panels and related equipment.
 7. Existing and proposed points of ingress/egress including access roads, drives, turnout locations, and parking.
 8. Location of substations, electrical cabling from the solar facility systems to the substations,

- ancillary equipment, buildings, and structures including those within any applicable setback.
9. Fencing or other methods of ensuring public safety.
 10. Locations of topsoil to be removed and preserved.
 11. Locations of stormwater drainage and erosion and sediment control features.
 12. Setbacks
 13. The location and nature of proposed buffers and screening elements, including vegetative and constructed buffers.
- (c) An estimated construction schedule.
- (d) Environmental inventory and impact statement regarding any site and viewshed impacts, including direct and indirect impacts to national and state forests, national or state parks, wildlife management areas, conservation easements, recreational areas, or any known historic or cultural resources within three (3) miles of the proposed project using information provided by the Virginia Department of Environmental Quality (DEQ), the Virginia Department of Conservation (DCR), Virginia Department of Wildlife Resources (DWR), Virginia Department of Historic Resources (DHR), and/or a report prepared by a qualified third party, such as ConserveVirginia or Virginia Cultural Resource Information System.
- (e) A visual impact analysis demonstrating project siting and proposed mitigation, if necessary, so that the solar facility minimizes impact on the visual character of the County.
1. The applicant shall provide accurate, to scale, photographic simulations showing the relationship of the solar facility and its associated amenities and development to its surroundings. The photographic simulations shall show such views of solar structures from locations such as property lines and roadways, as deemed necessary by the County in order to assess the visual impact of the solar facility.
 2. The total number of simulations and the perspectives from which they are prepared shall be established by the zoning administrator after the pre-application meeting.
- (f) Solar facility inventory. An inventory of all solar facilities – existing or proposed – within a four (4) mile radius.
- (g) Draft traffic study. The study shall include modelling the construction and decommissioning processes. County staff will review the study in cooperation with VDOT.
- (h) Draft landscaping plan. The plan shall indicate:
1. All ground cover, screening and buffering materials, landscaping, and elevations.
 - a. Ground cover shall be native vegetation where compatible with site conditions.
 - b. Screening vegetation shall include pollinator plants where compatible with site conditions.
 - c. Only EPA approved herbicides shall be used for vegetative and weed control at the solar energy 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.

2. Locations of wildlife corridors.
 3. Maintenance requirements.
- (i) Draft decommissioning and reclamation plan. A detailed decommissioning and reclamation plan, certified by an engineer, which shall include the following:
1. The anticipated life of the project. The applicant shall provide the basis for determining the anticipated life of the project.
 2. The estimated decommissioning and reclamation cost in current dollars. The applicant shall provide a cost estimate for the decommissioning and reclamation of the facility prepared by a professional engineer or contractor who has expertise in the removal of solar facilities. The decommissioning and reclamation cost estimate shall explicitly detail the cost without any reduction for salvage value.
 3. The method of ensuring that funds will be available for decommissioning and reclamation. A proposed method of providing appropriate escrow, surety, or security for the cost of the decommissioning and reclamation plan. The surety shall be updated when the decommissioning and reclamation cost estimate is updated. The estimated cost of decommissioning shall be guaranteed by the deposit of funds in an amount equal to the estimated cost in an escrow account at a federally insured financial institution approved by the County unless otherwise provided for in subsection d below.
 - a. The applicant shall deposit the required amount into the approved escrow account before any building permit is issued to allow construction of the solar facility.
 - b. The escrow account agreement shall prohibit the release of the escrow funds without the written consent of the County. The County shall consent to the release of the escrow funds upon on the owner's or occupant's compliance with the approved decommissioning and reclamation plan. The County may approve the partial release of escrow funds as portions of the approved decommissioning plan are performed.
 - c. The amount of funds required to be deposited in the escrow account shall be the full amount of the estimated decommissioning and reclamation cost.
 - d. The County may approve alternative methods to secure the availability of funds to pay for the decommissioning and reclamation of a solar facility, such as a performance bond, letter of credit, or other security approved by the County.
 4. The method that the estimated cost will be kept current. The decommissioning and reclamation cost estimate shall include a mechanism for calculating increased removal costs due to inflation. This cost estimate shall be recalculated every five (5) years and the surety shall be updated accordingly. If the recalculated estimated cost exceeds the original estimated cost by ten percent (10%), then the owner or occupant shall deposit additional funds into the escrow account to meet the new cost estimate. If the recalculated estimated cost is less than ninety percent (90%) of the original estimated cost, then the County may approve reducing the amount of the escrow account to the recalculated estimate of cost.
 5. The manner in which the site will be decommissioned and reclaimed. This will include:
 - a. Notice to the Zoning Administrator by certified mail and in person of the proposed date of discontinued operations and plans for removal.
 - b. A traffic study submitted with application modelling the decommissioning processes. County staff will review the study in cooperation with VDOT.

- c. An estimated deconstruction schedule.
 - d. Removal of all solar electric systems, buildings, cabling, electrical components, security barriers, roads, foundations, pilings, and any other associated facilities, so that any agricultural ground upon which the facility and/or system was located is again tillable and suitable for agricultural or forestall uses.
 - e. The site shall be graded and re-seeded or replanted within 12 months of removal of solar facilities to restore it to as natural a pre-development condition as possible. Re-grading and re-seeding or replanting shall be initiated within a six-month period of removal of equipment. Any exception to site restoration, such as leaving access roads in place or re-seeded or replanted must be requested by the landowner in writing, and this request must be approved by the Board of Supervisors.
 - f. Hazardous material from the property shall be disposed of in accordance with federal and state law.
- (j) Additional information may be required as determined by the Zoning Administrator, such as a scaled elevation view of the property and other supporting drawings, photographs of the proposed site, photo or other realistic simulations or modeling of the proposed project from potentially sensitive locations as deemed necessary by the Zoning Administrator to assess the visual impact of the project, landscaping plan, coverage map, and additional information that may be necessary for a technical review of the proposal.

Sec. 16-406 Minimum development and performance standards

- (a) A utility-scale solar facility shall be constructed, operated, and maintained in substantial compliance with the approved concept plan with allowances for changes required by the Virginia Department of Environmental Quality (DEQ) Permit by Rule (PBR) or State Corporation Commission (SCC) permit process.
- (b) Location standards for utility-scale solar facilities. The location standards stated below for utility-scale solar facilities are intended to mitigate the adverse effects of such uses on adjoining property owners, the area, and the County.
 - 1. The minimum area of a utility-scale solar facility shall be more than 100 acres.
 - 2. The equipment, improvements, structures, and percent of acreage coverage of a utility-scale solar facility shall be shown on the approved concept plan and site plan. The percent of acreage coverage shall not exceed 65%.
- (c) Height.
 - 1. The maximum height of the lowest edge of photovoltaic panels shall be 10 feet as measured from the finished grade. The maximum height of the highest edge of photovoltaic panels shall not exceed 15 feet as measured from the finished grade.
 - 2. The maximum height of other facility structures shall not exceed 15 feet. This limit shall not apply to utility poles or the interconnection to the overhead electric utility grid.
 - 3. The Board of Supervisors may approve a greater height based upon the demonstration of a significant need where the impacts of increased height are mitigated.
- (d) Setbacks. Solar facilities shall meet all setback requirements for primary structures for the zoning district in which the facility is located and the requirements set forth below (the more restrictive requirements shall apply).

1. The minimum setback of structures and uses associated with the facility, including fencing, PV panels, parking areas, and outdoor storage, but not including landscaping and berming, shall be:
 - a. 150 feet from adjacent property lines.
 - b. 150 feet from all public rights-of-way.
 - c. 300 feet from a dwelling.
2. The Planning Commission or Board of Supervisors may require increased setbacks up to 400 feet in situations where the height of structures or the topography affects the visual impact of the facility.
3. These setback requirements shall not apply to internal property lines of those parcels on which a solar facility is located.
4. Access, erosion and stormwater structures, and interconnection to the electrical grid may be made through setback areas provided that such are generally perpendicular to the property line.
5. Vehicular access to the site shall be a minimum of 50 feet from the nearest dwelling located on adjacent property.

(e) **Buffer.** The buffer shall be located within the setbacks required under this Section and shall run around the entire perimeter of the property. The buffer shall be maintained for the life of the facility.

Screening. (f) **Screening.** The facilities, including security fencing that is not ornamental, shall be screened from the ground-level view of adjacent properties or a public street in the buffer zone. Screening may also be required in other locations to screen specific uses or structures. A recommendation that the screening and/or buffer creation requirements be waived or altered may be made by the Planning Commission when the applicant proposes to use existing wetlands or woodlands to satisfy the screening requirement. The wetlands or woodlands shall be permanently protected as a designated buffer and the overall buffer shall measure at least 150 feet. Screening methods may include:

1. **Existing Screening:** Existing vegetation, topography, buildings, open space, or other elements located on the site may be considered as part of the required screening. Existing trees and vegetation may be retained within the buffer area except where dead, diseased, or as necessary for development or to promote healthy growth.
2. **Vegetative Screening:** In the event existing vegetation or landforms providing the screening are inadequate or disturbed, new plantings shall be provided in a landscaped strip at least 50 feet wide. Landscaping intended for screening shall consist of a combination of non-invasive species, pollinator species, and native plants, shrubs, trees, grasses, forbs, and wildflowers. Trees intended for screening shall consist of a combination of evergreen and deciduous trees that are 5-6 ft. in height at time of planting. A triple row of trees shall be placed on average at 15 ft. on center. A list of appropriate plant materials shall be available at the Planning Office.

Species listed on DCR's Invasive Plant Species list shall not be used.

3. **Berming:** Berms shall generally be constructed with a 3:1 side slope to rise ratio, 4-6 ft. above the adjacent grade, with a 3 ft. wide top with appropriate pollinator-friendly native plants, shrubs, trees, forbs, and wildflowers. The outside edges of the berm shall be sculpted such that there are vertical and horizontal undulations to give variations in appearance. When completed, the berm should not have a uniform appearance like a dike.
4. **Opaque Architectural Fencing.** Fencing intended for screening shall be at least 75 percent visually solid as viewed on any line perpendicular to the fence from adjacent property or a public street. Such fencing may be used in combination with other screening methods but shall not be the primary method. A typical example is the use of wood privacy fencing and landscaping to screen structures such as substations. Depending on the location, ornamental features may be required on the fence. Fencing material shall not include plastic slats.
 - (e) **Security Fence.** The facilities shall be enclosed by security fencing not less than six (6) feet in height and topped with barbed wire, as appropriate. A performance bond reflecting the costs of anticipated fence maintenance shall be posted and maintained. Failure to maintain the security fencing shall result in revocation of the CUP and the facility's decommissioning.
 - (f) **Ground cover on the site shall be native vegetation and maintained in accordance with the landscaping plan in accordance with established performance measures. A performance bond reflecting the costs of anticipated maintenance shall be posted and maintained. Failure to maintain the ground cover shall result in revocation of the CUP and the facility's decommissioning. 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 identify access corridor(s) for wildlife to navigate through and across the Solar Facility. The proposed wildlife corridor(s) shall be shown on the site plan submitted to the County. Areas between fencing shall be kept open to allow for the movement of migratory animals and other wildlife.**
 - (h) **The design of support buildings and related structures shall use materials, colors, textures, screening, and landscaping that will blend the facilities to the natural setting and surrounding structures.**
 - (i) **The owner or operator shall maintain the solar facility in good condition. Such maintenance shall include, but not be limited to, painting, structural integrity of the equipment and structures, as applicable, and maintenance of the buffer areas and landscaping. Site access shall be maintained to a level acceptable to the County. The project owner shall be responsible for the cost of maintaining the solar facility and access roads, and the cost of repairing damage to private roads occurring as a result of construction and operation.**
 - (j) **Inspections.**
 1. **The Applicant will allow designated County representatives or employees access to the facility for inspection purposes with 24-hour notice.**
 2. **The Applicant shall reimburse the County its costs in obtaining an independent third-party to conduct inspections required by local and state laws and regulations.**
 - (k) **A utility-scale solar facility shall be designed and maintained in compliance with standards contained in applicable local, state, and federal building codes and regulations that were in**

force at the time of the permit approval.

- (l) The applicant shall provide proof of adequate liability insurance for a solar facility prior to beginning construction and before the issuance of a zoning or building permit to the zoning administrator.
- (m) Lighting fixtures as approved by the County shall be the minimum necessary for safety and/or security purposes to protect the night sky by facing downward and to minimize off-site glare. No facility shall produce glare that would constitute a nuisance to the public. Any exceptions shall be enumerated on the Concept Plan and approved by the zoning administrator.
- (n) No signage of any type may be placed on the facility other than notices, warnings, and identification information required by law.
- (o) At all times, the solar facility shall comply with the County's noise ordinance.
- (p) Coordination of local emergency services. Applicants for new solar facilities shall coordinate with the County's emergency services staff to provide materials, education and/or training to the departments serving the property with emergency services in how to safely respond to on-site emergencies.
- (q) Decommissioning
 1. Solar facilities which have reached the end of their useful life or have not been in active and continuous service for a period of six (6) months shall be removed at the owner's or operator's expense, except if the project is being repowered or a force majeure event has or is occurring requiring longer repairs; however, the County may require evidentiary support that a longer repair period is necessary.
 2. The owner or operator shall notify the zoning administrator by certified mail and in person of the proposed date of discontinued operations and plans for removal.
 3. Decommissioning shall include removal of all solar electric systems, buildings, cabling, electrical components, security barriers, roads, foundations, pilings, and any other associated facilities, so that any agricultural ground upon which the facility and/or system was located is again tillable and suitable for agricultural or forestall uses. The site shall be graded and re-seeded to restore it to as natural a pre-development condition as possible or replanted with pine seedlings to stimulate pre-timber pre-development conditions as indicated on the Concept Plan. Any exception to site restoration, such as leaving access roads in place or seeding instead of planting seedlings must be requested by the landowner in writing, and this request must be approved by the Board of Supervisors.
 4. The site shall be re-graded and re-seeded or replanted within 12 months of removal of solar facilities. Re-grading and re-seeding or replanting shall be initiated within a six-month period of removal of equipment.
 5. Decommissioning and reclamation shall be performed in compliance with the approved

decommissioning and reclamation plan. The Board of Supervisors may approve any appropriate amendments to or modifications of the decommissioning plan.

6. Hazardous material from the property shall be disposed of in accordance with federal and state law.
 7. If the owner or operator of the solar facility fails to remove the installation in accordance with the requirements of this permit or within the proposed date of decommissioning, the County may collect the surety and the County or hired third party may enter the property to physically remove the installation.
- (r) Any other condition added by the Planning Commission or Board of Supervisors as part of a CUP approval.

Sec. 16-407 Special provisions for battery facilities.

In addition to the above general provisions, application requirements, and development and performance standards, the following additional requirements shall be met for the approval of a Battery Energy Storage Facility:

- (a) Battery Energy Storage Facilities shall be constructed, maintained, and operated in accordance with national industry standards and regulations including the most current adopted edition of the National Electrical Code, International Fire Code of the International Code Council, and the National Fire Protection Association Fire Code. The batteries will be NFPA (National Fire Protection Agency) compliant. 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.
- (b) Battery cells shall be placed in a Battery Energy Storage System ("BESS") with a Battery Management System ("BMS"). The BESS shall provide a secondary layer of physical containment to the batteries and be equipped with cooling, ventilation, and fire suppression systems. Each individual battery shall have 24/7 automated fire detection and extinguishing technology built in. The BMS shall 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.
- (c) The Battery Energy Storage System will be placed on an appropriate foundation and screened with vegetation outside of environmentally sensitive areas.
- (d) Access to all batteries and electrical switchgear shall be from the exterior for normal operation and maintenance. Access to the container interior shall not be permitted while the system is in operation except for safety personnel and first responders.
- (e) Qualifications and experience from selected developers and integrators shall be provided including disclosure of fires or other hazards at facilities.

- (f) Safety testing and failure modes analysis data from selected developers and manufacturers shall be provided.
- (g) The latest applicable product certifications shall be provided.
- (h) The Solar Facility operator or owner shall be responsible for any environmental remediation required by the county or the state and the costs of such remediation. All remediation shall be completed in a timely manner.
- (i) Battery storage shall be developed in collaboration with technical experts and first responders to utilize technology-appropriate best practices for safe energy storage systems including, but not limited to, the following:
 1. Adequate access/egress for the first responders;
 2. Adequate facility signage (on battery chemistry and person to contact);
 3. Accessible Safety Data Sheets;
 4. System-specific emergency response plans;
 5. Training for first responders on the type of system, potential hazards and risks, and system-specific emergency response plans;
 6. Adequate water sources and fire suppression appliances for the fire fighters if required in the emergency response plans;
 7. Signage on Hazardous Materials present in the vicinity;
 8. Emergency lighting;
 9. Separate battery modules to make it easier to isolate a failed battery from the rest;
 10. Sufficient disconnect and shutdown capability including a master kill switch to disable and discharge batteries;
 11. System-appropriate sensors and alarms;
 12. Air ventilation and fire suppression systems;
 13. Drainage for water runoff; and
 14. Other practices as recommended by experts or local first responders.
- (j) The Solar Facility operator or owner shall conduct regular on-site inspections of the battery units and submit a written report to the Zoning Administrator on their condition, at least once every six (6) months. The Solar Facility operator or owner shall conduct monthly inspections electronically of the battery units and submit a written report to the Zoning Administrator.

Sec. 16-408 Special provisions for substations.

In addition to the above general provisions, application requirements, and development and performance standards, the following additional requirements shall be met for the approval of a substation:

- (a) Siting. Substations located within the Solar Facility shall be sited in accordance with these regulations.
- (b) Term and Special Permits. Substations included as part of the Solar Facility shall have the

same term as the Solar Facility. However, Substations may have a life longer than that of the larger Solar Facility, and, alternatively, may individually and not as part of a Solar Facility receive a Conditional Use Permit in accordance with these regulations.

Sec. 16-409 Conditions

- (a) The Board of Supervisors may consider conditions addressing a proposed solar and/or battery facility, including, but not limited to, the following:
1. A solar facility shall be constructed, maintained, and operated in substantial compliance with:
 - i. The development standards under this article.
 - ii. The approved concept plan.
 - iii. Any other conditions imposed pursuant to a Conditional Use Permit.
- (b) 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 Solar Facility prior to the issuance of a building permit:
1. *Construction Management Plan.* The Applicant shall prepare a "Construction Management Plan" for each applicable site plan for the Solar Facility, 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):
 - a. Lane closures
 - b. Signage
 - c. 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 of Solar Facilities on the Project Site.
 - iv. Lighting. During construction of the Solar Facility, 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 solar energy 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 solar energy 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.

2. ***Construction Mitigation Plan.*** The Applicant shall prepare a "Construction Mitigation Plan" for each applicable site plan for the Solar Facility, 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. Damage to public roads related to construction activities shall be repaired as soon as possible and not postponed until construction completion. The Applicant shall provide written notice to the Zoning Administrator of the plans for making such repairs, including time within which repairs will be commenced and completed, within thirty (30) days of any written notice received from the Zoning Administrator.
 - i. Driving of posts shall be limited to 7:00 am to 6:00 pm, Monday through Saturday. Driving of posts shall be prohibited on state and federal holidays. The Applicant may request permission from the County Administrator to conduct post driving activity on Sunday, but such permission will be granted or denied at the sole discretion of the County Administrator.
 - ii. Other construction activity on-site shall be permitted Monday through Sunday in accordance with the provisions of the County's Noise Ordinance.
 - iii. 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.
 - iv. Construction lighting shall be minimized and shall be directed downward.
3. ***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. In addition to state and local requirements, the plan shall:
 - i. Clearly show existing and proposed contours; and
 - ii. Note the locations and amount of topsoil to be removed (if any) and the percent of the site to be graded.
4. ***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 project for both construction and post construction as applicable and determined by the Zoning Administrator.
5. ***Landscaping Plan.*** The Applicant will submit a final landscaping plan for review and approval by the Zoning Administrator. The owner or operator shall construct, maintain, and operate the facility in compliance with the approved plan. A separate security shall be posted for the ongoing maintenance of the project's land cover and vegetative buffers in an amount deemed sufficient by the Zoning Administrator. Failure to maintain the landscaping in accordance with the plan may result in the issuance of a notice of violation by the Zoning Administrator. 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.
 - i. Ground cover shall be native vegetation where compatible with site conditions and, in all cases, shall be approved by the Zoning Administrator.

- ii. Screening vegetation shall include pollinator plants 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 solar energy 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.
6. *Decommissioning and Reclamation Plan.* The Applicant will submit a final decommissioning and reclamation plan in accordance with these regulations for review and approval by the Zoning Administrator.
 7. The Applicant shall reimburse the County its costs in obtaining independent third-party reviews as required by these conditions.
- (c) The design, installation, maintenance, and repair of the Solar Facility in accordance with the most current National Electrical Code (NFPA 70) available (2014 version or later as applicable).
 - (d) If the solar facility does not receive a building permit within eighteen (18) months of approval of the Conditional Use Permit, the Permit shall be terminated.
 - (e) If the solar facility is declared to be unsafe by the zoning administrator or building official, the facility must be in compliance within fourteen (14) days or the Conditional Use Permit shall be terminated, and system removed from the property.
 - (f) The owner and operator shall give the County written notice of any change in ownership, operator, or Power Purchase Agreement within thirty (30) days.

Sec. 16-410 Additional Conditions

- (a) In approving a conditional use permit, the Board of Supervisors may consider conditions that require:
 1. Dedication of real property of substantial value; or
 2. Substantial cash payments for or construction of substantial public improvements, the need for which is not generated solely by the granting of a conditional use permit, so long as such conditions are reasonably related to the project.
- (b) The Board may include other reasonable conditions as permitted by state law and as otherwise provided for in this Article.
- (c) Once a condition is granted, it shall continue in effect until a subsequent amendment changes the zoning on the property for which conditions were granted. However, such conditions shall continue if the subsequent amendment is part of a comprehensive implementation of a new or substantially revised zoning ordinance.

Adopted this _____ day of _____, 2021.

Susan Seward, Chairman of the Board of Supervisors

Attest:

_____ Shilton Ricks-Butts, Clerk

Approved as to Form:

_____ Jeff Gore County Attorney

An Ordinance to Amend and Reenact the Following Sections of the Sussex County Code, Appendix B, Zoning: Article I, Section 16-1 Definitions and Article XXIII, Solar and Battery Facilities, Supplementary Use Regulations.

WHEREAS, the Board of Supervisors of Sussex County, Virginia, has the legislative authority to make reasonable changes to the ordinances that govern the orderly growth and development of Sussex County; and

WHEREAS, the Sussex County Board of Supervisors is also concerned about the compatibility of uses on public and private lands within Sussex County and seeks to allow flexibility in the administration of the ordinance regulations while protecting the health, safety, and general welfare of present and future residents and businesses of the County.

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors that Appendix B, Zoning, Article I, Section 16-1 Definitions be amended and reenacted to add the following definitions:

Sec. 16-1 Definitions (add these definitions)

2232 review means the review required by the Code of Virginia (section 15.2-2232) for features not shown on the adopted master plan, including public utility facilities.

Acreage coverage means the total acres covered by PV pods, buildings, inverters, a substation, battery storage, ancillary equipment, and fencing around these items but excluding wildlife corridors, mandated setbacks, wetlands, and other avoided natural or cultural features outside of security fencing on the project site.

Applicant means the person or entity who submits an application to the locality for a permit under this ordinance.

Battery storage facility means a type of energy storage power station that uses a group of batteries to store electrical energy as a source of power on electrical grids.

Battery energy storage facilities (battery facilities) means one or more battery cells for storing electrical energy stored in a Battery Energy Storage System (“BESS”) with a Battery Management System (“BMS”). Facilities are generally used to supplement grid storage capacity. Battery facilities may be permitted as:

- an accessory use to utility-scale solar facilities, other energy generation facilities, or substations; or
- a primary use on a parcel contiguous to utility-scale solar facilities, other energy generation facilities, and substations.

Brownfield means former industrial or commercial sites typically containing low levels of environmental pollution such as hazardous waste or industrial byproducts.

Decommissioning and reclamation plan means a plan to disconnect, remove, and properly dispose of equipment, facilities, or devices and reclaim the site.

Disturbance zone means the area within the site directly impacted by construction and operation of the facility.

Electric power plant means a facility designed and operated for the generation and distribution of electricity for the primary purpose of selling electricity generated to the electric power grid, including facilities which use fossil fuels, solar energy, hydroelectric energy, geothermal energy, biomass energy or wind energy as a resource. This definition does not apply to on-site generation equipment when such use is an accessory use.

Integrated PV means photovoltaics incorporated into building materials, such as shingles.

Operator means the person responsible for the overall operation and management of a facility.

Owner means the person who owns all or a portion of a facility.

Photovoltaic or "PV" means materials and devices that absorb sunlight and convert it directly into electricity.

PV pod means contiguous rows of solar panels or other photovoltaic materials/devices, including the space between rows, fenced together in a group. A solar facility is typically comprised of multiple pods.

Rated capacity means the maximum capacity of a solar facility based on the sum total of each photovoltaic system's nameplate capacity.

Reclamation means the employment, during and after an operation, of procedures reasonably designed to minimize as much as practicable the disruption from an operation and provide for the establishment of plant cover, stabilization of soil, protection of water resources, or other measures appropriate to the subsequent beneficial use of the affected lands. Reclamation shall comply with all State and Federal regulations related to air quality, water quality and water law, and stormwater.

Site means the entire area containing a facility.

Siting agreement means an agreement entered into between the Applicant and the County as defined in the Code of Virginia (section 15.2-2316).

Solar energy generating facilities (solar facilities) means photovoltaic devices, inverters, a substation, ancillary equipment, buildings, security fencing, access roads, setbacks and screening on the site.

Solar facility, community means a facility that generates electricity from sunlight that was not constructed by an investor-owned utility that will be part of an investor-owned utility's community solar pilot program. A community solar facility does not exceed two megawatts (2 MW) alternating current. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

Solar facility, floating means a floating facility that generates electricity from sunlight. This facility type is a subset of either small-scale, medium-scale, or utility-scale solar facility.

Solar facility, medium-scale means a ground mounted facility that generates electricity from sunlight on a facility area between one to ten acres or having a rated capacity of between 250 kW to one megawatt (MW) alternating current (excluding Solar facility, multi-family shared). Facilities are generally used to reduce onsite consumption of utility power for agricultural, commercial, and industrial applications.

Solar facility, multi-family shared means a ground-mounted facility that generates electricity from sunlight that was not constructed by an investor-owned utility and that will be part of an investor-owned utility's multi-family shared solar pilot program. A multi-family shared solar facility does not exceed three megawatts (3 MW) alternating current at any single location or that does not exceed five megawatts (5 MW) alternating current at contiguous locations owned by the same entity or affiliated entities, serves at least three subscribers, is connected to the electric distribution grid, and is located on a parcel of land on the premises of the multi-family utility customer or adjacent thereto.

Solar facility, power purchase agreement (PPA) means a facility that generates electricity from sunlight that was not constructed by an investor-owned utility and that will be part of an investor-owned utility's power purchase agreement solar pilot program. A facility has capacity of no less than 50 kilowatts and no more than three megawatts (3 MW) alternating current. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

Solar facility, rooftop means a rooftop PV or integrated PV facility that generates electricity from sunlight as an accessory use.

Solar facility, shared means a facility that generates electricity from sunlight that was not constructed by an investor-owned utility that will be part of an investor-owned utility's shared solar pilot program. A shared solar facility does not exceed five megawatts (5 MW) alternating current, serves at least three subscribers, has at least 40 percent of its capacity subscribed by customers with subscriptions of 25 kilowatts or less, is connected to the electric distribution grid serving the public, and is located on a single parcel. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

Solar facility, small-scale means a ground-mounted facility that generates electricity from sunlight on a facility area of less than one acre or having a rated capacity of less than 250 kW alternating current (excluding Solar facility, multi-family shared). Facilities are generally used to reduce onsite consumption of utility power for residential, agricultural, commercial, and industrial applications.

Solar facility, utility-scale means a ground-mounted facility that generates electricity from sunlight on a facility area of more than ten acres. This size is approximately equivalent to a rated capacity of about one megawatt (MW) alternating current or greater (excluding Solar facility, multi-family shared). Facilities are generally used to provide electricity to a utility provider. These facilities typically include inverters, a substation, a switchyard, and a generator lead line (gen-tie line) to interconnect to a grid transmission line.

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors that **Appendix B, Zoning, Article XXIII, Solar and Battery Facilities** be amended and reenacted as follows:

Sec. 16-401 Statement of intent

The purpose of this section is to establish requirements for construction and operation of solar and battery facilities and to provide standards for the placement, design, construction, monitoring, modification, and removal of solar facilities; address public safety, minimize impacts on scenic, natural, and historic resources; and provide adequate financial assurance for decommissioning.

Sec. 16-402 Applicability

This article shall apply to all solar and battery facilities constructed after the effective date of this article, including any physical modifications to any existing solar facilities that materially alter the type, configuration, or size of such facilities or other equipment.

Sec. 16-403 Zoning districts

- (a) Rooftop and small-scale solar facilities may be installed by-right in all zoning districts as an accessory use to provide electricity to individual structures; provided a site plan (as applicable) has been submitted to the zoning administrator for review and approval; all Federal, State, and Local regulations have been followed; and the system is located upon the property or structure being served. Rooftop facilities on commercial or industrial buildings shall also submit an engineering study to the Building Official Office for review and approval.
- (b) Medium-scale solar facilities may be installed by-right as an accessory use in the Industrial Districts to provide electricity for use on-site for commercial and industrial applications; provided a site plan has been submitted to the zoning administrator for review and approval; all Federal, State and Local regulations have been followed; the system is located on the property or structure to be served; and the system is in accord with the underlying zoning requirements of the districts.
- (c) Solar facilities shall be permitted in zoning districts as follows:

Solar Facility	General Agricultural, A-1	Limited Industrial, I-1	General Industrial, I-2	Residential Multi-Family, R-1
<i>Multi-family shared</i>	CUP	CUP	CUP	CUP
<i>Medium-scale</i>	CUP	By-right	By-right	-
<i>Utility-scale</i>	CUP	CUP	CUP	-

- (d) Battery facilities shall be subject to a Conditional Use Permit and permitted as follows:
 1. An accessory use to utility-scale solar facilities, other energy generation facilities, or substations; or
 2. A primary use on a parcel contiguous to utility-scale solar facilities, other energy generation facilities, and substations.

Battery Facility	General Agricultural, A-1	Limited Industrial, I-1	General Industrial, I-2	Residential Multi-Family, R-1
<i>Primary use</i>	CUP	CUP	CUP	-
<i>Accessory use</i>	CUP	CUP	CUP	CUP

- (e) Solar facilities should locate on brownfields, County-owned capped landfills, or near existing industrial uses, where feasible.

Sec. 16-404 Conditional Use Permit process

- (a) Pre-application meeting. A pre-application meeting shall be held with the zoning administrator to discuss the location, scale, and nature of the proposed use, what will be expected during that process, and the potential for a siting agreement.
- (b) Neighborhood meeting. A public meeting shall be held prior to the public hearing with the Planning Commission to give the community an opportunity to hear from the applicant and ask questions regarding the proposed project.
 - 1. The applicant shall inform the Zoning Administrator's Office and adjacent property owners in writing of the date, time, and location of the meeting at least seven but no more than 14 days in advance of the meeting date.
 - 2. The date, time, and location of the meeting shall be advertised in the County's newspaper of record by the applicant at least seven but no more than 14 days in advance of the meeting date.
 - 3. The meeting shall be held within the County at a location open to the general public with adequate parking and seating facilities which may accommodate persons with disabilities.
 - 4. The meeting shall give members of the public the opportunity to review application materials, ask questions of the applicant, and provide feedback.
 - 5. The applicant shall provide to the Zoning Administrator a summary of any input received from members of the public at the meeting.
- (c) Submittal of the permit application and fees.
 - 1. There is a combined application for the 2232 review and CUP permit.
 - 2. There are separate fees for the 2232 review and CUP permit.
- 1. (d). 2232 review. The *Code of Virginia* §15.2-2232 requires a review of public utility facility proposals by the Planning Commission to determine if their general or approximate location, character, and extent are substantially in accord with the Comprehensive Plan or part thereof.
 - 2. 1. The Planning Commission must determine, at a public meeting, whether the project is in substantial accord with the Comprehensive Plan. Failure of the Planning Commission to act within 60 days of submission, unless the time is extended by the Board of Supervisors, shall be deemed approval.
 - 3. a. If the Planning Commission approves the 2232 review, the project shall be recommended for a public hearing for the CUP permit. b.
 - 4. If the Planning Commission does not approve the 2232 review, the applicant may appeal the decision to the Board of Supervisors within 10 days after the decision of the Planning Commission. The appeal shall be by written petition to the Board of Supervisors setting forth the reasons for the appeal. The appeal shall be heard and determined within 60 days from its filing unless the time is extended by the applicant. A majority vote of the Board of Supervisors shall overrule the Planning Commission.
 - 2. If the Board of Supervisors agree to negotiate a Siting Agreement in accordance with Code of Virginia § 15.2-2316.8, the 2232 review process may be delayed until negotiations are complete. If the siting agreement is approved, it fulfills the requirement for a 2232 review.
- 3. Consideration of the Conditional Use Permit by the Planning Commission. The Planning Commission must consider the Conditional Use Permit application at a public hearing. The Planning Commission has three options:
 - 1. Recommend approval of the application to the Board of Supervisors to include recommendation conditions, if applicable.
 - 2. Recommend denial of the application to the Board of Supervisors with written reasons for its decision.

3. Defer the application for further discussion and consideration.
4. Consideration of the Conditional Use Permit by the Board of Supervisors. The Board of Supervisors must consider the Conditional Use Permit application at a public hearing. The Board of Supervisors has three options:
 1. Approve the application to include recommended conditions, if applicable.
 2. Deny the application with written reasons for its decision.
 3. Defer the application for further discussion and consideration.
5. Siting agreement. The process may also include negotiating a Siting Agreement in accordance with Code of Virginia § 15.2-2316.8. The Board of Supervisors must consider the Siting Agreement at a public hearing. An approved siting agreement fulfills the requirement for a 2232 review (§ 15.2-2232).

Sec. 16-405 Conditional Use Permit application

- (a) Application packet including:
 1. Completed County application form and checklist.
 2. Documents demonstrating the ownership of the subject parcel(s).
 3. Proof that the applicant has authorization to act upon the owner's behalf.
 4. Identification of the intended utility company who will interconnect to the facility.
 5. List of all adjacent property owners, their tax map numbers, and addresses.
 6. A description of the current use and physical characteristics of the subject parcels.
 7. A description of the existing uses of nearby properties.
 8. A narrative identifying the applicant, owner, or operator, and describing the proposed solar facility project, including an overview of the project and its location, approximate rated capacity of the solar facility project, the approximate number of panels, representative types, expected footprint of solar equipment to be constructed, and type and location of interconnection to electrical grid.
 9. Aerial imagery which shows the proposed location of the solar facility, fenced area, driveways, and interconnection to electrical grid with the closest distance to all adjacent property lines and dwellings along with main points of ingress/egress.
 10. Payment of the application fee and any additional review costs, advertising, or other required staff time.
- (b) Concept plan. A concept plan prepared by an engineer with a professional engineering license in the Commonwealth of Virginia, that shall include the following:
 1. Project title information including tax parcel number, zoning, owner names, address, and phone numbers.
 2. Neighboring property information including tax parcel number, zoning, and owner names.
 3. Existing wetlands, waterways, and floodplains.
 4. Locations and types of soils on site.
 5. Areas of steep slopes.
 6. Existing and proposed buildings and structures including preliminary locations of the proposed solar panels and related equipment.
 7. Existing and proposed points of ingress/egress including access roads, drives, turnout locations, and parking.
 8. Location of substations, electrical cabling from the solar facility systems to the substations,

- ancillary equipment, buildings, and structures including those within any applicable setback.
 - 9. Fencing or other methods of ensuring public safety.
 - 10. 10. Locations of topsoil to be removed and preserved.
 - 11. 11. Locations of stormwater drainage and erosion and sediment control features.
 - 12. 12. Setbacks
 - 13. 13. The location and nature of proposed buffers and screening elements, including vegetative and constructed buffers.
- (c) An estimated construction schedule.
- (d) Environmental inventory and impact statement regarding any site and viewshed impacts, including direct and indirect impacts to national and state forests, national or state parks, wildlife management areas, conservation easements, recreational areas, or any known historic or cultural resources within three (3) miles of the proposed project using information provided by the Virginia Department of Environmental Quality (DEQ), the Virginia Department of Conservation (DCR), Virginia Department of Wildlife Resources (DWR), Virginia Department of Historic Resources (DHR), and/or a report prepared by a qualified third party, such as ConserveVirginia or Virginia Cultural Resource Information System.
- (e) A visual impact analysis demonstrating project siting and proposed mitigation, if necessary, so that the solar facility minimizes impact on the visual character of the County.
- 1. The applicant shall provide accurate, to scale, photographic simulations showing the relationship of the solar facility and its associated amenities and development to its surroundings. The photographic simulations shall show such views of solar structures from locations such as property lines and roadways, as deemed necessary by the County in order to assess the visual impact of the solar facility.
 - 2. The total number of simulations and the perspectives from which they are prepared shall be established by the zoning administrator after the pre-application meeting.
- (f) Solar facility inventory. An inventory of all solar facilities – existing or proposed – within a four (4) mile radius.
- (g) Draft traffic study. The study shall include modelling the construction and decommissioning processes. County staff will review the study in cooperation with VDOT.
- (h) Draft landscaping plan. The plan shall indicate:
- 1. All ground cover, screening and buffering materials, landscaping, and elevations.
 - a. Ground cover shall be native vegetation where compatible with site conditions.
 - b. Screening vegetation shall include pollinator plants where compatible with site conditions.
 - c. Only EPA approved herbicides shall be used for vegetative and weed control at the solar energy 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.

2. Locations of wildlife corridors.
 3. Maintenance requirements.
- (i) Draft decommissioning and reclamation plan. A detailed decommissioning and reclamation plan, certified by an engineer, which shall include the following:
1. The anticipated life of the project. The applicant shall provide the basis for determining the anticipated life of the project.
 2. The estimated decommissioning and reclamation cost in current dollars. The applicant shall provide a cost estimate for the decommissioning and reclamation of the facility prepared by a professional engineer or contractor who has expertise in the removal of solar facilities. The decommissioning and reclamation cost estimate shall explicitly detail the cost without any reduction for salvage value.
 3. The method of ensuring that funds will be available for decommissioning and reclamation. A proposed method of providing appropriate escrow, surety, or security for the cost of the decommissioning and reclamation plan. The surety shall be updated when the decommissioning and reclamation cost estimate is updated. The estimated cost of decommissioning shall be guaranteed by the deposit of funds in an amount equal to the estimated cost in an escrow account at a federally insured financial institution approved by the County unless otherwise provided for in subsection d below.
 - a. The applicant shall deposit the required amount into the approved escrow account before any building permit is issued to allow construction of the solar facility.
 - b. The escrow account agreement shall prohibit the release of the escrow funds without the written consent of the County. The County shall consent to the release of the escrow funds upon on the owner's or occupant's compliance with the approved decommissioning and reclamation plan. The County may approve the partial release of escrow funds as portions of the approved decommissioning plan are performed.
 - c. The amount of funds required to be deposited in the escrow account shall be the full amount of the estimated decommissioning and reclamation cost.
 - d. The County may approve alternative methods to secure the availability of funds to pay for the decommissioning and reclamation of a solar facility, such as a performance bond, letter of credit, or other security approved by the County.
 4. The method that the estimated cost will be kept current. The decommissioning and reclamation cost estimate shall include a mechanism for calculating increased removal costs due to inflation. This cost estimate shall be recalculated every five (5) years and the surety shall be updated accordingly. If the recalculated estimated cost exceeds the original estimated cost by ten percent (10%), then the owner or occupant shall deposit additional funds into the escrow account to meet the new cost estimate. If the recalculated estimated cost is less than ninety percent (90%) of the original estimated cost, then the County may approve reducing the amount of the escrow account to the recalculated estimate of cost.
 5. The manner in which the site will be decommissioned and reclaimed. This will include:
 - a. Notice to the Zoning Administrator by certified mail and in person of the proposed date of discontinued operations and plans for removal.
 - b. A traffic study submitted with application modelling the decommissioning processes. County staff will review the study in cooperation with VDOT.

- c. An estimated deconstruction schedule.
 - d. Removal of all solar electric systems, buildings, cabling, electrical components, security barriers, roads, foundations, pilings, and any other associated facilities, so that any agricultural ground upon which the facility and/or system was located is again tillable and suitable for agricultural or forestall uses.
 - e. The site shall be graded and re-seeded or replanted within 12 months of removal of solar facilities to restore it to as natural a pre-development condition as possible. Re-grading and re-seeding or replanting shall be initiated within a six-month period of removal of equipment. Any exception to site restoration, such as leaving access roads in place or re-seeded or replanted must be requested by the landowner in writing, and this request must be approved by the Board of Supervisors.
 - f. Hazardous material from the property shall be disposed of in accordance with federal and state law.
- (j) Additional information may be required as determined by the Zoning Administrator, such as a scaled elevation view of the property and other supporting drawings, photographs of the proposed site, photo or other realistic simulations or modeling of the proposed project from potentially sensitive locations as deemed necessary by the Zoning Administrator to assess the visual impact of the project, landscaping plan, coverage map, and additional information that may be necessary for a technical review of the proposal.

Sec. 16-406 Minimum development and performance standards

- (a) A utility-scale solar facility shall be constructed, operated, and maintained in substantial compliance with the approved concept plan with allowances for changes required by the Virginia Department of Environmental Quality (DEQ) Permit by Rule (PBR) or State Corporation Commission (SCC) permit process.
- (b) Location standards for utility-scale solar facilities. The location standards stated below for utility-scale solar facilities are intended to mitigate the adverse effects of such uses on adjoining property owners, the area, and the County.
 - 1. The minimum area of a utility-scale solar facility shall be more than 100 acres.
 - 2. The equipment, improvements, structures, and percent of acreage coverage of a utility-scale solar facility shall be shown on the approved concept plan and site plan. The percent of acreage coverage shall not exceed 65%.
- (c) Height.
 - 1. The maximum height of the lowest edge of photovoltaic panels shall be 10 feet as measured from the finished grade. The maximum height of the highest edge of photovoltaic panels shall not exceed 15 feet as measured from the finished grade.
 - 2. The maximum height of other facility structures shall not exceed 15 feet. This limit shall not apply to utility poles or the interconnection to the overhead electric utility grid.
 - 3. The Board of Supervisors may approve a greater height based upon the demonstration of a significant need where the impacts of increased height are mitigated.
- (d) Setbacks. Solar facilities shall meet all setback requirements for primary structures for the zoning district in which the facility is located and the requirements set forth below (the more restrictive requirements shall apply).

1. The minimum setback of structures and uses associated with the facility, including fencing, PV panels, parking areas, and outdoor storage, but not including landscaping and berming, shall be:
 - a. 150 feet from adjacent property lines.
 - b. 150 feet from all public rights-of-way.
 - c. 300 feet from a dwelling.
2. The Planning Commission or Board of Supervisors may require increased setbacks up to 400 feet in situations where the height of structures or the topography affects the visual impact of the facility.
3. These setback requirements shall not apply to internal property lines of those parcels on which a solar facility is located.
4. Access, erosion and stormwater structures, and interconnection to the electrical grid may be made through setback areas provided that such are generally perpendicular to the property line.
5. Vehicular access to the site shall be a minimum of 50 feet from the nearest dwelling located on adjacent property.

(e) **Buffer.** The buffer shall be located within the setbacks required under this Section and shall run around the entire perimeter of the property. The buffer shall be maintained for the life of the facility.

Screening. (f) Screening. The facilities, including security fencing that is not ornamental, shall be screened from the ground-level view of adjacent properties or a public street in the buffer zone. Screening may also be required in other locations to screen specific uses or structures. A recommendation that the screening and/or buffer creation requirements be waived or altered may be made by the Planning Commission when the applicant proposes to use existing wetlands or woodlands to satisfy the screening requirement. The wetlands or woodlands shall be permanently protected as a designated buffer and the overall buffer shall measure at least 150 feet. Screening methods may include:

1. **Existing Screening:** Existing vegetation, topography, buildings, open space, or other elements located on the site may be considered as part of the required screening. Existing trees and vegetation may be retained within the buffer area except where dead, diseased, or as necessary for development or to promote healthy growth.
2. **Vegetative Screening:** In the event existing vegetation or landforms providing the screening are inadequate or disturbed, new plantings shall be provided in a landscaped strip at least 50 feet wide. Landscaping intended for screening shall consist of a combination of non-invasive species, pollinator species, and native plants, shrubs, trees, grasses, forbs, and wildflowers. Trees intended for screening shall consist of a combination of evergreen and deciduous trees that are 5-6 ft. in height at time of planting. A triple row of trees shall be placed on average at 15 ft. on center. A list of appropriate plant materials shall be available at the Planning Office.

Species listed on DCR's Invasive Plant Species list shall not be used.

3. **Berming:** Berms shall generally be constructed with a 3:1 side slope to rise ratio, 4-6 ft. above the adjacent grade, with a 3 ft. wide top with appropriate pollinator-friendly native plants, shrubs, trees, forbs, and wildflowers. The outside edges of the berm shall be sculpted such that there are vertical and horizontal undulations to give variations in appearance. When completed, the berm should not have a uniform appearance like a dike.
4. **Opaque Architectural Fencing.** Fencing intended for screening shall be at least 75 percent visually solid as viewed on any line perpendicular to the fence from adjacent property or a public street. Such fencing may be used in combination with other screening methods but shall not be the primary method. A typical example is the use of wood privacy fencing and landscaping to screen structures such as substations. Depending on the location, ornamental features may be required on the fence. Fencing material shall not include plastic slats.
 - (e) **Security Fence.** The facilities shall be enclosed by security fencing not less than six (6) feet in height and topped with barbed wire, as appropriate. A performance bond reflecting the costs of anticipated fence maintenance shall be posted and maintained. Failure to maintain the security fencing shall result in revocation of the CUP and the facility's decommissioning.
 - (f) **Ground cover on the site shall be native vegetation and maintained in accordance with the landscaping plan in accordance with established performance measures. A performance bond reflecting the costs of anticipated maintenance shall be posted and maintained. Failure to maintain the ground cover shall result in revocation of the CUP and the facility's decommissioning. 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 identify access corridor(s) for wildlife to navigate through and across the Solar Facility. The proposed wildlife corridor(s) shall be shown on the site plan submitted to the County. Areas between fencing shall be kept open to allow for the movement of migratory animals and other wildlife.**
 - (h) **The design of support buildings and related structures shall use materials, colors, textures, screening, and landscaping that will blend the facilities to the natural setting and surrounding structures.**
 - (i) **The owner or operator shall maintain the solar facility in good condition. Such maintenance shall include, but not be limited to, painting, structural integrity of the equipment and structures, as applicable, and maintenance of the buffer areas and landscaping. Site access shall be maintained to a level acceptable to the County. The project owner shall be responsible for the cost of maintaining the solar facility and access roads, and the cost of repairing damage to private roads occurring as a result of construction and operation.**
 - (j) **Inspections.**
 1. **The Applicant will allow designated County representatives or employees access to the facility for inspection purposes with 24-hour notice.**
 2. **The Applicant shall reimburse the County its costs in obtaining an independent third-party to conduct inspections required by local and state laws and regulations.**
 - (k) **A utility-scale solar facility shall be designed and maintained in compliance with standards contained in applicable local, state, and federal building codes and regulations that were in**

force at the time of the permit approval.

- (l) The applicant shall provide proof of adequate liability insurance for a solar facility prior to beginning construction and before the issuance of a zoning or building permit to the zoning administrator.
- (m) Lighting fixtures as approved by the County shall be the minimum necessary for safety and/or security purposes to protect the night sky by facing downward and to minimize off-site glare. No facility shall produce glare that would constitute a nuisance to the public. Any exceptions shall be enumerated on the Concept Plan and approved by the zoning administrator.
- (n) No signage of any type may be placed on the facility other than notices, warnings, and identification information required by law.
- (o) At all times, the solar facility shall comply with the County's noise ordinance.
- (p) Coordination of local emergency services. Applicants for new solar facilities shall coordinate with the County's emergency services staff to provide materials, education and/or training to the departments serving the property with emergency services in how to safely respond to on-site emergencies.
- (q) Decommissioning
 1. Solar facilities which have reached the end of their useful life or have not been in active and continuous service for a period of six (6) months shall be removed at the owner's or operator's expense, except if the project is being repowered or a force majeure event has or is occurring requiring longer repairs; however, the County may require evidentiary support that a longer repair period is necessary.
 2. The owner or operator shall notify the zoning administrator by certified mail and in person of the proposed date of discontinued operations and plans for removal.
 3. Decommissioning shall include removal of all solar electric systems, buildings, cabling, electrical components, security barriers, roads, foundations, pilings, and any other associated facilities, so that any agricultural ground upon which the facility and/or system was located is again tillable and suitable for agricultural or forestall uses. The site shall be graded and re-seeded to restore it to as natural a pre-development condition as possible or replanted with pine seedlings to stimulate pre-timber pre-development conditions as indicated on the Concept Plan. Any exception to site restoration, such as leaving access roads in place or seeding instead of planting seedlings must be requested by the landowner in writing, and this request must be approved by the Board of Supervisors.
 4. The site shall be re-graded and re-seeded or replanted within 12 months of removal of solar facilities. Re-grading and re-seeding or replanting shall be initiated within a six-month period of removal of equipment.
 5. Decommissioning and reclamation shall be performed in compliance with the approved

decommissioning and reclamation plan. The Board of Supervisors may approve any appropriate amendments to or modifications of the decommissioning plan.

6. Hazardous material from the property shall be disposed of in accordance with federal and state law.
 7. If the owner or operator of the solar facility fails to remove the installation in accordance with the requirements of this permit or within the proposed date of decommissioning, the County may collect the surety and the County or hired third party may enter the property to physically remove the installation.
- (r) Any other condition added by the Planning Commission or Board of Supervisors as part of a CUP approval.

Sec. 16-407 Special provisions for battery facilities.

In addition to the above general provisions, application requirements, and development and performance standards, the following additional requirements shall be met for the approval of a Battery Energy Storage Facility:

- (a) Battery Energy Storage Facilities shall be constructed, maintained, and operated in accordance with national industry standards and regulations including the most current adopted edition of the National Electrical Code, International Fire Code of the International Code Council, and the National Fire Protection Association Fire Code. The batteries will be NFPA (National Fire Protection Agency) compliant. 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.
- (b) Battery cells shall be placed in a Battery Energy Storage System (“BESS”) with a Battery Management System (“BMS”). The BESS shall provide a secondary layer of physical containment to the batteries and be equipped with cooling, ventilation, and fire suppression systems. Each individual battery shall have 24/7 automated fire detection and extinguishing technology built in. The BMS shall 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.
- (c) The Battery Energy Storage System will be placed on an appropriate foundation and screened with vegetation outside of environmentally sensitive areas.
- (d) Access to all batteries and electrical switchgear shall be from the exterior for normal operation and maintenance. Access to the container interior shall not be permitted while the system is in operation except for safety personnel and first responders.
- (e) Qualifications and experience from selected developers and integrators shall be provided including disclosure of fires or other hazards at facilities.

- (f) Safety testing and failure modes analysis data from selected developers and manufacturers shall be provided.
- (g) The latest applicable product certifications shall be provided.
- (h) The Solar Facility operator or owner shall be responsible for any environmental remediation required by the county or the state and the costs of such remediation. All remediation shall be completed in a timely manner.
- (i) Battery storage shall be developed in collaboration with technical experts and first responders to utilize technology-appropriate best practices for safe energy storage systems including, but not limited to, the following:
 - 1. Adequate access/egress for the first responders;
 - 2. Adequate facility signage (on battery chemistry and person to contact);
 - 3. Accessible Safety Data Sheets;
 - 4. System-specific emergency response plans;
 - 5. Training for first responders on the type of system, potential hazards and risks, and system-specific emergency response plans;
 - 6. Adequate water sources and fire suppression appliances for the fire fighters if required in the emergency response plans;
 - 7. Signage on Hazardous Materials present in the vicinity;
 - 8. Emergency lighting;
 - 9. Separate battery modules to make it easier to isolate a failed battery from the rest;
 - 10. Sufficient disconnect and shutdown capability including a master kill switch to disable and discharge batteries;
 - 11. System-appropriate sensors and alarms;
 - 12. Air ventilation and fire suppression systems;
 - 13. Drainage for water runoff; and
 - 14. Other practices as recommended by experts or local first responders.
- (j) The Solar Facility operator or owner shall conduct regular on-site inspections of the battery units and submit a written report to the Zoning Administrator on their condition, at least once every six (6) months. The Solar Facility operator or owner shall conduct monthly inspections electronically of the battery units and submit a written report to the Zoning Administrator.

Sec. 16-408 Special provisions for substations.

In addition to the above general provisions, application requirements, and development and performance standards, the following additional requirements shall be met for the approval of a substation:

- (a) Siting. Substations located within the Solar Facility shall be sited in accordance with these regulations.
- (b) Term and Special Permits. Substations included as part of the Solar Facility shall have the

same term as the Solar Facility. However, Substations may have a life longer than that of the larger Solar Facility, and, alternatively, may individually and not as part of a Solar Facility receive a Conditional Use Permit in accordance with these regulations.

Sec. 16-409 Conditions

- (a) The Board of Supervisors may consider conditions addressing a proposed solar and/or battery facility, including, but not limited to, the following:
 - 1. A solar facility shall be constructed, maintained, and operated in substantial compliance with:
 - i. The development standards under this article.
 - ii. The approved concept plan.
 - iii. Any other conditions imposed pursuant to a Conditional Use Permit.

- (b) 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 Solar Facility prior to the issuance of a building permit:
 - 1. *Construction Management Plan.* The Applicant shall prepare a “Construction Management Plan” for each applicable site plan for the Solar Facility, 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):
 - a. Lane closures
 - b. Signage
 - c. 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 of Solar Facilities on the Project Site.
 - iv. Lighting. During construction of the Solar Facility, 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 solar energy 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 solar energy 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.

2. *Construction Mitigation Plan.* The Applicant shall prepare a "Construction Mitigation Plan" for each applicable site plan for the Solar Facility, 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. Damage to public roads related to construction activities shall be repaired as soon as possible and not postponed until construction completion. The Applicant shall provide written notice to the Zoning Administrator of the plans for making such repairs, including time within which repairs will be commenced and completed, within thirty (30) days of any written notice received from the Zoning Administrator.
 - i. Driving of posts shall be limited to 7:00 am to 6:00 pm, Monday through Saturday. Driving of posts shall be prohibited on state and federal holidays. The Applicant may request permission from the County Administrator to conduct post driving activity on Sunday, but such permission will be granted or denied at the sole discretion of the County Administrator.
 - ii. Other construction activity on-site shall be permitted Monday through Sunday in accordance with the provisions of the County's Noise Ordinance.
 - iii. 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.
 - iv. Construction lighting shall be minimized and shall be directed downward.
3. *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. In addition to state and local requirements, the plan shall:
 - i. Clearly show existing and proposed contours; and
 - ii. Note the locations and amount of topsoil to be removed (if any) and the percent of the site to be graded.
4. *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 project for both construction and post construction as applicable and determined by the Zoning Administrator.
5. *Landscaping Plan.* The Applicant will submit a final landscaping plan for review and approval by the Zoning Administrator. The owner or operator shall construct, maintain, and operate the facility in compliance with the approved plan. A separate security shall be posted for the ongoing maintenance of the project's land cover and vegetative buffers in an amount deemed sufficient by the Zoning Administrator. Failure to maintain the landscaping in accordance with the plan may result in the issuance of a notice of violation by the Zoning Administrator. 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.
 - i. Ground cover shall be native vegetation where compatible with site conditions and, in all cases, shall be approved by the Zoning Administrator.

- ii. Screening vegetation shall include pollinator plants 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 solar energy 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.
6. *Decommissioning and Reclamation Plan.* The Applicant will submit a final decommissioning and reclamation plan in accordance with these regulations for review and approval by the Zoning Administrator.
 7. The Applicant shall reimburse the County its costs in obtaining independent third-party reviews as required by these conditions.
- (c) The design, installation, maintenance, and repair of the Solar Facility in accordance with the most current National Electrical Code (NFPA 70) available (2014 version or later as applicable).
 - (d) If the solar facility does not receive a building permit within eighteen (18) months of approval of the Conditional Use Permit, the Permit shall be terminated.
 - (e) If the solar facility is declared to be unsafe by the zoning administrator or building official, the facility must be in compliance within fourteen (14) days or the Conditional Use Permit shall be terminated, and system removed from the property.
 - (f) The owner and operator shall give the County written notice of any change in ownership, operator, or Power Purchase Agreement within thirty (30) days.

Sec. 16-410 Additional Conditions

- (a) In approving a conditional use permit, the Board of Supervisors may consider conditions that require:
 1. Dedication of real property of substantial value; or
 2. Substantial cash payments for or construction of substantial public improvements, the need for which is not generated solely by the granting of a conditional use permit, so long as such conditions are reasonably related to the project.
- (b) The Board may include other reasonable conditions as permitted by state law and as otherwise provided for in this Article.
- (c) Once a condition is granted, it shall continue in effect until a subsequent amendment changes the zoning on the property for which conditions were granted. However, such conditions shall continue if the subsequent amendment is part of a comprehensive implementation of a new or substantially revised zoning ordinance.

Adopted this _____ day of _____, 2021.

Susan Seward, Chairman of the Board of Supervisors

Attest:

_____ Shilton Ricks-Butts, Clerk

Approved as to Form:

_____ Jeff Gore County Attorney

An Ordinance to Amend and Reenact the Following Sections of the Sussex County Code, Appendix B, Zoning: Article I, Section 16-1 Definitions and Article XXIII, Solar and Battery Facilities, Supplementary Use Regulations.

WHEREAS, the Board of Supervisors of Sussex County, Virginia, has the legislative authority to make reasonable changes to the ordinances that govern the orderly growth and development of Sussex County; and

WHEREAS, the Sussex County Board of Supervisors is also concerned about the compatibility of uses on public and private lands within Sussex County and seeks to allow flexibility in the administration of the ordinance regulations while protecting the health, safety, and general welfare of present and future residents and businesses of the County.

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors that Appendix B, Zoning, Article I, Section 16-1 Definitions be amended and reenacted to add the following definitions:

Sec. 16-1 Definitions (add these definitions)

2232 review means the review required by the Code of Virginia (section 15.2-2232) for features not shown on the adopted master plan, including public utility facilities.

Acreage coverage means the total acres covered by PV pods, buildings, inverters, a substation, battery storage, ancillary equipment, and fencing around these items but excluding wildlife corridors, mandated setbacks, wetlands, and other avoided natural or cultural features outside of security fencing on the project site.

Applicant means the person or entity who submits an application to the locality for a permit under this ordinance.

Battery storage facility means a type of energy storage power station that uses a group of batteries to store electrical energy as a source of power on electrical grids.

Battery energy storage facilities (battery facilities) means one or more battery cells for storing electrical energy stored in a Battery Energy Storage System (“BESS”) with a Battery Management System (“BMS”). Facilities are generally used to supplement grid storage capacity. Battery facilities may be permitted as:

- an accessory use to utility-scale solar facilities, other energy generation facilities, or substations; or
- a primary use on a parcel contiguous to utility-scale solar facilities, other energy generation facilities, and substations.

Brownfield means former industrial or commercial sites typically containing low levels of environmental pollution such as hazardous waste or industrial byproducts.

Decommissioning and reclamation plan means a plan to disconnect, remove, and properly dispose of equipment, facilities, or devices and reclaim the site.

Disturbance zone means the area within the site directly impacted by construction and operation of the facility.

Electric power plant means a facility designed and operated for the generation and distribution of electricity for the primary purpose of selling electricity generated to the electric power grid, including facilities which use fossil fuels, solar energy, hydroelectric energy, geothermal energy, biomass energy or wind energy as a resource. This definition does not apply to on-site generation equipment when such use is an accessory use.

Integrated PV means photovoltaics incorporated into building materials, such as shingles.

Operator means the person responsible for the overall operation and management of a facility.

Owner means the person who owns all or a portion of a facility.

Photovoltaic or "PV" means materials and devices that absorb sunlight and convert it directly into electricity.

PV pod means contiguous rows of solar panels or other photovoltaic materials/devices, including the space between rows, fenced together in a group. A solar facility is typically comprised of multiple pods.

Rated capacity means the maximum capacity of a solar facility based on the sum total of each photovoltaic system's nameplate capacity.

Reclamation means the employment, during and after an operation, of procedures reasonably designed to minimize as much as practicable the disruption from an operation and provide for the establishment of plant cover, stabilization of soil, protection of water resources, or other measures appropriate to the subsequent beneficial use of the affected lands. Reclamation shall comply with all State and Federal regulations related to air quality, water quality and water law, and stormwater.

Site means the entire area containing a facility.

Siting agreement means an agreement entered into between the Applicant and the County as defined in the Code of Virginia (section 15.2-2316).

Solar energy generating facilities (solar facilities) means photovoltaic devices, inverters, a substation, ancillary equipment, buildings, security fencing, access roads, setbacks and screening on the site.

Solar facility, community means a facility that generates electricity from sunlight that was not constructed by an investor-owned utility that will be part of an investor-owned utility's community solar pilot program. A community solar facility does not exceed two megawatts (2 MW) alternating current. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

Solar facility, floating means a floating facility that generates electricity from sunlight. This facility type is a subset of either small-scale, medium-scale, or utility-scale solar facility.

Solar facility, medium-scale means a ground mounted facility that generates electricity from sunlight on a facility area between one to ten acres or having a rated capacity of between 250 kW to one megawatt (MW) alternating current (excluding Solar facility, multi-family shared). Facilities are generally used to reduce onsite consumption of utility power for agricultural, commercial, and industrial applications.

Solar facility, multi-family shared means a ground-mounted facility that generates electricity from sunlight that was not constructed by an investor-owned utility and that will be part of an investor-owned utility's multi-family shared solar pilot program. A multi-family shared solar facility does not exceed three megawatts (3 MW) alternating current at any single location or that does not exceed five megawatts (5 MW) alternating current at contiguous locations owned by the same entity or affiliated entities, serves at least three subscribers, is connected to the electric distribution grid, and is located on a parcel of land on the premises of the multi-family utility customer or adjacent thereto.

Solar facility, power purchase agreement (PPA) means a facility that generates electricity from sunlight that was not constructed by an investor-owned utility and that will be part of an investor-owned utility's power purchase agreement solar pilot program. A facility has capacity of no less than 50 kilowatts and no more than three megawatts (3 MW) alternating current. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

Solar facility, rooftop means a rooftop PV or integrated PV facility that generates electricity from sunlight as an accessory use.

Solar facility, shared means a facility that generates electricity from sunlight that was not constructed by an investor-owned utility that will be part of an investor-owned utility's shared solar pilot program. A shared solar facility does not exceed five megawatts (5 MW) alternating current, serves at least three subscribers, has at least 40 percent of its capacity subscribed by customers with subscriptions of 25 kilowatts or less, is connected to the electric distribution grid serving the public, and is located on a single parcel. This facility type is a subset of either rooftop, small-scale, medium-scale, or utility-scale solar facility.

Solar facility, small-scale means a ground-mounted facility that generates electricity from sunlight on a facility area of less than one acre or having a rated capacity of less than 250 kW alternating current (excluding Solar facility, multi-family shared). Facilities are generally used to reduce onsite consumption of utility power for residential, agricultural, commercial, and industrial applications.

Solar facility, utility-scale means a ground-mounted facility that generates electricity from sunlight on a facility area of more than ten acres. This size is approximately equivalent to a rated capacity of about one megawatt (MW) alternating current or greater (excluding Solar facility, multi-family shared). Facilities are generally used to provide electricity to a utility provider. These facilities typically include inverters, a substation, a switchyard, and a generator lead line (gen-tie line) to interconnect to a grid transmission line.

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors that Appendix B, Zoning, Article XXIII, Solar and Battery Facilities be amended and reenacted as follows:

Sec. 16-401 Statement of intent

The purpose of this section is to establish requirements for construction and operation of solar and battery facilities and to provide standards for the placement, design, construction, monitoring, modification, and removal of solar facilities; address public safety, minimize impacts on scenic, natural, and historic resources; and provide adequate financial assurance for decommissioning.

Sec. 16-402 Applicability

This article shall apply to all solar and battery facilities constructed after the effective date of this article, including any physical modifications to any existing solar facilities that materially alter the type, configuration, or size of such facilities or other equipment.

Sec. 16-403 Zoning districts

- (a) Rooftop and small-scale solar facilities may be installed by-right in all zoning districts as an accessory use to provide electricity to individual structures; provided a site plan (as applicable) has been submitted to the zoning administrator for review and approval; all Federal, State, and Local regulations have been followed; and the system is located upon the property or structure being served. Rooftop facilities on commercial or industrial buildings shall also submit an engineering study to the Building Official Office for review and approval.
- (b) Medium-scale solar facilities may be installed by-right as an accessory use in the Industrial Districts to provide electricity for use on-site for commercial and industrial applications; provided a site plan has been submitted to the zoning administrator for review and approval; all Federal, State and Local regulations have been followed; the system is located on the property or structure to be served; and the system is in accord with the underlying zoning requirements of the districts.
- (c) Solar facilities shall be permitted in zoning districts as follows:

Solar Facility	General Agricultural, A-1	Limited Industrial, I-1	General Industrial, I-2	Residential Multi-Family, R-1
<i>Multi-family shared</i>	CUP	CUP	CUP	CUP
<i>Medium-scale</i>	CUP	By-right	By-right	-
<i>Utility-scale</i>	CUP	CUP	CUP	-

- (d) Battery facilities shall be subject to a Conditional Use Permit and permitted as follows:
 1. An accessory use to utility-scale solar facilities, other energy generation facilities, or substations; or
 2. A primary use on a parcel contiguous to utility-scale solar facilities, other energy generation facilities, and substations.

Battery Facility	General Agricultural, A-1	Limited Industrial, I-1	General Industrial, I-2	Residential Multi-Family, R-1
<i>Primary use</i>	CUP	CUP	CUP	-
<i>Accessory use</i>	CUP	CUP	CUP	CUP

- (e) Solar facilities should locate on brownfields, County-owned capped landfills, or near existing industrial uses, where feasible.

Sec. 16-404 Conditional Use Permit process

- (a) Pre-application meeting. A pre-application meeting shall be held with the zoning administrator to discuss the location, scale, and nature of the proposed use, what will be expected during that process, and the potential for a siting agreement.
- (b) Neighborhood meeting. A public meeting shall be held prior to the public hearing with the Planning Commission to give the community an opportunity to hear from the applicant and ask questions regarding the proposed project.
 - 1. The applicant shall inform the Zoning Administrator's Office and adjacent property owners in writing of the date, time, and location of the meeting at least seven but no more than 14 days in advance of the meeting date.
 - 2. The date, time, and location of the meeting shall be advertised in the County's newspaper of record by the applicant at least seven but no more than 14 days in advance of the meeting date.
 - 3. The meeting shall be held within the County at a location open to the general public with adequate parking and seating facilities which may accommodate persons with disabilities.
 - 4. The meeting shall give members of the public the opportunity to review application materials, ask questions of the applicant, and provide feedback.
 - 5. The applicant shall provide to the Zoning Administrator a summary of any input received from members of the public at the meeting.
- (c) Submittal of the permit application and fees.
 - 1. There is a combined application for the 2232 review and CUP permit.
 - 2. There are separate fees for the 2232 review and CUP permit.
- 1. (d). 2232 review. The *Code of Virginia* §15.2-2232 requires a review of public utility facility proposals by the Planning Commission to determine if their general or approximate location, character, and extent are substantially in accord with the Comprehensive Plan or part thereof.
 - 2. 1. The Planning Commission must determine, at a public meeting, whether the project is in substantial accord with the Comprehensive Plan. Failure of the Planning Commission to act within 60 days of submission, unless the time is extended by the Board of Supervisors, shall be deemed approval.
 - 3. a. If the Planning Commission approves the 2232 review, the project shall be recommended for a public hearing for the CUP permit. b.
 - 4. If the Planning Commission does not approve the 2232 review, the applicant may appeal the decision to the Board of Supervisors within 10 days after the decision of the Planning Commission. The appeal shall be by written petition to the Board of Supervisors setting forth the reasons for the appeal. The appeal shall be heard and determined within 60 days from its filing unless the time is extended by the applicant. A majority vote of the Board of Supervisors shall overrule the Planning Commission.
 - 2. If the Board of Supervisors agree to negotiate a Siting Agreement in accordance with Code of Virginia § 15.2-2316.8, the 2232 review process may be delayed until negotiations are complete. If the siting agreement is approved, it fulfills the requirement for a 2232 review.
- 3. Consideration of the Conditional Use Permit by the Planning Commission. The Planning Commission must consider the Conditional Use Permit application at a public hearing. The Planning Commission has three options:
 - 1. Recommend approval of the application to the Board of Supervisors to include recommendation conditions, if applicable.
 - 2. Recommend denial of the application to the Board of Supervisors with written reasons for its decision.

3. Defer the application for further discussion and consideration.
4. Consideration of the Conditional Use Permit by the Board of Supervisors. The Board of Supervisors must consider the Conditional Use Permit application at a public hearing. The Board of Supervisors has three options:
 1. Approve the application to include recommended conditions, if applicable.
 2. Deny the application with written reasons for its decision.
 3. Defer the application for further discussion and consideration.
5. Siting agreement. The process may also include negotiating a Siting Agreement in accordance with Code of Virginia § 15.2-2316.8. The Board of Supervisors must consider the Siting Agreement at a public hearing. An approved siting agreement fulfills the requirement for a 2232 review (§ 15.2-2232).

Sec. 16-405 Conditional Use Permit application

- (a) Application packet including:
 1. Completed County application form and checklist.
 2. Documents demonstrating the ownership of the subject parcel(s).
 3. Proof that the applicant has authorization to act upon the owner's behalf.
 4. Identification of the intended utility company who will interconnect to the facility.
 5. List of all adjacent property owners, their tax map numbers, and addresses.
 6. A description of the current use and physical characteristics of the subject parcels.
 7. A description of the existing uses of nearby properties.
 8. A narrative identifying the applicant, owner, or operator, and describing the proposed solar facility project, including an overview of the project and its location, approximate rated capacity of the solar facility project, the approximate number of panels, representative types, expected footprint of solar equipment to be constructed, and type and location of interconnection to electrical grid.
 9. Aerial imagery which shows the proposed location of the solar facility, fenced area, driveways, and interconnection to electrical grid with the closest distance to all adjacent property lines and dwellings along with main points of ingress/egress.
 10. Payment of the application fee and any additional review costs, advertising, or other required staff time.
- (b) Concept plan. A concept plan prepared by an engineer with a professional engineering license in the Commonwealth of Virginia, that shall include the following:
 1. Project title information including tax parcel number, zoning, owner names, address, and phone numbers.
 2. Neighboring property information including tax parcel number, zoning, and owner names.
 3. Existing wetlands, waterways, and floodplains.
 4. Locations and types of soils on site.
 5. Areas of steep slopes.
 6. Existing and proposed buildings and structures including preliminary locations of the proposed solar panels and related equipment.
 7. Existing and proposed points of ingress/egress including access roads, drives, turnout locations, and parking.
 8. Location of substations, electrical cabling from the solar facility systems to the substations,

- ancillary equipment, buildings, and structures including those within any applicable setback.
9. Fencing or other methods of ensuring public safety.
 10. 10. Locations of topsoil to be removed and preserved.
 11. 11. Locations of stormwater drainage and erosion and sediment control features.
 12. 12. Setbacks
 13. 13. The location and nature of proposed buffers and screening elements, including vegetative and constructed buffers.
- (c) An estimated construction schedule.
- (d) Environmental inventory and impact statement regarding any site and viewshed impacts, including direct and indirect impacts to national and state forests, national or state parks, wildlife management areas, conservation easements, recreational areas, or any known historic or cultural resources within three (3) miles of the proposed project using information provided by the Virginia Department of Environmental Quality (DEQ), the Virginia Department of Conservation (DCR), Virginia Department of Wildlife Resources (DWR), Virginia Department of Historic Resources (DHR), and/or a report prepared by a qualified third party, such as ConserveVirginia or Virginia Cultural Resource Information System.
- (e) A visual impact analysis demonstrating project siting and proposed mitigation, if necessary, so that the solar facility minimizes impact on the visual character of the County.
1. The applicant shall provide accurate, to scale, photographic simulations showing the relationship of the solar facility and its associated amenities and development to its surroundings. The photographic simulations shall show such views of solar structures from locations such as property lines and roadways, as deemed necessary by the County in order to assess the visual impact of the solar facility.
 2. The total number of simulations and the perspectives from which they are prepared shall be established by the zoning administrator after the pre-application meeting.
- (f) Solar facility inventory. An inventory of all solar facilities – existing or proposed – within a four (4) mile radius.
- (g) Draft traffic study. The study shall include modelling the construction and decommissioning processes. County staff will review the study in cooperation with VDOT.
- (h) Draft landscaping plan. The plan shall indicate:
1. All ground cover, screening and buffering materials, landscaping, and elevations.
 - a. Ground cover shall be native vegetation where compatible with site conditions.
 - b. Screening vegetation shall include pollinator plants where compatible with site conditions.
 - c. Only EPA approved herbicides shall be used for vegetative and weed control at the solar energy 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.

2. Locations of wildlife corridors.
 3. Maintenance requirements.
- (i) Draft decommissioning and reclamation plan. A detailed decommissioning and reclamation plan, certified by an engineer, which shall include the following:
1. The anticipated life of the project. The applicant shall provide the basis for determining the anticipated life of the project.
 2. The estimated decommissioning and reclamation cost in current dollars. The applicant shall provide a cost estimate for the decommissioning and reclamation of the facility prepared by a professional engineer or contractor who has expertise in the removal of solar facilities. The decommissioning and reclamation cost estimate shall explicitly detail the cost without any reduction for salvage value.
 3. The method of ensuring that funds will be available for decommissioning and reclamation. A proposed method of providing appropriate escrow, surety, or security for the cost of the decommissioning and reclamation plan. The surety shall be updated when the decommissioning and reclamation cost estimate is updated. The estimated cost of decommissioning shall be guaranteed by the deposit of funds in an amount equal to the estimated cost in an escrow account at a federally insured financial institution approved by the County unless otherwise provided for in subsection d below.
 - a. The applicant shall deposit the required amount into the approved escrow account before any building permit is issued to allow construction of the solar facility.
 - b. The escrow account agreement shall prohibit the release of the escrow funds without the written consent of the County. The County shall consent to the release of the escrow funds upon on the owner's or occupant's compliance with the approved decommissioning and reclamation plan. The County may approve the partial release of escrow funds as portions of the approved decommissioning plan are performed.
 - c. The amount of funds required to be deposited in the escrow account shall be the full amount of the estimated decommissioning and reclamation cost.
 - d. The County may approve alternative methods to secure the availability of funds to pay for the decommissioning and reclamation of a solar facility, such as a performance bond, letter of credit, or other security approved by the County.
 4. The method that the estimated cost will be kept current. The decommissioning and reclamation cost estimate shall include a mechanism for calculating increased removal costs due to inflation. This cost estimate shall be recalculated every five (5) years and the surety shall be updated accordingly. If the recalculated estimated cost exceeds the original estimated cost by ten percent (10%), then the owner or occupant shall deposit additional funds into the escrow account to meet the new cost estimate. If the recalculated estimated cost is less than ninety percent (90%) of the original estimated cost, then the County may approve reducing the amount of the escrow account to the recalculated estimate of cost.
 5. The manner in which the site will be decommissioned and reclaimed. This will include:
 - a. Notice to the Zoning Administrator by certified mail and in person of the proposed date of discontinued operations and plans for removal.
 - b. A traffic study submitted with application modelling the decommissioning processes. County staff will review the study in cooperation with VDOT.

- c. An estimated deconstruction schedule.
 - d. Removal of all solar electric systems, buildings, cabling, electrical components, security barriers, roads, foundations, pilings, and any other associated facilities, so that any agricultural ground upon which the facility and/or system was located is again tillable and suitable for agricultural or forestall uses.
 - e. The site shall be graded and re-seeded or replanted within 12 months of removal of solar facilities to restore it to as natural a pre-development condition as possible. Re-grading and re-seeding or replanting shall be initiated within a six-month period of removal of equipment. Any exception to site restoration, such as leaving access roads in place or re-seeded or replanted must be requested by the landowner in writing, and this request must be approved by the Board of Supervisors.
 - f. Hazardous material from the property shall be disposed of in accordance with federal and state law.
- (j) Additional information may be required as determined by the Zoning Administrator, such as a scaled elevation view of the property and other supporting drawings, photographs of the proposed site, photo or other realistic simulations or modeling of the proposed project from potentially sensitive locations as deemed necessary by the Zoning Administrator to assess the visual impact of the project, landscaping plan, coverage map, and additional information that may be necessary for a technical review of the proposal.

Sec. 16-406 Minimum development and performance standards

- (a) A utility-scale solar facility shall be constructed, operated, and maintained in substantial compliance with the approved concept plan with allowances for changes required by the Virginia Department of Environmental Quality (DEQ) Permit by Rule (PBR) or State Corporation Commission (SCC) permit process.
- (b) Location standards for utility-scale solar facilities. The location standards stated below for utility-scale solar facilities are intended to mitigate the adverse effects of such uses on adjoining property owners, the area, and the County.
 - 1. The minimum area of a utility-scale solar facility shall be more than 100 acres.
 - 2. The equipment, improvements, structures, and percent of acreage coverage of a utility-scale solar facility shall be shown on the approved concept plan and site plan. The percent of acreage coverage shall not exceed 65%.
- (c) Height.
 - 1. The maximum height of the lowest edge of photovoltaic panels shall be 10 feet as measured from the finished grade. The maximum height of the highest edge of photovoltaic panels shall not exceed 15 feet as measured from the finished grade.
 - 2. The maximum height of other facility structures shall not exceed 15 feet. This limit shall not apply to utility poles or the interconnection to the overhead electric utility grid.
 - 3. The Board of Supervisors may approve a greater height based upon the demonstration of a significant need where the impacts of increased height are mitigated.
- (d) Setbacks. Solar facilities shall meet all setback requirements for primary structures for the zoning district in which the facility is located and the requirements set forth below (the more restrictive requirements shall apply).

1. The minimum setback of structures and uses associated with the facility, including fencing, PV panels, parking areas, and outdoor storage, but not including landscaping and berming, shall be:
 - a. 150 feet from adjacent property lines.
 - b. 150 feet from all public rights-of-way.
 - c. 300 feet from a dwelling.
2. The Planning Commission or Board of Supervisors may require increased setbacks up to 400 feet in situations where the height of structures or the topography affects the visual impact of the facility.
3. These setback requirements shall not apply to internal property lines of those parcels on which a solar facility is located.
4. Access, erosion and stormwater structures, and interconnection to the electrical grid may be made through setback areas provided that such are generally perpendicular to the property line.
5. Vehicular access to the site shall be a minimum of 50 feet from the nearest dwelling located on adjacent property.

(e) Buffer. The buffer shall be located within the setbacks required under this Section and shall run around the entire perimeter of the property. The buffer shall be maintained for the life of the facility.

Screening. (f) Screening. The facilities, including security fencing that is not ornamental, shall be screened from the ground-level view of adjacent properties or a public street in the buffer zone. Screening may also be required in other locations to screen specific uses or structures. A recommendation that the screening and/or buffer creation requirements be waived or altered may be made by the Planning Commission when the applicant proposes to use existing wetlands or woodlands to satisfy the screening requirement. The wetlands or woodlands shall be permanently protected as a designated buffer and the overall buffer shall measure at least 150 feet. Screening methods may include:

1. Existing Screening: Existing vegetation, topography, buildings, open space, or other elements located on the site may be considered as part of the required screening. Existing trees and vegetation may be retained within the buffer area except where dead, diseased, or as necessary for development or to promote healthy growth.
2. Vegetative Screening: In the event existing vegetation or landforms providing the screening are inadequate or disturbed, new plantings shall be provided in a landscaped strip at least 50 feet wide. Landscaping intended for screening shall consist of a combination of non-invasive species, pollinator species, and native plants, shrubs, trees, grasses, forbs, and wildflowers. Trees intended for screening shall consist of a combination of evergreen and deciduous trees that are 5-6 ft. in height at time of planting. A triple row of trees shall be placed on average at 15 ft. on center. A list of appropriate plant materials shall be available at the Planning Office.

Species listed on DCR's Invasive Plant Species list shall not be used.

3. **Berming:** Berms shall generally be constructed with a 3:1 side slope to rise ratio, 4-6 ft. above the adjacent grade, with a 3 ft. wide top with appropriate pollinator-friendly native plants, shrubs, trees, forbs, and wildflowers. The outside edges of the berm shall be sculpted such that there are vertical and horizontal undulations to give variations in appearance. When completed, the berm should not have a uniform appearance like a dike.
4. **Opaque Architectural Fencing.** Fencing intended for screening shall be at least 75 percent visually solid as viewed on any line perpendicular to the fence from adjacent property or a public street. Such fencing may be used in combination with other screening methods but shall not be the primary method. A typical example is the use of wood privacy fencing and landscaping to screen structures such as substations. Depending on the location, ornamental features may be required on the fence. Fencing material shall not include plastic slats.
 - (e) **Security Fence.** The facilities shall be enclosed by security fencing not less than six (6) feet in height and topped with barbed wire, as appropriate. A performance bond reflecting the costs of anticipated fence maintenance shall be posted and maintained. Failure to maintain the security fencing shall result in revocation of the CUP and the facility's decommissioning.
 - (f) **Ground cover on the site shall be native vegetation and maintained in accordance with the landscaping plan in accordance with established performance measures. A performance bond reflecting the costs of anticipated maintenance shall be posted and maintained. Failure to maintain the ground cover shall result in revocation of the CUP and the facility's decommissioning. 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 identify access corridor(s) for wildlife to navigate through and across the Solar Facility. The proposed wildlife corridor(s) shall be shown on the site plan submitted to the County. Areas between fencing shall be kept open to allow for the movement of migratory animals and other wildlife.**
 - (h) **The design of support buildings and related structures shall use materials, colors, textures, screening, and landscaping that will blend the facilities to the natural setting and surrounding structures.**
 - (i) **The owner or operator shall maintain the solar facility in good condition. Such maintenance shall include, but not be limited to, painting, structural integrity of the equipment and structures, as applicable, and maintenance of the buffer areas and landscaping. Site access shall be maintained to a level acceptable to the County. The project owner shall be responsible for the cost of maintaining the solar facility and access roads, and the cost of repairing damage to private roads occurring as a result of construction and operation.**
 - (j) **Inspections.**
 1. **The Applicant will allow designated County representatives or employees access to the facility for inspection purposes with 24-hour notice.**
 2. **The Applicant shall reimburse the County its costs in obtaining an independent third-party to conduct inspections required by local and state laws and regulations.**
 - (k) **A utility-scale solar facility shall be designed and maintained in compliance with standards contained in applicable local, state, and federal building codes and regulations that were in**

force at the time of the permit approval.

- (l) The applicant shall provide proof of adequate liability insurance for a solar facility prior to beginning construction and before the issuance of a zoning or building permit to the zoning administrator.
- (m) Lighting fixtures as approved by the County shall be the minimum necessary for safety and/or security purposes to protect the night sky by facing downward and to minimize off-site glare. No facility shall produce glare that would constitute a nuisance to the public. Any exceptions shall be enumerated on the Concept Plan and approved by the zoning administrator.
- (n) No signage of any type may be placed on the facility other than notices, warnings, and identification information required by law.
- (o) At all times, the solar facility shall comply with the County's noise ordinance.
- (p) Coordination of local emergency services. Applicants for new solar facilities shall coordinate with the County's emergency services staff to provide materials, education and/or training to the departments serving the property with emergency services in how to safely respond to on-site emergencies.
- (q) Decommissioning
 1. Solar facilities which have reached the end of their useful life or have not been in active and continuous service for a period of six (6) months shall be removed at the owner's or operator's expense, except if the project is being repowered or a force majeure event has or is occurring requiring longer repairs; however, the County may require evidentiary support that a longer repair period is necessary.
 2. The owner or operator shall notify the zoning administrator by certified mail and in person of the proposed date of discontinued operations and plans for removal.
 3. Decommissioning shall include removal of all solar electric systems, buildings, cabling, electrical components, security barriers, roads, foundations, pilings, and any other associated facilities, so that any agricultural ground upon which the facility and/or system was located is again tillable and suitable for agricultural or forestall uses. The site shall be graded and re-seeded to restore it to as natural a pre-development condition as possible or replanted with pine seedlings to stimulate pre-timber pre-development conditions as indicated on the Concept Plan. Any exception to site restoration, such as leaving access roads in place or seeding instead of planting seedlings must be requested by the landowner in writing, and this request must be approved by the Board of Supervisors.
 4. The site shall be re-graded and re-seeded or replanted within 12 months of removal of solar facilities. Re-grading and re-seeding or replanting shall be initiated within a six-month period of removal of equipment.
 5. Decommissioning and reclamation shall be performed in compliance with the approved

decommissioning and reclamation plan. The Board of Supervisors may approve any appropriate amendments to or modifications of the decommissioning plan.

6. Hazardous material from the property shall be disposed of in accordance with federal and state law.
 7. If the owner or operator of the solar facility fails to remove the installation in accordance with the requirements of this permit or within the proposed date of decommissioning, the County may collect the surety and the County or hired third party may enter the property to physically remove the installation.
- (r) Any other condition added by the Planning Commission or Board of Supervisors as part of a CUP approval.

Sec. 16-407 Special provisions for battery facilities.

In addition to the above general provisions, application requirements, and development and performance standards, the following additional requirements shall be met for the approval of a Battery Energy Storage Facility:

- (a) Battery Energy Storage Facilities shall be constructed, maintained, and operated in accordance with national industry standards and regulations including the most current adopted edition of the National Electrical Code, International Fire Code of the International Code Council, and the National Fire Protection Association Fire Code. The batteries will be NFPA (National Fire Protection Agency) compliant. 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.
- (b) Battery cells shall be placed in a Battery Energy Storage System (“BESS”) with a Battery Management System (“BMS”). The BESS shall provide a secondary layer of physical containment to the batteries and be equipped with cooling, ventilation, and fire suppression systems. Each individual battery shall have 24/7 automated fire detection and extinguishing technology built in. The BMS shall 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.
- (c) The Battery Energy Storage System will be placed on an appropriate foundation and screened with vegetation outside of environmentally sensitive areas.
- (d) Access to all batteries and electrical switchgear shall be from the exterior for normal operation and maintenance. Access to the container interior shall not be permitted while the system is in operation except for safety personnel and first responders.
- (e) Qualifications and experience from selected developers and integrators shall be provided including disclosure of fires or other hazards at facilities.

- (f) Safety testing and failure modes analysis data from selected developers and manufacturers shall be provided.
- (g) The latest applicable product certifications shall be provided.
- (h) The Solar Facility operator or owner shall be responsible for any environmental remediation required by the county or the state and the costs of such remediation. All remediation shall be completed in a timely manner.
- (i) Battery storage shall be developed in collaboration with technical experts and first responders to utilize technology-appropriate best practices for safe energy storage systems including, but not limited to, the following:
 - 1. Adequate access/egress for the first responders;
 - 2. Adequate facility signage (on battery chemistry and person to contact);
 - 3. Accessible Safety Data Sheets;
 - 4. System-specific emergency response plans;
 - 5. Training for first responders on the type of system, potential hazards and risks, and system-specific emergency response plans;
 - 6. Adequate water sources and fire suppression appliances for the fire fighters if required in the emergency response plans;
 - 7. Signage on Hazardous Materials present in the vicinity;
 - 8. Emergency lighting;
 - 9. Separate battery modules to make it easier to isolate a failed battery from the rest;
 - 10. Sufficient disconnect and shutdown capability including a master kill switch to disable and discharge batteries;
 - 11. System-appropriate sensors and alarms;
 - 12. Air ventilation and fire suppression systems;
 - 13. Drainage for water runoff; and
 - 14. Other practices as recommended by experts or local first responders.
- (j) The Solar Facility operator or owner shall conduct regular on-site inspections of the battery units and submit a written report to the Zoning Administrator on their condition, at least once every six (6) months. The Solar Facility operator or owner shall conduct monthly inspections electronically of the battery units and submit a written report to the Zoning Administrator.

Sec. 16-408 Special provisions for substations.

In addition to the above general provisions, application requirements, and development and performance standards, the following additional requirements shall be met for the approval of a substation:

- (a) **Siting.** Substations located within the Solar Facility shall be sited in accordance with these regulations.
- (b) **Term and Special Permits.** Substations included as part of the Solar Facility shall have the

same term as the Solar Facility. However, Substations may have a life longer than that of the larger Solar Facility, and, alternatively, may individually and not as part of a Solar Facility receive a Conditional Use Permit in accordance with these regulations.

Sec. 16-409 Conditions

- (a) The Board of Supervisors may consider conditions addressing a proposed solar and/or battery facility, including, but not limited to, the following:
 - 1. A solar facility shall be constructed, maintained, and operated in substantial compliance with:
 - i. The development standards under this article.
 - ii. The approved concept plan.
 - iii. Any other conditions imposed pursuant to a Conditional Use Permit.

- (b) 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 Solar Facility prior to the issuance of a building permit:
 - 1. *Construction Management Plan.* The Applicant shall prepare a “Construction Management Plan” for each applicable site plan for the Solar Facility, 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):
 - a. Lane closures
 - b. Signage
 - c. 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 of Solar Facilities on the Project Site.
 - iv. Lighting. During construction of the Solar Facility, 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 solar energy 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 solar energy 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.

2. *Construction Mitigation Plan.* The Applicant shall prepare a "Construction Mitigation Plan" for each applicable site plan for the Solar Facility, 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. Damage to public roads related to construction activities shall be repaired as soon as possible and not postponed until construction completion. The Applicant shall provide written notice to the Zoning Administrator of the plans for making such repairs, including time within which repairs will be commenced and completed, within thirty (30) days of any written notice received from the Zoning Administrator.
 - i. Driving of posts shall be limited to 7:00 am to 6:00 pm, Monday through Saturday. Driving of posts shall be prohibited on state and federal holidays. The Applicant may request permission from the County Administrator to conduct post driving activity on Sunday, but such permission will be granted or denied at the sole discretion of the County Administrator.
 - ii. Other construction activity on-site shall be permitted Monday through Sunday in accordance with the provisions of the County's Noise Ordinance.
 - iii. 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.
 - iv. Construction lighting shall be minimized and shall be directed downward.
3. *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. In addition to state and local requirements, the plan shall:
 - i. Clearly show existing and proposed contours; and
 - ii. Note the locations and amount of topsoil to be removed (if any) and the percent of the site to be graded.
4. *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 project for both construction and post construction as applicable and determined by the Zoning Administrator.
5. *Landscaping Plan.* The Applicant will submit a final landscaping plan for review and approval by the Zoning Administrator. The owner or operator shall construct, maintain, and operate the facility in compliance with the approved plan. A separate security shall be posted for the ongoing maintenance of the project's land cover and vegetative buffers in an amount deemed sufficient by the Zoning Administrator. Failure to maintain the landscaping in accordance with the plan may result in the issuance of a notice of violation by the Zoning Administrator. 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.
 - i. Ground cover shall be native vegetation where compatible with site conditions and, in all cases, shall be approved by the Zoning Administrator.

- ii. Screening vegetation shall include pollinator plants 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 solar energy 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.
6. *Decommissioning and Reclamation Plan.* The Applicant will submit a final decommissioning and reclamation plan in accordance with these regulations for review and approval by the Zoning Administrator.
 7. The Applicant shall reimburse the County its costs in obtaining independent third-party reviews as required by these conditions.
- (c) The design, installation, maintenance, and repair of the Solar Facility in accordance with the most current National Electrical Code (NFPA 70) available (2014 version or later as applicable).
 - (d) If the solar facility does not receive a building permit within eighteen (18) months of approval of the Conditional Use Permit, the Permit shall be terminated.
 - (e) If the solar facility is declared to be unsafe by the zoning administrator or building official, the facility must be in compliance within fourteen (14) days or the Conditional Use Permit shall be terminated, and system removed from the property.
 - (f) The owner and operator shall give the County written notice of any change in ownership, operator, or Power Purchase Agreement within thirty (30) days.

Sec. 16-410 Additional Conditions

- (a) In approving a conditional use permit, the Board of Supervisors may consider conditions that require:
 1. Dedication of real property of substantial value; or
 2. Substantial cash payments for or construction of substantial public improvements, the need for which is not generated solely by the granting of a conditional use permit, so long as such conditions are reasonably related to the project.
- (b) The Board may include other reasonable conditions as permitted by state law and as otherwise provided for in this Article.
- (c) Once a condition is granted, it shall continue in effect until a subsequent amendment changes the zoning on the property for which conditions were granted. However, such conditions shall continue if the subsequent amendment is part of a comprehensive implementation of a new or substantially revised zoning ordinance.

Adopted this _____ day of _____, 2021.

Susan Seward, Chairman of the Board of Supervisors

Attest:

_____ Shilton Ricks-Butts, Clerk

Approved as to Form:

_____ Jeff Gore County Attorney

BOARD ACTION FORM

Agenda Item: Appointments #5.01

Subject: Appointment to the Housing Oversight Board

Board Meeting Date: January 20, 2022

=====

Summary: Tanisha Green submitted her letter of resignation from the Housing Oversight Board. The purpose of the Board is to provide fair and equitable application oversight of the Pocahontas Community Improvement Grant, Phases I and II, and the Regional Urgent Needs Grant Program as required under the County’s contract with the funding agency, Virginia Department of Housing and Community Development. The criteria for Mrs. Green’s replacement is as follows:

- Active member of community, already have an existing relationship with many of the neighbors, and having been an active participant in organizing the neighborhood during the Planning Grant process. They should understand the intent of the program and be able to assist the County in communicating with project area residents to assure they fully understand the program.

Recommendation: Per the Board’s discussion.

Attachment: Resignation Letter

=====

ACTION: None

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

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

January 5, 2022

Sussex County
Housing Department
P.O. Box 1397
Sussex, Virginia 23884

To Whom It May Concern,

Please be advised that this letter is written to inform you of my decision to resign from my position on the Housing Oversight Board, effective January 10, 2022.

My other commitments have become too great for me to be able to fulfill the requirements of my position on the board, and I feel it is best for me to make room for someone with the time to devote to the job.

It has been a pleasure being a part of the Housing Oversight Board. I am grateful for all we have accomplished over the years, and I have no doubt that the board will continue to make even greater successes in the future.

If I can be of any assistance during the time it will take to fill the position, please don't hesitate to ask.

Best Regards,

Tanisha Green

Tanisha Green

BOARD ACTION FORM

Agenda Item: Appointments #5.02

Subject: Appointments to the Planning Commission

Board Meeting Date: January 20 2022

=====

Summary: The terms of Ms. Brenda Burgess, 205 West Main Street, and Mr. Roger King, Post Office Box 349, both of Waverly, Virginia 23890, are due to expire on the Planning Commission January 31, 2022. Staff has contacted Ms. Burgess and Mr. King. Ms. Burgess is unable to continue to serve. Mr. King is willing to serve, if reappointed.

Recommendation: That the Board reappoints Ms. Brenda Burgess, 205 West Main Street, and Mr. Roger King, Post Office Box 349, both of Waverly, Virginia 23890, to the Planning Commission with terms expiring January 31, 2026.

Attachments: Copies of Declining & Confirmation Letters

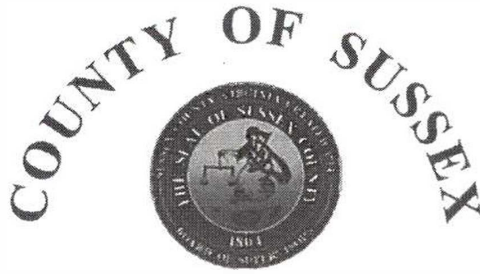
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ACTION: That the Board reappoints Mr. Roger King, Post Office Box 349, f Waverly, Virginia 23890, to the Planning Commission with terms expiring January 31, 2026, if it is desire of the Board;

Make an appointment to fill the vacancy for the Wakefield District, effective February 1, 2022, expiring January 31, 2026.

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

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



Board of Supervisors

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

Richard Douglas
County Administrator
rdouglas@sussexcountyva.gov

Post Office Box 1397
20135 Princeton Road
Sussex, Virginia 23884

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

January 12, 2022

Mr. Roger King
Post Office Box 349
Waverly, VA 23890

Re: Appointment to Planning Commission

Dear Mr. King:

Our records indicate that your appointment to the Planning Commission will expire January 31, 2022. So that we may have adequate documentation, this correspondence is being forwarded to you to ask whether or not you would like to be reappointed to the Industrial Development Authority.

Please complete the area below and return in the self-addressed, stamped envelope by January 7, 2022. Two (2) originals have been provided. You may retain one (1) original for your records.

Sincerely,

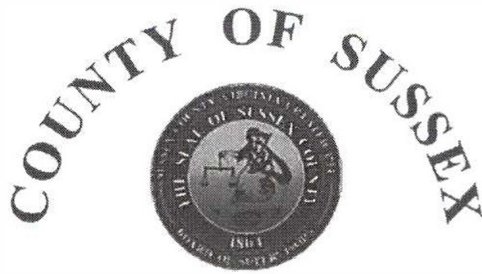
Shilton R. Butts
Assistant to the County Administrator/
Deputy Clerk to the Board

=====

I wish to be reappointed to the Planning Commission.

I do not wish to be reappointed to the Planning Commission.

Signature: Shilton R. Butts (via telephone) Date: 1/12/2022



Board of Supervisors

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

Richard Douglas
County Administrator
rdouglas@sussexcountvva.gov

Post Office Box 1397
20135 Princeton Road
Sussex, Virginia 23884

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

January 12, 2022

Ms. Brenda Burgess
205 East Main Street
Waverly, VA 23890

Re: Appointment to Planning Commission

Dear Ms. Burgess:

Our records indicate that your appointment to the Planning Commission will expire January 31, 2022. So that we may have adequate documentation, this correspondence is being forwarded to you to ask whether or not you would like to be reappointed to the Industrial Development Authority.

Please complete the area below and return in the self-addressed, stamped envelope by January 7, 2022. Two (2) originals have been provided. You may retain one (1) original for your records.

Sincerely,

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

_____ I wish to be reappointed to the Planning Commission.

X I do not wish to be reappointed to the Planning Commission.

Signature: Shilton R. Butts (via telephone) Date: 1/12/2022

SUSSEX COUNTY
PLANNING COMMISSION MEMBERS
(Updated May 2020)

J. Lafayette Edmond, Chair **(Courthouse)**
Waverly, Virginia 23890
Home: 804-834-2610
Mobile: 804-387-9330
Term expires: 6/30/23
jlebigfoot@gmail.com

Ms. Terry Massenburg, Vice-Chair **(Henry)**
Post Office Box 330
Stony Creek, VA 23882
Cell: 804-898-4283
Work: 434-246-2701
Term expires: 04/30/2024

Rudolph Shands **(Stony Creek)**
12267 Flowers Road
Stony Creek, VA 23882
Home: 434-246-2232
Term expires: 06/30/2022

Roger King **(Wakefield)**
Post Office Box 349
Waverly, VA 23890
Cell: 804-691-1989
Term expires: 01/31/2022

Mr. Frank Irvin, Executive Director
Executive Director
Sussex Service Authority
4385 Beefsteak Road
Waverly, Virginia 23890
Office: 804-834-8930
firving@ssa-va.org

Mr. Kevin Bracy **(Courthouse)**
18377 Courthouse Road
Yale, VA 23897
Home: 434-246-4720
Cell: 757-635-8685
Term expires: 01/31/23
bornajunker@hotmail.com

Mr. Dennis Mason **(Wakefield)**
407 East Main Street
Wakefield, VA 23888
Home: 757-899-8401
Cell: 757-647-9799
Term: 06/30/22

Brenda Burgess **(Waverly)**
205 East Main Street
Waverly, VA 23890
Home: 804-834-8881
Cell: 757-899-0083
Term: 01/31/22
bl721@aol.com

Mr. Andrew Mayes **(Waverly)**
328 Coppahaunk Avenue
Waverly, VA 23890
Home: 804-337-1858
Term: 01/31/23
amayes@commonwealthenvironmental.com

Robert Young, Jr. **(Stony Creek)**
Post Office Box 133
Stony Creek, Virginia 23882
Home: 434-246-4781
Work: 434-594-2492
Mobile: 804-896-3907
Term: 04/30/24

****Planning Commission meet the first Monday of each Month at 6:00 p.m. ****

BOARD ACTION FORM

Agenda Item: Appointments #5.03

Subject: Appointment of the Department of Social Services Advisory Board

Board Meeting Date: January 20 2022

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Summary: This item was tabled from previous Board of Supervisors regular meetings agenda.

The Board discussed contacting members of the former DSS Administrative Board in regards to their interest in serving on the Advisory Board. There was also the Board’s general consensus to have representation from each district. A list of names was also provided by Mr. Hagy, the Director of Social Services.

Three members—Stony Creek, Wakefield and Waverly Districts—were interested contingent upon further information provided.

Recommendation: none

Attachment: none

=====

ACTION:

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

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

BOARD ACTION FORM

Agenda Item: Appointments #5.04

Subject: Nominations for Appointments to the Board of Equalization

Board Meeting Date: January 20 2022

Summary: This item has been on previous Board agendas. County Administrator Douglas stated that there were a number of individuals interested to consider.

The four members currently serving on the Board of Equalization are: (1) Ms. Antoinette Jones, 13174 Shands Road, Stony Creek, Virginia 23882; (2) Mr. Dennis Mason, 407 East Main Street, Wakefield, VA 23888; (3) Ms. Carla Mayes, 28237 Petersburg Road, Waverly, VA 23890; and, (4) Mr. Jerry Parham, 33117 Sussex Drive, Waverly, VA 23890.

Appointments and qualifications are included in the Board packet.

Recommendation: That the Board recommends an individual(s) for nomination for appointment by the Circuit Court Judge to fill the vacancy and set the terms for the Board of Equalization.

Attachments: § 58.1-3374 Appointments and §58.1-3374 Qualifications of members; vacancies

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ACTION: That the Board recommends an individual(s) for nomination for appointment by the Circuit Court Judge to fill the vacancy and set the terms for the Board of Equalization.

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

Code of Virginia
Title 58.1. Taxation
Subtitle III. Local Taxes
Chapter 32. Real Property Tax
Article 14. Boards of Equalization

§ 58.1-3370. Appointment

A. The circuit court having jurisdiction within each city and each county other than those counties operating under § 58.1-3371 shall, in each tax year immediately following the year a general reassessment or annual or biennial assessment is conducted in such city or county, appoint for such city or county a board of equalization of real estate assessments, unless such county or city has a permanent board of equalization appointed according to law. In addition, at the request of the local governing body, the circuit court may appoint alternate members as provided in subsection B of § 58.1-3373, and the provisions of that subsection shall apply mutatis mutandis.

B. The term of any board of equalization appointed under the authority of this section shall expire one year after the effective date of the assessment for which it was appointed. However, if a taxpayer applies to the commissioner of the revenue or other official performing the duties imposed on commissioners of the revenue for relief from a real property tax assessment prior to the expiration of the board of equalization's term, and the term of the board of equalization expires prior to a final determination on such application for relief, and the taxpayer advises the circuit court that he wishes to appeal the determination to the board of equalization, then the circuit court may reappoint the board of equalization to hear and act on such appeal.

Code 1950, § 58-895; 1975, c. 575; 1979, c. 577; 1983, c. 304; 1984, cc. 273, 675; 1991, c. 240; 2014, c. 19; 2018, c. 604.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

§ 58.1-3374. Qualifications of members; vacancies

Except as provided in § 58.1-3371 or 58.1-3373, every board of equalization shall be composed of not less than three members nor more than five members or the number of local election districts in the locality, whichever is greater. In addition to such regular members, at the request of the local governing body, the circuit court for any locality shall appoint one alternate member in the case of a board with less than five members, and two alternate members in the case of a board with five or more members. The qualifications, terms and compensation of alternate members shall be the same as those of regular members. A regular member when he knows he will be absent from or will have to abstain from any proceeding at a meeting shall notify the chairman of the board of equalization at least 24 hours prior to the meeting of such fact. The chairman may select an alternate to serve in the absent or abstaining member's place and the records of the board shall so note. Such alternate member may vote on any proceeding in which a regular member is absent or abstains.

All members of every board of equalization, including alternate members, shall be residents, a majority of whom shall be freeholders, in the county or city for which they are to serve and shall be selected from the citizens of the county or city. Appointments to the board of equalization shall be broadly representative of the community. Thirty percent of the members of the board shall be commercial or residential real estate appraisers, other real estate professionals, builders, developers, or legal or financial professionals, and at least one such member shall sit in all cases involving commercial, industrial or multi-family residential property, unless waived by the taxpayer. No member of the board of assessors shall be eligible for appointment to the board of equalization for the same reassessment. In order to be eligible for appointment, each prospective member of such board shall attend and participate in the basic course of instruction given by the Department of Taxation under § 58.1-206. In addition, at least once in every four years of service on a board of equalization, each member of a board of equalization shall take continuing education instruction provided by the Tax Commissioner pursuant to § 58.1-206. Any vacancy occurring on any board of equalization shall be filled for the unexpired term by the authority making the original appointment.

On any board or panel thereof considering appeals of commercial or multi-family residential property in a locality with a population exceeding 100,000, 30 percent of the members of such board or panel shall be commercial or multi-family residential real estate appraisers who are licensed and certified by the Virginia Real Estate Appraiser Board to serve as general real estate appraisers, other commercial or multi-family real estate professionals or licensed commercial or multi-family real estate brokers, builders, developers, active or retired members of the Virginia State Bar, or other legal or financial professionals whose area of practice requires or required knowledge of the valuation of property, real estate transactions, building costs, accounting, finance, or statistics. For the purposes of this section, commercial or multi-family residential property shall be defined as any property that is either operated as or zoned for use as commercial, industrial or multi-family residential rental property.

Code 1950, § 58-899; 1979, c. 577; 1983, c. 304; 1984, c. 675; 1995, c. 24; 2003, c. 1036; 2009, c. 25; 2010, c. 552; 2011, c. 10; 2013, c. 197; 2016, c. 38.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

BOARD ACTION FORM

Agenda Item: Appointments #5.05

Subject: SSA Alternate At-Large Position

Board Meeting Date: January 20 2022

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Summary: This item has been on previous Board agendas. Staff was advised by Mr. Frank Irving, of Sussex Service Authority, that there was a vacancy for an unexpired term on the Sussex Service Authority for an alternate in the At-Large position.

The position is for any citizen who resides in Sussex County (prefer them to be in our service area, but not mandatory) and is not an elected official. The position is currently held by Sam Harrison but he has moved out of Sussex County and is no longer eligible. He will continue to serve until his replacement has been appointed.

This position will serve through December 2022 at which time they can be renewed for another four-year term.

Recommendation That Board makes an appointment to fill the unexpired term of the alternate in the At-Large position on the Sussex Service Authority Board, through expiring December 31, 2022 at which time a reappointment for a four-year term will need to be made.

Attachment: None

=====

ACTION: That Board makes an appointment to fill the unexpired term of the alternate in the At-Large position on the Sussex Service Authority Board, through expiring December 31, 2022 at which time a reappointment for a four-year term will need to be made.

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

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

BOARD ACTION FORM

Agenda Item: Action Items #6.01

Subject: Dell Computer Lease Agreement – Sheriff Giles

Board Meeting Date: January 20 2022

=====
Summary: Sheriff Giles has requested approval of a lease agreement with Dell Financial Services for the acquisition of 30 mobile data terminals (MDTs) for use in Deputy Sheriff vehicles. The total cost of \$93,750 would be split over three years (\$31,903.59 per year) and included in the Sheriff’s departmental budget. The County Attorney has reviewed the lease agreement.

Recommendation: Staff recommends approval of the attached lease agreement with Dell Financial Services for 30 MDTs at a total cost of \$93,750, or annual payment over three years of \$31,903.59.

Attachments: Lease agreement with Dell Financial Services for 30 MDTs

=====
REQUESTED ACTION:

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

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



Prepared For:

Sussex County
Sussex Courthouse

November 8, 2021

Thank you for giving Dell Financial Services L.L.C. ("DFS") the opportunity to provide a technology financing solution. Enclosed is a financing proposal for your new technology needs. We look forward to discussing this opportunity in further detail with you. If you have any questions, please contact me at the phone number or email address below.

Term	36
Option	FMV
Payments:	Annual
Consolidation:	Monthly
Payments Due:	Advance
Interim Rent:	None
	3
	Payments
	0.31480
	0.025705
	\$29,493.75
	\$2,409.84
	\$31,903.59

Dell Quote Number	Summary Product Description	Product Price	Quantity	Extended Price
3000103792292.1	Dell Lat 5420 Rugged	\$3,125.00	30	\$93,750.00
	Personal Property Management Fee			
	TOTAL			

Proposal Expiration Date:
December 8, 2021

PLEASE NOTE:

Personal Property Taxes (PPT) will apply to this lease.

Leasing and financing provided by Dell Financial Services L.L.C. or its affiliate or designee ("DFS") to qualified customers. Offers may not be available or may vary in certain countries. Where available, offers may be changed without notice and are subject to product availability, credit approval, execution of documentation provided by and acceptable to DFS, and may be subject to minimum transaction size. Offers not available for personal, family or household use. Dell and the Dell logo are trademarks of Dell Inc. Proposal is property of DFS, contains confidential information and shall not be duplicated or disclosed in whole or part. Proposal is not a firm offer of financing. Pricing and rates based upon the final amount, configuration and specification of the supplied equipment, software, services or fees. Prorata payment may be due in the first payment cycle. Proposal excludes additional costs to customer such as shipping, maintenance, filing fees, applicable taxes, insurance and similar items. Proposal valid through the expiration date shown above, or if none is specified, for 30 calendar days from date of presentation.

End of Term Options:
Fair Market Value (FMV) Lease:

- Exercise the option to purchase the products at the then fair market value.
- Return all products to lessor at the lessee's expense.
- Renew the lease on a month to month or fixed term basis.

Cheryl Aldridge
Inside Sales Account Management IV
Dell | Financial Services
office + 1 512 724 3411
cheryl_aldrige@dell.com



Prepared For:

Sussex County
Sussex Courthouse

November 8, 2021

Additional Information:

LEASE QUOTE: The Lease Quote is exclusive of shipping costs, maintenance fees, filing fees, licensing fees, property or use taxes, insurance premiums and similar items which shall be for Lessee's account. Lessee will pay payments and all other amounts without set-off, abatement or reduction for any reason whatsoever. Additionally, Lessee shall declare and pay all sales, use and personal property taxes to the appropriate taxing authorities. If you are sales tax exempt, please provide a copy of your Exemption Certificate with the Lease Contract. If Lessee provides the appropriate tax exemption certificates to DFS, sales and use taxes will not be collected by DFS. However, if your taxing authority assesses a **personal property tax** on leased equipment, and if DFS pays that tax under your lease structure, Lessee must reimburse DFS for that tax expense in connection with the Lessee's lease.

PURCHASE ORDER: The Purchase Order must be made out to Dell Financial Services L.L.C., One Dell Way, RR8-23, Round Rock, TX 78682. The Purchase Order will need to include the quote number, quantity and description of the equipment. Please be sure to indicate that the PO is for a lease order and shows the type of lease, the term length, and payment frequency. The date of the lease quote referenced should be included. Please be sure to include any applicable shipping costs as a line item and include your address as the SHIP TO destination.

INSURANCE: The risk of loss on the equipment is borne solely by the Lessee. Lessee shall be required to purchase and maintain during the Term (i) comprehensive public liability insurance naming Lessor as additional insured; and (ii) "all-risk" physical damage insurance in a minimum amount of the Purchase Price, naming DFS as first loss payee.

APPROPRIATION COVENANT: The Lease will contain an appropriation of funds clause. The Lessee will covenant that it shall do all things legally within its power to obtain and maintain funds from which the payments may be paid.

DOCUMENTATION: In addition to a duly executed Agreement, other documents as reasonably requested by DFS may be required* such as but not limited to, opinions of counsel, IRS tax exemption forms (if applicable), and audited financials.

PROPOSAL VALIDITY / APPROVALS: This is a proposal based upon market conditions and is valid for 30 days, is subject to final credit approval, review of the economics of the transaction, and execution of mutually acceptable documentation. Upon expiration, lease rates may be changed in the event that market rates change.

BOARD ACTION FORM

Agenda Item: Action Items #6.02

Subject: Request for Funds for Grocery Store Market Analysis

Board Meeting Date: January 20 2022

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Summary: Staff has been in discussion with Wakefield’s Great Valu Market ownership and the Town of Stony Creek about a potential expansion into the vacant grocery building in Stony Creek. The Great Valu Market is strongly interested in expanding to that location but is requesting that the County or Town fund a grocery field study/market analysis that would justify locating a store in Stony Creek. They have previously utilized and are recommending a consultant, ROIC Analytics, to complete the market analysis, at a cost up to \$9,000. The Town of Stony Creek has agreed to cover 25 percent of the study costs, approximately \$2,250, and is requesting assistance from the county to fund the balance of this analysis.

Recommendation: Staff recommends that up to \$6,750 in ARPA funds be used (a budget amendment would be forthcoming at a future meeting) to complete the proposed market analysis, and that the County Administrator be authorized to execute a professional services master agreement with ROIC Analytics to complete this work.

Attachments: ROIC Analytics Statement of Work for Grocery Field Study and Professional Services Master Agreement

=====
REQUESTED ACTION:

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

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



Statement of Work

Grocery Field Study

January 7, 2022

Prepared by

ROIC analytics, LLC

For

Sussex County, VA and the Town of Stony Creek, VA

Scope of Services

Models & Analytics, ROIC analytics, LLC

The following sets forth the Service(s) to be provided upon your signed acceptance, together with Cost and Timing for each Service.

Services	Cost	Timing***
<p>Grocery Sales Forecasting Field Study. A gravity-based analysis and write up that provides a sales forecast for a grocery store located at 12485 Main St, Stony Creek Virginia, 23882. This location is a former Jones and Company Supermarket. This project includes fieldwork.</p>	<p>\$7,000 plus travel costs not to exceed \$2,000</p>	<p>Estimated delivery 45 days</p>
<p>Total</p>	<p>\$7,000</p>	

75% of the cost will be billed to Sussex County, VA.
 25% of the cost will be billed to the Town of Stony Creek, VA.

Scope of Services and Signatures Page

The total cost for the scheduled Services is due as follows. 50% of the project cost will be billed and is due at signing and the remaining balance, including travel costs, will be due at project delivery. This Scope of Services supersedes all previous contracts except where indicated on the previous pages. Any additional Services will be quoted and/or agreed to and billed separately.

The Services herein are governed by the terms of the Professional Services Master Agreement (PSMA) on file. If no PSMA is on file, Sussex County, VA and the Town of Stony Creek, VA will be required to agree to the terms of service in writing before any work will begin. Timing is an estimate of project duration only, and the project officially starts after all Sussex County, VA and the Town of Stony Creek, VA contractual and data obligations are met. If this statement of work includes licensing of products or services not provided directly by ROIC analytics, including software or data, Sussex County, VA and the Town of Stony Creek, VA will be required to agree to the provider's terms of service.

This proposal is for Sussex County, VA and the Town of Stony Creek, VA only and should not be shared without the express written consent of ROIC analytics, LLC. This proposal expires 30 days from the date on page one if not signed.

Agreed and Accepted:

Sussex County, VA

By: _____

Name: _____

Title: _____

Date: _____

Town of Stony Creek, VA

By: _____

Name: _____

Title: _____

Date: _____

ROIC ANALYTICS, LLC

By: _____

Name: _____

Title: _____

Date: _____

Please return signed agreement to ROIC analytics via e-mail to info@roicanalytics.com, or by fax to (888) 604-2521

Appendix A: About ROIC analytics

ROIC analytics, LLC provides analytic services and partner solutions to help corporate-owned and franchised chain businesses of all sizes expand confidently, grow sales, and compete more effectively. We empower decision-makers with real-time customer and competitive intelligence, predictive models for accurate site selection and sales forecasting, and powerful and easy to use tools that fit one's needs and budget.

ROIC analytics offers our clients:

- Experience. Your project team members are all seasoned professionals with proven experience delivering results. We understand the “science” of retail analytics and continually develop the “art” necessary to make it effective in the real world. All of our professional services staff members honed their craft as senior-level analysts and management at major retailers before joining our team as consultants. Since then we have worked with Fortune 100 corporations and the smallest startups across all classes of retail and service. When we aren't helping our clients expand their business, we are found walking the aisles of our clients' stores and competition in markets across the country. We live retail analytics.
- Partnership. We understand the risks involved in trusting an outside company to assist with important strategic and tactical decisions. We take your need for confidentiality seriously and work closely with you throughout our relationship to ensure that you are in control and your executive team is empowered to make better decisions.
- Proven Solutions. Analytics is all we do. We leverage the best tools available for retail research as well as build our own software and models from the ground up to ensure that your results are accurate as possible and flexible to your unique requirements. We partner with software companies that share our values.
- Trusted Data. Our data sources are the same ones trusted by the nation's top retailers. When needed, we supplement this data with intelligence gathered in the field to ensure our research is based on accurate and up-to-date facts.
- Commitment. Most of our business comes from word of mouth and recommendations from our existing clients. Many of our clients have been with us for years and look to us first when a new challenge comes their way. We appreciate this loyalty and try to never take it for granted. We believe in continuously earning your business.

For further information about ROIC analytics, please visit <http://www.roicanalytics.com/>

PROFESSIONAL SERVICES MASTER AGREEMENT

This Professional Services Master Agreement (“**Agreement**”) is made by and between Sussex County, VA and the Town of Stony Creek, VA (“**Company**”), and ROIC ANALYTICS, LLC, an Idaho limited liability company (“**Service Provider**”).

RECITALS

A. This Agreement is incorporated into and made a part of the immediately preceding Scope of Services. The Scope of Services is incorporated herein by this reference thereto.

B. Service Provider is in the business of providing market planning services, sales forecasting, model development, location optimization business systems, predictive analytics regarding commercial businesses and other related professional services.

C. Company desires to engage Service Provider to perform certain of those services for the compensation as further set forth in the Scope of Services and in this Agreement, and Service Provider desires to accept such engagement. The services to be provided by Service Provider under the Scope of Services are hereinafter collectively referred to as the “**Services**.”

In consideration of the foregoing and of the terms, conditions and covenants set forth below and in the Scope of Services, the parties agree as follows:

ARTICLE 1 TERM OF AGREEMENT

Section 1.01 TERM. This Agreement will become effective on the date of the last party to sign the Scope of Services, and will continue in effect through the performance of the Services to be provided under the Scope of Services, unless earlier terminated in accordance with the provisions set forth in Article 7. This Agreement may be renewed or extended as agreed by Company and Service Provider.

ARTICLE 2 INDEPENDENT CONTRACTOR STATUS

Section 2.01 INDEPENDENT CONTRACTOR STATUS. It is the express intention of the parties that Service Provider shall be at all times an independent contractor and not an employee, agent, joint venturer or partner of Company. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between Company and Service Provider or any, employee, agent or subcontractor of Service Provider. Both parties acknowledge that Service Provider is not an employee for state or federal tax purposes. Service Provider shall retain the right to perform services for others during the term of this Agreement.

ARTICLE 3 SERVICES TO BE PERFORMED BY SERVICE PROVIDER

Section 3.01 SPECIFIC SERVICES. In accordance with the terms and conditions set forth in this Agreement and the Scope of Services, Company engages Service Provider, and Service Provider hereby accepts such engagement. Service Provider's Services shall not include supervising, overseeing, or being reported to by Company or Company's agents or employees in the normal course of business unless specifically requested by Company.

Immediately following this Agreement is a Schedule of Services, which lists and explains the services that Service Provider may provide, including (i) Consumer Profiling, (ii) Market Potential, (iii)

Asset Rationalization, (iv) Market Viability, (v) Market Planning, (vi) Sales Transfer and Cannibalization and (vii) Customer/Ad Hoc Services. Immediately preceding this Agreement is the Scope of Services which sets forth the particular Services to be provided under the Scope of Services and this Agreement, together with the Cost and Timeline thereof.

In the event the parties wish to add to or amend the Scope of Services, the parties may do so by executing an amendment to this Agreement and/or to the Scope of Services, as agreed by Company and Service Provider.

Section 3.02 METHOD OF PERFORMING SERVICES. Service Provider will determine the method, details, and means of performing the Services provided under the Scope of Services, provided that Service Provider shall report and provide the Services directly to Richard Douglas or to an employee of Company designated by Richard Douglas (either being referred to hereinafter as the “**Company Representative**”). Subject to the foregoing, Company shall have no right to, and shall not, control the manner or determine the method of accomplishing the Services by Service Provider.

Section 3.03 PLACE OF WORK. Unless otherwise set forth in the Scope of Services, Service Provider shall perform the Services required by this Agreement at any place or location and at such times as Service Provider shall determine, with Service Provider’s main office being located in Boise, Idaho.

Section 3.04 OWNERSHIP. Service Provider will provide the Services in accordance with the terms of this Agreement and the Scope of Services, and Service Provider will have sufficient rights in and to the external data used for analysis to permit Service Provider to fulfill its obligations under this Agreement. Subject to applicable third party license agreements, all Company customer, store and proposed data and the deliverables and outputs developed for the Company by Service Provider are the sole and exclusive property of the Company. All formulae, processes, systems, machines, compositions of matter (or improvements thereof), computer programs, know how, discoveries, techniques, drawings, specifications, reports, software and other patentable inventions used to provide the Services are the sole and exclusive property of Service Provider.

Section 3.05 STANDARD OF PERFORMANCE. Service Provider will perform the Services in a timely, competent and professional manner consistent with the customs and practices of its industry. Service Provider shall not be in breach of this Agreement and shall have no liability to Company hereunder to the extent that Service Provider’s failure to perform under this Agreement arises from, or is attributable to, information provided to Service Provider by Company that is delayed, incorrect or incomplete. Company acknowledges that third party applications are involved in the Services that Service Provider is to provide pursuant to this Agreement. Company acknowledges that Service Provider cannot customize, design, modify or otherwise alter third party applications.

Section 3.06 SUBCONTRACTORS. Service Provider may engage qualified subcontractors as deemed necessary by Service Provider to provide Services and, upon request, Service Provider will provide Company with a list of all such subcontractors. No engagement of subcontractors shall relieve Service Provider of any of its obligations or liabilities hereunder. Services provided by any subcontractor will strictly comply with all applicable laws, as well as the terms and conditions of this Agreement, including without limitation, as regards nondisclosure of confidential information. Service Provider shall be solely responsible for engaging, managing, supervising and paying all subcontractors, unless otherwise specifically set forth in this Agreement.

ARTICLE 4 COMPENSATION

Section 4.01 AMOUNT OF COMPENSATION. In consideration for the Services to be performed by Service Provider, Company agrees to pay compensation to Service Provider in the amount

of the total Costs as set forth in the Scope of Services. Additional compensation may also be paid as further set forth below.

Section 4.02 PAYMENT OF COMPENSATION. Company shall pay Service Provider the compensation set forth in the Scope of Services. If Service Provider performs at Company's request any Services not specified in the Scope of Services, Company shall be charged at the rates specified by Service Provider and agreed to by Company at such time for such Services performed as agreed by Company and Service Provider. Except as specified otherwise in the Scope of Services, Service Provider will submit an invoice to Company setting forth the Services rendered upon completion of the Services. All invoices are due and payable within thirty (30) days after the invoice date. Invoices not timely paid will incur a service charge of one percent (1%) per month on the outstanding balance or the maximum legal rate allowed by law, whichever is less. All payments shall be made in US currency.

Section 4.03 EXPENSES. In addition to amounts to be paid to Service Provider under Sections 4.01 and 4.02, within thirty (30) days of receipt of appropriate documentation, Company shall reimburse Service Provider on a monthly basis for those customary and reasonable out-of-pocket expenses, without markup (including reasonable travel and entertainment charges), incidental to the performance of Services for Company. Any such reimbursements not timely paid will incur a service charge of one percent (1%) per month on the outstanding balance or the maximum legal rate allowed by law, whichever is less. All payments shall be made in US currency.

ARTICLE 5 OBLIGATIONS OF SERVICE PROVIDER

Section 5.01 ASSIGNMENT. Except as provided in Section 3.06, neither this Agreement nor any rights, duties or obligations under this Agreement may be delegated or assigned by Service Provider without the prior written consent of Company.

Section 5.02 NONDISCLOSURE OF CONFIDENTIAL INFORMATION. Service Provider shall not, except as required by law or pursuant to court order, disclose to any unauthorized person any confidential information Service Provider may obtain regarding Company, its customers, or its methods of doing business. All confidential information, including but not limited to files, records, documents, data, lists, and similar items relating to the business of Company, whether prepared by Service Provider or otherwise coming into Service Provider's possession, shall remain the exclusive property of Company and shall not be used by Service Provider except in the course of the performance of Service Provider's Services under this Agreement. Service Provider represents to Company that Service Provider has no existing clients which would create a conflict of interest with Company.

Section 5.03 STATE AND FEDERAL TAXES. As Service Provider is not Company's employee, Service Provider shall be responsible for paying all of Service Provider's required state and federal taxes. In particular, Company will not withhold FICA (Social Security) from Service Provider's payments; Company will not make state or federal unemployment insurance contributions on Service Provider's behalf; Company will not withhold state or federal income tax from payment to Service Provider; Company will not make disability insurance contributions on behalf of Service Provider; and Company will not obtain workers' compensation insurance on behalf of Service Provider.

ARTICLE 6 OBLIGATIONS OF COMPANY

Section 6.01 COOPERATION OF COMPANY. Company agrees to comply with all reasonable requests of Service Provider necessary to the performance of Service Provider's duties under this Agreement.

Section 6.02 ASSIGNMENT. Neither this Agreement nor any rights, duties or obligations under this Agreement may be delegated or assigned by Company without the prior written consent of Service Provider.

ARTICLE 7 TERMINATION OF AGREEMENT

Section 7.01 TERMINATION ON OCCURRENCE OF STATED EVENTS. Either party may terminate this Agreement immediately, without liability, upon the happening of any of the following or any other similar event: (i) insolvency of the other party; (ii) filing of any petition by or against the other party under any bankruptcy, reorganization or receivership law; (iii) execution of an assignment for the benefit of creditors; or (iv) appointment of any trustee or receiver of the other party's business or assets or any part thereof; unless such petition, assignment or appointment is withdrawn or nullified with fifteen (15) days of such event.

Section 7.02 TERMINATION BY COMPANY FOR DEFAULT OF SERVICE PROVIDER. Should Service Provider materially default in the performance of this Agreement, Company, at Company's option, may terminate this Agreement by giving written notification to Service Provider specifying the particulars of such default, and if Service Provider fails to cure such default within thirty (30) days after receipt of such notice, this Agreement shall terminate.

Section 7.03 TERMINATION BY SERVICE PROVIDER FOR DEFAULT OF COMPANY. Except as set forth in Section 7.04, should Company materially default in the performance of this Agreement, Service Provider, at Service Provider's option, may terminate this Agreement by giving written notification to Company specifying the particulars of such default, and if Company fails to cure such default within thirty (30) days after receipt of such notice, this Agreement shall terminate.

Section 7.04 TERMINATION FOR FAILURE TO MAKE AGREED-UPON PAYMENTS. Should Company fail to pay Service Provider all or any part of the compensation set forth in Article 4 of this Agreement on the date due, such failure, at Service Provider's option, may be deemed a material default by Company, and Service Provider may terminate this Agreement if the failure is not remedied by Company within ten (10) days from the date payment is due.

Section 7.05 TERMINATION BY EITHER SERVICE PROVIDER OR COMPANY. Notwithstanding the termination rights listed above, either Service Provider or Company, for any reason or no reason, may terminate this Agreement upon sixty (60) days prior written notice to the other party.

Section 7.06 FINAL PAYMENT. In the event of any termination pursuant to the foregoing, all sums owed to Service Provider shall be paid in full within ten (10) days after the final invoice has been received from Service Provider.

Section 7.07 SURVIVAL. Notwithstanding any termination of this Agreement, as a continuing obligation that shall survive termination, in the event that any payment remains due and owing from Company to Service Provider upon such termination, Company shall nonetheless be obligated to pay the same to Service Provider, and such obligation shall continue until all amounts owing have been paid in full.

Section 7.08 NOT IN DEFAULT. Notwithstanding any of the foregoing, neither party shall have the right to terminate this Agreement if such party is in default under this Agreement. In the event of any termination of this Agreement under this Article 7, both parties shall be released from any further obligations hereunder except for liabilities, actual or contingent, which arose prior to the date of termination.

ARTICLE 8 GENERAL PROVISIONS

Section 8.01 NOTICES. All notices given pursuant to this Agreement shall be in writing and shall be given by telefacsimile, by personal service, by United States mail or by United States express mail or other established express delivery service (such as Federal Express), postage or delivery charge prepaid, return receipt requested, addressed to the appropriate party at the address or telefacsimile number set forth below:

Service Provider: ROIC analytics, LLC
350 N. 9th Street, Suite 201
Boise, ID 83702
Fax No.: (208) 389-9500
Email: djordan@roicanalytics.com

Company: Company. _____
Address _____
City, State Zip _____
Fax No. _____
Email: _____

The person and address to which notices are to be given may be changed at any time by any party upon written notice to the other party. All notices given pursuant to this Agreement shall be deemed given upon receipt.

For the purpose of this Agreement, the term "receipt" shall mean the earlier of any of the following: (i) the date of delivery of the notice or other document to the address specified pursuant to subparagraph (a) above as shown on the return receipt, (ii) the date of actual receipt of the notice or other document by the person or entity specified pursuant to subparagraph (a) above, (iii) in the case of a telefacsimile, the date and time of receipt as shown on the confirmation of the telefacsimile transmission, or (iv) in the case of refusal to accept delivery or inability to deliver the notice or other document, the earlier of (A) the date of the attempted delivery or refusal to accept delivery, (B) the date of the postmark on the return receipt, or (C) the date of receipt of notice of refusal or notice of non-delivery by sending party.

Section 8.02 LIMITATIONS ON LIABILITY.

8.02.01 Except as to Service Provider’s obligations provided herein under any confidentiality provisions, Company hereby expressly agrees that Service Provider’s liability in connection with the performance of Services hereunder shall be Service Provider’s re-performance of such Services or Service Provider’s refunding of any fees Company has paid for such Services and certain other costs mutually agreed to by Service Provider and Company resulting from Service Provider not performing the Services in accordance with this Agreement. IN NO EVENT IS EITHER PARTY LIABLE TO THE OTHER PARTY FOR ANY PUNITIVE, SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES (INCLUDING BUT NOT LIMITED TO DAMAGES TO BUSINESS REPUTATIONS, LOST BUSINESS OR LOST PROFITS) WHETHER FORESEEABLE OR NOT AND HOWEVER CAUSED.

8.02.02 Service Provider shall not be liable for any default or delay in the performance of its obligations under this Agreement if, and to the extent, the default or delay is caused, directly or indirectly, by any circumstance beyond Service Provider’s reasonable control. Service Provider shall be excused from performance of the affected obligations for as long as such circumstances prevail. Service Provider shall use commercially reasonable efforts to recommence performance as soon as practicable.

8.02.03 COMPANY IS RESPONSIBLE FOR BACK-UP AND OTHER PROTECTION OF ITS DATA AGAINST LOSS, DAMAGE, OR DESTRUCTION. SERVICE PROVIDER WILL HAVE NO OBLIGATION OR LIABILITY WITH RESPECT THERETO.

8.02.04 While Service Provider may provide from time to time certain hardware, software or other items to Company, Service Provider is primarily providing Services under this Agreement. The only warranty provided on hardware, software and other items is the original equipment manufacturer's warranty. SERVICE PROVIDER MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS, STATUTORY OR IMPLIED, TO COMPANY OR TO ANY OTHER PERSON WITH RESPECT TO ANY EQUIPMENT OR SERVICE PROVIDED BY SERVICE PROVIDER AS OUTLINED IN THIS AGREEMENT OR ANY SCOPE OF SERVICES, INCLUDING WITHOUT LIMITATION, ANY WARRANTIES REGARDING TITLE, MERCHANTABILITY, SUITABILITY, FITNESS FOR A PARTICULAR OR OTHER PURPOSE (REGARDLESS OF ANY PREVIOUS COURSE OF DEALINGS BETWEEN THE PARTIES OR CUSTOM OR USAGE OF TRADE), NONINFRINGEMENT, OR RESULTS TO BE DERIVED FROM THE USE OF SERVICES, AND THESE WARRANTIES ARE EXPRESSLY DISCLAIMED.

Section 8.03 ENTIRE AGREEMENT OF THE PARTIES. This Agreement and the Scope of Services supersedes any and all agreements, either oral or written, between the parties hereto with respect to the rendering of the Services by Service Provider for Company and contains all the covenants and agreements between the parties with respect to the rendering of such Services in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements have been made, orally or otherwise, by any party, or by anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing signed by the party to be charged. If there is any conflict between the terms and conditions of this Agreement and the terms and conditions of the Scope of Services, the terms and conditions of this Agreement shall prevail. The provisions of this Agreement shall be construed as a whole and not strictly for or against any party. No presumption shall exist in favor of or against any party to this Agreement as the result of the drafting and preparation hereof.

Section 8.04 PARTIAL INVALIDITY. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

Section 8.05 ATTORNEYS' FEES. If any action at law or in equity, including inaction for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees, which may be set by the court in the same action or in separate legal action brought for that purpose, in addition to any other relief to which that party may be entitled.

Section 8.06 COUNTERPARTS. This Agreement may be separately executed in several counterparts, all of which together shall constitute one Agreement, notwithstanding that all signatories have not signed the same counterpart.

Section 8.07 GOVERNING LAW. This Agreement will be governed by and construed in accordance with the laws of the State of Idaho.

Section 8.08 WAIVER. The failure of either party to insist upon strict performance of any of the provisions of this Agreement will not be deemed a waiver of any breach or default.

Section 8.09 AUTHORITY. The individuals executing this Assignment represent and warrant that they have the power and authority to do so, and to bind the entities for which they are executing this Assignment.

BOARD ACTION FORM

Agenda Item: Unfinished Business #8.01

Subject: Voting District Mapping

Board Meeting Date: January 20 2022

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Summary: At the December 2021 regular meeting, Alec Brebner, Crater PDC Executive Director, presented a potential voting district map that reflects population changes and changes to district requirements. The primary changes to the existing voting map reflect the exclusion of most of the prison population within Sussex County, which primarily impacts the boundaries of the Courthouse District. Please note that the potential map was completed to minimize changes to existing boundaries yet meet voting district requirements. Also please note that since the potential map was presented, state and federal voting boundaries have been finalized, and allows the county to move forward with consideration of a revised voting district map. Once the Board of Supervisors reaches an agreement on a potential map, then staff can advertise a required public hearing that is needed prior to adoption of the map.

Recommendation: No recommendation, and next steps and timeline depend on how the Board of Supervisors wishes to move forward.

Attachment: None

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REQUESTED ACTION:

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

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

BOARD ACTION FORM

Agenda Item: New Business #9.01

Subject: Electronic Summons System Fee Ordinance – Sheriff Giles

Board Meeting Date: January 20 2022

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Summary: Sheriff Giles is requesting consideration of an ordinance that would allow for the assessment of an additional \$5.00 as part of costs in each criminal or traffic case in the district or circuit courts of the county. This revenue would be designated for the implementation and maintenance of an electronic summons system. In order to move forward, a public notice is required to be advertised that would allow for consideration of an ordinance. Attached for your review are a public notice and draft notice prepared by the County Attorney.

Recommendation: Staff recommends approval of a public notice to consider the electronic summons system ordinance at the February regular meeting, if the Board of Supervisors is in agreement to consider such an ordinance.

Attachment: Public meeting notice and draft electronic summons system fee ordinance

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ACTION:

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

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

SUSSEX COUNTY BOARD OF SUPERVISORS
PUBLIC NOTICE

At its regular meeting on February 6, 2022, the Board of Supervisors shall consider adoption of an ORDINANCE TO ASSESS AN ADDITIONAL SUM OF FIVE DOLLARS (\$5.00) AS PART OF THE COSTS IN EACH CRIMINAL OR TRAFFIC CASE IN THE DISTRICT OR CIRCUIT COURTS OF SUSSEX COUNTY FOR THE IMPLEMENTATION AND MAINTENANCE OF AN ELECTRONIC SUMMONS SYSTEM.

This ordinance, authorized by Va. Code §17.1-279.1 allows the County Board of Supervisors to assess in each criminal or traffic case in the Sussex District and Circuit Courts, where the defendant is charged with a violation of any such statute or ordinance by a local law-enforcement agency, a sum not in excess of five dollars (\$5.00). Such assessment shall be ordered as part of court costs collected by the Clerk of Court, who shall remit the fees to the Treasurer of Sussex County. The Treasurer shall hold such funds subject to appropriation by the Board of Supervisors to the Sheriff's Office of Sussex County to be used solely to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system.

A full copy of the proposed ordinance may be obtained on the Sussex County website at: www.sussexcountyva.gov. Questions may be directed to the Richard, County Administrator, at rdouglas@sussexcountyva.gov.

**SUSSEX COUNTY
ORDINANCE #22-01**

**AN ORDINANCE TO ASSESS AN ADDITIONAL SUM OF FIVE DOLLARS (\$5.00) AS
PART OF THE COSTS IN EACH CRIMINAL OR TRAFFIC CASE IN THE DISTRICT
OR CIRCUIT COURTS OF SUSSEX COUNTY FOR THE IMPLEMENTATION AND
MAINTENANCE OF AN ELECTRONIC SUMMONS SYSTEM**

WHEREAS, Va. Code Section 17.1-279.1 allows for the governing body of any locality to impose a fee not to exceed five dollars (\$5.00) as part of the costs for each criminal and traffic case in district or circuit courts; and

WHEREAS, such fee must be used to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system; and

WHEREAS, the Sussex County Board of Supervisors desires to assess said “Electronic Summons System” fee; and

NOW, THEREFORE, it is ordained by the Board of Supervisors of Sussex County, Virginia, that the ordinance establishing an Electronic Summons System Assessment is hereby adopted as follows:

In addition to all other fees imposed by law, there is hereby imposed in each criminal or traffic case in the Sussex District and Circuit Courts, where the defendant is charged with a violation of any such statute or ordinance by a local law-enforcement agency, a fee of five dollars (\$5.00) as authorized by Section 17.1-279.1 of the Code of Virginia.

Such assessment shall be ordered as part of court costs collected by the Clerk of Court, who shall remit the fees to the Treasurer of Sussex County. The Treasurer shall hold such funds subject to appropriation by the Board of Supervisors to the Sheriff’s Office of Sussex County to be used solely to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system.

The assessment provided for in this section shall be in addition to all other costs prescribed by law for such purposes by the Code of Virginia, as it may be amended. This Ordinance shall take effect upon adoption.

Adopted by the Sussex Board of Supervisors this 17th day of February, 2022.

By:

, Chairman
Board of Supervisors
County of Sussex, Virginia

ATTEST:

Clerk to the Board