

**Sussex County Board of Supervisors Rescheduled Regular Meeting**  
**Thursday, November 17, 2022 – 6 pm**  
**General District Courtroom – Sussex Judicial Center**  
**15098 Courthouse Road, Sussex VA 23884**

**ZOOM LINK**

**<https://us02web.zoom.us/j/84843243157>**

**Meeting ID: 848 4324 3157**

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**1. Commencement**

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

**2. Approval of Consent Agenda**

- 2.01 Approval of Minutes: October 20, 2022 Board of Supervisors Regular Meetings
- 2.02 Warrants and Vouchers
- 2.03 Treasurer’s Report & Financial Update – *for information only*
- 2.04 Departmental Reports – *for information only*
- 2.05 Tobacco Commission Grant Resolution
- 2.06 Animal Services Budget Amendment (Shelter Improvements)
- 2.07 Public Safety Budget Amendments
- 2.08 Approval of Governor’s AFID Fund Performance Agreement, Project Arbie (Restoration Bioproducts)

**3. Recognitions/Awards/Presentation**

- 3.01 RESOLUTION: Mrs. Nan Ellen Bland Seeley 90<sup>th</sup> Birthday
- 3.02 RESOLUTION: Recognition of Wilborne Baptist Church 155<sup>th</sup> Anniversary
- 3.03 VACo Achievement Award Presentation and Recognition of Building Services Staff

**4. Public Hearing**

- 4.01 Zoning Amendment #2022-02 Costa Verde Investment, LLC, Applicant
  - (a) Public Comments
  - (b) Board Comments
  - (c) Action on Public Hearing Item, if any
- 4.02 Building Services Fee Schedule Ordinance Amendment
  - (a) Public Comments
  - (b) Board Comments
  - (c) Action on Public Hearing Item, if any

**5. Appointments** – none

**6. Action Items**

- 6.01 Technology Zone Ordinance
- 6.02 PPT Deadline Extension Resolution

6.03 Gro52 Property Buy-back

**7. Citizens' Comments**

**8. Unfinished Business** – none

**9. New Business** – none

**10. Board Members Comments**

10.01 Blackwater District

10.02 Courthouse District

10.03 Henry District

10.04 Stony Creek District

10.05 Wakefield District

10.06 Waverly District

**11. Closed Session** – none

**12. Recess/Adjournment**

12.01 Recess/Adjournment

12.02 Next Regular Meeting, Thursday, December 15, 2022 @ 6 p.m.

**At a Regular Meeting of the  
Sussex County Board of Supervisors  
Held in the General District Courtroom on  
Tuesday, October 20, 2022 at 6 pm**

**BOARD MEMBERS PRESENT**

C. Eric Fly, Sr.  
A. G. Futrell  
Debbie P. Jones  
Wayne O. Jones  
Susan M. Seward  
Rufus E. Tyler, Sr.  
Steve White, Tie Breaker

**BOARD MEMBER ABSENT**

**STAFF PRESENT:**

Richard Douglas, County Administrator  
David Conmy, Deputy County Administrator  
Danielle Powell, County Attorney  
Ellen G. Boone, Commissioner of the Revenue  
John Broderick, Director of Finance & Business Operations  
Deste J. Cox, Treasurer  
Eric Danuser, IT Manager  
Arthur B. Jarrett, Superintendent of the Public Schools  
**Faith McClintock, Title**  
Kelly W. Moore, Finance Director  
Michael Poarch, Planner  
G. Reid Foster, Public Safety  
Adriene Stephenson, Director of Human Resources  
Beverly Walkup, Planning Director  
Shilton R. Butts, Assistant to the County Administrator/  
Deputy Clerk to the Board of Supervisors

**1. Commencement**

**1.01 Call to Order/Determine Quorum (6:15 p.m.)**

Chair Seward called the October 20, 2022 regular meeting of the Sussex County Board of Supervisors to order.

**1.02 The Invocation**

The Invocation was offered by Supervisor Fly.

### 1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

### 1.04 Agenda Amendments

Supervisor Futrell requested to add a personnel item regarding Public Works and Animal Control under Item 11. Closed Session.

### 1.05 Approval of Regular Agenda

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approved the October 20, 2022 regular agenda inclusive of adding a personnel item regarding Public Works and Animal Control under Item 11. Closed Session. All Board members present voted aye.

## **2. Approval of Consent 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 Consent agenda inclusive of the following: (a) September 13, 2022 Rescheduled and Joint Planning Commission and Board of Supervisors Meeting minutes; (b) the Approval of Warrants and Vouchers; (c) the Treasurer's Report and Financial Update; (d) Departmental Reports; (e) Wakefield Drainage Project (VDEM Grant) Budget Amendment; and Treasurer's Request to Transfer General Funds to Reserve. All Board members present voted aye.

*Supervisor Tyler arrived at 6:20 p.m.*

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

### 3.01 RESOLUTION: Mrs. Nan Ellen Bland Seeley 90<sup>th</sup> Birthday

Supervisor Fly requested the approval of a resolution recognizing Mrs. Nan Ellen Bland Seeley on her 90<sup>th</sup> birthday on September 27<sup>th</sup>. He wanted to take the opportunity to thank Mrs. Seeley for the selfless giving of herself to provide peace and inspiration to the children and citizens of Sussex County .Ms. Seeley has spent the majority of her adult life in Sussex County. She has been dedicated to the teaching of music to hundreds of children and citizens in the County.

A copy of the resolution celebrating Mrs. Nan Ellen Bland Seeley in the Board packet. The resolution will be presented at the next Board meeting or thereafter.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approved Resolution #22-118 recognizing Ms. Nan Ellen Bland Seeley 90<sup>th</sup> Birthday; and

AND FURTHER RESOLVED that the resolution will be presented at the November regular



Board meeting or thereafter. All Board members present voted aye.

302 RESOLUTION: Mission Ministries Service Milestones

3.03 Brownfields Grant Application for Geenex Solar Project

3.04 County Broadband Implementation Update

3.05 Sussex County Public Schools Standards of Learning (SOL) Update/Pandemic Impacts

3.06 Sussex Service Authority Wastewater Consent Order/Infrastructure Improvements

3.07 Pocahontas CDBG Project Update

3.08 Proposed US 301 Pedestrian/Bicycle Path

3.09 Sussex County Chamber of Commerce Update

3.10 Proposed Sussex County Mega Site Technology Zone Ordinance

**4. Public Hearing**

4.01 Henry Technology Park and Commerce Center Hunting Lease

At its September 2022 meeting, the Board voted to advertise for a public hearing to consider hunting leases for the county-owned Henry Technology Park and Commerce Center property near Jarratt.

This property has been under lease to a hunt club for the past several years and is currently under a lease nearing the end of its one-year term.

Mr. Douglas read the bids aloud:

First Shot Hunting	\$8,000
Cemetery Ridge Hunting Club	\$8,688
Beaverdam Hunt Club	\$5,400

Staff recommended that at the conclusion of the Public Hearing that the Board approve a one-year non-renewable hunting lease for the Henry Technology Park and Commerce property.

The public hearing was properly advertised. Copies of the list of bids, map of property and the advertisement were included in the Board packet.

Chair Seward opened the Public Hearing.

Public Comments were heard from:

- Tim Williams (First Shot Hunting Club) - Hunting Lease - reconsider bid to 1-2 year lease; Mega Site Hunting Lease; Skippers
- Scott Enos (Cemetery Ridge Hunting Club) - incumbent with lease; Henry Technology Park.

*Supervisor Fly departed at 7:33 p.m.*

Chair Seward closed the Public Hearing.

Board Comments were heard from Supervisors W. Jones, Futrell, and Tyler.

There was discussion of adding a clause that County has to have a clause that if they are not using property in concert, request the right of way.??? (relisten to recording)

ON MOTION OF SUPERVISOR D. JONES, seconded by FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby awards the Henry Technology Park and Commerce Center hunting lease to First Shot Hunting Club in the amount of \$8,000.

Voting aye: Supervisors Futrell, D. Jones, W. Jones, Tyler

Voting nay: Supervisor Seward

Absent during vote: Supervisor Fly

## **5. Appointments**

There were no Appointments.

## **6. Action Items**

### 6.01 Sussex Service Authority Funding Request (202 East Main Street--Waverly Wastewater Line Connection)

County Administrator Douglas : Attached is a letter from the Sussex Service Authority requesting the County's financial assistance with a project to construct a wastewater line to serve the residence at 202 East Main Street in Waverly. It has been discovered that this property was never connected to the town's wastewater collection system as part of a subdivision development project in the 1960s (but has been a utility customer since that time). The SSA is requesting that the County pay \$5,635.93, which represents 1/3 of the total project cost to be shared with the Town of Waverly and the SSA (it should be noted that the property owner will still be responsible for the cost of installing a wastewater line from the house to the property line). This project is based on a

recommendation from CHA to connect the property to the wastewater collection system in the most cost-effective manner.

With legal and engineering advisement, staff does not believe that the County has a responsibility and/or liability to participate in this project that will provide the necessary wastewater service to the property owner. However, due to the SSA consent order and DEQ's expectation that wastewater issues be addressed, staff recommends participation in the project to demonstrate a measure of good faith with DEQ that the county is willing to assist the SSA in addressing environmental concerns.

Requested action: to  
Attachment

Staff recommends approval of \$5,635.93 in reserve funds as a 1/3 share of costs associated with a wastewater line connection to serve 202 East Main Street in Waverly.

Sussex Service Authority Letter request financial assistance for construction of wastewater line and Resolution #22-122 Budget Amendment were included in the Board packet.

#### ON MOTION OF SUPERVISOR

That the Board approves of \$5,635.93 in reserve funds as a 1/3 share of costs associated with a wastewater line connection to serve 202 East Main Street in Waverly.

#### 6.02 RESOLUTION: Request for Commonwealth Transportation Board

County Administrator stated that the purpose of the Economic Development Access Program is to assist localities in providing adequate access to new or expanding economic development sites. The program is administered by VDOT subject to review by the CTB. These funds may be requested by the local governing body. The maximum unmatched allocation within any one fiscal year is \$500,000. A supplement of up to \$150,000 is available upon locality's match (dollar for dollar). Funding is dependent on the estimated cost of eligible portion of access road and anticipated eligible capital investment on sites served. Such supplemental funds shall be considered only when an individual project's estimated eligible costs exceed \$500,000.

This request would provide funding for design and engineering for roadway improvements for the Sussex Megasite and Route 602 Industrial Park. As part of the application process, a local resolution requesting Economic Development Access Funds is required. Based upon preliminary construction cost estimates provided by Timmons, design costs for this project should be range between \$300,000 and \$500,000. The CTB is scheduled to consider future Economic Development Access fund requests on October 26<sup>th</sup> and December 6<sup>th</sup>.

Staff recommends approval of the resolution.

Copies of the Resolution: Request for Commonwealth Transportation Board Economic Development Access Funds and the EDA Pre-Application Coordination Form were included in the Board packet.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves Resolution #22-123 requesting Commonwealth Transportation Board economic development access funds, to-wit:

WHEREAS, the Sussex County Board of Supervisors desires to assist in the development of property located off Beef Steak Road (Route 626) and Cabin Point Road (route 602) within the Sussex County Mega-Site for the purpose of economic development in Sussex County; and

WHEREAS, this property is expected to be the site of new private capital investment in land, building, and manufacturing equipment which will provide substantial employment and has been designated as a Major Employment and Investment site by the Virginia Economic Development Partnership; and

WHEREAS, the existing public road network does not provide for adequate access to this property and an access road improvement project is necessary; and

WHEREAS, the County of Sussex hereby guarantees that the necessary environmental analysis, mitigation, fee simple rights-of-way and utility relocations or adjustments, if necessary, for this project will be provided at no cost to the Economic Development, Airport, and Rail Access Fund; and

WHEREAS, the County of Sussex acknowledges that no land disturbance activities may occur within the limits of the proposed access project prior to appropriate notification from the Department of Transportation as a condition of the use of the Economic Development, Airport, and Rail Access Fund; and

WHEREAS, the County of Sussex hereby acknowledges that the Virginia Department of Transportation's Economic Development Access (EDA) Program may provide up to a maximum of \$650,000 for a project and requires matching funding, up to \$150,000, from the County of Sussex for estimated eligible project costs over \$500,000, up to \$800,000; and

WHEREAS, the County of Sussex hereby guarantees that financing of all ineligible project costs, project costs exceeding the EDA Program project allocation, EDA Program required locality matching funds, if applicable, will be provided from sources other than those administered by the Virginia Department of Transportation;

NOW, THEREFORE, BE IT RESOLVED, that the Sussex County Board of Supervisors hereby requests the Commonwealth Transportation Board provide Economic Development Access Program funding for the design of an adequate access road to the Sussex County Mega-Site property; and

BE IT FURTHER RESOLVED, that the County of Sussex hereby agrees to provide a surety or bond, acceptable to and payable to the Virginia Department of Transportation, in the full amount of the Commonwealth Transportation Board's allocation, prior to the Department of Transportation's authorization of Economic Development Access funds; and

BE IT FURTHER RESOLVED, that the County Administrator and/or his designee(s) be authorized to act on behalf of the Board of Supervisors to execute any and all documents necessary to secure funding in the maximum amount eligible under the Economic Development Access Program. All Board members present voted aye.

#### 6.03 Stony Creek Volunteer Rescue Squad Request for Transfer/Retitle of Old Unit 340 Ambulance

County Administrator Douglas stated that included in the packet for the Board's consideration is a request from Mr. Steve White to transfer the old Unit 340 ambulance, recently replaced with a new ambulance purchased by the County, to Stony Creek Volunteer Rescue Squad. Along with this request, along with a request for consideration of donation of this ambulance to Ukraine for humanitarian purposes. This ambulance was purchased in part (80%) with State funds from OEMS, which may restrict how it is disposed or designate the use of funds, which needs to be determined.

Mr. White was present and noted that an email was sent on October 3<sup>rd</sup> with no response. He advised the Board the unit was purchased on 80/20 Grant. He also clarified that the Stony Creek Volunteer Rescue Squad (SCVRS) would not be selling the ambulance if the County donated the unit. If the ambulance was donated to SCVRS, they would donate the ambulance to Ukraine.

There was discussion of donating the ambulance within the

There was discussion that there was no restrictions and OEMS' approval wasn't needed.

Staff did not enough information to make a recommendation at the time.

Copies of the letter from Mrs. Carolyn White (Stony Creek Volunteer Rescue Squad), and EMS Flyer for Ukraine were included in the Board packet. A copy of email submitted by Mrs. White to County Administrator Douglas and Reid Foster, Public Safety Coordinator, was included as well.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby donates Unit #340 back and release the title to the Stony Creek Volunteer Rescue Squad. All Board members present voted aye.

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

There were no Citizens' Comments.

#### **8. Unfinished Business**

There was no Unfinished Business.

#### **9. New Business**

There was no New Business.

## **10. Board Member Comments**

10.01 Blackwater District – none

10.02 Courthouse District – absent during comments.

10.03 Henry District – Thanked everyone for coming to Community meeting. Thanked County Administrator for providing an update.

10.04 Stony Creek District – Approached regarding employee transporting family members on County vehicles

10.05 Wakefield District – Successful Wakefield Day with parade.

10.06 Waverly District – County vehicles- seal and department logo.

## **11. Closed Session**

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

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

Voting nay: none

Absent during vote: Supervisor Fly

### 11.02/3. Reconvene to Open Session/Certification

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

FURTHER RESOLVED 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, 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 Futrell, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent during vote: Supervisor Fly

#### 11.04 Action Resulting from Closed Session

There was no action on the Closed Session items.

### **12. Adjournment**

#### 12.01 Adjournment

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the October 20, 2022 regular meeting of the Sussex County Board of Supervisors hereby adjourned at 10:15 p.m. All Board members present voted aye.

#### 12.02 Next Meeting

The next regular Board of Supervisors meeting is scheduled to be held, Thursday, November 17, 2022 at 6 p.m.

November 17, 2022

**WARRANTS & VOUCHERS SUMMARY**

**TOTAL ALL WARRANTS FOR APPROVAL \$809,265.41**

**TOTAL ALL VOID CHECKS FOR APPROVAL \$0.00**

**ACCOUNTS PAYABLE WARRANTS: CHECK NO. AMOUNTS PROCESS DATE**

FOR MONTH OF October 2022

223267-223326	\$	106,701.67	RUN DATE 10/6/2022
223337	\$	6,610.00	RUN DATE 10/11/2022
223338	\$	1,498.15	RUN DATE 10/13/2022
223339-223344	\$	180.00	RUN DATE 10/13/2022
223345-223388	\$	182,898.26	RUN DATE 10/13/2022
223389-223447	\$	251,816.65	RUN DATE 10/20/2022
223459-223508	\$	158,066.06	RUN DATE 10/27/2022

**Total Regular Warrants \$707,770.79**

**PAY. DEDUCTION WARRANTS:**

223327-223336	\$	50,697.32	RUN DATE 10/14/2022
223448-223458	\$	50,797.30	RUN DATE 10/31/2022

**Total Deduction Warrants: \$101,494.62**

**TOTAL VOUCHERS & WARRANTS FOR APPROVAL \$809,265.41**



# ACCOUNTS PAYABLE CHECKS



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	000923	ALL SEASONS TERMITE & DISC.	4027092822	9/28/2022		4100-051500-1272-551-510	95.00	223267				Building Maintenance & Repair	01827	SUSSEX COUNTY JAIL
		CHECK TOTAL			95.00	ACH PMT TOTAL						TOTAL		95.00
0000000	001917	AMAZON CAPTIAL SERVICES	1MJG-Q4RJ-4Mw3	9/13/2022		4100-021600-1247-261-210	57.89	223268				Janitorial Supplies	01827 #	A1UJ83SE5CTAJC
0000000	001917		1MRT-J39K-3C3T	9/06/2022		4100-021600-1247-261-210	47.31	223268				Janitorial Supplies	01827 #	A1UJ83SE5CTAJC
0000000	001917		1XT3-HDJM-P99T	9/12/2022		4100-021200-1247-221-210	178.94	223268				Janitorial Supplies	01827 #	A1UJ83SE5CTAJC
		CHECK TOTAL			284.14	ACH PMT TOTAL						TOTAL		284.14
0000000	001011	ANTHEM BLUE CROSS& SHIELD	532735956738	9/22/2022		4100-051500-1293-551-510	160.90	223269				Inmate Medical Expenses	01827 #	5327370866
		CHECK TOTAL			160.90	ACH PMT TOTAL						TOTAL		160.90
0000000	001472	BRACY, KEVIN	KB 091322	10/04/2022		4100-021400-1217-241-210	150.00	223270				Commission/Board Compensation	01827	PLANNING COMMISSIO
		CHECK TOTAL			150.00	ACH PMT TOTAL						TOTAL		150.00
0000000	000183	BRITT'S SERVICE CENTER	647827	9/19/2022		4100-051100-1265-512-510	19.95	223271				Vehicle Maintenance & Repairs	01827	SUSSEX SHERIFF
		CHECK TOTAL			19.95	ACH PMT TOTAL						TOTAL		19.95
0000000	000738	BUTLER'S TOWING AND	11493	9/19/2022		4100-051100-1265-512-510	107.69	223272				Vehicle Maintenance & Repairs	01827	SUSSEX SHERIFF
0000000	000738		11573	9/28/2022		4100-051100-1265-519-510	111.08	223272				Vehicle Maintenance Repairs	01827	SUSSEX SHERIFF
0000000	000738		11581	9/30/2022		4100-051100-1265-512-510	24.00	223272				Vehicle Maintenance & Repairs	01827	SUSSEX SHERIFF
0000000	000738		11589	9/30/2022		4100-051100-1265-512-510	20.00	223272				Vehicle Maintenance & Repairs	01827	SUSSEX SHERIFF
		CHECK TOTAL			262.77	ACH PMT TOTAL						TOTAL		262.77
0000000	001480	BUTTS, SHILTON RICKS	SRB 092822 01	9/23/2022		4100-021100-1203-211-210	350.00	223273				Workshops and Conferences	01827	REIMBURSEMENT
0000000	001480		SRB 092822 02	9/29/2022		4100-021100-1204-211-210	323.70	223273				Lodging	01827	REIMBURSEMENT
		CHECK TOTAL			673.70	ACH PMT TOTAL						TOTAL		673.70
0000000	001251	CABIN POINT VETERINARY	73948	9/28/2022		4100-021600-1227-261-210	598.00	223274				Medical Services	01827 #	1707
0000000	001251		73994	9/30/2022		4100-021600-1227-261-210	741.25	223274				Medical Services	01827 #	1707
		CHECK TOTAL			1,339.25	ACH PMT TOTAL						TOTAL		1,339.25
0000000	000728	CARQUEST OF WAKEFIELD	15335-38818	9/27/2022		4100-051100-1265-519-510	92.02	223275				Vehicle Maintenance Repairs	01827 #	5001
0000000	000728		15335-38853	9/28/2022		4100-051100-1265-519-510	6.58	223275				Vehicle Maintenance Repairs	01827 #	5001
		CHECK TOTAL			98.60	ACH PMT TOTAL						TOTAL		98.60
0000000	001485	CENTRAL AGRIBUSINESS	JR30493	9/27/2022		4100-051500-1246-551-510	46.20	223276				Food Supplies	01827	SUSSEX SHERIFF
		CHECK TOTAL			46.20	ACH PMT TOTAL						TOTAL		46.20
0000000	001630	CHENEY BROTHERS	12-923502471	9/28/2022		4100-051500-1246-551-510	3,230.10	223277				Food Supplies	01827 #	60030700
		CHECK TOTAL			3,230.10	ACH PMT TOTAL						TOTAL		3,230.10
0000000	002063	CITY OF RICHMOND	AUGUST2022-01	8/19/2022		4100-021100-1299-211-210	2,000.00	223278				Miscellaneous Others	01827	SUSSEX SHERIFF
0000000	002063		AUGUST2022-02	9/09/2022		4100-021100-1299-211-210	3,700.00	223278				Miscellaneous Others	01827	SUSSEX SHERIFF
		CHECK TOTAL			5,700.00	ACH PMT TOTAL						TOTAL		5,700.00
0000000	001674	COMFORT SYSTEMS OF VA, INC	S13621	9/16/2022		4100-051500-1272-551-510	317.75	223279				Building Maintenance & Repair	01827 #	SUSJAI
		CHECK TOTAL			317.75	ACH PMT TOTAL						TOTAL		317.75
0000000	002055	COMMONWEALTH CALIBRATIONS	2022-52	9/16/2022		4100-051100-1265-512-510	75.00	223280				Vehicle Maintenance & Repairs	01827	SUSSEX SHERIFF
0000000	002055		2022-59	9/27/2022		4100-051100-1265-512-510	75.00	223280				Vehicle Maintenance & Repairs	01827	SUSSEX SHERIFF
0000000	002055		2022-72	9/27/2022		4100-051100-1265-512-510	75.00	223280				Vehicle Maintenance & Repairs	01827	SUSSEX SHERIFF

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT G/L	ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	002055		2022-78	9/15/2022		4100-051100-1265-519-510	75.00	223280			Vehicle Maintenance Repairs	01827 SUSSEX SHERIFF
	DISC. TOTAL	.00	CHECK TOTAL	300.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	300.00
0000000	001946	COMMONWEALTH OCCUPATIONAL	093022	9/30/2022		4100-021100-1227-211-210	835.00	223281			Medical Services	01827 SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	835.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	835.00
0000000	001173	COPY CAT PRINTING	78235	9/20/2022		4100-021100-1233-211-210	635.64	223282			Printing	01827 SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	635.64	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	635.64
0000000	000902	DOC FARMER'S MARKET	MKT94753	9/19/2022		4100-051500-1246-551-510	376.70	223283			Food Supplies	01827 SUSSEX COUNTY JAIL
	DISC. TOTAL	.00	CHECK TOTAL	376.70	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	376.70
0000000	001651	DOCUMENT SYSTEMS	125879	10/03/2022		4100-041100-1255-411-410	178.60	223284			Maintenance Service Contract	01827 # SC05-001
0000000	001651		125880	10/03/2022		4100-021100-1252-211-210	77.11	223284			Equipment Lease/Rental	01827 # SC05-003
0000000	001651		125881	10/03/2022		4100-061100-1252-612-610	37.99	223284			Equipment Lease/Rental	01827 # SC08
	DISC. TOTAL	.00	CHECK TOTAL	293.70	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	293.70
0000000	000084	DOMINION VIRGINIA POWER	0482572328	0922	9/26/2022	4100-021600-1276-263-210	3,166.67	223285			Electric	01827 # 0482572328
0000000	000084		1636467779	0922	9/27/2022	4100-021600-1276-263-210	109.14	223285			Electric	01827 # 1636467779
0000000	000084		4204030300	0922	9/27/2022	4100-021600-1276-263-210	23.94	223285			Electric	01827 # 4204030300
0000000	000084		5080737736	0922	9/26/2022	4100-021600-1276-263-210	64.90	223285			Electric	01827 # 5080737736
0000000	000084		9447701492	0922	9/22/2022	4100-021600-1276-263-210	19.09	223285			Electric	01827 # 9447701492
0000000	000084		9670342501	0922	9/28/2022	4100-021600-1276-263-210	280.00	223285			Electric	01827 # 9670342501
	DISC. TOTAL	.00	CHECK TOTAL	3,663.74	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	3,663.74
0000000	001911	DOUGLAS, RICHARD	RD 100322		10/03/2022	4100-021100-1206-211-210	15.00	223286			Transportation (exclude milea	01827 REIMBURSEMENT
	DISC. TOTAL	.00	CHECK TOTAL	15.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	15.00
0000000	000123	EDMOND, J. LAFAYETTE	JLE 091322		10/04/2022	4100-021400-1217-241-210	175.00	223287			Commission/Board Compensation	01827 PLANNING COMMISSIO
	DISC. TOTAL	.00	CHECK TOTAL	175.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	175.00
0000000	001692	FERRELLGAS	1120652553		10/03/2022	4100-051500-1264-551-510	2,260.05	223288			Gasoline/Mileage-Non Training	01827 # 112364120
	DISC. TOTAL	.00	CHECK TOTAL	2,260.05	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	2,260.05
0000000	000152	GALLS, LLC	22082488		9/08/2022	4100-051100-1244-512-510	87.20	223289			Uniform Services	01827 # 5417395
0000000	000152		22082489		9/08/2022	4100-051100-1244-512-510	82.18	223289			Uniform Services	01827 # 5417395
	DISC. TOTAL	.00	CHECK TOTAL	169.38	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	169.38
0000000	000276	GREENSVILLE COUNTY WATER	1175 102022		10/20/2022	4100-021600-1277-263-210	61.16	223290			Water Services	01827 # 1175
	DISC. TOTAL	.00	CHECK TOTAL	61.16	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	61.16
0000000	001475	IRVING, FRANK	FI 091322		10/04/2022	4100-021400-1217-241-210	75.00	223291			Commission/Board Compensation	01827 PLANNING COMMISSIO
	DISC. TOTAL	.00	CHECK TOTAL	75.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	75.00
0000000	001477	KING, ROGER	RK 091322		10/04/2022	4100-021400-1217-241-210	150.00	223292			Commission/Board Compensation	01827 PLANNING COMMISSIO
	DISC. TOTAL	.00	CHECK TOTAL	150.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	150.00
0000000	001943	MARK D. MILITANA MD PC	AUGUST 2022		9/27/2022	4100-051500-1293-551-510	3,750.00	223293			Inmate Medical Expenses	01827 SUSSEX SHERIFF
0000000	001943		JUNE2022REISSUE		6/01/2022	4100-051500-1293-551-510	3,750.00	223293			Inmate Medical Expenses	01827 SUSSEX SHERIFF
0000000	001943		SEPTEMBER 2022		9/28/2022	4100-051500-1293-551-510	3,750.00	223293			Inmate Medical Expenses	01827 SUSSEX SHERIFF
	DISC. TOTAL	.00	CHECK TOTAL	11,250.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	TOTAL	11,250.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	001392	MASON, DENNIS	DM 091322	10/04/2022		4100-021400-1217-241-210	150.00	223294				Commission/Board Compensation	01827	PLANNING COMMISSIO
	DISC. TOTAL	.00	CHECK TOTAL	150.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		150.00
0000000	000309	MASSENBURG, TERRY	TM 09132022	10/04/2022		4100-021400-1217-241-210	100.00	223295				Commission/Board Compensation	01827	PLANNING COMMISSIO
	DISC. TOTAL	.00	CHECK TOTAL	100.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		100.00
0000000	001600	MAYES, ANDREW W.	AM 091322	10/04/2022		4100-021400-1217-241-210	150.00	223296				Commission/Board Compensation	01827	PLANNING COMMISSIO
	DISC. TOTAL	.00	CHECK TOTAL	150.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		150.00
0000000	001983	MID-ATLANTIC PEST AND LAW MAPL	091322	9/13/2022		4100-021600-1274-261-210	75.00	223297				Grounds Maintenance & Repairs	01827	SUSSEX ANML CONTRO
	DISC. TOTAL	.00	CHECK TOTAL	75.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		75.00
0000000	001882	MOBILE COMMUNICATIONS AME	408000965-1	9/28/2022		4100-021500-1254-251-210	1,411.90	223298				Equipment Maintenance	01827	# 118941
	DISC. TOTAL	.00	CHECK TOTAL	1,411.90	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		1,411.90
0000000	000947	MUNICIPAL EMERGENCY	IN1769951	9/28/2022		4100-021500-1254-251-210	868.07	223299				Equipment Maintenance	01827	# C34963
	DISC. TOTAL	.00	CHECK TOTAL	868.07	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		868.07
0000000	999999	NEWMAN, CHRISTINA	CN 0922	10/02/2022		4100-051500-1215-551-510	34.20	223300				Inmate Pay	01827	INMATE PAY
	DISC. TOTAL	.00	CHECK TOTAL	34.20	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		34.20
0000000	999999	NEWMAN, MICHAEL	MN 0922	10/02/2022		4100-051500-1215-551-510	55.80	223301				Inmate Pay	01827	INMATE PAY
	DISC. TOTAL	.00	CHECK TOTAL	55.80	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		55.80
0000000	000056	OWEN FORD, INC	19717	9/15/2022		4105-071100-1265-711-710	71.79	223302				Vehicle maintenance & Repairs	01827	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	71.79	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		71.79
0000000	001141	PARHAM'S WELDING &	42038	9/29/2022		4100-021200-1272-221-210	300.46	223303				Building Maintenance & Repair	01827	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	300.46	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		300.46
0000000	001246	PHILLIPS TELECOMMUNICITION	32951	9/06/2022		4100-021600-1234-263-210	492.55	223304				Telecommunications	01827	SUSSEX COUNTY
0000000	001246		32986	10/04/2022		4100-021600-1234-263-210	492.55	223304				Telecommunications	01827	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	985.10	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		985.10
0000000	000164	PITNEY-BOWES, LLC	3316387145	9/25/2022		4100-061100-1252-612-610	656.88	223305				Equipment Lease/Rental	01827	# 11595094
	DISC. TOTAL	.00	CHECK TOTAL	656.88	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		656.88
0000000	999999	RICHARDSON, LUTHER	LR 0922	10/02/2022		4100-051500-1215-551-510	15.30	223306				Inmate Pay	01827	INMATE PAY
	DISC. TOTAL	.00	CHECK TOTAL	15.30	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		15.30
0000000	000832	SAM'S CLUB DIRECT	1690	8/31/2022		4100-051500-1201-551-510	224.64	223307				Organization Membership	01827	# 0402188473177
0000000	000832		1691	8/31/2022		4100-051500-1277-551-510	65.92	223307				Water Services	01827	# 0402188473177
0000000	000832		1692	8/31/2022		4100-051500-1247-551-510	224.64	223307				Janitorial Supplies	01827	# 0402184473177
	DISC. TOTAL	.00	CHECK TOTAL	515.20	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		515.20
0000000	001709	SCHULTZ LAWNSCAPES, INC.	38036	9/01/2022		4100-021200-1229-221-210	4,960.09	223308				Other Professional Services	01827	SUSSEX COUNTY
0000000	001709		38036	9/01/2022		4100-021600-1229-264-210	1,335.46	223308				Other Professional Services	01827	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	6,295.55	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		6,295.55
0000000	001866	SHANDS, RUDOLPH	RS 091322	9/13/2022		4100-021400-1217-241-210	150.00	223309				Commission/Board Compensation	01827	10042022
	DISC. TOTAL	.00	CHECK TOTAL	150.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		150.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	999999	SMITH,TORIANDO	TS 0922	10/02/2022		4100-051500-1215-551-510	144.00	223310			Inmate Pay	01827	INMATE PAY
	DISC. TOTAL	.00	CHECK TOTAL	144.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		144.00
0000000	001975	STAPLES, INC.	7366009364-0-1	9/28/2022		4100-021100-1241-211-210	68.98	223311			Office Supplies	01827	# 27065688
	DISC. TOTAL	.00	CHECK TOTAL	68.98	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		68.98
0000000	000077	SUSSEX SERVICE AUTHORITY	1814040098 0822	8/31/2022		4100-021600-1277-263-210	46.00	223312			Water Services	01827	# 1814040098
	DISC. TOTAL	.00	CHECK TOTAL	46.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		46.00
0000000	002051	SUTHERLAND SEALCOATING	1063	10/04/2022		4100-021200-1272-221-210-602	375.00	223313			DMV-Select ADA Compliance Proj	01827	SUSSEX COUNTY
0000000	002051		1063	10/04/2022		4100-021200-1272-221-210-603	375.00	223313			Registrar-ADA Compliance Proj	01827	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	750.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		750.00
0000000	001766	THE SUPPLY ROOM	4747631-0	9/29/2022		4100-051100-1241-512-510	50.50	223314			Office Supplies	01827	SUSSEX SHERIFF
	DISC. TOTAL	.00	CHECK TOTAL	50.50	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		50.50
0000000	000897	TRANE COMPANY	312828914	7/28/2022		4100-021200-1273-221-210	2,540.57	223315			Building Systems Main & Repai	01827	# 115365
	DISC. TOTAL	.00	CHECK TOTAL	2,540.57	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		2,540.57
0000000	000087	VAN CLEEF AUTO PARTS INC	11036	7/09/2022		4100-021500-1265-252-210	20.00	223316			Vehicle Maintenance & Repairs	01827	# 27430
0000000	000087		11071	7/13/2022		4100-021500-1265-251-210	751.65	223316			Vehicle Maintenance & Rpairs	01827	# 27430
0000000	000087		11387	7/20/2022		4100-021500-1265-251-210	1,296.63	223316			Vehicle Maintenance & Rpairs	01827	# 27430
0000000	000087		637268	9/14/2022		4100-021600-1242-261-210	50.00	223316			Agricultural Supplies	01827	# 27430
	DISC. TOTAL	.00	CHECK TOTAL	2,118.28	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		2,118.28
0000000	999999	VCE,HENRY CO. MARTINSVILL	VESA DUES FY23	10/05/2022		4100-081300-2110-822-810	210.00	223317			VA Cooperative Extension	01827	MASON,JAMES
	DISC. TOTAL	.00	CHECK TOTAL	210.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		210.00
0000000	000769	VERIZON	0156873625 0922	9/30/2022		4100-061100-1234-613-610	84.37	223318			Telecommunications	01827	# 850451987000185
0000000	000769		0973062717 0922	9/27/2022		4100-021100-1234-211-210	215.16	223318			Telecommunications	01827	# 951295778000179
0000000	000769		0973062717 0922	9/27/2022		4100-021400-1234-241-210	47.81	223318			Telecommunications	01827	# 951295778000179
0000000	000769		0973062717 0922	9/27/2022		4100-021400-1234-242-210	71.72	223318			Telecommunications	01827	# 951295778000179
0000000	000769		0973062717 0922	9/27/2022		4100-021600-1234-261-210	23.91	223318			Telecommunications	01827	# 951295778000179
0000000	000769		0973062717 0922	9/27/2022		4100-021500-1234-253-210	23.91	223318			Telecommunications	01827	# 951295778000179
0000000	000769		0973062717 0922	9/27/2022		4100-023100-1234-291-230	71.72	223318			Telecommunications	01827	# 951295778000179
0000000	000769		0973062717 0922	9/27/2022		4100-041100-1234-411-410	95.63	223318			Telecommunications	01827	# 951295778000179
0000000	000769		0973062717 0922	9/27/2022		4100-031100-1234-311-310	95.63	223318			Telecommunications	01827	# 951295778000179
0000000	000769		0973062717 0922	9/27/2022		4100-063100-1234-631-630	119.53	223318			Telecommunications	01827	# 951295778000179
0000000	000769		0973062717 0922	9/27/2022		4100-062100-1234-621-620	143.44	223318			Telecommunications	01827	# 951295778000179
0000000	000769		0973062717 0922	9/27/2022		4100-063100-1234-632-630	23.91	223318			Telecommunications	01827	# 951295778000179
0000000	000769		0973062717 0922	9/27/2022		4105-071100-1234-711-710	645.48	223318			Telecommunications	01827	# 951295778000179
	DISC. TOTAL	.00	CHECK TOTAL	1,662.22	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		1,662.22
0000000	000039	VERIZON WIRELESS	9916217838	9/19/2022		4100-051100-1234-512-510	280.11	223319			Telecommunications	01827	# 742314083-00002
0000000	000039		9916217838	9/19/2022		4100-051500-1234-551-510	280.10	223319			Telecommunications	01827	# 742314083-00002
	DISC. TOTAL	.00	CHECK TOTAL	560.21	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		560.21
0000000	000873	WASTE MANAGEMENT OF	3669446-2424-1	9/26/2022		4100-021600-1229-263-210	698.77	223320			Other Professional Services	01827	# 103305252006
	DISC. TOTAL	.00	CHECK TOTAL	698.77	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		698.77
0000000	001994	WESLEY HOUSING CENTER	990	10/03/2022		4100-021300-9004-231-210	48,600.00	223321			UNOS-CDBG Housing Grt	01827	315 WYE STREET
	DISC. TOTAL	.00	CHECK TOTAL	48,600.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		48,600.00

P. O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	001408	WITMER PUBLIC SAFETY GRP.	INV113790	10/03/2022		4100-021600-1244-261-210	38.87	223322			Uniform Services	01827	SUSSEX ANML CONTRO
0000000	001408		INV98036	9/06/2022		4100-051100-1244-512-510	64.31	223322			Uniform Services	01827	SUSSEX SHERIFF
0000000	001408		INV98514	9/06/2022		4100-051100-1244-512-510	243.00	223322			Uniform Services	01827	SUSSEX SHERIFF
0000000	001408		INV98561	9/06/2022		4100-051500-1244-551-510	72.00	223322			Uniform Services	01827	SUSSEX SHERIFF
		DISC. TOTAL											418.18
		CHECK TOTAL											
		ACH PMT TOTAL											
		CPA PMT TOTAL											
		EPY PMT TOTAL											
		TOTAL											
0000000	001644	XEROX FINANCIAL SERVICES	3487545	9/10/2022		4100-051500-1252-551-510	338.84	223323			Equipment Lease/Rental	01827 #	0200081249001
0000000	001644		3487545	9/10/2022		4100-051100-1252-512-510	338.85	223323			Equipment Lease/Rental	01827 #	0200081249001
		DISC. TOTAL											677.69
		CHECK TOTAL											
		ACH PMT TOTAL											
		CPA PMT TOTAL											
		EPY PMT TOTAL											
		TOTAL											
0000000	001987	3P TRADING COMPANY, LLC	2983	10/01/2021		4100-021600-1242-261-210	204.00	223324			Agricultural Supplies	01827	SUSSEX ANML CONTRO
0000000	001987		3213	12/10/2021		4100-021600-1242-261-210	431.25	223324			Agricultural Supplies	01827	SUSSEX ANML CONTRO
0000000	001987		3683	7/19/2022		4100-021600-1242-261-210	375.00	223324			Agricultural Supplies	01827	SUSSEX ANML CONTRO
		DISC. TOTAL											1,010.25
		CHECK TOTAL											
		ACH PMT TOTAL											
		CPA PMT TOTAL											
		EPY PMT TOTAL											
		TOTAL											
0000000	000738	BUTLER'S TOWING AND	11365	9/01/2022		4100-021600-1265-261-210	502.29	223325			Vehicle Maintenance & Repairs	01827	SUSSEX ANML CONTRO
0000000	000738		11476	9/15/2022		4100-021600-1265-261-210	45.00	223325			Vehicle Maintenance & Repairs	01827	SUSSEX ANML CONTRO
0000000	000738		11532	9/22/2022		4100-021600-1265-261-210	285.50	223325			Vehicle Maintenance & Repairs	01827	SUSSEX ANML CONTRO
		DISC. TOTAL											832.79
		CHECK TOTAL											
		ACH PMT TOTAL											
		CPA PMT TOTAL											
		EPY PMT TOTAL											
		TOTAL											
0000000	001408	WITMER PUBLIC SAFETY GRP.	INV103715	9/15/2022		4100-021600-1244-261-210	96.00	223326			Uniform Services	01827	SUSSEX ANML CONTRO
0000000	001408		INV113556	10/03/2022		4100-021600-1244-261-210	466.25	223326			Uniform Services	01827	SUSSEX ANML CONTRO
0000000	001408		INV95596	8/30/2022		4100-021600-1244-261-210	192.00	223326			Uniform Services	01827	SUSSEX ANML CONTRO
0000000	001408		INV97641	9/02/2022		4100-021600-1259-261-210	461.00	223326			Other Equipment Purchases	01827	SUSSEX ANML CONTRO
0000000	001408		INV99847	9/08/2022		4100-021600-1244-261-210	624.00	223326			Uniform Services	01827	SUSSEX ANML CONTRO
		DISC. TOTAL											1,839.25
		CHECK TOTAL											
		ACH PMT TOTAL											
		CPA PMT TOTAL											
		EPY PMT TOTAL											
		TOTAL											
		CHECK TOTAL											106,701.67
		ACH PMT TOTAL											
		CPA PMT TOTAL											
		EPY PMT TOTAL											
		TOTAL											

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 106,701.67- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-6-22  
 DATE  
10-6-22  
 DATE  
10/6/22  
 DATE

Kelly J. Cox  
 DIRECTOR OF FINANCE  
Richard J. Cox  
 COUNTY ADMINISTRATION  
Deste J. Cox  
 DESTE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	001639	BMS DIRECT INC.	163349P	10/10/2022		4100-041100-1231-411-410	6,610.00	223337				Postage	01830 # MW421	
		DISC. TOTAL	.00	CHECK TOTAL	6,610.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	6,610.00
			.00	CHECK TOTAL	6,610.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	6,610.00
			.00	CHECK TOTAL	6,610.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	6,610.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 6,610.00- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-11-22  
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10-11-22  
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10/11/22  
DATE

*Keely Wood*  
 DIRECTOR OF FINANCE  
*Ruth Oyle*  
 COUNTY ADMINISTRATION  
*Desta J. Cox*  
 DESTA J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	002005	BANK OF AMERICA, N.A.	10/12/2022	10/12/2022		4100-021600-1276-263-210	.00	223338			Electric	01831	PRINCE GEORGE ELEC
0000000	002005		10/12/2022	10/12/2022		4100-021600-1276-263-210	386.98	223338			Electric	01831	PRINCE GEORGE ELEC
0000000	002005		10/12/2022	10/12/2022		4100-021600-1276-263-210	220.45	223338			Electric	01831	PRINCE GEORGE ELEC
0000000	002005		10/12/2022	10/12/2022		4100-021600-1276-263-210	256.46	223338			Electric	01831	PRINCE GEORGE ELEC
0000000	002005		10/12/2022	10/12/2022		4100-021600-1276-263-210	497.35	223338			Electric	01831	PRINCE GEORGE ELEC
0000000	002005		10/12/2022	10/12/2022		4100-061100-1277-611-610	137.21	223338			Water Services	01831	WATER - COFFEE DEL
		DISC. TOTAL	.00	CHECK TOTAL	1,498.45	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	1,498.45
			.00	CHECK TOTAL	1,498.45	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	1,498.45
			.00	CHECK TOTAL	1,498.45	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	1,498.45

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 THE TOTAL 1,498.45- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-13-22  
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10/13/22  
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[Signature]  
DIRECTOR OF FINANCE

[Signature]  
COUNTY ADMINISTRATION

[Signature]  
DESTE J. COX, TREASURER



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	999999	BRYANT CHRISTOPHER RAINES	000001999220510JU	5/10/2022		4100-061100-1213-611-610	30.00	223339			Witness Fees	01832	JUROR PAYMNT
		DISC. TOTAL	.00	CHECK TOTAL	30.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			.00	TOTAL	30.00
0000000	999999	CHRISTOPHER P. DODSON	000001998220510JU	5/10/2022		4100-061100-1213-611-610	30.00	223340			Witness Fees	01832	JUROR PAYMNT
		DISC. TOTAL	.00	CHECK TOTAL	30.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			.00	TOTAL	30.00
0000000	999999	Jesse Kincaid Hellyer, Jr	000000391220510JU	5/10/2022		4100-061100-1213-611-610	30.00	223341			Witness Fees	01832	JUROR PAYMNT
		DISC. TOTAL	.00	CHECK TOTAL	30.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			.00	TOTAL	30.00
0000000	999999	JAMIE PARKER POOLE	000002002220510JU	5/10/2022		4100-061100-1213-611-610	30.00	223342			Witness Fees	01832	JUROR PAYMNT
		DISC. TOTAL	.00	CHECK TOTAL	30.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			.00	TOTAL	30.00
0000000	999999	ROBERT E. HAMILN	000002000220510JU	5/10/2022		4100-061100-1213-611-610	30.00	223343			Witness Fees	01832	JUROR PAYMNT
		DISC. TOTAL	.00	CHECK TOTAL	30.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			.00	TOTAL	30.00
0000000	999999	SONDA JOHNSON PARHAM	000002001220510JU	5/10/2022		4100-061100-1213-611-610	30.00	223344			Witness Fees	01832	JUROR PAYMNT
		DISC. TOTAL	.00	CHECK TOTAL	30.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			.00	TOTAL	30.00
			.00	CHECK TOTAL	180.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			.00	TOTAL	180.00
			.00	CHECK TOTAL	180.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			.00	TOTAL	180.00

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 THE TOTAL 180.00- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

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10/13/22  
DATE

  
DIRECTOR OF FINANCE

  
COUNTY ADMINISTRATION

  
DESTE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV.DESCRPTION
0000000	001746	AMERICAN HOUSING SPECIAL	22-22	10/11/2022		4100-021300-9004-231-210	3,125.00	223345				UNOS-CDBG Housing Grt	01829	UNOS-315 WYE STREE
		DISC. TOTAL	.00	CHECK TOTAL	3,125.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		3,125.00
0000000	000009	BAI MUNICIPAL SOFTWARE	20221003006	10/03/2022		4100-041100-1255-411-410	3,991.00	223346				Maintenance Service Contract	01829	ACCT# 10056
0000000	000009		20221003006	10/03/2022		4100-031100-1255-311-310	2,510.00	223346				Maintenance Service Contract	01829	ACCT# 10056
		DISC. TOTAL	.00	CHECK TOTAL	6,501.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		6,501.00
0000000	001507	BARKSDALE OILS INC.	SUSSCTY 093022	9/30/2022		4100-021400-1264-241-210	59.00	223347				Mileage	01829	# SUSSCTY
0000000	001507		SUSSCTY 093022	9/30/2022		4100-021600-1264-261-210	965.47	223347				Mileage	01829	# SUSSCTY
0000000	001507		SUSSCTY 093022	9/30/2022		4100-021200-1264-221-210	407.64	223347				Mileage	01829	# SUSSCTY
0000000	001507		SUSSCTY 093022	9/30/2022		4100-021600-1264-262-210	568.56	223347				Mileage	01829	# SUSSCTY
0000000	001507		SUSSCTY 093022	9/30/2022		4100-021400-1264-241-210	236.00	223347				Mileage	01829	# SUSSCTY
0000000	001507		SUSSCTY 093022	9/30/2022		4100-051100-1264-512-510	257.46	223347				Mileage/Gas	01829	# SUSSCTY
0000000	001507		SUSSCTY 093022	9/30/2022		4100-051100-1264-512-510	12,178.36	223347				Mileage/Gas	01829	# SUSSCTY
0000000	001507		SUSSCTY 093022	9/30/2022		4105-071100-1264-711-710	399.60	223347				Gasoline	01829	# SUSSCTY
		DISC. TOTAL	.00	CHECK TOTAL	15,072.09	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		15,072.09
0000000	001676	BERKLEY GROUP	WO#5 INV#20	10/03/2022		4100-021400-1225-241-210	500.00	223348				Management Consulting Service	01829	ENVIRONMENTAL SUPP
0000000	001676		WO#9A INV#6	10/03/2022		4100-021400-1225-241-210	3,333.33	223348				Management Consulting Service	01829	PLANNER POSITION
0000000	001676		WO#9B INV#6	10/03/2022		4100-021400-1225-241-210	5,560.00	223348				Management Consulting Service	01829	PLANNING DIRECTOR
		DISC. TOTAL	.00	CHECK TOTAL	9,393.33	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		9,393.33
0000000	000915	BLACKWATER REGIONAL	145	10/01/2022		4100-081400-2110-826-810	47,565.00	223349				Blackwater/Regional Library	01829	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	47,565.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		47,565.00
0000000	001639	BMS DIRECT INC.	161066	8/31/2022		4100-041100-1229-411-410	300.00	223350				Other Professional Services	01829	# MW421
		DISC. TOTAL	.00	CHECK TOTAL	300.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		300.00
0000000	000360	BUSINESS DATA OF VA. INC	01-2024	8/05/2022		4100-031100-1225-312-310	480.00	223351				Management Consulting Service	01829	SUSSEX COMM OF REV
		DISC. TOTAL	.00	CHECK TOTAL	480.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		480.00
0000000	000738	BUTLER'S TOWING AND	11594	10/03/2022		4100-051100-1265-512-510	20.00	223352				Vehicle Maintenance & Repairs	01829	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	20.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		20.00
0000000	001368	CAS SEVERN, INC.	441715	9/30/2022		4100-021100-1224-211-210	4,300.00	223353				Information Systems Services	01829	# 2445
0000000	001368		441716	9/30/2022		4100-021700-1224-271-210	105.00	223353				Information System Services	01829	# 2445
		DISC. TOTAL	.00	CHECK TOTAL	4,405.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		4,405.00
0000000	001449	CONVERGENT TECHNOLOGIES	25040	10/03/2022		4100-051100-1224-516-510	359.00	223354				Information System Services	01829	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	359.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		359.00
0000000	002072	CORONET CYBER SECURITY, IN	24537	9/29/2022		4100-021700-1258-271-210	3,397.14	223355				Computer Software/application	01829	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	3,397.14	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		3,397.14
0000000	000622	COUNTY OF GREENSVILLE	3012	10/03/2022		4100-061100-1214-611-610	3,129.82	223356				Comp Court Administrator	01829	ACCT# 65
		DISC. TOTAL	.00	CHECK TOTAL	3,129.82	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		3,129.82
0000000	000931	COUNTY OF PRINCE GEORGE	QTR 1 2023	10/12/2022		4100-061100-1214-611-610	1,888.67	223357				Comp Court Administrator	01829	COURT ADMINISRATOR
		DISC. TOTAL	.00	CHECK TOTAL	1,888.67	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		1,888.67
0000000	000020	COWLING BROTHERS	318081	9/19/2022		4100-051100-1245-512-510	39.44	223358				Law Enforcement Supplies	01829	# SCJ001
		DISC. TOTAL	.00	CHECK TOTAL	39.44	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		39.44

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	000024	CRATER YOUTH CARE	23019	9/20/2022		4100-081800-2110-863-810	7,402.08	223359				Crater Youth Care Commission	01829	SEPT 2022 USAGE FE
	DISC. TOTAL	.00	CHECK TOTAL	7,402.08	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	7,402.08
0000000	001613	CUSTOM CLEANERS	12149	9/30/2022		4100-051100-1244-512-510	36.00	223360				Uniform Services	01829	SUSSEX SHERIFF
0000000	001613		12150	9/30/2022		4100-051500-1244-551-510	112.00	223360				Uniform Services	01829	SUSSEX SHERIFF
	DISC. TOTAL	.00	CHECK TOTAL	148.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	148.00
0000000	000902	DOC FARMER'S MARKET	MKT95069	10/03/2022		4100-051500-1246-551-510	28.75	223361				Food Supplies	01829	SUSSEX COUNTY JAIL
	DISC. TOTAL	.00	CHECK TOTAL	28.75	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	28.75
0000000	001651	DOCUMENT SYSTEMS	124847	8/12/2022		4100-021100-1252-211-210	1,138.98	223362				Equipment Lease/Rental	01829	# SC05-002
0000000	001651		125882	10/03/2022		4100-031100-1225-312-310	74.91	223362				Management Consulting Service	01829	# SC10
0000000	001651		126056	10/10/2022		4100-021100-1252-211-210	1,038.01	223362				Equipment Lease/Rental	01829	# SC05-002
	DISC. TOTAL	.00	CHECK TOTAL	2,251.90	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	2,251.90
0000000	000084	DOMINION VIRGINIA POWER	2406362505	0922 9/28/2022		4100-051500-1276-551-510	2,607.64	223363				Electric	01829	# 2406362505
0000000	000084		2921584914	0922 9/27/2022		4100-051500-1276-551-510	6.70	223363				Electric	01829	# 2921584914
0000000	000084		9073933633	0922 9/27/2022		4100-051500-1276-551-510	113.99	223363				Electric	01829	# 9073933633
	DISC. TOTAL	.00	CHECK TOTAL	2,728.33	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	2,728.33
0000000	001840	EVIDENT, INC.	194357A-REISSUE	9/14/2022		4100-051100-1244-512-510	261.42	223364				Uniform Services	01829	# 37471
	DISC. TOTAL	.00	CHECK TOTAL	261.42	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	261.42
0000000	001703	HEFTY WILEY & GORE P.C.	12019	9/25/2022		4100-022100-1223-281-220	8,500.00	223365				Legal Services	01829	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	8,500.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	8,500.00
0000000	000049	JARRATT HARDWARE	2209-134079	9/30/2022		4100-023100-1299-291-230	7.96	223366				MISCELLANEOUS	01829	# 1045
	DISC. TOTAL	.00	CHECK TOTAL	7.96	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	7.96
0000000	001308	LONGWOOD SMALL BUSINESS	2022ER10	9/22/2022		4100-081800-2110-869-810	1,500.00	223367				Crater Small Bus Dev Cent	Lon01829	FY23 ALLOCATION
	DISC. TOTAL	.00	CHECK TOTAL	1,500.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	1,500.00
0000000	001980	MCNEIL & COMPANY, INC.	46159130	10/11/2022		4100-021500-1262-252-210	3,500.00	223368				Insurance	01829	SUSSEX COUNTY
0000000	001980		46159130	10/11/2022		4100-021500-1262-251-210	17,832.44	223368				Insurance	01829	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	21,332.44	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	21,332.44
0000000	999999	PETERSBURG HEALTHY DEPART	100322	10/03/2022		4100-051500-1203-551-510	150.00	223369				Workshop and Conferences	01829	SUSSEX SHERIFF
	DISC. TOTAL	.00	CHECK TOTAL	150.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	150.00
0000000	001246	PHILLIPS TELECOMMUNICATION	32876	7/20/2022		4100-021600-1234-263-210	752.00	223370				Telecommunications	01829	SUSSEX COUNTY
0000000	001246		32978	10/04/2022		4100-021600-1234-263-210	250.00	223370				Telecommunications	01829	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	1,002.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	1,002.00
0000000	000165	POSTMASTER	REGSTRAR 100722	10/07/2022		4100-023100-1231-291-230	120.00	223371				Postage	01829	POSTAGE
	DISC. TOTAL	.00	CHECK TOTAL	120.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	120.00
0000000	001498	PRINTELECT	28535	10/07/2022		4100-023100-1241-291-230	471.39	223372			N	Office Supplies	01829	SUSSEX ELECT BOARD
	DISC. TOTAL	.00	CHECK TOTAL	471.39	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	471.39
0000000	001023	RICOH USA, INC.	36930137	8/12/2022		4100-063100-1252-631-630	232.33	223373				Equipment Lease/Rental	01829	# 37023603
0000000	001023		36930137	8/12/2022		4100-063100-1252-632-630	232.32	223373				Equipment Lease/Rental	01829	# 37023603
	DISC. TOTAL	.00	CHECK TOTAL	464.65	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				.00	TOTAL	464.65

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0000000	001571	SHI INTERNATIONAL CORP	B15599507	7/29/2022		4100-051100-1224-512-510	3,709.44	223374				Information System Services	01829 #	1128560
0000000	001571		B15881414	9/27/2022		4100-051100-1224-512-510	911.40	223374				Information System Services	01829 #	1128560
		DISC. TOTAL	.00	CHECK TOTAL	4,620.84	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		4,620.84
0000000	002073	STALLION AIR INC	12399	9/28/2022		4100-021500-1259-251-210	13,827.00	223375				Other Equipment Purchases	01829	SUSSEX PUBLIC SAFE
		DISC. TOTAL	.00	CHECK TOTAL	13,827.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		13,827.00
0000000	002022	STAR2STAR COMMUNICATIONS, L	SUB01437396	10/05/2022		4100-021600-1234-263-210	188.32	223376				Telecommunications	01829 #	812800
		DISC. TOTAL	.00	CHECK TOTAL	188.32	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		188.32
0000000	000067	STONY CREEK PHARMACY	SCP 100122	10/01/2022		4100-051500-1293-551-510	325.50	223377				Inmate Medical Expenses	01829	SEPTEMBER 2022
		DISC. TOTAL	.00	CHECK TOTAL	325.50	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		325.50
0000000	002046	SURRY COUNTY	070122-SUSSEX	7/01/2022		4100-021400-1228-242-210	18,474.73	223378				Contractual Services	01829	SUSSEX BLDGINSPECT
		DISC. TOTAL	.00	CHECK TOTAL	18,474.73	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		18,474.73
0000000	000485	THOMSON WEST	847149396	10/01/2022		4100-063100-1202-631-630	317.00	223379				Pub., Subsc., Books, Ref. Mat	01829 #	1005559182
		DISC. TOTAL	.00	CHECK TOTAL	317.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		317.00
0000000	001833	TRANSUNION RISK & ALTERNA	5687311-202209	10/01/2022		4100-051100-1229-512-510	90.00	223380				Other Professional Services	01829 #	5687311
		DISC. TOTAL	.00	CHECK TOTAL	90.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		90.00
0000000	000080	TRI CITY OFFICE PRODUCTS	0142715-004	7/19/2022		4100-063100-1241-631-630	45.80	223381				Office Supplies	01829 #	SXCWAT-0
0000000	000080		0142715-005	8/24/2022		4100-063100-1241-631-630	108.20	223381				Office Supplies	01829 #	SXCWAT-0
0000000	000080		0143188-001	8/23/2022		4100-063100-1241-631-630	161.62	223381				Office Supplies	01829 #	SXCWAT-0
0000000	000080		0143411-001	9/30/2022		4100-063100-1241-631-630	261.90	223381				Office Supplies	01829 #	SXCWAT-0
		DISC. TOTAL	.00	CHECK TOTAL	269.52	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		269.52
0000000	000087	VAN CLEEF AUTO PARTS INC	13824	9/16/2022		4100-021500-1265-251-210	51.00	223382				Vehicle Maintenance & Rpairs	01829 #	27430
0000000	000087		13825	9/16/2022		4100-021500-1265-251-210	20.00	223382				Vehicle Maintenance & Rpairs	01829 #	27430
0000000	000087		13826	9/28/2022		4100-021500-1265-251-210	349.30	223382				Vehicle Maintenance & Rpairs	01829 #	27430
0000000	000087		13827	9/19/2022		4100-021500-1265-251-210	20.00	223382				Vehicle Maintenance & Rpairs	01829 #	27430
0000000	000087		13879	9/16/2022		4100-021500-1265-251-210	194.90	223382				Vehicle Maintenance & Rpairs	01829 #	27430
0000000	000087		14176	9/27/2022		4100-021500-1265-251-210	724.46	223382				Vehicle Maintenance & Rpairs	01829 #	27430
0000000	000087		14201	9/19/2022		4100-021500-1265-251-210	101.00	223382				Vehicle Maintenance & Rpairs	01829 #	27430
		DISC. TOTAL	.00	CHECK TOTAL	1,460.66	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		1,460.66
0000000	000757	VERIZON BUSINESS	832860	10/10/2022		4100-021600-1234-263-210	521.03	223383				Telecommunications	01829 #	Y2694822
		DISC. TOTAL	.00	CHECK TOTAL	521.03	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		521.03
0000000	000039	VERIZON WIRELESS	9910919122	7/10/2022		4100-063100-1234-632-630	49.28	223384				Telecommunications	01829 #	905440571-0001
0000000	000039		9910919122	7/10/2022		4100-063100-1234-631-630	187.99	223384				Telecommunications	01829 #	905440571-0001
0000000	000039		9915590293	9/10/2022		4100-063100-1234-631-630	187.78	223384				Telecommunications	01829 #	905440571-00001
0000000	000039		9915590293	9/10/2022		4100-063100-1234-632-630	49.20	223384				Telecommunications	01829 #	905440571-00001
		DISC. TOTAL	.00	CHECK TOTAL	474.25	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		474.25
0000000	000090	WAVERLY MOTORS, INC	17256	9/14/2022		4100-021500-1265-253-210	113.00	223385				Vehicle Maintenance & Repairs	01829	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	113.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		113.00
0000000	000165	POSTMASTER	BXRENT1302 1022	10/12/2022		4100-023100-1231-291-230	66.00	223386				Postage	01829	BOX RENT 1302
		DISC. TOTAL	.00	CHECK TOTAL	66.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		66.00




P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	000090	WAVERLY MOTORS, INC	17240	9/06/2022		4100-051100-1265-512-510	20.00	223387				Vehicle Maintenance & Repairs	01829	SUSSEX SHERIFF
0000000	000090		17271	9/27/2022		4100-051100-1265-512-510	20.00	223387				Vehicle Maintenance & Repairs	01829	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	40.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		40.00
0000000	000165	POSTMASTER	BXRENT1333	1022	10/12/2022	4100-023100-1231-291-230	66.00	223388				Postage		01829 BOX RENT 1333
		DISC. TOTAL	.00	CHECK TOTAL	66.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		66.00
			.00	CHECK TOTAL	182,898.26	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		182,898.26
			.00	CHECK TOTAL	182,898.26	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		182,898.26

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 182,898.26- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-13-22  
DATE

10-13-22  
DATE

10/13/22  
DATE

  
 DIRECTOR OF FINANCE  
  
 COUNTY ADMINISTRATION  
  
 DESTE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	001960	ACI PAYMENTS, INC.	1000079761	10/13/2022		4100-041100-1292-411-410	212.00	223389				Bank/CC & Other Fees	01833 # 39343	
	DISC. TOTAL	.00	CHECK TOTAL	212.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	212.00	
0000000	000342	AGRI-VA, INC	20882/6	10/04/2022		4100-021200-1244-221-210	86.99	223390				Uniform Services	01833 # 60039	
	DISC. TOTAL	.00	CHECK TOTAL	86.99	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	86.99	
0000000	001917	AMAZON CAPTIAL SERVICES	1R6D-6DJT-K6DQ	10/13/2022		4100-021200-1247-221-210	353.93	223391				Janitorial Supplies	01833 # A1UJ83SE5CTAJC	
0000000	001917		14Y1-7CVN-3F99	10/12/2022		4100-021200-1247-221-210	1,371.78	223391				Janitorial Supplies	01833 # A1UJ83SE5CTAJC	
	DISC. TOTAL	.00	CHECK TOTAL	1,725.71	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	1,725.71	
0000000	000300	BATTERY BARN OF VA INC	411331	10/18/2022		4100-021500-1254-251-210	135.00	223392				Equipment Maintenance	01833 # 749	
	DISC. TOTAL	.00	CHECK TOTAL	135.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	135.00	
0000000	000183	BRITT'S SERVICE CENTER	647918	10/08/2022		4100-051100-1265-515-510	19.95	223393				Vehicle Maintenance & Repairs	01833 SUSSEX SHERIFF	
	DISC. TOTAL	.00	CHECK TOTAL	19.95	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	19.95	
0000000	000738	BUTLER'S TOWING AND	11627	10/05/2022		4100-051100-1265-512-510	25.72	223394				Vehicle Maintenance & Repairs	01833 SUSSEX SHERIFF	
0000000	000738		11646	10/07/2022		4100-051100-1265-512-510	65.00	223394				Vehicle Maintenance & Repairs	01833 SUSSEX SHERIFF	
0000000	000738		11660	10/10/2022		4100-051100-1265-512-510	20.00	223394				Vehicle Maintenance & Repairs	01833 SUSSEX SHERIFF	
0000000	000738		11680	10/11/2022		4100-051100-1265-512-510	300.00	223394				Vehicle Maintenance & Repairs	01833 SUSSEX SHERIFF	
0000000	000738		11711	10/17/2022		4100-051100-1265-519-510	65.00	223394				Vehicle Maintenance Repairs	01833 SUSSEX SHERIFF	
0000000	000738		11724	10/17/2022		4100-051100-1265-512-510	16.50	223394				Vehicle Maintenance & Repairs	01833 SUSSEX SHERIFF	
	DISC. TOTAL	.00	CHECK TOTAL	492.22	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	492.22	
0000000	000728	CARQUEST OF WAKEFIELD	15335-39148	10/07/2022		4100-051100-1265-512-510	75.84	223395				Vehicle Maintenance & Repairs	01833 # 5001	
	DISC. TOTAL	.00	CHECK TOTAL	75.84	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	75.84	
0000000	001485	CENTRAL AGRIBUSINESS	JR30644	10/13/2022		4100-051500-1246-551-510	61.60	223396				Food Supplies	01833 SUSSEX SHERIFF	
	DISC. TOTAL	.00	CHECK TOTAL	61.60	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	61.60	
0000000	001630	CHENEY BROTHERS	12-923532785	10/06/2022		4100-051500-1246-551-510	2,118.44	223397				Food Supplies	01833 # 60030700	
0000000	001630		12-923558713	10/12/2022		4100-051500-1246-551-510	2,101.75	223397				Food Supplies	01833 # 60030700	
	DISC. TOTAL	.00	CHECK TOTAL	4,220.19	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	4,220.19	
0000000	002063	CITY OF RICHMOND	SEPTEMBER 2022	9/30/2022		4100-021100-1299-211-210	5,700.00	223398				Miscellaneous Others	01833 SUSSEX SHERIFF	
	DISC. TOTAL	.00	CHECK TOTAL	5,700.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	5,700.00	
0000000	002055	COMMONWEALTH CALIBRATIONS	2022-71	10/07/2022		4100-051100-1265-512-510	75.00	223399				Vehicle Maintenance & Repairs	01833 SUSSEX SHERIFF	
0000000	002055		2022-79	10/03/2022		4100-051100-1265-519-510	75.00	223399				Vehicle Maintenance Repairs	01833 SUSSEX SHERIFF	
	DISC. TOTAL	.00	CHECK TOTAL	150.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	150.00	
0000000	002075	CORBETT TECHNOLOGY SOLUTI	PSI-14618	9/20/2022		4100-051500-1272-551-510	1,330.20	223400				Building Maintenance & Repair	01833 # SUSSCOUN001	
	DISC. TOTAL	.00	CHECK TOTAL	1,330.20	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	1,330.20	
0000000	000411	CRATER CRIMINAL JUSTICE	2650	10/06/2022		4100-051500-1244-551-510	656.00	223401				Uniform Services	01833 SUSSEX SHERIFF	
	DISC. TOTAL	.00	CHECK TOTAL	656.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	656.00	
0000000	000845	CROWN CASTLE GT COMPANY	39410411	11/01/2021		4100-021500-1252-253-210	1,382.35	223402				Equipment Lease/Rental	01833 # 106663	
	DISC. TOTAL	.00	CHECK TOTAL	1,382.35	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	1,382.35	
0000000	000871	CRYSTAL SPRINGS	6091788 091522	9/15/2022		4100-062100-1277-621-620	29.44	223403				Water Services	01833 # 11421076091788	
	DISC. TOTAL	.00	CHECK TOTAL	29.44	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	29.44	

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	000902	DOC FARMER'S MARKET	MKT95227	10/11/2022		4100-051500-1246-551-510	313.15	223404			Food Supplies	01833	SUSSEX COUNTY JAIL
	DISC. TOTAL	.00	CHECK TOTAL	313.15	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	313.15	
0000000	001651	DOCUMENT SYSTEMS	125473	9/08/2022		4100-062100-1252-621-620	51.62	223405			Equipment Lease/Rental	01833 #	SC07
0000000	001651		125494	9/12/2022		4100-021100-1252-211-210	1.283.13	223405			Equipment Lease/Rental	01833 #	SC05-002
	DISC. TOTAL	.00	CHECK TOTAL	1.334.75	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	1.334.75	
0000000	000084	DOMINION VIRGINIA POWER	0561293952	0922 9/27/2022		4100-021600-1276-263-210	6.59	223406			Electric	01833 #	0561293952
0000000	000084		0963166285	0922 9/30/2022		4100-021600-1276-263-210	155.90	223406			Electric	01833 #	0963166285
0000000	000084		1088433121	0922 9/28/2022		4100-021600-1276-263-210	191.99	223406			Electric	01833 #	1088433121
0000000	000084		3500335009	0922 9/28/2022		4100-021600-1276-263-210	1.122.06	223406			Electric	01833 #	3500335009
0000000	000084		3776508966	0922 9/29/2022		4100-021600-1276-263-210	6.59	223406			Electric	01833 #	3776508966
0000000	000084		4723819456	0922 9/30/2022		4100-021600-1276-263-210	320.60	223406			Electric	01833 #	4723819456
0000000	000084		5690307508	0922 9/27/2022		4100-021500-1279-251-210	422.97	223406			Propane Gas & Electric	01833 #	5690307508
0000000	000084		6138125478	0922 9/30/2022		4100-021600-1276-264-210	26.97	223406			Electric	01833 #	6138125478
0000000	000084		6305358712	0922 9/27/2022		4100-021600-1276-264-210	68.87	223406			Electric	01833 #	6305358712
0000000	000084		6860160149	0922 9/28/2022		4100-021600-1276-263-210	486.61	223406			Electric	01833 #	6860160149
	DISC. TOTAL	.00	CHECK TOTAL	2.809.15	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	2.809.15	
0000000	000084	DOMINION VIRGINIA POWER	7190905005	0922 9/29/2022		4100-021600-1276-263-210	54.23	223407			Electric	01833 #	7190905005
0000000	000084		7248699964	0922 9/30/2022		4100-021600-1276-263-210	690.38	223407			Electric	01833 #	7248699964
0000000	000084		7378703693	0922 9/27/2022		4100-021600-1276-264-210	179.33	223407			Electric	01833 #	7378703693
0000000	000084		7860242267	0922 9/28/2022		4100-021600-1276-263-210	416.79	223407			Electric	01833 #	7860242267
0000000	000084		8855852839	0922 9/27/2022		4100-021600-1276-263-210	503.24	223407			Electric	01833 #	8855852839
0000000	000084		9560347503	0922 9/28/2022		4100-021600-1276-263-210	2,548.58	223407			Electric	01833 #	9560347503
0000000	000084		9630317502	0922 9/28/2022		4100-021600-1276-263-210	529.38	223407			Electric	01833 #	9630317502
0000000	000084		9650330005	0922 9/28/2022		4100-021600-1276-263-210	279.51	223407			Electric	01833 #	9650330005
0000000	000084		9660330003	0922 9/27/2022		4100-021600-1276-263-210	612.20	223407			Electric	01833 #	9660330003
	DISC. TOTAL	.00	CHECK TOTAL	5.813.64	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	5.813.64	
0000000	001911	DOUGLAS, RICHARD	RD 090822	10/14/2022		4100-021100-1229-211-210	1,770.58	223408			Other Professional Services	01833	REIMBURSEMENT
	DISC. TOTAL	.00	CHECK TOTAL	1,770.58	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	1,770.58	
0000000	002076	ECOSYSTEMS ENVIRONMENTAL	10597	7/22/2022		4100-021200-1272-221-210	400.00	223409			Building Maintenance & Repair	01833	SUSSEX COUNTY
0000000	002076		10598	7/22/2022		4100-021200-1273-221-210	935.00	223409			Building Systems Main & Repair	01833	SUSSEX COUNTY
0000000	002076		10599	7/22/2022		4100-021200-1273-221-210	2,685.00	223409			Building Systems Main & Repair	01833	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	4,020.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	4,020.00	
0000000	001937	EMPORIA MEDICAL ASSOCIATE	1692	10/18/2022		4100-021100-1227-211-210	100.00	223410			Medical Services	01833	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	100.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	100.00	
0000000	000274	GALE WELDING & MACHINE	82169	10/10/2022		4100-021200-1272-221-210-602	6,270.00	223411			DMV-Select ADA Compliance Pro	01833	SUSSEX COUNTY
	DISC. TOTAL	.00	CHECK TOTAL	6,270.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	6,270.00	
0000000	001605	GLOBAL SIGNAL ACQUISITIONS	39482792	11/01/2022		4100-021500-1252-253-210	477.62	223412			Equipment Lease/Rental	01833 #	393860
	DISC. TOTAL	.00	CHECK TOTAL	477.62	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	477.62	
0000000	002067	J.S. ARCHER COMPANY, INC.	14618	9/30/2022		4100-021200-1272-221-210-601	75,000.00	223413			COURTHOUSE DOORS-REPLACEMENT	01833 #	3029
	DISC. TOTAL	.00	CHECK TOTAL	75,000.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	75,000.00	
0000000	000049	JARRATT HARDWARE	2209-132175	9/09/2022		4100-051500-1247-551-510	14.97	223414			Janitorial Supplies	01833 #	159

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	000049		2209-132385	9/12/2022		4100-051500-1272-551-510	17.48	223414				Building Maintenance & Repair	01833 # 159	
0000000	000049		2209-132412	9/12/2022		4100-051500-1247-551-510	29.98	223414				Janitorial Supplies	01833 # 159	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				62.43
0000000	001115	LIFESTAR AMBULANCE	SC092022	10/12/2022		4100-021500-2110-252-210-524	21,888.00	223415				Emergency Med. SVC - Pd EMT.	01833 SEPTEMBER 2022	
0000000	001115		WAV092022	10/12/2022		4100-021500-2110-252-210-524	51,840.00	223415				Emergency Med. SVC - Pd EMT.	01833 SEPTEMBER 2022	
0000000	001115		WT092022	10/12/2022		4100-021500-2110-252-210-524	27,000.00	223415				Emergency Med. SVC - Pd EMT.	01833 SUSSEX PUBLIC SAFE	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				100,728.00
0000000	000129	LOGAN SYSTEMS, INC	56967	9/15/2022		4100-062100-1236-621-620	671.66	223416				Microfilming & Scanning Servi	01833 SUSSEX CIRCUIT COU	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				671.66
0000000	000711	MATTHEW BENDER & CO.	3335992X	9/29/2022		4100-041100-1202-411-410	104.85	223417				Publ., Subsc., Books, Ref. Ma	01833 # 5757965001	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				104.85
0000000	001882	MOBILE COMMUNICATIONS AME	408000986-1	10/17/2022		4100-021500-1254-251-210	970.00	223418				Equipment Maintenance	01833 # 118941	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				970.00
0000000	000056	OWEN FORD, INC	20182	10/19/2022		4100-021400-1265-241-210	71.79	223419				Vehicle Maintenance & Repairs	01833 SUSSEX COUNTY	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				71.79
0000000	000164	PITNEY-BOWES, LLC	3315466656	3/27/2022		4100-061100-1252-612-610	656.88	223420				Equipment Lease/Rental	01833 # 11595094	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				656.88
0000000	001956	ROBERTSON, VINCENT L. SR.	VLR 101422 01	10/14/2022		4100-063100-1204-631-630	449.60	223421				Lodging	01833 REIMBURSEMENT	
0000000	001956		VLR 101422 02	10/14/2022		4100-063100-1205-631-630	36.53	223421				Meals	01833 REIMBURSEMENT	
0000000	001956		VLR 101422 03	10/14/2022		4100-063100-1264-631-630	218.50	223421				Gasoline/Mileage-Non Training	01833 REIMBURSEMENT	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				704.63
0000000	002074	RUSSELL'S AUTO-TRUCK PART	4083	10/13/2022		4100-051100-1265-512-510	50.00	223422				Vehicle Maintenance & Repairs	01833 SUSSEX SHERIFF	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				50.00
0000000	001787	SIMPLE COM	17979-OTS	9/07/2022		4100-051100-1224-512-510	25.00	223423				Information System Services	01833 SUSSEX SHERIFF	
0000000	001787		17979-OTS	9/07/2022		4100-051500-1224-551-510	25.00	223423				Information Systems Services	01833 SUSSEX SHERIFF	
0000000	001787		18386-OTS	10/05/2022		4100-051100-1224-512-510	25.00	223423				Information System Services	01833 SUSSEX SHERIFF	
0000000	001787		18386-OTS	10/05/2022		4100-051500-1224-551-510	25.00	223423				Information Systems Services	01833 SUSSEX SHERIFF	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				100.00
0000000	001772	SOUTHSIDE ELECTRIC COOPER	561962001 1022	10/05/2022		4100-021600-1276-264-210	75.42	223424				Electric	01833 # 561962001	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				75.42
0000000	001975	STAPLES, INC.	7356875361-0-1	5/23/2022		4100-021100-1241-211-210	73.99	223425				Office Supplies	01833 # 27065688	
0000000	001975		7361402591-2-1	7/27/2022		4100-021100-1241-211-210	78.60	223425				Office Supplies	01833 # 27065688	
0000000	001975		7363080726-0-1	8/15/2022		4100-021100-1241-211-210	53.48	223425				Office Supplies	01833 # 27065688	
0000000	001975		7365326536-0-1	9/16/2022		4100-021100-1241-211-210	195.67	223425				Office Supplies	01833 # 27065688	
0000000	001975		7600969024-0-2	10/15/2022		4100-021100-1241-211-210	69.18	223425				Office Supplies	01833 # 27065688	
0000000	001975		7600972832-0-1	10/15/2022		4100-021100-1241-211-210	275.96	223425				Office Supplies	01833 # 27065688	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				746.88
0000000	000162	SUFFOLK ENERGIES INC	616354	9/30/2022		4100-051100-1264-512-510	94.14	223426				Mileage/Gas	01833 # 66740352	
	DISC.	TOTAL					.00	EPY	PMT	TOTAL				94.14



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	001869	SUSSEX DISTRICT COURT	SCD 101422	10/14/2022		4100-061100-1223-611-610	3,495.43	223427			Legal Services - Court Appt.	01833	REIMBURSEMENT
0000000	001869		SCD 101822	10/18/2022		4100-061100-1223-611-610	1,170.50	223427			Legal Services - Court Appt.	01833	REIMBURSEMENT
		DISC. TOTAL	.00	CHECK TOTAL	4,665.93	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		4,665.93
0000000	001872	TAXING AUTHORITY CONSULTI	8266	10/18/2022		4100-041100-1291-411-410	130.00	223428			Judicial Land Sale Expenses	01833	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	130.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		130.00
0000000	001766	THE SUPPLY ROOM	4763164-0	10/13/2022		4100-023100-1241-291-230	72.14	223429			Office Supplies	01833	SUSSEX REGISTRAR
		DISC. TOTAL	.00	CHECK TOTAL	72.14	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		72.14
0000000	000316	TOWN OF STONY CREEK	TWN SC 1022	10/14/2022		4100-041100-1296-411-410	36.45	223430			Refund to Towns	01833	VEH. LIC. REG. SHARE
		DISC. TOTAL	.00	CHECK TOTAL	36.45	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		36.45
0000000	000317	TOWN OF WAKEFIELD	TWN WKFLD 1022	10/14/2022		4100-041100-1296-411-410	276.17	223431			Refund to Towns	01833	VEH. LIC. REG. SHARE
		DISC. TOTAL	.00	CHECK TOTAL	276.17	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		276.17
0000000	000318	TOWN OF WAVERLY	TWN WAV 1022	10/14/2022		4100-041100-1296-411-410	449.74	223432			Refund to Towns	01833	VEH. LIC. REG. SHARE
		DISC. TOTAL	.00	CHECK TOTAL	449.74	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		449.74
0000000	001254	TREASURER OF VIRGINIA	COMMVA 092922	9/29/2022		4100-051100-1227-512-510	20.00	223433			Medical Services inc/k9	01833	MEDICAL FEES
		DISC. TOTAL	.00	CHECK TOTAL	20.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		20.00
0000000	000080	TRI CITY OFFICE PRODUCTS	0143289-001	9/09/2022		4100-062100-1241-621-620	264.25	223434			Office Supplies	01833	# SXCC-0
0000000	000080		0143289-002	9/30/2022		4100-062100-1241-621-620	63.78	223434			Office Supplies	01833	# SXCC-0
0000000	000080		0143451-001	9/28/2022		4100-062100-1241-621-620	111.28	223434			Office Supplies	01833	# SXCC-0
		DISC. TOTAL	.00	CHECK TOTAL	439.31	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		439.31
0000000	000301	VA EMPLOYMENT COMMISSION	QTR END 093022	10/07/2022		4100-099900-1128-	378.02	223435			Worker's Comp - Self Ins Unem	01833	# 0001890204
		DISC. TOTAL	.00	CHECK TOTAL	378.02	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		378.02
0000000	000259	VIRGINIA DEPT OF FORESTRY	20181214	9/28/2022		4100-021500-2110-255-210	23,067.18	223436			Forest Fire Extinction	01833	FY23 CONTRIBUTION
		DISC. TOTAL	.00	CHECK TOTAL	23,067.18	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		23,067.18
0000000	001353	VSC FIRE AND SECURITY, INC	03ST26812181	10/14/2022		4100-021500-1229-253-210	475.00	223437			Other Professional Services	01833	# 1033S0167
		DISC. TOTAL	.00	CHECK TOTAL	475.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		475.00
0000000	001408	WITMER PUBLIC SAFETY GRP.	INV106336	9/20/2022		4100-051500-1244-551-510	16.87	223438			Uniform Services	01833	SUSSEX SHERIFF
0000000	001408		INV115187	10/05/2022		4100-051100-1244-512-510	283.29	223438			Uniform Services	01833	SUSSEX SHERIFF
		DISC. TOTAL	.00	CHECK TOTAL	300.16	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		300.16
0000000	001738	WYATT SIGN COMPANY	27121	10/10/2022		4100-021200-1272-221-210-602	24.00	223439			DMV-Select ADA Compliance Pro	01833	SUSSEX COUNTY
0000000	001738		27121	10/10/2022		4100-021200-1272-221-210-603	24.00	223439			Registrar-ADA Compliance Proj	01833	SUSSEX COUNTY
		DISC. TOTAL	.00	CHECK TOTAL	48.00	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		48.00
0000000	001644	XEROX FINANCIAL SERVICES	125473	9/08/2022		4100-062100-1252-621-620	51.62	223440			Equipment Lease/Rental	01833	# SC07
		DISC. TOTAL	.00	CHECK TOTAL	51.62	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		51.62
0000000	000728	CARQUEST OF WAKEFIELD	15335-39108	10/05/2022		4100-021600-1265-262-210	73.68	223441			Vehicle Maintenance & Repairs	01833	# 2836
		DISC. TOTAL	.00	CHECK TOTAL	73.68	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		73.68
0000000	000871	CRYSTAL SPRINGS	12481556 101622	10/16/2022		4100-063100-1277-631-630	91.39	223442			Water Services	01833	# 114253012841556
		DISC. TOTAL	.00	CHECK TOTAL	91.39	ACH PMT TOTAL	.00	EPY PMT TOTAL			TOTAL		91.39

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000873	WASTE MANAGEMENT OF	3235135-2425-2	10/03/2022		4100-021600-1229-264-210	1,462.67	223443			Other Professional Services	01833 # 250963363000
		DISC. TOTAL	.00	CHECK TOTAL	1,462.67	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	1,462.67
0000000	001644	XEROX FINANCIAL SERVICES	3479923	9/11/2022		4100-062100-1252-621-620	149.63	223444			Equipment Lease/Rental	01833 # 0200128117001
		DISC. TOTAL	.00	CHECK TOTAL	149.63	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	149.63
0000000	000871	CRYSTAL SPRINGS	1352055	10/13/2022	101322	4100-061100-1277-612-610	109.85	223445			Water Services	01833 # 11421181352055
		DISC. TOTAL	.00	CHECK TOTAL	109.85	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	109.85
0000000	001644	XEROX FINANCIAL SERVICES	3508250	9/24/2022		4100-031100-1252-311-310	145.00	223446			Equipment Lease/Rental	01833 # 0200099060-001
		DISC. TOTAL	.00	CHECK TOTAL	145.00	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	145.00
0000000	000871	CRYSTAL SPRINGS	7302164	9/15/2022	091522	4100-061100-1277-611-610	37.47	223447			Water Services	01833 # 37281837302164
0000000	000871	CRYSTAL SPRINGS	7302164	10/13/2022	101322	4100-061100-1277-611-610	114.18	223447			Water Services	01833 # 37281837302164
		DISC. TOTAL	.00	CHECK TOTAL	151.65	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	151.65
		.00	CHECK TOTAL	251,816.65	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	251,816.65
		.00	CHECK TOTAL	251,816.65	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL			.00 TOTAL	251,816.65

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 251,816.65- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-20-22  
DATE

10-20-22  
DATE

10/20/22  
DATE

*Kelly V. M...*  
DIRECTOR OF FINANCE  
*Rub...*  
COUNTY ADMINISTRATION  
*Dest J. Cox*  
DESTE J. COX, TREASURER



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	000193	DEPART OF MOTOR VEHICLES	202227300715	10/21/2022		4100-041100-1299-411-410	625.00	223471				Misc.0th-DMV Stops	01834 # 546001642019	
	DISC. TOTAL	.00	CHECK TOTAL	625.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	625.00	
0000000	001892	DIRECTV.LLC	34959122X221010	10/10/2022		4100-021500-1234-253-210	114.09	223472				Telecommunications	01834 # 34959122	
	DISC. TOTAL	.00	CHECK TOTAL	114.09	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	114.09	
0000000	000902	DOC FARMER'S MARKET	MKT95385	10/17/2022		4100-051500-1246-551-510	278.85	223473				Food Supplies	01834 SUSSEX COUNTY JAIL	
	DISC. TOTAL	.00	CHECK TOTAL	278.85	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	278.85	
0000000	001651	DOCUMENT SYSTEMS	126008	10/06/2022		4100-021100-1255-211-210	99.00	223474				Maintenance Service Contract	01834 # SC05-004	
	DISC. TOTAL	.00	CHECK TOTAL	99.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	99.00	
0000000	001725	EDMUNDS WASTE REMOVAL INC	118811	6/27/2022		4100-021600-1247-264-210	425.00	223475				Janitorial Supplies	01834 SUSSEX COUNTY	
0000000	001725		120192	8/01/2022		4100-021600-1247-264-210	425.00	223475				Janitorial Supplies	01834 SUSSEX COUNTY	
	DISC. TOTAL	.00	CHECK TOTAL	850.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	850.00	
0000000	001692	FERRELLGAS	1120678450	10/05/2022		4100-021200-1279-221-210	2,416.07	223476				Propane Gas	01834 # 112364120	
	DISC. TOTAL	.00	CHECK TOTAL	2,416.07	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	2,416.07	
0000000	000579	GILES, ERNEST L	ELG 102122	10/21/2022		4100-051100-1264-512-510	16.00	223477				Mileage/Gas	01834 REIMBURSEMENT	
	DISC. TOTAL	.00	CHECK TOTAL	16.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	16.00	
0000000	001788	HALE'S ELECTRIC SERVICE.	H21017939	10/18/2022		4100-021500-1255-253-210	853.00	223478				Maintenance Service Contract	01834 SUSSEX COUNTY	
	DISC. TOTAL	.00	CHECK TOTAL	853.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	853.00	
0000000	001747	HERC RENTALS INC.	32571672-012	10/10/2022		4100-021600-1252-264-210	1,092.84	223479				Equipment Lease/Rental	01834 # 3041262	
0000000	001747		32571882-011	10/10/2022		4100-021600-1252-264-210	1,092.84	223479				Equipment Lease/Rental	01834 # 3041262	
	DISC. TOTAL	.00	CHECK TOTAL	2,185.68	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	2,185.68	
0000000	001550	KINEX NETWORKING SOLUTION	2210-0009906	10/19/2022		4100-021600-1234-263-210	1,350.00	223480				Telecommunications	01834 # 2201-00004876	
	DISC. TOTAL	.00	CHECK TOTAL	1,350.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	1,350.00	
0000000	001983	MID-ATLANTIC PEST AND LAW	2941	7/01/2022		4100-021600-1229-264-210	320.00	223481				Other Professional Services	01834 SUSSEX COUNTY	
0000000	001983		3167	9/01/2022		4100-021600-1229-264-210	320.00	223481				Other Professional Services	01834 SUSSEX COUNTY	
	DISC. TOTAL	.00	CHECK TOTAL	640.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	640.00	
0000000	001785	OAK HALL INDUSTRIES, L.P.	3905532	10/13/2022		4100-061100-1244-612-610	538.95	223482				Uniforms	01834 SUSSEXGENERALDISTC	
	DISC. TOTAL	.00	CHECK TOTAL	538.95	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	538.95	
0000000	000530	OTIS ELEVATOR COMPANY	F10000004606	9/23/2022		4100-021200-1273-221-210	125.00	223483				Building Systems Main & Repai	01834 # 372260	
	DISC. TOTAL	.00	CHECK TOTAL	125.00	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	125.00	
0000000	000829	PURCHASE POWER	11448168 1022	10/05/2022		4100-021100-1231-211-210	222.18	223484				Postage	01834 # 8000900011448168	
	DISC. TOTAL	.00	CHECK TOTAL	222.18	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	222.18	
0000000	001023	RICOH USA, INC.	37163454	10/14/2022		4100-063100-1252-632-630	232.32	223485				Equipment Lease/Rental	01834 # 37023603	
0000000	001023		37163454	10/14/2022		4100-063100-1252-631-630	232.33	223485				Equipment Lease/Rental	01834 # 37023603	
	DISC. TOTAL	.00	CHECK TOTAL	464.65	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	464.65	
0000000	001488	RRS FOODSERVICE	2254746	10/19/2022		4100-051500-1246-551-510	2,388.05	223486				Food Supplies	01834 # 118626	
	DISC. TOTAL	.00	CHECK TOTAL	2,388.05	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL				TOTAL	2,388.05	

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	001787	SIMPLE COM	18336-OTS	10/05/2022		4100-021700-1228-271-210	192.00	223487				Contractual Services	01834	SUSSEX COUNTY
	DISC.	TOTAL	.00	CHECK TOTAL	192.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		192.00
0000000	001975	STAPLES, INC.	7366861228-0-1	10/12/2022		4100-021100-1241-211-210	164.94	223488				Office Supplies	01834	# 27065688
0000000	001975		7367022627-0-1	10/14/2022		4100-021100-1241-211-210	82.90	223488				Office Supplies	01834	# 27065688
0000000	001975		7367080468-0-1	10/14/2022		4100-021400-1241-241-210	88.75	223488				Office Supplies	01834	# 27065688
0000000	001975		7600969024-0-1	10/19/2022		4100-021100-1241-211-210	69.89	223488				Office Supplies	01834	SUSSEX COUNTY
	DISC.	TOTAL	.00	CHECK TOTAL	406.48	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		406.48
0000000	000162	SUFFOLK ENERGIES INC	616375	9/30/2022		4100-021200-1278-221-210	200.43	223489				Oil	01834	# 66740484
0000000	000162		616375	9/30/2022		4100-021600-1278-264-210	1,316.18	223489				Diesel Fuel	01834	# 66740484
0000000	000162		616375	9/30/2022		4100-021600-1278-261-210	566.72	223489				Oil	01834	# 66740484
	DISC.	TOTAL	.00	CHECK TOTAL	2,083.33	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		2,083.33
0000000	000077	SUSSEX SERVICE AUTHORITY	128 0922	9/30/2022		4100-021600-1277-263-210	7,958.40	223490				Water Services	01834	# 41638
	DISC.	TOTAL	.00	CHECK TOTAL	7,958.40	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		7,958.40
0000000	001766	THE SUPPLY ROOM	4769755-0	10/20/2022		4100-023100-1241-291-230	163.36	223491				Office Supplies	01834	SUSSEX REGISTRAR
	DISC.	TOTAL	.00	CHECK TOTAL	163.36	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		163.36
0000000	001966	THE WOOTEN COMPANY	77522	10/18/2022		4100-021100-1226-211-210-601	31,972.00	223492				VDEM-FEMA-Localized Drainage	01834	PROJ# 3399-C
	DISC.	TOTAL	.00	CHECK TOTAL	31,972.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		31,972.00
0000000	000317	TOWN OF WAKEFIELD	1943 111522	11/15/2022		4100-021600-1277-263-210	15.08	223493				Water Services	01834	# 1943
	DISC.	TOTAL	.00	CHECK TOTAL	15.08	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		15.08
0000000	000080	TRI CITY OFFICE PRODUCTS	0143624-001	10/21/2022		4100-063100-1241-631-630	519.16	223494				Office Supplies	01834	# SXCWAT-0
	DISC.	TOTAL	.00	CHECK TOTAL	519.16	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		519.16
0000000	001909	TRUE KLEEN, LLC	SC005	10/11/2022		4100-021200-1272-221-210	2,245.00	223495				Building Maintenance & Repair	01834	SUSSEX COUNTY
	DISC.	TOTAL	.00	CHECK TOTAL	2,245.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		2,245.00
0000000	001995	TRUIST BANK	2346 1022 01	10/11/2022		4100-021300-9004-231-210	552.00	223496				UNOS-CDBG Housing Grt	01834	# 404601199882346
0000000	001995		2346 1022 02	10/16/2022		4100-021300-9004-231-210	168.41	223496				UNOS-CDBG Housing Grt	01834	# 404601199882346
0000000	001995		2346 1022 03	10/17/2022		4100-021300-9004-231-210	168.41	223496				UNOS-CDBG Housing Grt	01834	# 404601199882346
0000000	001995		2346 1022 04	10/18/2022		4100-021300-9004-231-210	118.30	223496				UNOS-CDBG Housing Grt	01834	# 404601199882346
0000000	001995		2346 1022 05	10/19/2022		4100-021300-9004-231-210	118.30	223496				UNOS-CDBG Housing Grt	01834	# 404601199882346
0000000	001995		2346 1022 06	10/20/2022		4100-021200-1231-221-210	27.90	223496				Postage	01834	# 404601199882346
	DISC.	TOTAL	.00	CHECK TOTAL	1,153.32	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		1,153.32
0000000	000039	VERIZON WIRELESS	9918587940	10/19/2022		4100-021600-1234-263-210	2,998.58	223497				Telecommunications	01834	# 742284843-00001
	DISC.	TOTAL	.00	CHECK TOTAL	2,998.58	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		2,998.58
0000000	000581	VIRGINIA DINER	091622	9/16/2022		4100-021100-1299-211-210	1,979.80	223498				Miscellaneous Others	01834	SUSSEX COUNTY
	DISC.	TOTAL	.00	CHECK TOTAL	1,979.80	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		1,979.80
0000000	001962	VIRGINIA'S GATEWAY REGION	1459	8/31/2022		4100-021100-1229-211-210	2,500.00	223499				Other Professional Services	01834	SUSSEX COUNTY
0000000	001962		1462	9/30/2022		4100-021100-1229-211-210	2,500.00	223499				Other Professional Services	01834	SUSSEX COUNTY
	DISC.	TOTAL	.00	CHECK TOTAL	5,000.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		5,000.00
0000000	001353	VSC FIRE AND SECURITY, INC	53ST26812181	10/14/2022		4100-021500-1229-253-210	475.00	223500				Other Professional Services	01834	# 01033S0167
	DISC.	TOTAL	.00	CHECK TOTAL	475.00	ACH PMT TOTAL	.00	EPY PMT TOTAL				TOTAL		475.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV. DESCRIPTION
0000000	000873	WASTE MANAGEMENT OF	3237663-2425-1	10/03/2022		4123-085000-5210-	770.70	223501			Construction - Budget Project	01834 #	265501323000
	DISC. TOTAL	.00	CHECK TOTAL	770.70	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	770.70	
0000000	001994	WESLEY HOUSING CENTER	600	10/24/2022		4100-021300-9004-231-210	33,457.50	223502			UNOS-CDBG Housing Grt	01834	306 NEW STREET
	DISC. TOTAL	.00	CHECK TOTAL	33,457.50	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	33,457.50	
0000000	000879	WOMACK PUBLISHING CO.	45117	9/14/2022		4100-023100-1235-291-230	81.60	223503			Advertising	01834 #	5439
	DISC. TOTAL	.00	CHECK TOTAL	81.60	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	81.60	
0000000	000077	SUSSEX SERVICE AUTHORITY	1814040098 0922	9/30/2022		4100-021600-1277-263-210	572.00	223504			Water Services	01834 #	1814040098
	DISC. TOTAL	.00	CHECK TOTAL	572.00	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	572.00	
0000000	001995	TRUIST BANK	2353 1022 01	9/21/2022		4100-021400-1258-242-210	179.88	223505			Computer Software/Application	01834 #	4046011199882353
0000000	001995	TRUIST BANK	2353 1022 02	9/22/2022		4100-063100-1205-632-630	54.47	223505			Meals	01834 #	4046011199882353
0000000	001995	TRUIST BANK	2353 1022 03	10/12/2022		4100-011100-1203-111-110	2,450.00	223505			Workshops and Conferences	01834 #	4046011199882353
	DISC. TOTAL	.00	CHECK TOTAL	2,684.35	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	2,684.35	
0000000	000039	VERIZON WIRELESS	9917955441	10/10/2022		4100-063100-1234-631-630	187.61	223506			Telecommunications	01834 #	905440571-00001
0000000	000039	VERIZON WIRELESS	9917955441	10/10/2022		4100-063100-1234-632-630	49.16	223506			Telecommunications	01834 #	905440571-00001
	DISC. TOTAL	.00	CHECK TOTAL	236.77	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	236.77	
0000000	001995	TRUIST BANK	2338 1022 01	9/21/2022		4100-021700-1255-271-210	187.80	223507			Maintenance Service Contract	01834 #	4046011199882338
0000000	001995	TRUIST BANK	2338 1022 02	9/27/2022		4100-021100-1258-211-210	29.98	223507			Computer Software/Application	01834 #	4046011199882338
	DISC. TOTAL	.00	CHECK TOTAL	217.78	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	217.78	
0000000	000039	VERIZON WIRELESS	9917931759	10/10/2022		4100-011100-1234-111-110	136.95	223508			Telecommunications	01834 #	805250394
0000000	000039	VERIZON WIRELESS	9917931759	10/10/2022		4100-021100-1234-211-210	330.99	223508			Telecommunications	01834 #	805250394
0000000	000039	VERIZON WIRELESS	9917931759	10/10/2022		4100-021200-1234-221-210	200.35	223508			Telecommunications	01834 #	805250394
0000000	000039	VERIZON WIRELESS	9917931759	10/10/2022		4100-021500-1234-253-210	88.48	223508			Telecommunications	01834 #	805250394
0000000	000039	VERIZON WIRELESS	9917931759	10/10/2022		4100-021600-1234-261-210	314.64	223508			Telecommunications	01834 #	805250394
0000000	000039	VERIZON WIRELESS	9917931759	10/10/2022		4100-021600-1234-262-210	88.51	223508			Mobile Telecommunications	01834 #	805250394
0000000	000039	VERIZON WIRELESS	9917931759	10/10/2022		4100-021600-1234-263-210	40.01	223508			Telecommunications	01834 #	805250394
0000000	000039	VERIZON WIRELESS	9917931759	10/10/2022		4100-023100-1234-291-230	40.01	223508			Telecommunications	01834 #	805250394
0000000	000039	VERIZON WIRELESS	9917931759	10/10/2022		4100-031100-1234-311-310	40.01	223508			Telecommunications	01834 #	805250394
0000000	000039	VERIZON WIRELESS	9917931759	10/10/2022		4100-041100-1234-411-410	40.01	223508			Telecommunications	01834 #	805250394
	DISC. TOTAL	.00	CHECK TOTAL	1,319.96	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	1,319.96	
	.00	CHECK TOTAL	158,066.06	ACH PMT TOTAL		.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	158,066.06	
	.00	CHECK TOTAL	158,066.06	ACH PMT TOTAL		.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	.00	TOTAL	158,066.06	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 158,066.06- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-27-22

DATE  
10/27/2022

DATE  
10/27/22

*Richard Douglas*  
 DIRECTOR OF FINANCE

Richard Douglas  
 COUNTY ADMINISTRATOR  
*Destina Cox*  
 DESTINA 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	DC040221016221000	10/14/2022	100-000200-0100-	854.52	223327 ✓		00000
00000	000245		DC040221016221000	10/14/2022	105-000200-0100-	87.17	223327		00000
00000	000245		DC041221016221000	10/14/2022	100-000200-0100-	613.60	223327		00000
00000	000245		DC041221016221000	10/14/2022	105-000200-0100-	102.51	223327		00000
					CHECK TOTAL	1,657.80			
00000	000881	ANTHEM BLUE CROSS AND	DC005221016221000	10/14/2022	100-000200-0100-	6,015.00	223328		00000
00000	000881		DC005221016221000	10/14/2022	105-000200-0100-	1,804.50	223328		00000
00000	000881		DC015221016221000	10/14/2022	100-000200-0100-	4,387.50	223328		00000
00000	000881		DC126221016221000	10/14/2022	100-000200-0100-	27,300.00	223328		00000
00000	000881		DC126221016221000	10/14/2022	105-000200-0100-	4,225.00	223328		00000
					CHECK TOTAL	43,732.00			
00000	001397	LEGAL SHIELD	DC097221016221000	10/14/2022	100-000200-0100-	44.88	223329		00000
00000	001397		DC097221016221000	10/14/2022	105-000200-0100-	14.95	223329		00000
					CHECK TOTAL	59.83			
00000	001021	MINNESOTA LIFE INS CO	DC200221016221000	10/14/2022	100-000200-0100-	449.15	223330		00000
00000	001021		DC200221016221000	10/14/2022	105-000200-0100-	95.78	223330		00000
					CHECK TOTAL	544.93			
00000	000872	NATIONWIDE RETIREMENT	DC090221016221000	10/14/2022	100-000200-0100-	870.00	223331		00000
00000	000872		DC090221016221000	10/14/2022	105-000200-0100-	25.00	223331		00000
					CHECK TOTAL	895.00			
00000	001570	NEW JERSEY FAMILY	DC108221016221000	10/14/2022	100-000200-0100-	179.84	223332		00000
					CHECK TOTAL	179.84			
00000	001851	NYS CHILD SUPPORT PROCESS	DC114221016221000	10/14/2022	100-000200-0100-	121.33	223333		00000
					CHECK TOTAL	121.33			
00000	000247	TREASURER OF VIRGINIA	DC080221016221000	10/14/2022	100-000200-0100-	2,530.34	223334		00000
					CHECK TOTAL	2,530.34			
00000	000831	VACORP	DC035221016221000	10/14/2022	100-000200-0100-	269.77	223335		00000
00000	000831		DC035221016221000	10/14/2022	105-000200-0100-	81.48	223335		00000
					CHECK TOTAL	351.25			
00000	001027	VALIC RETIREMENT	DC091221016221000	10/14/2022	100-000200-0100-	625.00	223336		00000
					CHECK TOTAL	625.00			
					CLASS TOTAL	50,697.32			
					FINAL TOTAL	50,697.32- <i>kbe</i>			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 50,697.32- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-7-22  
 DATE  
 10/7/22

*Richard L. Jones*  
 COUNTY ADMINISTRATOR  
*West. G. Cox*



A/P CHECK REGISTER  
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	DC040221031221000	10/31/2022	100-000200-0100-	854.52	223448 ✓		00000
00000	000245		DC040221031221000	10/31/2022	105-000200-0100-	87.17	223448		00000
00000	000245		DC041221031221000	10/31/2022	100-000200-0100-	613.60	223448		00000
00000	000245		DC041221031221000	10/31/2022	105-000200-0100-	102.51	223448		00000
					CHECK TOTAL	1,657.80			
00000	000881	ANTHEM BLUE CROSS AND	DC005221031221000	10/31/2022	100-000200-0100-	7,218.00	223449		00000
00000	000881		DC005221031221000	10/31/2022	105-000200-0100-	1,804.50	223449		00000
00000	000881		DC015221031221000	10/31/2022	100-000200-0100-	4,387.50	223449		00000
00000	000881		DC126221031221000	10/31/2022	100-000200-0100-	24,050.00	223449		00000
00000	000881		DC126221031221000	10/31/2022	105-000200-0100-	4,225.00	223449		00000
					CHECK TOTAL	41,685.00			
00000	001397	LEGAL SHIELD	DC097221031221000	10/31/2022	100-000200-0100-	44.88	223450		00000
00000	001397		DC097221031221000	10/31/2022	105-000200-0100-	14.95	223450		00000
					CHECK TOTAL	59.83			
00000	001021	MINNESOTA LIFE INS CO	DC200221031221000	10/31/2022	100-000200-0100-	449.15	223451		00000
00000	001021		DC200221031221000	10/31/2022	105-000200-0100-	95.78	223451		00000
					CHECK TOTAL	544.93			
00000	000872	NATIONWIDE RETIREMENT	DC090221031221000	10/31/2022	100-000200-0100-	870.00	223452		00000
00000	000872		DC090221031221000	10/31/2022	105-000200-0100-	25.00	223452		00000
					CHECK TOTAL	895.00			
00000	001570	NEW JERSEY FAMILY	DC108221031221000	10/31/2022	100-000200-0100-	179.84	223453		00000
					CHECK TOTAL	179.84			
00000	001851	NYS CHILD SUPPORT PROCESS	DC114221031221000	10/31/2022	100-000200-0100-	121.33	223454		00000
					CHECK TOTAL	121.33			
00000	000247	TREASURER OF VIRGINIA	DC080221031221000	10/31/2022	100-000200-0100-	2,530.34	223455		00000
					CHECK TOTAL	2,530.34			
00000	000831	VACORP	DC035221031221000	10/31/2022	100-000200-0100-	269.77	223456		00000
00000	000831		DC035221031221000	10/31/2022	105-000200-0100-	84.92	223456		00000
					CHECK TOTAL	354.69			
00000	001027	VALIC RETIREMENT	DC091221031221000	10/31/2022	100-000200-0100-	625.00	223457		00000
					CHECK TOTAL	625.00			
00000	002077	VELOCITY INVESTMENTS, LLC	DC131221031221000	10/31/2022	100-000200-0100-	2,143.54	223458		00000
					CHECK TOTAL	2,143.54			
					CLASS TOTAL	50,797.30			
					FINAL TOTAL	50,797.30			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
THE TOTAL 50,797.30- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-25-22  
DATE

*Rachel W. Taylor*  
COUNTY ADMINISTRATOR

10-25-22

10/25/22

*Kelly Bellis*

SUSSEX COUNTY  
TREASURER'S REPORT  
AND  
FINANCIAL UPDATE

SUBMITTED BY DESTE J. COX, TREASURER

OCTOBER 31, 2022



## TREASURER'S OFFICE

DESTE JARRATT COX  
TREASURER  
SUSSEX COUNTY

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

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

Statement of money in the banks to the credit of Sussex County as shown by the Treasurer's books at the close of business October 31, 2022

**TRUIST #201- SUSSEX, VA**

Bank Balance -----	\$12,684.29	
Bank Fees/Adjustments -----	\$120.47	
Deposits in Transit-----	(\$452.16)	
Outstanding Checks-----	\$0.00	\$12,352.60
Investments and CD's-----		
#679672 - Truist #251	\$2,325,000.00	\$2,325,000.00

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

Bank Balance-----	\$4,251,016.17	
Bank Fees/Returned Checks-----	\$12.00	
Credit Card Fees/Adjustments-----	\$325.96	
Deposits in Transit -----	\$8,038.19	
Outstanding Checks-----	(\$1,766,377.40)	\$2,493,014.92

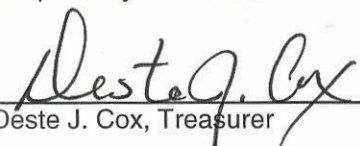
**PRIMIS #401- WAVERLY, VA**

Bank Balance-----	\$22,294.12	
Deposits in Transit-----	(\$3,903.92)	\$18,390.20
Investments and CD's-----		
#30383118 - Primis #451	\$1,020,167.51	
#30383043 - Primis #451	\$2,020,772.95	
		\$3,040,940.46

<b><u>QZAB -06 #702</u></b> Investment Balance-----	1,987,208.35	
<b><u>LGIP INVESTMENT #803</u></b> Investment Balance-----	2,107,491.28	
<b><u>VA INV POOL #804</u></b> Investment Balance-----	142,385.04	
TOTAL IN BANKS REC W/GL-----		\$12,126,782.85

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



**SUSSEX COUNTY - DESTE J. COX, TREASURER**  
**REVENUE/EXPENDITURE SUMMARY REPORT**  
**OCTOBER 2022**

**General Fund** **FUND BALANCE as of 10/31/22 = \$ 3,138,665**

<i>REVENUES</i>		<i>ANNUAL APPROPRIATED</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 10/31/2022</i>	<i>PRIOR FY - YTD Through 10/31/2021</i>	<i>COLLECTED % YTD</i>
Real Estate - 2022		5,511,434	71,043	71,043	596,410	1.3%
Public Service Corp - 2022		713,720	58	58	0	0.0%
Personal Property - 2022		3,858,156	46,142	46,142	200,766	1.2%
Machinery & Tools - 2022		560,919	0	0	15	0.0%
Local Sales & Use Taxes (net)		1,040,124	91,593	378,686	352,685	36.4%
Transient Occupancy Tax		80,000	6,896	34,645	22,756	43.3%
Consumer Utility Taxes		93,000	5,862	24,445	27,930	26.3%
Business License Taxes		70,050	2,273	12,560	12,099	17.9%
Motor Vehicle Licenses		229,800	4,115	10,015	27,909	4.4%
Landfill Tipping Fees		5,550,000	457,959	1,891,648	1,829,079	34.1%
Delinquent Taxes RE		172,500	9,598	66,042	41,794	38.3%
Delinquent Tax Personal Property		88,100	6,919	45,752	42,014	51.9%
Penalties - All Property		115,000	1,662	11,272	10,439	9.8%
Interest - All Property		30,000	1,679	6,014	6,519	20.0%
Court Fines		840,000	69,641	238,788	266,497	28.4%
State		4,122,872	253,947	1,318,890	1,332,863	32.0%
Federal		1,500	0	0	400	0.0%
Transfer in from Reserve		253,205	8,761	253,205	351,047	100.0%
Designated Use of Fund Balance		3,098,739	0	0	0	0.0%
<i>EXPENDITURES</i>		<i>ANNUAL APPROPRIATED</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 10/31/2022</i>	<i>PRIOR FY - YTD Through 10/31/2021</i>	<i>SPENT % YTD</i>
General Government		3,654,152	229,573	934,295	739,439	25.6%
Judicial Administration		1,290,437	108,100	463,656	376,333	35.9%
Fire, Rescue, EMS		2,697,870	242,772	1,221,939	874,170	45.3%
Sheriff's Operations & Jail		6,434,271	408,217	1,784,667	1,549,057	27.7%
Public Works		2,070,734	218,327	832,681	498,914	40.2%
Health & Welfare		908,783	200	221,605	604,505	24.4%
Education		7,750,121	1,735,856	2,102,291	1,825,713	27.1%
Parks Rec & Cultural Enrichment		273,760	47,565	143,130	154,436	52.3%
Planning/Community Dev		1,413,623	130,565	359,737	382,406	25.4%
Debt Service		1,581,016	0	1,123,813	826,554	71.1%



**General Fund**

				ANNUAL	CURRENT MONTH	ACTUAL 10/31/2022	YTD 10/31/2021	Spent %
<b>EXPENDITURES BY DEPARTMENT</b>				APPROPRIATED	ACTIVITY	YEAR TO DATE	PRIOR FISCAL YEAR	YTD
Board of Supervisors				168,687	11,479	46,119	42,754	27.3%
Administration				2,028,334	126,688	367,642	313,301	18.1%
Contingency Acct ( 7/1/22 = \$100,000)				38,584	0	0	0	0.0%
HRA Admin Fee				5,600	0	0	N/A	0.0%
HRA Employer Spend				160,000	0	65,531	N/A	41.0%
IT & Central Acct				102,093	3,882	76,848	23,114	75.3%
County Attorney				150,000	8,500	41,742	47,504	27.8%
Registrar/Board of Elections				247,538	15,834	79,842	60,769	32.3%
Com of Revenue				277,659	23,343	88,995	80,968	32.1%
Reassessment Services				39,163	555	31,815	32,951	81.2%
Treasurer				436,493	39,292	135,762	138,077	31.1%
<b>General Government</b>				<b>3,654,152</b>	<b>229,573</b>	<b>934,295</b>	<b>739,439</b>	<b>25.6%</b>
Courts				110,423	19,058	37,810	23,712	34.2%
Clerk of Courts				457,126	31,157	182,208	125,462	39.9%
Com Atty/Vic Wit				722,888	57,885	243,638	227,159	33.7%
<b>Judicial Administration</b>				<b>1,290,437</b>	<b>108,100</b>	<b>463,656</b>	<b>376,333</b>	<b>35.9%</b>
Fire/Rescue/EMS				2,220,945	207,920	1,069,051	734,069	48.1%
Animal Control				476,925	34,852	152,888	140,101	32.1%
<b>Fire, Rescue, EMS</b>				<b>2,697,870</b>	<b>242,772</b>	<b>1,221,939</b>	<b>874,170</b>	<b>45.3%</b>
Court Sec/Spot/FO/E911				4,299,746	253,216	1,119,743	915,120	26.0%
Confinement of Inmates				1,979,571	147,599	626,186	605,057	31.6%
Crater Crim Justice Aca.				154,954	7,402	38,738	28,880	25.0%
<b>Sheriff's Operations &amp; Jail</b>				<b>6,434,271</b>	<b>408,217</b>	<b>1,784,667</b>	<b>1,549,057</b>	<b>27.7%</b>
Building & Grounds				1,037,420	134,434	446,915	165,053	43.1%
Envir Inspections				197,540	8,885	44,686	67,610	22.6%
General Works				297,197	29,386	105,170	76,534	35.4%
Convenience Ctrs.				538,577	45,622	235,910	189,716	43.8%
<b>Public Works</b>				<b>2,070,734</b>	<b>218,327</b>	<b>832,681</b>	<b>498,914</b>	<b>40.2%</b>
Health - Outside Agencies				236,615	0	43,149	112,276	18.2%
Com. Support Services - Outside Agencies				202,815	200	82,735	144,352	40.8%
Local Contrib to DSS				289,353	0	47,684	117,064	16.5%
Local Contrib to CSA				180,000	0	48,038	230,813	26.7%
<b>Health &amp; Welfare</b>				<b>908,783</b>	<b>200</b>	<b>221,605</b>	<b>604,505</b>	<b>24.4%</b>
Educ Contrib - Outside Agencies				951	951	951	2,982	100.0%
Local Contrib to Sch Fd				7,749,170	1,734,905	2,101,340	1,822,731	27.1%
<b>Education</b>				<b>7,750,121</b>	<b>1,735,856</b>	<b>2,102,291</b>	<b>1,825,713</b>	<b>27.1%</b>
Library/Cultural - Outside Agencies				204,260	47,565	101,380	106,076	49.6%
Recreational Contrib- Outside Agencies				69,500	0	41,750	48,360	60.1%
<b>Parks Rec &amp; Cultural Enrichment</b>				<b>273,760</b>	<b>47,565</b>	<b>143,130</b>	<b>154,436</b>	<b>52.3%</b>
DHCD UNOS Grt				576,732	86,308	160,336	99,453	27.8%
Planning/Building/Zoning				483,630	42,757	129,964	159,804	26.9%
CDBG Pocahantas Grt				283,325	0	12,000	67,538	4.2%
Crater Planning Com				8,771	0	8,771	4,895	100.0%
IDA				12,500	0	0	0	0.0%
Va Gateway Region				47,166	0	47,166	47,417	100.0%
Crater SBDC				1,500	1,500	1,500	3,300	100.0%
<b>Planning/Community Dev</b>				<b>1,413,623</b>	<b>130,565</b>	<b>359,737</b>	<b>382,406</b>	<b>25.4%</b>
Debt Service				1,581,016	0	1,123,813	826,554	71.1%
<b>Debt Service</b>				<b>1,581,016</b>	<b>0</b>	<b>1,123,813</b>	<b>826,554</b>	<b>71.1%</b>



**SUSSEX COUNTY  
REVENUE/EXPENDITURE SUMMARY REPORT  
OCTOBER 2022**

**Capital Projects Fund - Fund 302**

**FUND BALANCE as of 10/31/22 = \$ 130,235 plus  
\$686,196 F&R Dedicated Funds**

<i>REVENUES</i>	<i>ANNUAL APPROPRIATED</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 10/31/2022</i>	<i>PRIOR FY - YTD Through 10/31/2021</i>
Interest Earned	900	3,131	3,131	128
Gifts/Donations Fire & Rescue	0	0	0	0
Transfer from General Fund	0	0	0	0
<b>Total Capital Projects Fund Revenues</b>	<b>900</b>	<b>3,131</b>	<b>3,131</b>	<b>128</b>
<i>EXPENDITURES</i>	<i>ANNUAL APPROPRIATED</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 10/31/2022</i>	<i>PRIOR FY - YTD Through 10/31/2021</i>
Replace E911 Equip	56,322.00	0	0	0
Voting Machines	8,625.00	0	0	0
Sheriff Patrol Vehicle	53,739.77	0	0	68,394
Brush Truck - CH Vol FD	0	0	0	0
Transfer to Other Funds	900	0	0	175,054
Communications	20,000.00	0	0	0
Renovations-Co. Buildings	216,303.00	0	0	0
School Projects	27,000.00	0	0	0
Animal Shelter & Complex	0.00	0	0	0
<b>Total Capital Projects Fund Expenditures</b>	<b>382,890</b>	<b>-</b>	<b>-</b>	<b>243,448</b>

**SUSSEX COUNTY  
REVENUE/EXPENDITURE SUMMARY REPORT  
OCTOBER 2022**

**Reserve Fund 135**

**FUND BALANCE as of 10/31/22 = \$ 5,912,321**

<i>REVENUES</i>	<i>ANNUAL APPROPRIATED</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 10/31/2022</i>	<i>PRIOR FY - YTD Through 10/31/2021</i>
Interest	4,000	15,539	15,539	1,066
Transfer from General Fund	2,000,000	2,000,000	2,000,000	0
<b>Total Reserve Fund Revenues</b>	<b>2,004,000</b>	<b>2,015,539</b>	<b>2,015,539</b>	<b>1,066</b>
<i>EXPENDITURES</i>	<i>ANNUAL APPROPRIATED</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 10/31/2022</i>	<i>PRIOR FY - YTD Through 10/31/2021</i>
Transfer to General Fund	257,205	8,761	253,205	176,020
Transfer to VPA Fund	0	0	0	579
Transfer to Cap Proj Fund	0	0	0	0
<b>Total Reserve Fund Expenditures</b>	<b>257,205</b>	<b>8,761</b>	<b>253,205</b>	<b>176,599</b>

# **BUILDING INSPECTIONS DEPARTMENT**



## **November 17, 2022 Monthly Report**



## MEMORANDUM

DATE: November 1, 2022  
 TO: Richard Douglas, County Administrator  
 FROM: Matt Westheimer, Building Official  
 SUBJECT: October 2022 - Monthly Report

Please accept this as the October 2022 update for the Building Department.

### BUILDING ACTIVITY

- October 2022

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing &amp; Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
16	14	7	7	77	\$1,614,688.68	\$11,058.98

- October 2021

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing &amp; Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
14	11	2	3	57	\$1,475,161.00	\$7,040.69

- January 2022 – December 2022 (Yearly totals)

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing &amp; Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
116	140	49	81	853	\$13,264,641.68	\$73,990.41

<i>Inspections completed within 24 hours For July</i>	100%
<i>Plans reviewed within 10 business days For July</i>	100%





# Planning Department



**November 17, 2022**

**Monthly Report**

# Planning & Zoning Department

## Monthly Report for October 2022

Michael Poarch, County Planner

### **Community Development/Special Programs/Grant Administration**

#### Current Developments

- *Site Work for Waverly Solar LLC Phase I*
- *Site Work for Pit Crew LLC*
- *Site Plan Review for Waverly Solar LLC Phase II, and Phase III*
- *ESC Plan Review for Waverly RNG Project- Pipeline*

#### Sussex County Urgent Need (UNOS) Project

- *Eleven (11) housing projects have been completed under the UNOS project, including five (6) substantial reconstructions and four (5) rehabilitations. Façade Improvement work for two (2) businesses has been completed.*
- *Two (2) housing rehabilitation projects have work underway.*
- *DHCD granted approval for a contract extension to complete remaining rehabilitation projects by December 30, 2022.*

#### 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 rehabilitation project has been negotiated and is pending Phase II approval from DHCD.*
- *Deadline for Pocahontas Neighborhood Improvement Project Phase I was September 30, 2022. Pending DHCD approval to proceed with Phase II.*

### **Planning & Zoning**

- *The Planning Commission held a public hearing to consider the following amendment(s) at its October meeting:*
  - *The Planning Commission recommended approval for Zoning Amendment #2022-02, Costa Verde Food, Inc., applicant to The Board of Supervisors.*
- *Seven (7) Zoning Applications were reviewed and approved for October: two (2) for Home Occupation(s), one (1) for office (Business License), one (1) for re-facing signs, one (1) for a single family dwelling, one (1) for garage/storage, and (1) for a screen porch/deck.*

## ***Erosion & Sediment Control***

- *Required Monthly Land Disturbance Reports to DEQ are up-to-date.*
- *One (1) Land Disturbance Application was approved for Waverly Align RNG Project- Access Road.*
- *Five (5) E&S projects are active with inspections being made within a two-week period or after each significant rainfall event. Periodic inspections are also being done for Agreement in Lieu of an Erosion and Sediment Control Plan for single family dwellings.*

# **Sheriff's Department**



## **September 17, 2022 Monthly Report**



**"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](http://www.sussexsheriffva.com)  
Email [egiles@susova.us](mailto:egiles@susova.us)

**Sussex County Sheriff's Office Monthly Report  
Month of October 2022**

**PATROL**

CALLS FOR SERVICE	
Type:	Total:
Sheriff	1,360
Fire	91
Rescue	229
Animal Control	49
Town of Wakefield	21
Traffic	853
<b>TOTAL</b>	<b>4,603</b>

**COURTS**

Court:	Days of Court:
Circuit Court	3
General District	12
JDR Court	6

Court:	Judges:
Circuit Court	2
General District	6
JDR Court	2

**CIVIL**

Type:	Total:
Subpoenas Served	276
Jury Summoned	77
Criminal Warrants	69
DMV Notices	1
Levies	0
TDO	1
ECO	1
Other Civil	106

Fines and Forfeitures	\$85,305.69
Sheriff's Fees	\$375.00
Courthouse Security	\$10,261.34

Gallons of Fuel Used	2,943.5 gallons
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JAIL

During the month of October 2022, our average daily population was 33.48 inmates. The jail booked in 45 individuals during October 2022.

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

Pre- Trial	33 inmates, having been confined a total of 463 days
Sentenced Misdemeanant	14 inmates, having been confined a total of 76 days
Sentenced Felons	10 inmates, having been confined a total of 238 days.
Others	10 inmates, convicted but not sentenced, etc.
Weekenders	4 inmates serving a misdemeanor sentence.

Transports of inmates for various reasons are listed below:

Court / Jail	7
Medical	1
Juvenile	0
Road Crew	2
TDO (Mental)	2
TOTAL	12

**BOARD ACTION FORM**

**Agenda Item:** Action Item #2.05

**Subject:** Tobacco Region Revitalization Commission (TRRC) Grant Resolution

**Board Meeting Date:** November 17 2022

=====

**Summary:** On October 20, 2022, County staff submitted an application to the TRRC’s Southside Economic Development Program for the “Megasite – Master Planning, Conceptual Engineering, & Water Line Extension” project. Staff presented a high-level overview of this application process to the Board of Supervisors during their July 28, 2022 meeting. Applications for funding from the TRRC require a signed resolution of the governing body responsible for implementing the project. Approval of this resolution would satisfy that requirement.

**Recommendation:** Staff strongly recommends passage of the resolution.

**Attachments:** Resolution Approving Application to the Virginia Tobacco Region Revitalization Commission FY 2023 Southern Virginia Program and TRRC Application

=====

**ACTION:** That the Board

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

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

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

**SUSSEX COUNTY  
RESOLUTION #22-129**

**At a Meeting of the Board of Supervisors of the County of Sussex held at the Courthouse therefore, on the 17<sup>th</sup> day of November 2022.**

---

**PRESENT:**

Susan B. Seward, Chair  
Wayne O. Jones, Vice Chair  
C. Eric Fly, Sr.  
Alfred G. Futrell  
Rufus E. Tyler, Sr.  
Debbie P. Jones

**VOTE:**

---

**RESOLUTION APPROVING APPLICATION TO THE VIRGINIA TOBACCO REGION  
REVITALIZATION COMMISSION FY 2023 SOUTHERN VIRGINIA PROGRAM**

**WHEREAS**, economic prosperity, a diversified employment base and an improved quality of life are among the highest annual goals and priorities of the Sussex County Board of Supervisors; and

**WHEREAS**, Sussex County has invested thousands of public dollars in an effort to meet the economic, social, development and community growth needs of Sussex County; and

**WHEREAS**, the Sussex County Board of Supervisors has acquired the Industrial Mega-Site in Sussex County, Virginia and continues to develop it; and

**WHEREAS**, the Virginia Tobacco Commission is accepting applications to establish grants for economic development projects in the Southern Virginia area of Virginia's Tobacco's region ("Program"); and

**WHEREAS**, the Board of Supervisors wishes to apply to the Program in an effort identify the highest and best uses for manufacturing and distribution at the Megasite and use any funds to help finance the construction of 9,500 linear feet of 12" water line to service the Sussex Megasite; and

**NOW THEREFORE BE IT RESOLVED**, that the Sussex County Board of Supervisors does hereby authorize and approve of the submission of the "Sussex County: Megasite - Master Planning, Conceptual Engineering, & Water Line Extension (Project # 4111) application"; and

**BE IT FURTHER RESOLVED**, that Sussex County Administrator, Richard Douglas, is hereby authorized and directed to execute all project-related documents and be responsible for the accuracy of the application and for the appropriate use of funds, should they be granted.



Approved by the Sussex County Board of Supervisors and effective this \_\_\_\_\_<sup>th</sup> day of November, 2022.

By: \_\_\_\_\_  
Susan Seward, Chair

Attest: \_\_\_\_\_  
Clerk to the Board



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Organization and Contact Information

---

**Organization:** Sussex County

### Contact Instructions

In the boxes below, please select the:

- Organization Signatory - The Chief Elected or Administrative Official (This is the person who has the authority to sign any resulting grant agreements and bears the ultimate responsibility for the project);
- Programmatic Contact - The Project Leader (This is the person who has day to day responsibility for the project and should be contacted by Tobacco Commission staff with any questions related to the project); and
- Fiscal Contact - If applicable, this is the person we should contact in regards to payments and fiscal management of the project.

If you do not see the contact listed in the box, add the contact in your organization profile or enter the contact's name, title and e-mail address in the boxes below.

**Organization Signatory:** Richard Douglas

### Alternate Organization Signatory

If a person outside of your organization is the organization signatory, enter the name, e-mail address and title here.

**Programmatic Contact:** David Conmy

### Alternate Programmatic Contact

If a person outside of your organization is the programmatic contact, enter the name, e-mail address and title here.

**Fiscal Contact:** Kelly Moore

### Alternate Fiscal Contact

If a person outside of your organization is the fiscal contact, enter the name, e-mail address and title here.

**Organization:** Sussex County

**Programmatic Contact:** David Conmy

**Organization Signatory:** Richard Douglas

## Project Information

---



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Project Title

**This will be public information.** Project Title Should be succinct and not exceed 10 words.

Note: For TROF applications, the Project Title will be replaced by Beneficiary Name. If you wish to use another name for the project, please enter it in the Project Name field below.

Megasite - Master Planning, Conceptual Engineering, & Water Line Extension

### Project Title - This will be public information

Project Title Should be succinct and not exceed 10 words.

Megasite - Master Planning, Conceptual Engineering, & Water Line Extension

#### Total Requested Amount:

\$250,000.00

#### Matching Funds:

\$250,000.00

#### Proposed Project Budget:

\$500,000.00

#### Project Start Date:

1/1/2023

#### Project End Date:

1/1/2025

#### Project Term (Months):

24

## Requested Grant Amount

\$250,000.00

Before you begin your application, please answer a few questions about your project. This will tailor some application questions specific to your project.

## Name of Industrial Site

Sussex Megasite & Route 602 Industrial Park

## Project Location

This is the location of the project - specifically the locality(ies) where the money will be spent.

Sussex



## Tobacco Region Revitalization Commission Project Application - Southside Economic Development

In addition to the locality(ies) in which project funds will be spent, are there any other tobacco region localities that will directly benefit from the proposed project via partnership/revenue sharing, local residents served, etc.

No

Have you received prior funding from TRRC for this project?

No

Do you anticipate a future request for additional funding from TRRC for this project?

No

**Resolution of the Governing Body Responsible for this Project**

Attach a signed resolution of the governing body of the applicant organization, authorizing this person to submit the application in the name of the organization and execute all project-related documents. If the resolution is not available at time of application, please attach a statement on your organization's letterhead indicating the expected available date or an unsigned copy of the resolution. Upon receipt of the original resolution, please forward to our Richmond office.

[Letter\\_-\\_BOS\\_Resolution\\_-\\_Pending\\_-\\_Signed.pdf](#)

**Additional Supporting Documents**

Upload additional supporting documents requested by Commission Staff during the review process here.

**Beneficiary Information**

---

**Beneficiary Company**

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# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Beneficiary Name

Provide the name of the company beneficiary as it should appear on the grant agreement. DO NOT write the project name in this field.

Sussex County

**Address 1:** 20135 PRINCETON ROAD

**Address 2:**

**City:** Sussex

**State:** VA

**Zip Code:** 23884

**What type of entity is the Other  
beneficiary?:**

**State of Incorporation:** VA

**NAICS Code:** 92111

**Federal Employer Identification Number:** 54-6001642

**Beneficiary VEC Number:**

If the beneficiary has a VEC Account Number, enter it here.

## Beneficiary Primary Contact Information

---



## Tobacco Region Revitalization Commission Project Application - Southside Economic Development

**This is the person at the company who has day-to-day responsibility for the project and should be contacted by Tobacco Commission staff with any questions related to the project.**

**Prefix:** Mr.

**First Name:** J. David

**Middle Name:**

**Last Name:** Conmy

**Suffix:** Jr.

**Title:** Deputy County Administrator & Economic Development Director

**Is the beneficiary contact  
address the same as the  
beneficiary organization  
address?:**

**Address 1:** 20135 PRINCETON ROAD

**Address 2:**

**City:** Sussex

**State:** VA

**Zip Code:** 23884

**Phone:** (434) 246-4395

**Phone Extention:**

**E-mail Address:** dconmy@sussexcountyva.gov

## Project Description

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# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Project Description

- Describe the proposed project in layman's terms, suitable for distribution to the public (do not include proprietary information).
- The summary should provide a clear and concise description of the proposed project, and should clearly indicate the uses/purposes for which Commission funds will be used.
- Avoid using this space for lengthy, general discussions of trends that have led to this point, and focus on specific steps that will be taken to address economic needs and opportunities.
- The total of all attachments should not exceed 50 pages in length.

## Executive Summary

Provide a clear and concise summary of the proposed project. This should convey your project concept(s) assuming no prior knowledge of the project. The executive summary should be suitable for distribution to the public and may be published by the Tobacco Commission.

This application is a component of a broader application the County recently submitted to the VA Economic Development Partnership (VEDP) for a VA Business Ready Sites Program (VBRSP) site development grant. Overall, the County is requesting funding from VEDP, the Tobacco Region Revitalization Commission (TRRC), and USEDA to assist with a more robust master planning and conceptual engineering design study that will help identify the highest and best uses for manufacturing and distribution in this strategic area of Sussex County - particularly those without significant water demands (based on outcome of Project Glove). The study would include both the County-owned Sussex Megasite and Route 602 Industrial Park given their close proximity (less than 1,500' feet apart), as well as due diligence and pursuit of adjacent properties (700+ acres) to expand the Megasite. In short, the goal is for the project steps outlined below to enhance the shovel-readiness of this strategic economic development area of the county, region, and state.

For purposes of this application description, project activities are broken down into two categories: (a) those related to this TRRC application and (b) those exclusive to the larger VBRSP application. Despite the bifurcation of these two categories, the County is open to shifting funding allocations to different project categories based on the input of TRRC, VEDP, and other key stakeholders.

Activities related to the TRRC application:

1. Construction of 9,500 linear feet of 12" water line along Beef Steak Road to service the Sussex Megasite. Please note that there is a forthcoming application to the U.S. Economic Development Administration (USEDA) to help fund this project activity through a Public Works and Economic



## Tobacco Region Revitalization Commission Project Application - Southside Economic Development

Adjustment Assistance Grant.

2. Feasibility, surveying, and design engineering of extension of 8,500 linear feet of 8" natural gas distribution line (Columbia Gas) to service Megasite

Activities exclusive to the VEDP VBRSP application:

1. Development of a Wetlands Mitigation Plan (onsite and/or offsite)
2. Utilization of treated wastewater from adjacent operations/users
3. Evaluation and preliminary design of extensions/upgrades to existing utility infrastructure (water and wastewater)
4. Development of a Stormwater Management Plan for the entire site
5. Engineering scenarios of conceptual site layouts with one major user or multiple building pads
6. Identification of industrial users that existing and/or attainable site improvements could realistically accommodate
7. Analysis and creation of purchase option opportunities for adjacent strategic sites, including potential site for a regional park
8. Preliminary engineering design of potential rail spur access scenarios and internal road networks
9. Development of business models and return on investment (ROI) analysis for the conceptual plan
10. Identification of local and state programs, incentives, and other strategic policy approaches to enhance the site's competitiveness.
11. Updates to Threatened & Endangered Species Study, Cultural Resources Summary, and Phase I ESA (given they are now approximately 10 years old)





# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Economic Development Strategic Priority

Explain why this request for funding is a stated strategic economic development priority. How does this priority rank with respect to your other strategic economic development priorities?

Shovel-ready sites are key to the Commonwealth's economic development strategy. Development of the Route 460 corridor is the highest economic development priority for Sussex because of the significant jobs and capital investment it could bring. A recently adopted County small area plan recommends industrial use for this area, affirming the County's - and TRRC's - long-term commitment to this strategy. It also underscores a recent consultant study of all County economic development sites recommending this area as the highest priority for continued investment. Continued positioning of the Megasite is the top County priority in the Crater PDC's Comprehensive Economic Development Strategy. Virginia's Gateway Region (VGR) consistently markets the area to prospects - with nine engagements since January. The Commonwealth first identified this as a strategic industrial area in 2004, and there has been consistent support for this concept by TRRC, VEDP, etc. since it's one of only three "megasites" identified in the Commonwealth.

## Regional Participation

Are two or more tobacco region localities participating in the governance and financing of this project?

No



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Problem Opportunity or Need

Describe the problem, opportunity or need the proposed project will address. Include specific details such as what created the need or problem; the magnitude of the problem, need or opportunity; and how the opportunity was recognized.

While this area attracts many prospects, it lacks competitive shovel-readiness - consequently losing at least nine prospects since 2020. Furthermore, since its public acquisition, circumstances affecting the site's original concept changed, particularly cancellation of major improvements to U.S. 460 that included two site interchanges. In 2021, Project Glove selected the site as a finalist; however, "eleventh-hour" discovery of state groundwater withdrawal limitations revealed the inability to meet the company's refined water demands leading to announcing their location in a less-restricted area of Virginia. These groundwater regulations will remain and may become more restrictive due to increasing aquifer depletion. A recent study of surface water solutions to address this shortcoming estimated \$66 million as the cheapest, viable option. These and other limitations underscore the importance of taking a fresh look through master planning, conceptual engineering, site enhancements, identifying attainable industrial users (with low water requirements), and strategic policy approaches to enhance shovel-readiness.

## Proposed Solution

Describe how the proposed project will address the problem, opportunity or need described above.

Master planning and conceptual engineering design will reveal how to best address water limitations, while also creating a comprehensive roadmap to achieve greater shovel-readiness. A tangible master plan can also help market the area to targeted prospects through its visuals. Development of strategic policy approaches, models, etc. will augment these efforts, while identification of less-intensive water users will narrow the focus to more realistic/suitable prospects. This will be done in tandem with exploration and design of cost-effective utilization of treated wastewater from nearby sources. Consideration of adjacent sites will provide long-range plans to grow the site's net developable acreage site through mitigation of existing limitations such as wetlands. Furthermore, for purposes of this application, extension of a 12" water line will deliver an essential resource to the site while design engineering for a natural gas pipeline will reduce/eliminate the preliminary design time for its onsite delivery for future prospects.



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Potential Economic Impact

Clearly and concisely explain the general, direct economic impact of the proposed project. You will be asked to provide more detailed results in the next section(s), so use this space to provide an overview of the direct economic impact. (e.g. development of a 100 acre site could aid in the attraction of targeted industries and result in measurable employment and private capital investment)

This project is a key preliminary step in making the site more shovel ready. Furthermore, given the setbacks previously described, it is even more important to re-examine the area with a fresh perspective so that investments are made in a pragmatic, efficient, and cost-effective way. Doing so will provide the County, VGR, and VEDP with a more precise focus for future economic development efforts, and also identify target industries best-suited for the Sussex Megasite. Landing one or more prospects on the site could lead to thousands of job opportunities and capital investment in the billions of dollars, based on recent prospects considering the site. This would not only help Sussex County but also other localities in the Crater region suffering from elevated fiscal stress.

## Additional Attachments

### Additional Project Description

If needed, additional project description of approximately 3-5 pages may address project need, objectives, impact, outcomes, tasks, budget narrative and timetable for implementation, etc. Do not repeat information provided in the Project Summary Section.

[VBRSP\\_Pre-Application\\_Form\\_-\\_FY\\_23\\_-\\_Sussex\\_Megasite\\_-\\_Final.pdf](#)

### Biographical Sketches

Attach brief bios and summaries of qualifications for staff in key leadership roles. These should be a maximum of 1-page in length per staff member. Please combine all bios into one .PDF file. DO NOT attach CV's.

**Bios.pdf**

74.2 KB - 10/20/2022 12:03PM

Total Files: 1



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Feasibility Study

If applicable, attach one or more feasibility studies here.

[Sussex\\_Mega-Site\\_Waterline\\_PER\\_Presentation\\_Apr\\_2022.pdf](#)

## Letters of Support

Please combine all letters of support into one .PDF file before uploading.

[Letters\\_of\\_Support.pdf](#)

3.4 MB - 10/13/2022 3:13PM

Total Files: 1

## Project Location Map and Other Relevant Graphics

If a physical site or facility is to be developed, a map, rendering or diagram showing the location and layout should be provided. Other relevant graphics such as site plans, building renderings and/or photos of the project site are also encouraged.

[Project\\_Location\\_Map\\_and\\_Other\\_Graphics.pdf](#)

6.3 MB - 10/17/2022 3:02PM

Total Files: 1



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Other Supporting Documents

Attach other supporting documents such as MOU's project partners, education providers, etc.

[BFPC\\_Study\\_-\\_Assess\\_County\\_Econ\\_Dev\\_Sites\\_-\\_Exec\\_Summ.pdf](#)

111.9 KB - 10/17/2022 3:05PM

[Crater\\_CEDS\\_-\\_Priority\\_Project\\_-\\_Sussex\\_Megasite\\_Master\\_Planning\\_and\\_Conceptual\\_Engineering\\_Design.pdf](#)

657.5 KB - 10/17/2022 3:17PM

Total Files: 2

## Results & Accountability Matrix

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## Milestones & Deliverables

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## Results

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# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Milestones and Deliverables

Describe the major milestone(s), associated deliverable(s) and anticipated completion dates by which progress can be measured for consideration of future funding. Progress towards milestones must be reported with each quarterly request for reimbursement and disbursement may be withheld if promised milestones are not met. Interim milestones required to achieve major milestones are encouraged to be reported with each quarterly request for reimbursement.

Milestones and Deliverables		
Milestones	Deliverables	Anticipated Completion Date
installation of 9,500 linear feet of 12" waterline serving Megasite	completion of installation of 9,500 linear feet of 12" waterline serving Megasite (Please note anticipated completion date hinges on coordination with two other grant funding sources. Overall, the process should take about 9 months to complete, but the start date for this project may be difficult to pinpoint at this time. Therefore, for purposes of this application, an anticipated completion date of 12-31-2023 is provided).	2023-12-31
Engineering Services Agreement for 8,500 linear feet of 8" natural gas distribution line to include (1) feasibility study, (2) route survey, (3) base mapping, (4) environmental reviews, and (5) engineering design	completion of Engineering Services Agreement for 8,500 linear feet of 8" natural gas distribution line (1) feasibility study, (2) route survey, (3) base mapping, (4) environmental reviews, and (5) engineering design	2023-12-31



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Data Management and Projection Methodology

Describe the methodology used and source of the projected results entered below. In addition, describe how you intend to manage the collection of the data for reporting actual versus anticipated results. Make sure to include who will be responsible for data management.

The estimates provided below are based on Project Glove, a significant project for which the Sussex Megasite was a recent finalist. These estimates were provided by the company during site visits and follow-on correspondence with VEDP during incentive discussions. While Project Glove was expected to need the bulk of the Megasite property for both phases of their project, there was residual, net developable acreage remaining. Subsequently, it is probable that additional businesses, jobs, and capital investment could occur on the Megasite that have not been accounted for in these estimates.

Because additional preliminary work is needed to make the site more shovel-ready and competitive, 6-30-2030 has been selected as the year in which full build-out of the site is anticipated; however, this period of time could be shorter or longer and is difficult to forecast with certainty. It is the County's hope that the master planning and conceptual engineering design elements of this project will reveal additional details regarding optimal utilization of the site given its constraints, which may translate into projecting an anticipated completion date with greater confidence in the future.

Management of data collection will be the responsibility of the County's Economic Development Director. Recurring (monthly or bimonthly) project management meetings will be organized with all key project partners and will include reporting to TRRC and other grantors on a defined schedule to ensure that the task remains consistently managed.

### Is this application for development for a prospect?

No

### By which year do you anticipate the industrial site will be fully developed?

Year ending 6/30/2030



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Potential Employment Impact

At full build-out, what is the potential employment and investment impact your industrial site? Specifically:

- How many businesses?
- How many jobs?
- What is the average salary of the jobs?
- How much capital investment has been made by businesses at your industrial site?

<b>Potential Employment Impact</b>			
<b># Businesses at Site</b>	0	1	<b>1</b>
<b># of Jobs at Site</b>	0	2464	<b>2464</b>
<b>Average Salary</b> <i>(Do not include benefits, only include salary and wages)</i> <i>(Only include wages. Do not include benefits.)</i>	\$0.00	\$37,300.00	<b>\$37,300.00</b>
<b>\$ of Capital Investment at Site</b> <i>(Only Include taxable assets - real and personal property)</i> <i>(Only include wages. Do not include benefits.)</i>	\$0.00	\$715,000,000.00	<b>\$715,000,000.00</b>

### Engineering: TRRC \$ Requested

\$100,000.00





# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Engineering: Describe the proposed engineering activities

An existing natural gas transmission line is located approximately 8,500 feet north of the Sussex Megasite while an existing 6" distribution line is located at the western end of the Megasite along Route 602. Depending on the end user, the existing 6" line may be insufficient to meet natural gas needs and would need to be replaced with an 8" line. Columbia Gas cannot build a pipeline until there is an end user, but can do an Engineering Services Agreement in advance that would include the following activities: (1) feasibility study, (2) route survey, (3) base mapping, (4) environmental reviews, and (5) complete engineering design (prepare construction drawings). These activities will provide the County with some advance preliminary work, especially construction drawings, that could expedite the bid process, assuming there are no major design changes once there is a customer.

## Utility Infrastructure Development

Use the worksheet below to describe access road, rail spur, broadband, electric lines, natural gas, and water/sewer infrastructure construction.

Access Roads		
	TRRC \$ Requested	Feet of Road
Access Road (On-Site)	\$0.00	0
Access Road (Off-Site)	\$0.00	0

Broadband		
	TRRC \$ Requested	Feet of Broadband
Broadband (On-Site)	\$0.00	0
Broadband (Off-Site)	\$0.00	0



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

<b>Electric Lines</b>			
	<b>TRRC \$ Requested</b>	<b>Feet of Electric Line</b>	<b>Increased Capacity (kv per day)</b>
<b>Electric Line (On-Site)</b>	\$0.00	0	0
<b>Electric Line (Off-Site)</b>	\$0.00	0	0

<b>Natural Gas</b>			
	<b>TRRC \$ Requested</b>	<b>Feet of Natural Gas Line</b>	<b>Increased Capacity (kv per day)</b>
<b>Natural Gas (On-Site)</b>	\$0.00	0	0
<b>Natural Gas (Off-Site)</b>	\$0.00	0	0

<b>Rail Spur</b>		
	<b>TRRC \$ Requested</b>	<b>Feet of Rail Spur</b>
<b>Rail Spur (On-Site)</b>	\$0.00	0
<b>Rail Spur (Off-Site)</b>	\$0.00	0



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Water/Sewer Lines and Water/Sewer Treatment Plants, Pump Stations, Etc.

	TRRC \$ Requested	Feet of Water/Sewer Line	Increased Capacity (cubic feet per day)
Water Line (On-Site)	\$0.00	0	0
Water Line (Off-Site)	\$150,000.00	9500	320000
Sewer Line (On-Site)	\$0.00	0	0
Sewer Line (Off-Site)	\$0.00	0	0
Water Treatment (On-Site)	\$0.00	0	0
Water Treatment (Off-Site)	\$0.00	0	0
Sewer Treatment (On-Site)	\$0.00	0	0
Sewer Treatment (Off-Site)	\$0.00	0	0

## Wetlands and Stream Mitigation

Please answer the following questions about wetlands and stream mitigation

### TRRC \$ Requested

\$0.00

### On-Site Acres of Wetlands to be Mitigated

0.00

### On-Site Linear Feet of Streams to be Mitigated

0.00

## Financial Information



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Budget Worksheet

You are required to submit a budget worksheet summarizing your funding source information.

Please click [here](#) to download the budget worksheet and instructions.

Please note: Use of the Commission's budget worksheet is mandatory. Upload and attach the completed budget worksheet below.

[Sussex\\_-\\_TRRC\\_Application\\_-\\_Budget-Worksheet-5-27-15\\_and\\_Budget\\_Narrative.pdf](#)

## Construction Budget and Timeline

If you are planning any building construction and/or renovation, land improvements, or physical infrastructure construction, please attach a detailed, itemized construction budget and a detailed construction timeline. Cost estimates from an A&E firm can be used in addition to or in lieu of a detailed itemized construction budget. Please submit additional supporting documents including PER, Engineering Documents, Building Plans, etc.

**Indicate items supported by the Commission versus matching funds.**

[Construction\\_Budget\\_and\\_Timeline.pdf](#)

## Other: TRRC \$ Requested

**Other: Describe other proposed activities and uses of funds.**

## To what extent has debt financing been considered for and committed to this project?

As with other even larger scale projects considered for the Sussex Megasite, and while not specific to this specific project, there have been previous discussions with the Board of Supervisors in consultation with the County's financial advisors to fund necessary capital improvements to the site. The County is open to discussing this matter with TRRC and other key stakeholders in consultation with its financial advisors, if so desired.



# Tobacco Region Revitalization Commission Project Application - Southside Economic Development

## Is the applicant organization the payee/fiscal agent for this project?

Yes

## Commitment of Matching Funds from Each Funding Source

Attach letters that demonstrate the commitment of matching funds for the proposed project. If some or all matching funds are not committed at time of application, please attach a detailed list describing from what entity and when the matching fund commitments are anticipated.

[Commitment\\_of\\_Matching\\_Funds\\_from\\_Each\\_Funding\\_Source.pdf](#)

## Other Budget Documents

[Sussex\\_Megasite\\_Natural\\_Gas\\_Estimate\\_and\\_Generalized\\_Timeline\\_with\\_Highlights.pdf](#)

## Next Steps & Certification

- TRRC Staff will begin its review of your proposal and may contact you for additional information. A staff report will be published on our website in advance of the Committee meeting, with recommendations for each proposal.
- The Committee will meet in public session, typically 6-8 weeks after applications are submitted, to consider proposals and adopt funding recommendations. Your named project leaders will be notified of the meeting date and site, and are encouraged to be present to answer any questions Commissioners may have about your proposal. Presentations from applicants are NOT expected at the Committee meeting.
- The Committee's funding recommendations will be reported at the next meeting of the full Commission for final action to approve grant proposals. This is also a public session, and while you are welcome to attend, please be aware that most Committee reports are typically approved in a matter of minutes with little or no discussion about individual proposals.
- After the Commission approves grants, you will be notified by e-mail when the award documents are available in your portal, the documents will include a grant agreement, fiscal documents and instructions for working with your regional TRRC Grant Administrator to access funds as your project gets underway. Please be aware that project expenses incurred before the date of Commission approval will not be eligible for reimbursement from grant funds.

## Certifications



## Tobacco Region Revitalization Commission Project Application - Southside Economic Development

I have read the [Program Guidelines](#) and [Current Funding Policies for Grant Awards](#). This application complies with said guidelines and policies and if funding is awarded, this organization agrees to comply with said policies and guidelines.

Yes

### Certification Name

By entering my full name in the space provided below, I hereby certify that the information contained herein is true and that I am authorized to submit this application on behalf of the Organization, Organization Primary Contact and Application Primary Contact listed in this application. Please enter your full name in the space provided below:

John David Conmy, Jr.

### Certification Statement

Click [HERE](#) to download the Certification Statement and instructions. Attach a signed copy of the completed certification statement here.

[Certification\\_Statement.pdf](#)

# TICRC Grant Application Budget Worksheet

Rev 3/14/14

## 1. Financial Information: Sources of Funds

**a. Requested TICRC Funds:** Enter a Description and Budget Line Item Amounts in the blue highlighted boxes below. *Please include specific, detailed budget narrative as an additional attachment in your application.*

Requested TICRC Fund Details								
1. Description (Enter a brief description of how the TICRC funds will be used)	1. Construction of 9,500 linear feet of 12" water line to service the Megasite. 2. Feasibility, surveying, & design engineering of extension of 8,500 LF of 8" natural gas distribution line to service Megasite							
2. Budget Line Item	Personal Services	Contractual Services	Supplies & Materials	Continuous Charges	Property & Improvements	Equipment	Plant & Improvements	Transfer Payments
3. Budget Line Item Amount (Enter the amount of funds allocated to each budget line)		\$100,000.00			\$150,000.00			
4. Total Amount (Self Totalling)								\$250,000.00

**b. Other Funding:** Enter Source Information, Status, Description and Budget Line Item Amounts in the blue highlighted boxes below. Select funding type and status from the dropdown menus in the blue highlighted boxes where indicated. *Please include specific, detailed budget narrative as an additional attachment in your application.*

Matching Funds Detail								
1. Funding Type (Select the type of matching funds from the dropdown list)	State							
2. Agency/Locality Name (Enter the name the source of the matching funds)	VA Economic Development Partnership							
3. Status (Select the status of the matching funds from the dropdown list)	Application Filed							
4. Description (Enter a brief description of how the matching funds will be used)	Funds will be used to help finance the construction of 9,500 linear feet of 12" water line to service the Sussex Megasite.							
5. Budget Line Item Description	Personal Services	Contractual Services	Supplies & Materials	Continuous Charges	Property & Improvements	Equipment	Plant & Improvements	Transfer Payments
6. Budget Line Item Amount (Enter the amount of funds allocated to each budget line)					\$1,255,000.00			
7. Total Amount (Self Totalling)								\$1,255,000.00

Matching Funds Detail								
1. Funding Type (Select the type of matching funds from the dropdown list)	Local							
2. Agency/Locality Name (Enter the name the source of the matching funds)	Sussex County							
3. Status (Select the status of the matching funds from the dropdown list)	Money in Hand							
4. Description (Enter a brief description of how the matching funds will be used)	1. Construction of 9,500 LF of 12" water line to service the Megasite. 2. Feasibility study, surveying, & design engineering for natural gas line to Megasite. 3. Update T&E Study, Cultural Resources Summary, and Phase I ESA.							
5. Budget Line Item Description	Personal Services	Contractual Services	Supplies & Materials	Continuous Charges	Property & Improvements	Equipment	Plant & Improvements	Transfer Payments
6. Budget Line Item Amount (Enter the amount of funds allocated to each budget line)		\$110,000.00			\$140,000.00			
7. Total Amount (Self Totalling)								\$250,000.00

Matching Funds Detail								
1. Funding Type (Select the type of matching funds from the dropdown list)	Federal							
2. Agency/Locality Name (Enter the name the source of the matching funds)	U.S. Economic Development Administration							
3. Status (Select the status of the matching funds from the dropdown list)	Application Intended							
4. Description (Enter a brief description of how the matching funds will be used)	Funds will be used to help finance the construction of 9,500 linear feet of 12" water line to service the Sussex Megasite.							
5. Budget Line Item Description	Personal Services	Contractual Services	Supplies & Materials	Continuous Charges	Property & Improvements	Equipment	Plant & Improvements	Transfer Payments
6. Budget Line Item Amount (Enter the amount of funds allocated to each budget line)					\$1,555,000.00			
7. Total Amount (Self Totalling)								\$1,555,000.00



**2. Financial Information: Budgeted Expenditures**

*You do not need to enter any information in this section.* The table below is self calculating based on the information entered in section 1 (Financial Information: Sources of Funds). Please fill in the blue highlighted fields in section 1 to populate the table below. The amounts from the "TICRC Funds" column and the "Total Matching Funds Column" should correspond to the amounts entered in the grant application.

Proposed Project Budget								
	TICRC Funds	State	Local	Federal	Private	In-Kind	Total Matching Funds	Grand Total
<b>Personal Services</b> (Salaries, Wages, Benefits, etc.)								
<b>Contractual Services</b> (A&E, Legal, Printing, Media, Travel, Training, etc.)	\$100,000.00		\$110,000.00				\$110,000.00	\$210,000.00
<b>Supplies &amp; Materials</b> (Engineering Supplies, Building & Mechanical Repair, Supplies, Educational Supplies, etc.)								
<b>Continuous Charges</b> (Insurance, Lease Payments, Utilities, etc.)								
<b>Property &amp; Improvements</b> (Land Acquisition, Site Development, etc.)	\$150,000.00	\$1,255,000.00	\$140,000.00	\$1,555,000.00			\$2,950,000.00	\$3,100,000.00
<b>Equipment</b> (Computers, Phones, Furniture, Fixtures, Manufacturing Equipment, etc.)								
<b>Plant &amp; Improvements</b> (Building Acquisition, Construction/Renovation, etc.)								
<b>Transfer Payments</b> (Scholarships, Incentives, etc.)								
<b>Total Costs:</b>	<b>\$250,000.00</b>	<b>\$1,255,000.00</b>	<b>\$250,000.00</b>	<b>\$1,555,000.00</b>			<b>\$3,060,000.00</b>	<b>\$3,310,000.00</b>

This application to the TRRC is a component of a broader application Sussex County recently submitted to the VA Economic Development Partnership (VEDP) for a VA Business Ready Sites Program (VBRSP) site development grant. Each funding source supporting this broader application and the associated funding request amount, is listed below. Additional details regarding (1) the specific activities for which Sussex County is seeking TRRC funding, and (2) their association with the other funding source requests follow.

- Total estimated project cost: \$5,836,183
  - o Tobacco Region Revitalization Commission (TRRC) Southern Virginia Program: \$250,000
  - o VA Economic Development Partnership (VEDP) VA Business Ready Sites Program (VBRSP): \$3,210,000
  - o U.S. Economic Development Administration Public Works and Economic Adjustment Assistance Program: \$1,555,000
  - o Sussex County: \$821,183
    - Previous local site expenses (can count as match for VBRSP): \$571,183
    - Local match for TRRC grant: \$250,000

Please note that Sussex County is open to shifting TRRC funding allocations to different project categories based on the input of TRRC, VEDP, and other key stakeholders.

TRRC Southern Virginia Program: Sussex County Megasite - Master Planning, Conceptual Engineering, & Water Line Extension

Sussex County is requesting \$250,000 from the TRRC to assist with two critical components of a much larger project that it has submitted to VEDP's VBRSP. The two activities for which Sussex County is requesting funding include:

1. **Construction of approximately 9,500 linear feet of 12" waterline extended from its present location near the Route 602 Industrial Park to service the Sussex Megasite.** The estimated total for this improvement is approximately \$3,100,000 (see Engineer's Opinion of Probable Construction Costs in "Construction Budget and Timeline"). Overall, this activity would be funded from the following sources:
  - a. TRRC: \$150,000
  - b. Sussex County: \$140,000
  - c. VEDP VBRSP: \$1,255,000
  - d. USEDA: \$1,555,000
  - e. **Total: \$3,100,000**
2. **Feasibility, surveying, and design engineering of extension of 8,500 linear feet of 8" natural gas distribution line (Columbia Gas) to service Megasite.** The estimated total for this activity is approximately \$200,000 (see yellow highlighted project costs in estimate provided by Columbia Gas in "Other Budget Documents"). This activity would be funded from the following sources:
  - a. TRRC: \$100,000
  - b. Sussex County: \$100,000
  - c. **Total: \$200,000**
3. Please note that Sussex County intends to commit an additional \$10,000 to update a Threatened & Endangered Species Study, Cultural Resources Summary, and Phase I Environmental Site

Sussex - Megasite - Master Planning, Conceptual Engineering, & Water Line Extension  
Budget Narrative  
10-20-2022

Assessment. The total funding from Sussex County for all three of the tasks outlined in this application is \$250,000 and would meet the 1:1 match requirement for requesting funds from TRRC.

**BOARD ACTION FORM**

**Agenda Item:** Action Item #2.06

**Subject:** Animal Services Budget Amendment (Shelter Improvements)

**Board Meeting Date:** November 17 2022

=====

**Summary:** Attached for your consideration is a budget amendment for animal shelter improvements necessary to maintain state operational compliance, totaling \$34,372. These improvements are itemized in an email from the Animal Services Director and are related to moisture issues necessitating the replacement of shelter flooring and cat room walls. These costs are in addition to improvements completed under a recent donation from Energix related to sealing all indoor and outdoor kennel flooring.

**Recommendation:** Staff recommends approval.

**Attachments:** Budget amendment and email from the Animal Services Director

=====

**ACTION:** That the Board approves Animal Services Budget Amendment (Shelter Improvements) #22-130.

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

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

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

**RESOLUTION #22-130**  
**FY23 BUDGET AMENDMENT**

BE IT RESOLVED by the Sussex County Board of Supervisors that the following budget amendment for the Fire, Rescue, & Emergency Services function be and hereby is made for the period of July 1, 2022 through June 30, 2023. This resolution will appropriate local reserve funds to the Animal Services department for animal shelter renovations.

**FUND # 100**  
**GENERAL FUND**

REVENUE

Fund 135 Local Reserves	<u>\$34,400</u>
<b>Total Revenues</b>	<b>\$34,400</b>

EXPENDITURE

Fund 100 Administration	<u>\$34,400</u>
<b>Total Expenditures</b>	<b>\$34,400</b>

---

Susan B. Seward, Chairman  
Sussex County Board of Supervisors

ATTEST:

---

Richard Douglas, Clerk  
Sussex County Board of Supervisors

Adopted this 17<sup>th</sup> day of November, 2022.

**Finance Department Note: Sufficient documentation has not been met to meet the County's Small Purchase Policy.**

**Shilton Ricks Butts**

---

**From:** Richard Douglas  
**Sent:** Thursday, November 10, 2022 7:28 AM  
**To:** Shilton Ricks Butts  
**Subject:** Fwd: Additional Cost for Animal Shelter Renovation

Please include email as attachment for animal services budget amendment agenda item.

Get [Outlook for iOS](#)

---

**From:** Debbie Broughton <dbroughton@sussexcountyva.gov>  
**Sent:** Wednesday, November 9, 2022 1:46 PM  
**To:** Richard Douglas  
**Subject:** Additional Cost for Animal Shelter Renovation

Dear Sir,

Below is the list of repairs associated with the additional work that needed to be done on the shelter.

1. Sub-grade Investigation—	2,800.00
2. New Kent Coatings demo—	8,000.00
3. New Kent install MVT floor coating—	8007.00
4. Ceiling fans for wet environments—	2,500,00
5. Electrician fees—	2002.00
6. Exhaust fan—	463.00
7. James Shelton rebuild room—	8,500.00
8. James Shelton Electrician—	600.00
9. Dumpster disposal estimate—.	1,500.00
 Total.	 \$34,372.00

Please let me know if you need anything further n regards to these fees.

Thank you!

Debbie Broughton  
Sussex County Animal Services

**BOARD ACTION FORM**

**Agenda Item:** Action Item #2.07

**Subject:** Public Safety Budget Amendments

**Board Meeting Date:** November 17 2022

=====

**Summary:** Attached for your consideration is a budget amendment to fund Public Safety needs from Cabin Point solar funds (dedicated to fire improvements). This budget amendment will provide necessary funding to address a change order for the Waverly fire engine, equipment for the three recently purchased fire engines, and additional freight costs for these fire engines. A memo from the Public Safety Coordinator provides the specific costs and vendors for these items.

**Recommendation:** Staff recommends approval.

**Attachments:** Budget amendment and memo from the Public Safety Coordinator

=====

**ACTION:** That the Board approves Public Safety Budget Amendment #22-131.

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

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

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



**RESOLUTION #22-131**  
**FY23 BUDGET AMENDMENT**

BE IT RESOLVED by the Sussex County Board of Supervisors that the following budget amendment for the Fire, Rescue, & Emergency Services department be and hereby is made for the period of July 1, 2022 through June 30, 2023. This resolution will appropriate local solar escrow funds for overages and freight costs.

**FUND # 100**  
**GENERAL FUND**

REVENUE

Fund 100 Local Reserves	<u>\$16,726</u>
<b>Total Revenues</b>	<b>\$16,726</b>

EXPENDITURE

Fund 100 Emergency Services	<u>\$16,726</u>
<b>Total Expenditures</b>	<b>\$16,726</b>

\_\_\_\_\_  
Susan B. Seward, Chairman  
Sussex County Board of Supervisors

ATTEST:

\_\_\_\_\_  
Richard Douglas, Clerk  
Sussex County Board of Supervisors

Adopted this 17<sup>th</sup> day of November, 2022.



**OFFICE OF PUBLIC SAFETY**

G. Reid Foster, Jr  
PUBLIC SAFETY COORDINATOR  
(434) 246-1305 EXT. 22  
EMAIL: [RFOSTER@SUSSEXCOUNTY.GOV](mailto:RFOSTER@SUSSEXCOUNTY.GOV)

**COUNTY OF SUSSEX, VIRGINIA**

POST OFFICE BOX 1397  
15080 COURTHOUSE ROAD  
SUSSEX, VIRGINIA 23884

November 10, 2022

MEMO: RICHARD DOUGLAS  
COUNTY ADMINISTRATOR

FROM: REID FOSTER  
PUBLIC SAFETY COORDINATOR

SUBJECT: ALLOCATION OF FUNDS – Overages and Freight Costs & Change Orders

Per your request please find the attachments for the overages and Freight costs in the amount of \$16,725.77.

Costs breakdown – Equipment overages -	\$ 4,032.60
- Freight	- \$ 767.17
- <u>Change Order</u>	- <u>\$11,926.00</u>
<u>TOTAL</u>	- <u>\$16,725.77</u>

Please add to the Consent Agenda the allocation of \$16725.77 from the solar money for the Overages and Freight Costs for the new fire engine equipment project. Place this in line item 21500-9000-210-253.

Due to escalating costs and high freight charges associated after the purchase orders were issued this money is needed to cover the additional costs.

Thank you.

## Reid Foster

---

**From:** Richard Douglas  
**Sent:** Monday, September 27, 2021 4:32 PM  
**To:** Reid Foster  
**Subject:** RE: Change orders/ equipment for new fire trucks.

I favor a request that covers your exact cost (to include freight and any other costs), plus a ten percent contingency, rather than a full appropriation of the \$250,000, and suggest a breakdown of the costs (separating change order items and equipment items) to provide to the BOS. I will discuss this request with Mr. Fly but would think we would take directly to the full board in October. Thanks

---

**From:** Reid Foster  
**Sent:** Monday, September 27, 2021 9:56 AM  
**To:** Richard Douglas <rdouglas@sussexcountyva.gov>  
**Cc:** Deste Cox <djcox@sussexcountyva.gov>; Kelly Moore <kmoore@sussexcountyva.gov>  
**Subject:** Change orders/ equipment for new fire trucks.

Richard: Per our conversation over the past week, I have finally gotten the figures for the change orders to the fire trucks and a updated quote for equipment. I have talked to Deste to be sure the money we talked about using had been received. She informed me that it had been accounted for and placed in the fund for the apparatus. I am requesting that we take \$250,000.00 out of that account and be placed into my budget to cover this request. The change orders total \$49,112.00 and equipment not including freight is approx.. \$155,000.00. These quotes are only good for thirty days. All of the suppliers are telling me that they are seeing a 5% to 7% increase by the end of November. The one question I have is do I need to go before the Finance committee for this request or directly to the board. Please let me know which I need to do. Thank you for all your help in getting this done.

**G. Reid Foster**  
**Public Safety Coordinator**  
2135 Princeton Road  
Sussex, VA 23884  
[rfoster@sussexcova.gov](mailto:rfoster@sussexcova.gov)  
804-691-2582

No action was taken.

## **6. Action Items**

### 6.01 Request for Funding for Fire Engine Equipment and Change Order

County Administrator Douglas stated that Mr. Reid Foster, Public Safety Coordinator, is requesting funding to cover change orders for the three new fire engines (serving Waverly, Courthouse, and Jarratt) and equipment for the same. Specifically, \$175,054 is requested from the \$250,000 contribution for fire equipment as part of the Cabin Point solar project approval process. The attached memo and equipment list provides detailed information on this request.

Change orders totaling \$42,122 are primarily related to new NFPA safety requirements and changes to compartment shelving, where equipment is being mounted, and how switches are located inside the cabs. Based on a request from the fire chiefs for equipment needed for the new fire engines, Mr. Foster obtained quotes and is recommending piggy back procurement for this equipment through the City of Chesapeake, totaling \$133,000. Also to account for any additional price increases and other potential equipment needs, Mr. Foster is requesting an allocation of \$12,000 in contingency funding.

Staff recommends approval of the attached resolution authorizing the use of \$175,054 from the fire equipment contribution for the Cabin Point solar project to cover fire engine change orders, necessary equipment, and contingencies.

Mr. G. Reid Foster's letter to Mr. Douglas, County Administrator, RE: Engine Funding, dated October 5, 2021 and Appropriation Resolution #21-99

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves Resolution #21-99 transferring \$175,054 from the fire equipment contribution as part of the Cabin Point solar project (Fund 302/Local Revenue) to the Public Safety operating budget (Fund 100/Fire, Rescue & Emergency), to cover the cost of change orders, necessary equipment, and contingencies related to the acquisition of three new fire engines.

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

Voting nay: none

Absent: Supervisor Johnson

### 6.02 Branch Street (Wakefield) Surplus Property

County Administrator Douglas stated that a couple property owners in the Pocahontas Neighborhood/Branch Street in Wakefield have expressed interest in acquiring from Sussex County three small parcels located at the southeast intersection of Branch Street and Higgins Street. These parcels were likely obtained as part of a previous county housing program but now must be maintained by the county (including lawn maintenance). Staff has not identified a public purpose or benefit for retaining these properties in public ownership.





Atlantic Emergency Solutions  
 12351 Randolph Ridge Lane  
 Manassas, Virginia 20109  
<http://www.atlanticemergency.com>

**Invoice**

Invoice # : I-1428  
 Invoice Date : 08/02/2022  
 Invoice Due Date : 08/02/2022

**Sold**

To: Sussex County Public Safety  
 20135 Princeton Road  
 P O Box 1397  
 Sussex Va. 23888

Job # : 36390  
 Customer PO # :  
 Payment Terms : On Receipt

Customer ID : 17366  
 Sales Person : Randy Smith

Name	Quantity	Unit Price	Total Price
Pierce Saber Pumper Changes-Waverly	1.00	\$ 11,926.00	\$ 11,926.00

**Total: \$ 11,926.00**

How can we better serve you? Please go to [www.atlanticemergency.com/survey](http://www.atlanticemergency.com/survey)

**Thank you for your Business!**

VENDOR NO. 1769	
DEPT. SIGN. R 8/19	
G/L# 27500	AMOUNT
500	11,926.00
200	
210	
AP SIGN.	

VENDOR NO. 1769	
DEPT. SIGN. R 8/26	
G/L#	AMOUNT
AP SIGN.	



**INVOICE**  
**648488**

CUSTOMER NO.  
80203

574 English Rd. \* Rocky Mount, NC 27804  
800-277-3473 (252) 977-3610 Fax (252) 977-9241

**BILL TO:**

SUSSEX COUNTY  
PUBLIC SAFETY  
P.O. BOX 1937  
SUSSEX, VA 23884-0397

**SHIP TO:**

WAVERLY VOL. FIRE DEPT.  
C/O COWLING BROTHERS  
109 BANK ST.  
WAVERLY, VA 23890

PHONE: 804/691-2582  
FAX:

PAGE 1

DATE		SHIP VIA		F.O.B.		TERMS		
10/31/22		BESTWAY				NET 30		
PURCHASE ORDER NUMBER			ORDER DATE		SALESPERSON		OUR ORDER NUMBER	
264-22			03/31/22		192 / 193		542655	
QUANTITY			ITEM NUMBER		DESCRIPTION		UNIT PRICE	AMOUNT
ORDERED	SHIPPED	B.O.						
1	1		804-334-6004 @A @P CET.CUSTOMSKID		CUSTOM SKID UNIT PER QUOT MUST HAVE QUOTE		15,782.91	15,782.91
			PER QUOTE # 23120 20HP HONDA MID RANGE PUMP, 225 GALLAONS WATER 8 GALLONS CLASS A FOAM SCOTTY FOAM SYSTEM					
1	1		TFT.DS1040P		TWISTER W/GRIP 1.0"FEMAL		211.05	211.05
1	1		TFT.AA5ND-GHT		ADAPTER,1"NHF X GHT MALE		26.79	26.79

VENDOR NO.	
DEPT. SIGN.	
G/L#	AMOUNT
AP SIGN.	

Product Total	Shipping & Handling	Taxable Amount	Tax	Misc. Amt.	INVOICE TOTAL
16,020.75	767.17	16,787.92	0.00	0.00	16,787.92

Terms and Conditions: Interest will be charged at the rate of 1 1/2% per month, or 18% annually on any unpaid balance. Customer agrees to pay reasonable attorney's fee and all other costs of collection after default. All orders received "As Ordered" and returned are subject to a 20% restocking fee. No returns are allowed without prior written approval from C.W. Williams, Inc. All shortages and discrepancies must be reported to C.W. Williams, Inc. within 10 days of receipt of shipment. No cash refunds will be given.



**INVOICE**  
**648510**

CUSTOMER NO.  
80203

574 English Rd. \* Rocky Mount, NC 27804  
800-277-3473 (252) 977-3610 Fax (252) 977-9241

**BILL TO:**

SUSSEX COUNTY  
PUBLIC SAFETY  
P.O. BOX 1937  
SUSSEX, VA 23884-0397

**SHIP TO:**

HOLD AT ROCKY MOUNT  
FOR PICK UP  
MONDAY 10/30

PHONE: 804/691-2582  
FAX:

PAGE 1

DATE		SHIP VIA		F.O.B.		TERMS												
11/02/22		BESTWAY				NET 30												
PURCHASE ORDER NUMBER			ORDER DATE		SALESPERSON		OUR ORDER NUMBER											
FOAM			10/26/22		192 / 193		547410											
QUANTITY			ITEM NUMBER		DESCRIPTION	UNIT PRICE	AMOUNT											
ORDERED	SHIPPED	B.O.																
10	10		804-334-6004 HCT.F500-005G		F-500 Encapsulator Agent	153.13	1,531.30											
					<table border="1"> <tr><td colspan="2">VENDOR NO.</td></tr> <tr><td colspan="2">DEPT. SIGN.</td></tr> <tr><td>G/L#</td><td>AMOUNT</td></tr> <tr><td> </td><td> </td></tr> <tr><td colspan="2">AP SIGN.</td></tr> </table>		VENDOR NO.		DEPT. SIGN.		G/L#	AMOUNT			AP SIGN.			
VENDOR NO.																		
DEPT. SIGN.																		
G/L#	AMOUNT																	
AP SIGN.																		

Product Total	Shipping & Handling	Taxable Amount	Tax	Misc. Amt.	INVOICE TOTAL
1,531.30		1,531.30	0.00	0.00	1,531.30

Terms and Conditions: Interest will be charged at the rate of 1 1/2% per month, or 18% annually on any unpaid balance. Customer agrees to pay reasonable attorney's fee and all other costs of collection after default. All orders received "As Ordered" and returned are subject to a 20% restocking fee. No returns are allowed without prior written approval from C.W. Williams, Inc. All shortages and discrepancies must be reported to C.W. Williams, Inc. within 10 days of receipt of shipment. No cash refunds will be given.





**INVOICE  
648511**

CUSTOMER NO.  
80203

574 English Rd. \* Rocky Mount, NC 27804  
800-277-3473 (252) 977-3610 Fax (252) 977-9241

**BILL TO:**

SUSSEX COUNTY  
PUBLIC SAFETY  
P.O. BOX 1937  
SUSSEX, VA 23884-0397

**SHIP TO:**

SUSSEX COUNTY  
PUBLIC SAFETY  
P.O. BOX 1937  
SUSSEX, VA 23884-0397

PHONE: 804/691-2582  
FAX:

PAGE 1

DATE		SHIP VIA		F.O.B.		TERMS		
11/02/22		CPU				NET 30		
PURCHASE ORDER NUMBER			ORDER DATE		SALESPERSON		OUR ORDER NUMBER	
F-500			10/31/22		192 / 111		547468	
QUANTITY			ITEM NUMBER		DESCRIPTION		UNIT PRICE	AMOUNT
ORDERED	SHIPPED	B.O.						
10	10		BILL ONLY CPU AS OF DATE OF TKT. HCT.F500-005G		F-500 Encapsulator Agent		153.13	1,531.30

VENDOR NO.	
DEPT. SIGN.	
G/L#	AMOUNT
AP SIGN.	

Product Total	Shipping & Handling	Taxable Amount	Tax	Misc. Amt.	INVOICE TOTAL
1,531.30		1,531.30	0.00	0.00	1,531.30

Terms and Conditions: Interest will be charged at the rate of 1 1/2% per month, or 18% annually on any unpaid balance. Customer agrees to pay reasonable attorney's fee and all other costs of collection after default. All orders received "As Ordered" and returned are subject to a 20% restocking fee. No returns are allowed without prior written approval from C.W. Williams, Inc. All shortages and discrepancies must be reported to C.W. Williams, Inc. within 10 days of receipt of shipment. No cash refunds will be given.

# VAN CLEEF AUTO PARTS

5556 GENERAL MAHONE HWY.  
P.O. BOX 880B  
WAVERLY, VA 23890  
804-834-2052

CUSTOMER'S ORDER No. 27430 DATE 11-1-2022

SOLD TO SUSSEX COUNTY

MDSE. SOLD		MDSE. RET'D.		RECD. ON ACCT.-NOTE	MISC'L	PAID OUT
CASH	CHARGE	CASH	CREDIT			
	X					

QTY.	PART No.	ARTICLES	PRICE	AMOUNT
1	TS 500I	Increase on UNITS	\$ 370.60	
	(STILL)	"	"	
2	MS 462 RCM	(STILL)	\$ 300.00	\$ 600.00

PRICE INCREASE ON  
UNITS FROM 2021 TOTAL  
TO BEING SHIPPED  
IN APRIL 2022

	Tax	T/E
TOTAL		\$ 970.00

SALESMAN 62215 RECEIVED BY \_\_\_\_\_

ALL Claims and returned goods MUST be accompanied by this bill. Form 139

VAPSA SERVICE CORP.

**BOARD ACTION FORM**

**Agenda Item:** Consent Item #2.08

**Subject:** Governor’s Agriculture & Forestry Industries Development (AFID) Fund, Performance Agreement, Project Arbie (Restoration Bioproducts)

**Board Meeting Date:** November 17 2022

=====

**Summary:** The Board of Supervisors previously heard discussion of this economic development prospect during a joint meeting with the Industrial Development Authority on July 28, 2022. Restoration Bioproducts has been approved for a \$50,000 AFID grant from the Commonwealth subject to approval of the attached Performance Agreement by the County, the County Industrial Development Authority, the Town of Waverly, and Restoration Bioproducts.

This is conditioned upon Restoration Bioproducts (1) making \$4.2 million investment in capital expenditures, (2) creating at least 5 new jobs at an average annual wage of \$55,000, and (3) using Virginia-grown agricultural and forestall products amounting to \$1,728,000 (or 34,560 pounds). These benchmarks would need to be met by the company by December 31, 2025. Furthermore, because the AFID grants requires a 1:1 local match, the Performance Agreement includes (a) \$40,000 in rebates of County Machinery and Tools taxes and (b) \$10,000 in cash contributions from the Town of Waverly.

This resolution establishes that the County would receive the funds from the Commonwealth, transfer them to the IDA, and then the IDA transfers them to the Company.

**Recommendation:** Staff strongly recommends passage of the agreement.

**Attachments:** Governor’s Agriculture & Forestry Industries Development (AFID) Fund, Performance Agreement, Project Arbie (Restoration Bioproducts)

=====

**ACTION:** That the Board

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

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

**GOVERNOR’S AGRICULTURE & FORESTRY INDUSTRIES DEVELOPMENT FUND**  
**PERFORMANCE AGREEMENT**

This **PERFORMANCE AGREEMENT** (the “Agreement”) made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2022, by and among the **COUNTY OF SUSSEX, VIRGINIA** (the “County”) a political subdivision of the Commonwealth of Virginia (the “Commonwealth”), the **TOWN OF WAVERLY, VIRGINIA** (the “Town”), a political subdivision of the Commonwealth of Virginia, (the County and Town collectively referred to as the “Localities”), and **RESTORATION BIOPRODUCTS, LLC** (the “Company”), a Limited Liability Company authorized to transact business in the Commonwealth, and the **INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF SUSSEX** (the “Authority”), a political subdivision of the Commonwealth.

**WITNESSETH:**

WHEREAS, the County has been awarded a grant of and expects to receive \$50,000 from the Governor’s Agriculture & Forestry Industries Development Fund (an “AFID Grant”) through the Virginia Department of Agriculture and Consumer Services (“VDACS”) for the purpose of inducing the Company to construct and operate an agriculture and/or forestry processing/value-added facility using Virginia-grown products in the Localities (the “Facility”), thereby making a significant Capital Investment, as hereinafter defined, creating a significant number of New Jobs, as hereinafter defined; and using a significant amount of Virginia-Grown Agricultural and Forestal Products, as such capitalized items are hereinafter defined.

WHEREAS, the Localities are willing to provide the funds to the Authority with the expectation that the Authority will provide the funds to or for the use of the Company, provided that the Company promises to meet certain criteria relating to Capital Investment, New Jobs, and use of Virginia-Grown Agricultural and Forestal Products;

WHEREAS, the Localities, the Authority and the Company desire to set forth their understanding and agreement as to the payout of the AFID Grant, the use of the AFID Grant proceeds, the obligations of the Company regarding Capital Investment, New Job creation, use of Virginia-Grown Agricultural and Forestal Products, and the repayment by the Company of all or part of the AFID Grant under certain circumstances;

WHEREAS, the construction and operation of the Facility will entail taxable capital expenditures by or on behalf of the Company of approximately \$4,199,147, of which approximately \$2,675,000 will be invested in machinery and tools and approximately \$1,524,147 will be invested in the construction and/or improvement of a building and site.

WHEREAS, the construction and operation of the Facility will further entail the creation of 5 New Jobs at the Facility;

WHEREAS, the construction and operation of the Facility will further lead to the use of Virginia-Grown Agricultural and Forestal Products in the following amount: \$1,728,000 (or 34,560 tons); and

WHEREAS, the stimulation of the additional tax revenue and economic activity to be generated by the Capital Investment, New Jobs, and use of Virginia-Grown Agricultural and Forestal Products constitutes a valid public purpose for the expenditure of public funds and is the animating purpose for the AFID Grant:

NOW, THEREFORE, in consideration of the foregoing, the mutual benefits, promises and undertakings of the parties to this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree as follows.

### **Section 1. Definitions.**

For the purposes of this Agreement, the following terms shall have the following definitions:

“Capital Investment” means a capital expenditure by or on behalf of the Company in taxable real property, taxable tangible personal property, or both at the Facility excluding the purchase of land or existing real property improvements. The Capital Investment must be in addition to the capital improvements at the Facility as of the date of the Grant Award Date: October 1, 2022. A capital expenditure related to a leasehold interest in real property will be considered to be made “on behalf of the Company” if a lease between a developer and the Company is a capital lease, or is an operating lease having a term of at least ten years, and the real property would not have been constructed or improved but for the Company’s interest in leasing some or all of the real property. Only the capital expenditures allocated to the portion of the real property to be leased by the Company will count as “Capital Investment.” The purchase or lease of furniture, fixtures, machinery and equipment, including under an operating lease, and expected building up-fit and tenant improvements by or on behalf of the Company will qualify as Capital Investment.

“Grant Award Date” means October 1, 2022. This is the date from which progress towards the achievement of all Targets begins. Progress towards achievement of Targets before this date will not be counted, unless such progress is approved in writing by VDACS, in consultation with the Localities and Authority.

“Maintain” means that the New Jobs created pursuant to the AFID Grant will continue without interruption from the date of creation through the Performance Date. Positions for the New Jobs will be treated as Maintained during periods in which such positions are not filled due to (i) temporary reductions in the Company’s employment levels (so long as there is active recruitment for open positions), (ii) strikes and (iii) other temporary work stoppages.

“New Job” means new permanent full-time employment of an indefinite duration at the Facility for which the standard fringe benefits are paid by the Company for the employee, and for which the Company pays an average annual wage of at least \$55,000. Average annual wage means

the average annual salary of full-time positions at the Facility determined by dividing total payroll (of a type included in W-2 compensation) provided to full-time positions at the Facility by the number of full-time positions at the Facility. Each New Job must require a minimum of either (i) 35 hours of an employee's time per week for the entire normal year of the Company's operations, which "normal year" must consist of at least 48 weeks, or (ii) 1,680 hours per year. Seasonal or temporary positions, positions created when a job function is shifted from an existing location in the Commonwealth, and positions with construction contractors, vendors, suppliers and similar multiplier or spin-off jobs shall not qualify as New Jobs. Net new jobs in the Commonwealth for contractors or employees of contractors who provide dedicated full-time service to the Company may count as New Jobs, even though the Company is not directly paying the wages or providing the fringe benefits, if the other conditions set forth in this paragraph have been satisfied.

"Performance Date" means December 31, 2025. If the Localities, in consultation with the Authority and VDACS, deems that good faith and reasonable efforts have been made and are being made by the Company to achieve the Targets, the Localities may agree to extend the Performance Date by up to 15 months. If the Performance Date is extended, the Localities shall send written notice of the extension to the Authority, the Company and the Secretary of Agriculture and Forestry and the date to which the Performance Date has been extended shall be the "Performance Date" for the purposes of this Agreement.

"Targets" means the Company's obligations to make Capital Investments at the Facility of at least \$4,199,147, to create and Maintain at least 5 New Jobs at an average annual wage of \$55,000 at the Facility, and to use at least \$1,728,000 of net new Virginia-Grown Agricultural and Forestal Products as defined in Appendix A, all as of the Performance Date.

"Virginia Code" means the Code of Virginia of 1950, as amended.

"Virginia-Grown Agricultural and Forestal Products" means crops, livestock, and livestock products, including field crops, fruits, vegetables, horticultural specialties, cattle, sheep, hogs, goats, horses, poultry, fur-bearing animals, milk, eggs, aquaculture, commercially harvested wild fish, commercially harvested wild shellfish, and furs, as well as, timber, pulpwood, posts, firewood, Christmas trees, and other tree and wood products for sale or for farm use, which are grown or produced in Virginia for commercial purposes and to which the Company adds value to at the Facility. The use of Virginia-Grown Agricultural and Forestal Products at the Facility must be in addition to the annual usage of these products in the year preceding the Grant Award Date.

## **Section 2. Targets.**

The Company will develop and operate the Facility in the Town, make a Capital Investment of at least \$4,199,147, create and Maintain at least 5 New Jobs at an average annual wage of \$55,000, and use: \$1,728,000 of net new Virginia-Grown Agricultural and Forestal Products (see Appendix A), at the Facility, all as of the Performance Date. If the dollar amount of new purchases of Virginia-Grown Agricultural and Forestal Products is not met, the Company can still achieve the purchase target by demonstrating they substantively achieved the same volume of Virginia-Grown Agricultural and Forestal Products they proposed in Appendix A.

The average annual wage of the New Jobs will be at least \$55,000.

The average prevailing wage in the County in June 10 is \$47,593.

**Section 3. Disbursement of AFID Grant.**

(a) *Disbursement of the AFID Grant:* By execution and delivery of this Agreement, the County requests that the AFID Grant be disbursed to it. VDACS will promptly arrange for the payment of the \$50,000 AFID Grant to the County. Within 30 days of its receipt of the AFID Grant proceeds, the County will disburse the AFID Grant proceeds to the Authority. Within 30 days of its receipt of the AFID Grant proceeds, the Authority will disburse the AFID Grant proceeds to the Company.

The disbursement of the AFID Grant proceeds to the Company will serve as an inducement to the Company to achieve the Targets.

(b) *Use of the AFID Grant Proceeds:* The Company will use the AFID Grant proceeds to pay or reimburse the cost of building improvements as permitted by Section 3.2-304(C) of the Virginia Code.

**Section 4. Break-Even Point; State and Local Government Incentives.**

(a) *State-Level Incentives:* VDACS has estimated that the Commonwealth will reach its “break-even point” by the Performance Date. The break-even point compares new revenues realized as a result of the Capital Investment and New Jobs at the Facility with the Commonwealth’s expenditures on incentives, including but not limited to the AFID Grant. With regard to the Facility, the Commonwealth expects to provide incentives in the following amounts:

<u>Category of Incentive:</u>	<u>Total Amount</u>
AFID Grant	\$50,000

The proceeds of the AFID Grant shall be used for the purposes described in Section 3.

(b) *Local-Level Incentives:* The Localities expect to provide the following incentives, as matching grants or otherwise, for the Facility by the Performance Date:

<u>Category of Incentive:</u>	<u>Total Amount</u>
County Machinery and Tools Tax Rebates	\$40,000
Town Cash Contributions	\$10,000

If, by the Performance Date, the funds disbursed or committed to be disbursed by the Localities to (or for the benefit of the Company in the case of the Town’s cash or “in-kind” contributions for capital improvements) the Company total less than the \$50,000 AFID Grant awarded to the Company, minus any AFID funds to be repaid under Section 7(b), the Locality



with the respective shortfall from the incentive set forth above, subject to appropriation, will make an additional grant to the Company of the difference at the Performance Date.

The proceeds of the County's Machinery and Tools Tax Rebates shall be used by the Company to partially defray the cost of research and development and the Town's Cash Contributions shall be used by the Company for capital improvements at its facility.

(c) Other Incentives: This Agreement relates solely to the AFID Grant. The qualification for, and payment of, all State-Level Incentives and Locality-Level Incentives, except for the AFID Grant, will be governed by separate arrangements between the Company and the entities offering the other incentives.

### **Section 5. Company Reporting.**

The Company shall provide, at the Company's expense, detailed verification reasonably satisfactory to the Localities, the Authority and VDACS of the Company's progress on the Targets. Such progress reports will be provided annually, using a form provided by VDACS, starting March 31, 2024, and at such other times as the Localities, the Authority or VDACS may reasonably require. The first progress report will cover the period from October 1, 2022 to December 31, 2023, the second progress report will cover the period from January 1, 2023 to December 31, 2024, and the third and final progress report will cover the period from January 1, 2025 to December 31, 2025.

With each progress report, the Company shall report to VDACS (i) the amount of taxable expenditures made at the facility for this project, (ii) the number of New Jobs created and Maintained during the reporting period, (iii) the amount purchased and the purchase price paid by the Company, or the fair market value of the Virginia-Grown Agricultural or Forestal Products utilized, through the prior year. VDACS has represented to the Company that it considers such information to be confidential proprietary information that is exempt from public disclosure under the Freedom of Information Act and that such information will be used by VDACS solely in calculating aggregate return on invested capital expenditures, New Jobs created and maintained, and use of Virginia-Grown Agricultural or Forestal Products for purposes of gauging the overall effectiveness of economic development incentives.

The Localities and Company agree to retain all books, records, data and other documents relative to this agreement for a period of three (3) years after the end of this agreement, or until audited by the Commonwealth of Virginia, whichever is sooner. VDACS and its authorized agents, and/or state auditors (both the Auditor of Public Accounts and/or VDACS Internal Auditor) shall have full access to and the right to examine any of said materials and records relating to this agreement during this period.

### **Section 6. Verification of Targets.**

(a) *Verification of Capital Investment:* The Company must submit copies of fixed assets reports, business personal property tax filings, personal property tax assessment invoices, and real estate tax assessment invoices. The Company hereby authorizes the Localities, including

the County's Commissioner of the Revenue and Treasurer, to release to VDACS the Company's real estate tax, business personal property tax and machinery and tools tax information. Such information shall be marked and considered confidential and proprietary and shall be used by VDACS solely for verifying satisfaction of the Capital Investment Target. If the Localities, the Office of the Commissioner of the Revenue or the Office of the Treasurer should require additional documentation or consents from the Company to access such information, the Company shall promptly provide, at the Company's expense, such additional documentation or consents as the Localities, the Authority, or VDACS may request. If the Company wishes to count as Capital Investments the capital expenditures made on its behalf by a lessor or a developer of the Facility, the Company is responsible for assembling and distributing the documentation necessary to verify the capital expenditures made on behalf of the Company.

In addition to the verification data described above, in the sole discretion of the Localities, the Authority, or VDACS, the Localities, the Authority, or VDACS, may each require such other documentation, including invoices, or audits as may be required to properly verify the Capital Investment.

(b) *Verification of New Jobs and Wages:* VDACS will verify New Jobs and wages through the Virginia Employment Commission (VEC). If requested by VDACS, the Company shall provide to VDACS copies of the Company's Employer Quarterly Tax Report (Form FC 20) filings with VEC covering the period from the date of this Agreement through the Performance Date. The forms shall be marked and considered confidential and proprietary and shall be used by VDACS solely for verifying satisfaction of the New Jobs Target. In accordance with the Virginia Code Section 60.2-114, VDACS is entitled to receive the Company's employment level and wage from the Virginia Employment Commission. If the Company wishes to count as New Jobs the employees of contractors, to the extent permitted in the definition of "New Jobs" in Section 1, the Company is responsible for assembling and distributing the documentation necessary to verify such New Jobs, including whether such jobs are net New Jobs in the Commonwealth.

The Company agrees that it will report to VDACS with respect to its employees at a facility-level, rather than at the company-level.

In addition to the verification data described above, in the sole discretion of the Localities, the Authority, or VDACS, the Localities, the Authority or VDACS, may each require such other documentation or audits as may be required to properly verify the New Jobs.

(c) *Verification of use of Virginia-Grown Agricultural and Forestal Products:* The Company must provide to VDACS an accounting system generated report of the amount of Virginia-Grown Agricultural and Forestal Products purchased or used, including the purchase price paid by the Company, or the fair market value of the Virginia-Grown Agricultural or Forestal Products utilized, through the prior year. If the Company wishes to count as used the Virginia-Grown Agricultural and Forestal Products that is not directly purchasing or using, but is instead purchasing from another company which is making the Virginia-Grown Agricultural and Forestal Products, the Company is responsible for assembling and distributing the documentation necessary to verify these purchases.

In addition to the verification data described above, in the sole discretion of the Localities, the Authority, or VDACS, the Localities, the Authority, or VDACS, may each require such other documentation, including invoices, or audits as may be required to properly verify the use of Virginia-Grown Agricultural and Forestal Products.

**Section 7. Repayment Obligation.**

(a) *Determination of Inability to Comply:* If the Localities or VDACS determine at any time before the Performance Date (a “Determination Date”) that the Company is unable or unwilling to meet and Maintain at least fifty (50) percent of its Targets by and through the Performance Date (i.e., by making a Capital Investment of at least \$2,099,574 at the Facility, to creating and Maintaining at least 2 New Jobs at the Facility, or purchasing at least \$864,000 of Virginia-Grown Agricultural and Forestal Products by the Performance Date), and if the Localities or VDACS have notified the Company of such determination, the entire AFID Grant must be repaid by the Company to the Authority. Such a determination by the Localities or VDACS will be based on such circumstances as a written acknowledgement by the company, a filing by or on behalf of the Company under Chapter 7 of the U.S. Bankruptcy Code, the liquidation of the Company, an abandonment of the Facility by the Company or other similar significant event that demonstrates the Company will be unable or is unwilling to satisfy the Targets for the AFID Grant.

(b) *Repayment of AFID Grant:* For purposes of repayment, the AFID Grant is to be allocated as \$16,667 (33%) for the Company’s Capital Investment Target, \$16,667 (33%) for its New Jobs Target, and \$16,667 (33%) for the Virginia-Grown Agricultural and Forestal Products Target. If the Company has met at least ninety percent (90%) of each of the three Targets at the Performance Date, then and thereafter the Company is no longer obligated to repay any portion of the AFID Grant. If the Company has not met at least ninety percent (90%) of each of the three of its Targets at the Performance Date, the Company shall repay to the Authority that part of the AFID Grant that is proportional to the Target or Targets for which there is a shortfall. For example, if at the Performance Date, if the Company meets seventy-five percent (75%) of each performance target, the Company shall repay to the Authority twenty-five percent (25%) of the moneys allocated to the Capital Investment Target (\$4,167) plus, twenty-five percent (25%) of the moneys allocated to the New Jobs Target (\$4,167), and plus twenty-five percent (25%) of the moneys allocated to the purchase of Virginia-Grown Agricultural and Forestal Products Target (\$4,167).

(c) *Repayment:* The Company shall be liable for any repayment of all or a portion of the AFID Grant, as described in this Section 7. ***Such repayment shall be due from the Company to the Authority within ninety days of the Performance Date or the Determination Date, as applicable.*** Any moneys repaid by the Company to the Authority hereunder shall be repaid by the Authority to the Localities and shall be repaid by the Localities promptly to VDACS for redeposit into the AFID fund. The Localities and the Authority shall use their best efforts to recover all such funds, including legal action for breach of this Agreement. The Localities shall assume primary responsibility for filing and prosecuting any such legal action, and the Authority shall cooperate with the Localities’ efforts. Neither the Localities nor the Authority shall have any responsibility for the repayment of any sums hereunder unless said sums have been received by the Authority from the Company.

(d) *Failure to Repay:* If the Company fails to repay AFID funds following a determination of its liability for repayment pursuant to this Section 7, VDACS may determine that further collection action is required and may refer the matter to the Office of the Attorney General (the “OAG”) for collection pursuant to Section 2.2-518 of the Virginia Code. In such event, by their signatures below, the Localities and the Authority will be deemed to have assigned to the Commonwealth all of their rights, title and interest in and to this Section 7. In any matter referred to the OAG for collection, the Company shall be liable to pay interest, administrative charges, attorney fees and other applicable fees. Interest on any outstanding repayment referred to the OAG shall accrue at the rate set forth in Section 6.2-301 A. of the Virginia Code (currently 6.0% per year) for the period from the Performance Date or the Determination Date, as applicable, until paid.

**Section 8. Notices.**

Formal notices and communications between the Parties shall be given either by (i) personal service, (ii) delivery by a reputable document delivery service that provides a receipt showing date and time of delivery, (iii) mailing utilizing a certified or first class mail postage prepaid service of the United States Postal Service that provides a receipt showing date and time of delivery, or (iv) delivery by facsimile or electronic mail (email) with transmittal confirmation and confirmation of delivery, addressed as noted below. Notices and communications personally delivered or delivered by document delivery service shall be deemed effective upon receipt. Notices and communications mailed shall be deemed effective on the second business day following deposit in the United States mail. Notices and communications delivered by facsimile or email shall be deemed effective the next business day, not less than 24 hours, following the date of transmittal and confirmation of delivery to the intended recipient. Such written notices and communications shall be addressed to:

if to the Company, to:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Attention: \_\_\_\_\_

with a copy to:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Attention: \_\_\_\_\_

if to the County, to:

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

with a copy to:

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

Facsimile: \_\_\_\_\_  
Email: \_\_\_\_\_  
Attention: \_\_\_\_\_

Facsimile: \_\_\_\_\_  
Email: \_\_\_\_\_  
Attention: \_\_\_\_\_

if to the Town, to:

with a copy to:

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

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

Facsimile: \_\_\_\_\_  
Email: \_\_\_\_\_  
Attention: \_\_\_\_\_

Facsimile: \_\_\_\_\_  
Email: \_\_\_\_\_  
Attention: \_\_\_\_\_

if to the Authority, to:

with a copy to:

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

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

Facsimile: \_\_\_\_\_  
Email: \_\_\_\_\_  
Attention: \_\_\_\_\_

Facsimile: \_\_\_\_\_  
Email: \_\_\_\_\_  
Attention: \_\_\_\_\_

if to VDACS, to:

with a copy to:

Secretary of Agriculture and Forestry  
Office of Governor  
Commonwealth of Virginia  
1111 East Broad Street  
Richmond, Virginia 23219  
Attention: AFID

AFID Compliance Coordinator  
Va Dept. of Agriculture & Consumer  
Services  
102 Governor St., Room 353  
Richmond, Virginia 23219  
Attention: AFID

**Section 9. Miscellaneous.**

(a) *Entire Agreement; Amendments:* This Agreement constitutes the entire agreement among the parties hereto as to the AFID Grant and may not be amended or modified, except in writing, signed by each of the parties hereto. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. The Company may not assign its rights and obligations under this Agreement without the prior written consent of the Localities, the Authority and the Secretary of Agriculture and Forestry (Secretary).

(b) *Governing Law; Venue:* This Agreement is made, and is intended to be performed, in the Commonwealth and shall be construed and enforced by the laws of the Commonwealth. Jurisdiction and venue for any litigation arising out of or involving this Agreement shall lie in the Circuit Court of Sussex County and such litigation shall be brought only in such court.

(c) *Counterparts:* This Agreement may be executed in one or more counterparts, each of which shall be an original, and all of which together shall be one and the same instrument.

(d) *Severability:* If any provision of this Agreement is determined to be unenforceable, invalid or illegal, then the enforceability, validity and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.

(e) *Attorney's Fees:* Except as provided in Section 7, attorney's fees shall be paid by the party incurring such fees.

(f) *Interpretation of Language:* Any potential dispute in language shall be determined by VDACS or the Secretary. For any terms which any party to the Agreement might seek interpretation, the party or parties seeking interpretation must write VDACS or the Secretary describing the need for interpretation and any related context, factual or legal, which the party believes will aid the interpretation. When seeking interpretation, parties must notify all other parties to the Agreement of any interpretation request. Requests must indicate whether the other parties consent to the interpretation request. Parties that do not consent to requests may write their own requests for interpretation. All parties shall cooperate with the efforts made by VDACS and the Secretary in making any interpretations and such interpretations shall be conclusive and binding upon all parties to the Agreement.

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

**IN WITNESS WHEREOF**, the parties hereto have executed this Performance Agreement as of the date first written above.

**COUNTY OF SUSSEX, VIRGINIA**

By \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**TOWN OF WAVERLY, VIRGINIA**

By \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**INDUSTRIAL DEVELOPMENT  
AUTHORITY OF THE COUNTY OF  
SUSSEX, VIRGINIA**

By \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**RESTORATION BIOPRODUCTS, LLC**

By \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



APPENDIX A

Purchases of Virginia-Grown Agricultural and Forestal Products:

<b>PROJECTED AGRICULTURE PURCHASES</b>								
	<b>Year 1 \$ Value</b>	<b>Year 1 Volume (tons)</b>	<b>Year 2 \$ Value</b>	<b>Year 2 Volume (tons)</b>	<b>Year 3 \$ Value</b>	<b>Year 3 Volume (tons)</b>	<b>Total \$ Value</b>	<b>Total Volume (tons)</b>
<b>Total of all Ag Product Purchases</b>								
Wood Fiber Tons (ground, dry, and delivered at \$50/ton)	\$576,000	11,520	\$576,000	11,520	\$576,000	11,520	\$1,728,000	34,560
*100% of all purchases is Virginia-grown								

**BOARD ACTION FORM**

**Agenda Item:** Recognitions #3.01

**Subject:** RESOLUTION: Mrs. Nan Ellen Bland Seeley 90<sup>th</sup> Birthday

**Board Meeting Date:** November 17 2022

=====

**Summary:** Mrs. Nan Ellen Bland Seeley or a family member should be present to receive the resolution honoring Mrs. Seeley's 90<sup>th</sup> Birthday. This resolution was adopted at the October 2022 regular meeting.

**Recommendation:** No action required

**Attachment:** A copy of the resolution celebrating Mrs. Nan Ellen Bland Seeley

=====

**ACTION:** No action required

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

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

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

## Resolution



### Recognizing Ms. Nan Ellen Bland Seeley

Now, let it be known that the Sussex County Board of Supervisors do hereby adopt this resolution on this Thursday, October 20, 2022 to celebrate the 90th birthday of Nan Ellen Bland Seeley who has brought great joy and happiness to so many youth and adults in Sussex County.

On September 27, 1932, Nan Ellen Bland Seeley was born in Charlottesville, Virginia to Reverend Lineous Preston Bland Jr. and Mrs. Ethel Price Heckman Bland. Under the guidance and nurturing of her parents, family and friends, Nan Ellen Bland Seeley would grow in stature and spiritual strength in preparation for her life long mission of serving others and bringing joy to the world in many ways and with the many talents she was given by God.

Furthermore, let it be known across Sussex County that Mrs. Seeley would pursue and excel in her educational endeavors and graduated from Longwood College in 1954, the third oldest public college in Virginia and would embark on a life long mission to teach music to God's children.

Once again God would move His mighty hand and prepare the path that would allow Mrs. Seeley to spend the majority of her adult life in Sussex County, making life better for each of us.

Let it be known that on June 16, 1956 Nan Ellen Bland would marry Walter Clifton Seeley Jr. and out of this blessed union, Nan Ellen Bland Seeley would grow her family with the birth of three sons, Mark Evans Seeley, Scott Preston Seeley and Jeffrey Anderson Seeley.

Now let it be declared that the Sussex County Board of Supervisors does hereby recognize the great contributions that Nan Ellen Bland Seeley has and continues to provide to the County of Sussex through her selfless community service and her inspiring dedication to the teaching of music to the children and citizens of Sussex County.

We further recognizes that Mrs. Seeley has taught and inspired hundreds of children and adults to learn and discover the joy of music and to embrace the inter and outward peace that can only be experienced through the gift of music. In this we can truly say that Nan Ellen Bland Seeley has brought peace to an unsettled world fulling the promise, "blessed are the peacemakers for they shall be called the children of God"

Therefore, Nan Ellen Bland Seeley, we the Board of Supervisors of Sussex County along with her citizens do thank God and recognize that you are a gift from Him to us and we thank you for the many gifts you have given to all who have lived and who will live in our great County.

Therefore, we the Board of Supervisors of Sussex County, do put our hands to paper and order the clerk of this Board to spread this resolution across the minutes of this County so that all may know and celebrate the 90th birthday of Nan Ellen Bland Seeley.

**BOARD ACTION FORM**

**Agenda Item:** Recognitions #3.02

**Subject:** RESOLUTION: Recognition of Wilborne Baptist Church 155th Anniversary

**Board Meeting Date:** November 17 2022

=====

**Summary:** Members of the Wilborne Baptist Church, located on Newville Road near Waverly, will be present to receive a resolution honoring the 155<sup>th</sup> anniversary of the church.

**Recommendation:** Approve resolution

**Attachment:** A copy of the resolution celebrating Mrs. Nan Ellen Bland Seeley

=====

**ACTION:** That Board approves resolution in recognition of Wilborne Baptist Church 155th Anniversary

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

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

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

RESOLUTION #22-133  
RECOGNIZING THE 155<sup>TH</sup> ANNIVERSARY OF  
WILBORNE BAPTIST CHURCH

WHEREAS, Wilborne Baptist Church is located at 7138 Newville Road outside the Town of Waverly, and has been an historical asset of Sussex County for over one and one-half centuries; and

WHEREAS, Madison Wilborne, a local third generation free African-American carpenter born in 1827, donated the property on which the church was to be built, and the first building was erected about 50 yards from its present site; and

WHEREAS, the donated site was named in honor of Mr. Wilborne and with the initial construction of a bush harbor provided a place of worship for families in the community just two years after the end of slavery, and was formally deeded in 1872; and

WHEREAS, the first pastor and organizer of Wilborne Baptist Church was Reverend Branch, who served from 1867 to 1882, and 15 pastors have served the church over the years; and

WHEREAS, other Sussex County churches to grow out of Wilborne Baptist Church include Easter Baptist Church and Plank Road Baptist Church; and

WHEREAS, Wilborne Baptist Church served the educational needs of area African-American children in the community by providing a one-room school that housed 1<sup>st</sup> through 5<sup>th</sup> graders in the 1940s and 1950s; and

WHEREAS, members of Wilborne Baptist Church have actively defended our country and served in World War I, World War II, Korean War, Vietnam War, and Gulf War; and

WHEREAS, Wilborne Baptist Church has promoted the value of higher education and provided scholarships over the years, with members graduating from institutions such as the University of Virginia, Virginia Tech, Ohio State University, Virginia Commonwealth University, Virginia State University, Saint Paul's College, Morgan State University, North Carolina A&T University, Norfolk State University, and Richard Bland College; and

WHEREAS, under the leadership of Ms. Pauline Giles, Chairperson of the Trustee Board, and Deacon Winfred Everson, Chairperson of the Deacon Board, the congregation of Wilborne Baptist Church remains active today in providing a place of worship and upporting the community and its local charities; and

THEREFORE, BE IT RESOLVED BY THE SUSSEX COUNTY BOARD OF SUPERVISORS that Wilborne Baptist Church is recognized for its significant accomplishment in reaching the milestone of its 155<sup>th</sup> anniversary, to be celebrated on November 20, 2022, during its 11 am Sunday service, and is recognized for its important role over the past one and one-half centuries serving the residents of Sussex County.

ADOPTED this 17<sup>th</sup> day of November 2022, by the Sussex County Board of Supervisors.

**BOARD ACTION FORM**

**Agenda Item:** Recognitions #3.03

**Subject:** VACo Achievement Award Presentation and Recognition of Building Services Staff

**Board Meeting Date:** November 17 2022

=====  
**Summary:** Joe Lerch, VACo Director of Local Government Policy, will recognize Sussex County for its VACo Achievement Award in partnership with Surry County, for the joint building services program, one of 29 award recipients throughout Virginia (or 29 percent of submitted entries) under the 2022 Achievement Award program. Building Official Matt Westheimer will provide an overview of the joint building services program, and Surry County Administrator Melissa Rollins may provide some remarks. In addition, Mr. Westheimer will introduce the building services staff serving Sussex and Surry Counties.

**Recommendation:** No action required

**Attachments:** Copies of VACo Achievement Award email; VACo Achievement Award press release; VACos winning Achievement Award submissions document

=====

**ACTION:** No action required

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

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

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

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**From:** Gage Harter <[gcharter@vaco.org](mailto:gcharter@vaco.org)>  
**Sent:** Thursday, August 4, 2022 1:51 PM  
**To:** Gage Harter  
**Cc:** Dean Lynch  
**Subject:** CONGRATULATIONS! VACo Achievement Awards

**CAUTION:** This email originated from outside of the organization. Do not follow guidance, click links, or open attachments unless you know the content is safe.



**Dear VACo Member:**

Congratulations!

I am pleased to announce that your project has been selected as one of 29 winners in the VACo 2022 Achievement Awards Program. VACo received 100 entries for the competitive statewide contest. An email will be sent Friday, August 5, to VACo members recognizing your success. A press release also will be issued on August 5 to media throughout the Commonwealth. We ask that you wait until after the August 5 announcement before sharing. Please review the press release, and let us know if you have any changes.

[Press Release](#)

[Winning Achievement Award Submissions](#)

[Winning Program Descriptions](#)

[20<sup>th</sup> Anniversary Video](#)

The judges were **Tedd Povar**, retired Associate Director of the Virginia Institute of Government; **Dr. Sheryl Bailey**, Visiting Professor of Practice at Virginia Tech and former Chesterfield County Deputy County Administrator; and **Larry Land**, retired VACo Director of Policy Development. The judges were impressed by the quality of every program submitted.



The competition was fierce as only 29 percent of entries received an award.

**Chesterfield County** and its **Connecting All Community Residents to Public Schools** program won this year's **Best Achievement Award**. VACo and the judges want to express special congratulations to members of the **Chesterfield County Board of Supervisors, Chesterfield County Administrator Dr. Joe Casey** and all county staff connected with this amazing program.

The judges also selected recipients for Best Small County Achievement Award (50,000 or less population) and Best Large County Achievement Award. **Orange County** and its **Whole Blood Project** program captured the **Best Small County Achievement Award** while **Prince William County** and its **Early Diversion Program in Domestic Violence Cases** program earned the **Best Large County Achievement Award**.

For all winners, VACo would like to send a representative to present the award certificate in-person at one of your future Board of Supervisors meetings. **Please contact your Board as soon as possible and respond to Gage Harter ([gcharter@vaco.org](mailto:gcharter@vaco.org)) with in-person dates for August, September, October, and November.**

[A website](#) has been created with all the 2022 entries posted. You may visit the website now, but it is not currently linked to the public. Please do not share the link with anyone outside your county until after the August 5 announcement.

Again, congratulations on your outstanding work! VACo hopes to celebrate your accomplishment in-person at a future Board of Supervisors meeting.

Best Regards,



Gage Harter

**Gage Harter** | Director of Communications  
**Virginia Association of Counties**  
804.343.2502 | [www.vaco.org](http://www.vaco.org)

# PRESS RELEASE



Visit [VACo's Achievement Award website](#) to view all entries in their complete format.

## BEST ACHIEVEMENT AWARD

**CHESTERFIELD COUNTY** | Connecting All Community Residents to Public Schools | [Read Submission](#)

Public schools don't exist in a vacuum. In the best situation, they are a solid foundation for a thriving community. In less-than-ideal situations, public schools become adrift on a sea of community indifference or neglect. Chesterfield County Public Schools is working to build strong support in a community where a majority of residents are not connected on a daily basis to K-12 education. This is seen as an ongoing process where the tools utilized incorporate both informing a population about the school division's work while also building active involvement from the community-at-large as partners with the schools.

## BEST SMALL COUNTY ACHIEVEMENT (50,000 or less population)

**ORANGE COUNTY** | Whole Blood Project | [Read Submission](#)

To promote best possible outcomes for our patients, Orange County's Fire & EMS Department undertook an innovative project in 2021 to carry lifesaving "whole blood" units aboard on-duty response vehicles. Whole blood refers to the completeness of the product, as distinct from components such as plasma, platelets, etc. Evidence supports the use of whole blood in emergency response since it replaces everything a patient is losing and does not require sophisticated diagnostic equipment to determine which component is needed. Our department was the first to

achieve this in our area and was an overall leader across the Commonwealth of Virginia. Accomplishing this goal required extensive training of more than 40 staff members, locating a reliable source for the blood units, writing new protocols and procedures to promote proper handling, and procuring new equipment to allow both preservation and preparation of blood units. As a result of these efforts, our staff can provide treatment, as quickly as possible, to help prevent one of the leading causes of patient mortality, blood loss. Going further, Orange County is able to support neighboring localities through mutual aid agreements.

## **BEST LARGE COUNTY ACHIEVEMENT**

### **PRINCE WILLIAM COUNTY | Early Diversion Program in Domestic Violence Cases | [Read Submission](#)**

For judicial economy and efficient use of government and prosecutorial resources, the Commonwealth's Attorney's Office began the Early Diversion Program for Domestic Violence cases. A Staff Attorney employed by the office, Thomas Scartz, reviews incoming Domestic Violence cases. For any case that does not involve a high degree of violence or threat of violence, the Staff Attorney contacts the victim to try and understand the nature of the relationship and root cause of the assault. The Staff Attorney also reaches out to the police officer to obtain his/her point of view regarding the case. If both the victim and the police officer agree, the case is put into the Early Diversion Program. The Staff Attorney recommends that certain early intervention services take place such as requiring either party to complete anger management, mental health treatment, family or individual counseling, substance abuse treatment, parenting classes, and more. The Early Diversion Program works with community partners from Local Probation, Prince William County Police Department, Manassas City Police Department, and other local law enforcement agencies, as well as the Juvenile and Domestic Relations District Court.

# ACHIEVEMENT AWARD WINNERS

## **ARLINGTON COUNTY** | DPSCM COVID EOC Finance & Administration | [Read Submission](#)

During the last two years the County has dealt with the unprecedented in almost every facet of the pandemic. County personnel and contract support staff have worked tirelessly to slow the spread of the virus and meet the needs of affected parties by conducting contacting tracing; establishing a testing operation for County residents; and providing other means of assistance through feeding programs, isolation and quarantine facilities, and response resource acquisitions and distribution. From establishing logistics and warehouse operations, to setting up testing and vaccine clinics, to the purchase of never before sourced items, the list of resources and operations seem endless. Within the emergency response structure, Arlington County's Emergency Operations Center Finance and Administration (F/A) Unit ensured that the expenses incurred by the operation are reimbursable through the myriad of Federal grants available for this incident. One of the nation's largest relief programs, FEMA's Public Assistance (PA) program, has been a major source of funding for the COVID Emergency Operations for the last two years. As a grant program, FEMA's PA program offers public-sector emergency response and recovery assistance on a reimbursement basis to state and local governments. Arlington County's F/A Unit has worked with partners at FEMA and VDEM to establish core financial principles and cost recovery measures to ensure that eligible funding comes back to Arlington County. These measures not only resulted in over a 95% cost recovery rate but were identified by both FEMA and VDEM as best practices and led to Arlington County being nominated as a local government representative to FEMA on Public Assistance Cost Recovery Advisory Committee.

## **ARLINGTON COUNTY** | Residential Food Scraps Collection Program | [Read Submission](#)

In September 2021, Arlington County began collecting food scraps as part of its residential curbside trash, recycling and organics collection program. The Residential Curbside Food Scraps Collection program ("Food Scraps Program") was created to give residents an alternative to incinerating food waste and to allow Arlington County to make progress towards its sustainability and waste diversion goals. With the launch of the Food Scraps Program, Arlington County became the first county in the Commonwealth to implement curbside food scraps collection as part of its standard curbside service. The program has been

successful and well received, as revealed by a March 2022 Food Scraps Program survey of the community. The survey indicated that 79% of respondents were participating in the program. Additionally, internal waste audits indicate approximately 27% of the food waste in the single-family residential waste stream is now being diverted from incineration to composting. We expect this percentage to continue to increase as the program matures. The Food Scraps Program has been a major step forward in the County's efforts to increase its recycling and waste diversion rate.

## **BOTETOURT COUNTY | Botetourt Fire & EMS Agency of the Year** **| [Read Submission](#)**

Botetourt County is a rural county located in southwestern Virginia. The county is 548 square miles and is home to approximately 33,500 residents. Some parts of our population are greater than 30 minutes from a community hospital. The populations are also aging, with 59% of residents being over 40 years old. Amid the COVID-19 pandemic, local communities pivoted and supplemented state and local health departments to improve COVID-19 mitigation efforts. After the initial December 2020 vaccine rollout, communities across the country faced challenges concerning equitable distribution of vaccines. Homebound populations, especially those with mobility and transportation challenges, had difficulty accessing vaccines. Minority communities and those with language barriers also struggle with accessing vaccine information or are hesitant to receive them. To ensure equitable vaccine access, Botetourt Fire & EMS leveraged community paramedicine (CP) and launched "Boost Botetourt." The goal of this project was to use the mobility and flexibility afforded to EMS providers to vaccinate rural citizens and address existing gaps in vaccine distribution. Because of the departments innovative thinking with "Boost Botetourt" along with other EMS advances, the department was recognized at the state level and received the 2021 EMS Agency of the Year from the Governor's Office!

## **CAMPBELL COUNTY | Campbell LEADS | [Read Submission](#)**

The Campbell County government organization is dedicated to professional development and growing leadership skills in employees. Based on a people-driven value model, staff identified leadership training as core operating principle through which the organization could enhance customer service, communication, ethics, budgeting, and higher levels of institutional knowledge and collaboration. In September 2021, the Strategic Leadership Team (4 department heads and the County Administrator) collaborated to launch a new 8-month internal Leadership Academy focused on communication skills, the

essence of government service, challenging ethical issues faced in local government, change management, and planning/team building skills. An initial cohort of 10 leaders/ managers were selected as a pilot group. Campbell County's first internal Leadership Academy, Campbell LEADS, met monthly (September 2021- April 2020) for 3-hour training sessions on topics that directly impact managers. Throughout the program, each participant received several leadership development books that aligned with the topics of discussion for advanced reading. In addition, they were assigned to teams of 3-4 to address organizational and community needs, opportunities, and potential innovations for the County. At the conclusion of the program, Campbell County had provided 10 employees with an in-depth Leadership Training, new connections in the organization, and engaged them in a practical project. This was achieved at the same price point of sending 2 employees for outside Leadership Training.

### **CHESTERFIELD COUNTY | Chesterfield County's Juvenile Detention Home Reimagines Behavior Management | [Read Submission](#)**

Behavior management programs are the cornerstone of a secure detention home's efforts to provide a safe environment by maintaining order and compliance, while at the same time offering incentives to residents that can ease their stay in a secure residential setting and encourage pro-social decision-making. Chesterfield Detention had already made programmatic changes in 2013 to reduce the number of physical restraints but the use of room restriction remained high. After much research, surveying, and benchmarking, it was determined we could address this issue by 1) providing more, as well as better, incentives for residents and 2) shift the focus from residents "buying" these incentives with points to being automatically eligible for them based on positive, pro-social behavior. By developing and implementing a new behavior management program that centered around incentives chosen by residents and adopting this change in perspective, we saw the use of room restriction decrease 77% and the use of physical restraints decrease 88% from 2017 to 2021.

### **CHESTERFIELD COUNTY | 'Mental Health Is A Puzzle, But We Have The Missing Piece' Youth-Centric Social Media Campaign | [Read Submission](#)**

Chesterfield County Communications and Media, in partnership with the county's Mental Health Support Services and Citizen Information and Resources, worked with the Youth Services Board (YCB), a group of high schoolers appointed by the county's Board of Supervisors, to craft a highly successful mental health

social media campaign – “Mental Health Is A Puzzle, But We Have The Missing Piece” – targeting teens and parents. The purpose of the YCB is to advise the Board on issues relating to youth and provide opportunities for community input on youth issues in Chesterfield. After more than a year into the COVID-19 pandemic, the YCB members noticed many of their classmates were struggling with their mental health and wanted to find a way to gain more awareness around the topic. The goal of the campaign was to engage with more Chesterfield residents and talk about the importance of addressing their mental health. The campaign achieved much success and was the first of its kind in the region. It had a profound impact on Chesterfield because it put into perspective the pulse of mental health for local children and parents and allowed YCB members to become mental health advocates for their fellow peers and give the county and region a platform to talk about it.

## **CHESTERFIELD COUNTY | StratIS Population Forecasting | [Read Submission](#)**

The Community Forecasting project blends census demographics with real estate housing trends to predict future service needs for our residents, businesses and visitors. Aligned with the Capital Improvement Program (CIP), the team evaluated forecasts that influence Parks and Recreation (P&R) and Chesterfield County Public Library (CCPL) decision making. The cross functional team included Deputy County Administrators; directors from Budget and Management, Parks and Recreation, and CCPL; subject matter experts; technology leaders and staff; data engineers and data scientists; and help from Catapult Systems, a Microsoft Gold Partner. Previously, the Comprehensive Planning unit had forecasted population at a county-at-large basis. We began with P&R and CCPL data sources. The team quickly realized that the quality and completeness of existing departmental data was not sufficient for machine learning algorithms to predict future outcomes. In addition, the University of Virginia Weldon Cooper Center for Public Service Demographics Research Group published quality concerns regarding 2020 census data for census blocks. Since service delivery for both organizations depend on population trends, the team shifted to predicting population by leveraging Chesterfield real estate data assets combined with census demographic data. Our approach employs scientific models that consume custom generated geographical clusters, grounded in number of bedrooms by housing type. This approach was reviewed with the UVA Weldon Cooper Center for Public Service Demographics Research Group for validation.



**CHESTERFIELD COUNTY** | Providing an Opportunity to the Youngest in the Community to Become Future Scholars | [Read Submission](#)

The Chester Early Childhood Learning Academy (CECLA) is a pre-kindergarten site created within a retired elementary school building. Established to support families who meet certain household financial need levels or who have students with disabilities in need of assistance, it provides access and opportunities for their pre-k child to transition into a traditional K-5 elementary school setting upon program completion ready for academic rigor. This new format was developed to build efficiencies within the operational delivery of pre-K programs and facilities while helping foster a community outreach avenue that was in danger of being reduced due to enrollment capacity levels in existing elementary school buildings. Within the first year of opening (8/21), this school is successfully serving approximately 350 pre-k students within a Title I setting where the majority are from households at or below the poverty level or where they are students with disabilities. The programming is unique as it is entirely focused on meeting the needs of pre-k students and has drawn upon community partnerships (like local dentists with student dental visits), mental wellness resources (with the County Mental Health Department) and other charitable partners who assist families to help their children get a great start in school.

**CUMBERLAND COUNTY** | Cumberland County Unified Fire and EMS System | [Read Submission](#)

As rural localities continue to grow and develop, pressure on local governments to provide appropriate and cost-effective services becomes increasingly difficult. Public safety and the protection of life and property is one of the most significant pressures absorbed by a small, rural, or developing locality. Over time volunteer fire fighting departments and rescue squads became the norm in terms of a locality's fire and EMS service, often times serving and focusing on specific areas of the locality. As localities continue to strive to meet the Fire and Rescue needs of its residents, a cohesive and unified approach to Fire and Rescue Administration, EMS services, and Volunteer Fire Fighting Departments is necessary. Cumberland County's efforts to unite its volunteer fire departments, along with paid contracted EMS staff, managed by a County paid professional Fire and EMS Chief is a model that can positively serve other small, rural localities in the Commonwealth.



**FRANKLIN COUNTY, HENRY COUNTY, AND PATRICK COUNTY** | Blue Ridge Fire & EMS Academy | [Read Franklin County Submission](#) and [Read Henry County Submission](#)

The Blue Ridge Fire & EMS Academy (BRFEA) was formed to meet the immediate need for vacancies within the Fire and EMS services. Ironically, the class motto created by the first cohort was 'Bridging the Gap,' as that is precisely what the academy was doing, bridging a significant gap. It was created and launched with multiple jurisdictional partnerships and without a budget. The academy has proven to be a massive success through regional collaboration and still produces qualified employees. Acknowledging career academies is not new; BRFEA is the first known to have been formed in a rural region, utilizing existing resources while not taking away from the existing training available for the volunteer responders. Not only related to Fire and EMS training, but the partnerships have also opened up relationships with the jurisdictions for future partnerships.

**HANOVER COUNTY** | Hanover County School-Based Mental Health Services | [Read Submission](#)

School-Based Mental Health Services program in Hanover County, Virginia was created to provide students with access to therapeutic supports within a familiar, reassuring setting. This program was made possible through the efforts of Hanover County Community Services Board (HCCSB) and Hanover County Public Schools (HCPS) who, together, responded to the mental health crisis facing many of its high school students. The goal of this partnership was to reduce the barriers preventing students from accessing services, while enhancing their social, emotional, and academic wellbeing by providing behavioral health interventions. A full-time Licensed Clinical Social Worker was fully imbedded in the school environment and worked alongside existing school counselors to address concerns related to the challenges impacting a student's ability to function successfully. The model created allowed for students to receive an assessment, care coordination, brief intervention, outreach, and linkage to additional resources, including an option for long-term outpatient therapy within the school itself. As a result, students reported feeling more open to receiving help when it was offered in this format.

## **HENRICO COUNTY | Embracing Diversity, Equity, and Inclusion: Employee Conversations and Experiences | [Read Submission](#)**

The global pandemic, civil unrest and social movement of 2020 spurred moments of reflection and desires across Henrico County for candid conversations on topics of race, inclusion, belonging and global events that impacted the workforce. Henrico County's DEI Specialist and Director of Social Services hosted WebEx focus groups, virtual inclusion workshops and panel discussions to offer safe spaces for employees to dialogue and candidly express their thoughts and reflections on diversity, equity, and inclusion topics. The DEI Specialist also partnered with the Department of Public Relations (PR) to produce a video series, Voices of the Heart, which highlights the lived experiences and diverse identifies of county employees, navigating complex social situations and the world of work. Henrico's efforts to embrace diversity, equity, and inclusion has had a positive impact on employees at all levels of the organization. Shortly after launching the program, the County Manager, and employees from all levels of the organization sent notes expressing gratitude for the video series, virtual forums, and workshops. As of January 2022, the Voices of the Heart video series has received 2,320 views and 82 "likes" and the inclusion workshops have received high ratings from class participants. The "Embracing Diversity, Equity, and Inclusion" program exceeded expectations and built employees' trust in the organization's commitment to DEI. The County will build upon the success of this program by exploring other avenues to invite diverse perspectives and voices, and we continue to develop a culture of inclusion and belonging at Henrico. With thoughtful intention and purpose, we remained anchored and seized moments to invite voices from employees at all levels to help us think strategically about our future and prioritize the importance work of DEI at Henrico County. Henrico is committed to continuing to build a culture where all individuals can thrive and excel in their roles by providing them with the right resources to support their professional and personal development.

## **HENRICO COUNTY | Kids of Promise | [Read Submission](#)**

The newly launched "Kids of Promise" after-school program at Henrico County Public Schools' (HCPS') Laburnum Elementary School is a pilot talent development enrichment program. The school division's Department of Teaching, Learning and Innovation (TLI), along with the Henrico Education Foundation (HEF), have partnered to provide additional targeted opportunities for the program. The program seeks to increase the identification of historically underrepresented gifted students, including those from poverty environments and culturally diverse families. Kids of Promise creates grade-level student cohorts that participate in STEAM (science, technology, engineering, the arts and

math) and social and emotional education programming. The goals of the Kids of Promise program are to increase the number of students referred and identified as gifted at Laburnum Elementary School and to develop students' potential through enrichment programming. HCPS believes that talented students exist in every school and seeks to increase opportunities for students to ensure equity and access for families. In coordination with new gifted identification tools and efforts, the Kids of Promise program develops student talents and enriches their academic experiences. We anticipate that the program will increase the number of students referred and identified for gifted programming and support academic achievement measures in the general education classroom.

### **HENRICO COUNTY | Parent-Child Computer Work and Play Stations | [Read Submission](#)**

When planning the new Fairfield Area Library in Henrico, Virginia, Henrico County Public Library (HCPL) received input from community members of all ages who expressed a desire for the new library to support young people and families learning. At the same time, Library Director Barbara Weedman had seen throughout her career caregivers of small children struggling to use public computers with their little ones in tow. To enhance the family-friendliness of the new library, Ms. Weedman shared her idea for a computer station set next to a comfortable play enclosure with the design team, and worked with designer Shannon Wray from Quinn Evans architects, and then with TMC Furniture, to create a custom solution. The resulting Computer Work + Play Stations are durable, easy to clean, and appropriate for caregivers and their infants and toddlers. The design went viral on social media in October 2019 after the Fairfield Library opened to the public, and then again on national and international news media in January 2022 as the design struck a chord with parents struggling to balance work with childcare during the pandemic. Computer Work and Play Stations make the library more accessible for caregivers of small children.

### **HENRICO COUNTY | Safety Around the Water: Learn2Swim Program | [Read Submission](#)**

Henrico County Public Schools (HCPS) implemented a new program during the 2021-22 school year, Safety around the Water - Learn2Swim Program. The Learn2Swim program has been made possible through a partnership between Henrico County Public Schools, YMCA of Greater Richmond, and NOVA of Virginia Aquatics and through the fundraising efforts of our aquatic facilities and local communities. The goal of the program is saving lives through water safety education and swimming instruction. Drowning poses a considerable risk for

youth and adults, especially in areas where access to swim instruction is limited. Many accidental deaths by drowning are preventable. These lessons are designed to help all HCPS second graders learn water safety skills such as asking permission to enter the water, “swim-float-swim,” and “jump-push-turn-grab.” Our aim is to build confidence and character while achieving fundamental swimming and water safety skills in a safe and friendly environment. The Learn2Swim program has resulted in 98% of our students demonstrating improvement in benchmark psychomotor skills and water safety learning outcomes.

**LOUDOUN COUNTY | Presenting the People’s Records: Building Community Awareness of Historic Legacy | [Read Submission](#)**

In response to the ongoing COVID-19 pandemic, Gary M. Clemens, Clerk of the Circuit Court and his dedicated Historic Records Division developed virtual and novel approaches to share information related to the valuable historic artifacts in the Clerk’s Office. When large gatherings of people were ill-advised or simply not feasible, the Clerk’s Office develop a series of virtual education programs. To broaden the educational value of the virtual programs, the Clerk’s Office developed public and private partnerships with several Loudoun-based organizations involved in local historic preservation and interpretation. These partnerships resulted in the presentation of four virtual programs. As professional baseball games resumed with spectators permitted back in the stadiums, the Clerk’s Office decided to capture the enthusiasm for the return of baseball by creating a series of local history trading cards, reminiscent of baseball trading cards. The Clerk’s Office created twelve (12) unique trading cards that reflect interesting local history based upon actual court records retained in the Clerk’s Office. These trading cards provide information on records, people and events that reflect key aspects of Loudoun County’s 260-year history.

**LOUDOUN COUNTY | Teen Micro Art Gallery at Loudoun County Public Library | [Read Submission](#)**

To supply a need for fine art opportunities for teens, a library assistant created a Teen Micro Art Gallery where young artists can create, curate, and display original “micro” artwork. Besides creating an artistic and innovative outlet for local youth, partnerships and collaborations with schools, nonprofits, artists have provided teen artists with career advice and mentorship.

**MONTGOMERY COUNTY | Return to Home Program | [Read Submission](#)**

Dealing with a lost pet is a challenging situation from every angle. The pet is scared, the owners are worried and scared, and the individual who encounters the unknown pet is often uncertain of the best way to approach or help the animal. Many times, the lost pets find their way to the Montgomery County Animal Care and Adoption Center. At that point, efforts are made to reunite the lost pet with their owner. Realizing there had to be a better way, the staff at the Animal Care and Adoption Center decided to implement something new – a Return to Home Program. The new program, which relies heavily on collaboration with the Animal and Control Officers, an online form, and a social media campaign, resulted in an 88 percent return rate over the last year, a significant increase from the 70 percent return rate experienced in when the Animal Care and Adoption Center first opened in April of 2017.

**NORTHERN VIRGINIA PARTNERSHIP (SUBMITTED BY PRINCE WILLIAM COUNTY) | Northern Virginia Critical Incident Response Team (CIRT) | [Read Submission](#)**

The purpose of the Northern Virginia Critical Incident Response Team (CIRT) is to investigate critical incidents involving law enforcement officers within the cooperating jurisdictions. The team is comprised of seasoned criminal detectives, crime scene technicians, and commanders from the 11 participating agencies. The Chief Executive Officer of each participating agency in Northern Virginia will have the option of calling upon this multi-jurisdictional team to investigate incidents within their localities. These incidents include but are not limited to; law enforcement involved shootings, any action taken by law enforcement which results in the death or a life-threatening injury of a person in the performance of an officer/deputy's duties, in-custody deaths, and law enforcement officer suicides. At the completion of a comprehensive, thorough, and impartial investigation, the Critical Incident Response Team will present the facts and evidence of the investigation to the local Commonwealth Attorney's Office or designated prosecuting authority. The agency where the incident occurred will continue to conduct their own separate administrative investigation. The creation of this multi-jurisdictional team will provide efficient, effective, and a standardized investigation for these high-profile events. The multi-jurisdictional team of tenured detectives also provides a higher degree of impartiality in these type of investigations as the team members are not solely reviewing their own peer officers' actions; the mere make-up of the team ensures checks and balances throughout the entire investigative process. As Police Chiefs and Sheriffs, it is

imperative that we serve our communities with the highest standards of professionalism, openness, and always seek justice for all people under any circumstances.

## **PRINCE WILLIAM COUNTY** | Northern Virginia Bioscience Center | [Read Submission](#)

With easy access to Washington, D.C., and the Maryland I-270 Biotech Corridor, the new 30,000 square foot Northern Virginia (NOVA) Bioscience Center commercial wet lab space reflects more than \$17.3 million in capital investment and opened in early 2022 in Prince William County, one the fastest-growing biotechnology clusters in the Greater Washington, D.C. Metropolitan Area. Laboratory space is often too expensive for companies that are just starting up or are mid-size, and the cost per square foot for BSL-2 space can be difficult for smaller companies to build and maintain. The timing and the tenacity of the partnership between Prince William County Department of Economic Development (PWCDED) and commercial real estate developer and property management company Holladay Properties was tested by the pandemic multiple times. Prince William County officials did not waver in the support, including signing our government's name on an 8,000-square foot master lease to secure the financing for the entire project.

## **PULASKI COUNTY** | Innovative Solution to Human Capital Shortage | [Read Submission](#)

Pulaski County like most of the nation in both the private and public sectors, faced an employment crisis in critical departments: PSA, Emergency Services, Waste and Water Management, and Maintenance Management. These vacancies affected the functionality of the departments, compounded the workload of existing staff and created a decline in team morale. To remedy this issue, Pulaski County implemented a strategy to address the vacancies and low morale among existing employees. By identifying Pulaski County ambassadors in each of the critical departments, Pulaski County utilized employee testimonials via a mixed-media campaign. The heartfelt testimonies of the employees resonated with the target audience and served as the inspiration for the campaign tagline – “Work Where Your Job Makes a Real Difference.” Alongside the mixedmedia communications and marketing efforts, Pulaski County created an appreciation event and referral program for all current and new employees. As a result of these efforts, all positions in the selected, critical departments were filled and a tangible increase in positive employee morale was achieved. Pulaski County



continues to host appreciation events and utilizes the same branding and campaign strategies in their hiring efforts.

## **RAPPAHANNOCK COUNTY** | Growing Rappahannock's Future with FamilyFutures | [Read Submission](#)

In 2019, Rappahannock County, Rappahannock County Public Schools (RCPS), and FamilyFutures, a 501c3 nonprofit, joined in a unique partnership to implement the first program in Virginia that combines financial education and savings accounts for young students. Each new public school kindergartener receives a personal, interest-bearing savings account seeded with \$100. Every year through graduation, the students can earn up to \$100 more by completing tasks that develop financial knowledge and personal skills essential to life-long success. Activities are aligned with state mandates for preparing life-ready graduates and with standards of learning in math and social studies. Parents and other adults are included through at-home activities, workshops, and free, confidential financial coaching. The use of savings accounts gives each student a very personal and practical ongoing lesson -- and a concrete experience -- in the value of saving, earning, interest accumulation, and goal-setting for future use of the funds. Financial capability means the ability to act positively on knowledge. The goal is to give children and adults tools to make good decisions, not only in finances but in all aspects of life. In the schools FamilyFutures activities are referred to collectively as the MyFuture program, including naming the savings accounts MyFuture Accounts. Three student cohorts, totaling 190 individuals, now have more than \$51,200 in their MyFuture accounts. Parents and teachers cite even these very young students' application of what they have learned. Dozens of county residents have participated in workshops or financial coaching. FamilyFutures has provided resources on financial issues and staff training to several public and nonprofit entities in the county. In the coming year, the program will implement additional curricula components developed with teachers that more tightly integrate financial education into elementary classrooms. FamilyFutures will also continue to add financial learning opportunities to existing activities for elementary and high school students.

## **RICHMOND COUNTY** | County Bucks | [Read Submission](#)

Through the implementation of the Richmond County "County Bucks" program, Richmond County was able to offer an incredible program to residents and locally owned businesses of Richmond County and the Town of Warsaw, which has to date placed over \$150,000 into our local economy through spending of "County Bucks" by our local citizens. With the forward-thinking vision of the Richmond

County Board of Supervisors, and the available CARES Act funding made available to the County, the County wanted to create an impactful program that would benefit both the citizens and business owners of the County, to help our local economy through the impacts of COVID-19. This program has now been organized for two years, and through it, the County has distributed just under 4,000 County Bucks booklets to our residents, that have produced over \$150,000 in local spending within our economy. This program has been a huge success for Richmond County and the Town of Warsaw, and has received much support from our local businesses and residents. The County intends to operate this program again in 2022.

### **STAFFORD COUNTY | “Stafford Cares” Program Becomes Vehicle for County to Support the Community | [Read Submission](#)**

Local governments participate in "table-top" exercises or drills to keep skills sharp and prepare for emergencies. No training or experience up to this point could prepare anyone for a worldwide pandemic like the Coronavirus. The Coronavirus pandemic impacted literally every one of Stafford County, Virginia's 156,000 residents. Recognizing the virus may be present in the indeterminate future, Stafford established the "Stafford Cares" program to continue meeting the community's needs. The new program began with a desire to disseminate CARES Act funding. Initially, the County worked with restaurants hurting because of lockdowns to buy gift cards to give to lower-income families who needed supplemental food. As time passed, professionals started to note the mental toll on residents. The County expanded the program to partner with a mental health organization to post signs on county property and businesses to advertise a helpline phone number. Plans are in the works for using the Stafford Cares brand and program to call for residents to be "good neighbors" and reach out to family, friends and neighbors to ensure they are okay. The brand is recognizable, and residents will know Stafford is continuing its efforts to support and care for the community every time it is used.

### **SUSSEX COUNTY AND SURRY COUNTY | Shared Building Services Program | [Read Submission](#)**

In August 2021 the Sussex County Board of Supervisors and Surry County Board of Supervisors unanimously adopted a memorandum of agreement for shared building official and inspection services, creating what is considered to be the first shared building services program between two counties in Virginia. This shared program offers an innovative solution to the delivery of services, promotes intergovernmental cooperation, and provides a model for other local



governments to consider in the provision of building services. The goal of developing a shared building services program was to: 1) combine the resources of both counties in order to offer increased compensation to attract experienced, qualified candidates; 2) share staffing in order to more flexibly meet building review and inspection needs; 3) reduce the building services operating expenses of each jurisdiction by sharing resources that would otherwise be duplicated in each jurisdiction; and 4) maintain a strong customer service presence in each jurisdiction's administrative office. With Surry County serving as the fiscal agent, the counties share all program costs on a 50/50 basis, and the county administrators of both counties jointly supervise the shared building official position that oversees the program and administrative operations in both counties. By combining resources to offer more compensation than could be offered individually by one county, the two counties were able to hire Matt Westheimer, the City of Williamsburg Building Official and President of the Virginia Building & Code Officials Association, as the first building official for the shared building services program. The new building official was provided the flexibility to develop this new program, which was designed to provide for two shared building inspectors and administrative staff in both counties' administrative offices to process permit applications and complete necessary administrative functions (the Boards of Supervisors have adopted identical building services fee schedules). The shared building services program has been very well received by developers, contractors, residents, and government officials in both counties, and has sparked discussion of other shared services in the region.

## **WYTHE COUNTY | Lot 24: Blue Star NBR & Blue Star Manufacturing** [| Read Submission](#)

Blue Star NBR and Blue Star Manufacturing in Progress Park has been characterized as “generational” and “a game-changer.” Economic developers know these projects only come along once in a generation, especially in rural Virginia. This achievement could not have been brought to fruition without the process and vision that created the industrial park, grew an appropriate major development site, stuck with its potential and realized a dream with significant regional and national impacts. This process serves as a model that other local governments may use, saying “Wythe County did it and so can we.”

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VACo exists to support county officials and to effectively represent, promote and protect the interests of counties to better serve the people of Virginia.

**CONTACT**

Gage Harter | 804.343.2502 | [gharter@vaco.org](mailto:gharter@vaco.org)

**VIRGINIA ASSOCIATION OF COUNTIES**

1207 East Main Street | Richmond, Va. 23219 | [www.vaco.org](http://www.vaco.org)



## SUBMISSION FORM

All submission forms must include the following information. Separate submission forms must be turned in for each eligible program. **Deadline: July 1, 2022.** Please include this submission form with the electronic entry. If you do not receive an email confirming receipt of your entry within 3 days of submission, please contact [Gage Harter](#).

### PROGRAM INFORMATION

County: Sussex and Surry Counties  
Program Title: Shared Building Services Program  
Program Category: Regional Collaboration

### CONTACT INFORMATION

Name: Richard Douglas  
Title: Sussex County Administrator  
Department: \_\_\_\_\_  
Telephone: 434-246-1000 Website: \_\_\_\_\_  
Email: rdouglas@sussexcountyva.gov

### SIGNATURE OF COUNTY ADMINISTRATOR OR DEPUTY/ASSISTANT COUNTY ADMINISTRATOR

Name: Richard Douglas Melissa Rollins  
Title: Sussex County Administrator Surry County Administrator  
Signature: Richard Douglas 6/28/22 Melissa D. Rollins, 6/27/22 Melissa D. Rollins

## Executive Summary

In August 2021 the Sussex County Board of Supervisors and Surry County Board of Supervisors unanimously adopted a memorandum of agreement for shared building official and inspection services, creating what is considered to be the first shared building services program between two counties in Virginia. This shared program offers an innovative solution to the delivery of services, promotes intergovernmental cooperation, and provides a model for other local governments to consider in the provision of building services. The goal of developing a shared building services program was to: 1) combine the resources of both counties in order to offer increased compensation to attract experienced, qualified candidates; 2) share staffing in order to more flexibly meet building review and inspection needs; 3) reduce the building services operating expenses of each jurisdiction by sharing resources that would otherwise be duplicated in each jurisdiction; and 4) maintain a strong customer service presence in each jurisdiction's administrative office.

With Surry County serving as the fiscal agent, the counties share all program costs on a 50/50 basis, and the county administrators of both counties jointly supervise the shared building official position that oversees the program and administrative operations in both counties. By combining resources to offer more compensation than could be offered individually by one county, the two counties were able to hire Matt Westheimer, the City of Williamsburg Building Official and President of the Virginia Building & Code Officials Association, as the first building official for the shared building services program. The new building official was provided the flexibility to develop this new program, which was designed to provide for two shared building inspectors and administrative staff in both counties' administrative offices to process permit applications and complete necessary administrative functions (the Boards of Supervisors have adopted identical building services fee schedules). The shared building services program has been very well received by developers, contractors, residents, and government officials in both counties, and has sparked discussion of other shared services in the region.

## Overview

Sussex County, with an approximate population of 11,000, and Surry County, with an approximate population of 6,500, are adjacent rural counties located south of Petersburg, and have limited operating budgets to offer necessary local government services. Like many small jurisdictions, both counties struggle to attract and retain well-qualified employees with professional certifications to provide these services. In addition, over the past several years the building services departments in each county, with minimal staff and growing workloads, were often criticized by developers, contractors, and residents for poor customer service, inconsistent application of building codes, and plan review and inspections response time, and often considered a detriment to attracting new development to each county.

With a need for both counties to hire certified building officials and fill vacant building inspector positions, the County Administrators and staff of both counties began discussions on possibly sharing a building services program, including input from current building services staff, and these discussions provided the framework for establishing a shared program and unanimous adoption of a memorandum of agreement for shared building official and inspection services by the Sussex County Board of Supervisors and the Surry County Board of Supervisors in August 2021 (the agreement was prepared by Sussex County Attorney Jeff Gore). The goal was to: 1) combine the resources of both counties in order to offer increased compensation to attract experienced, qualified candidates; 2) share staffing in order to more flexibly meet building review and inspection needs; 3) reduce the building services operating expenses of each jurisdiction by sharing resources that would otherwise be duplicated in each jurisdiction; and 4) maintain a strong customer service presence in each jurisdiction's administrative office.

Surry County serves as the fiscal agent for the program, the counties share all program costs on a 50/50 basis. Payroll (the building official and inspectors are technically Surry County employees), benefits,

insurance and other administrative costs are handled by Surry County finance staff and Sussex County is billed quarterly. The county administrators of both counties jointly supervise the shared building official position that oversees the program and administrative operations in both counties, to include two budgeted building inspector positions. By combining resources to offer more compensation than could be offered individually by one county, the two counties were able to hire Matt Westheimer, the former City of Williamsburg Building Official and President of the Virginia Building & Code Officials Association, as the first building official for the shared building services program. The building official and inspections staff generally split time between the administrative offices of each county, handling plan review and building inspections across both counties as needed. While these positions shift between the two counties as needed, it was decided to maintain existing administrative staff in both counties' administrative offices to process permit applications and complete necessary administrative functions (administrative/permit technician positions in each county have remained employees of their respective counties). However, a single contact number is being provided as needed, and staff from each county can support and provide backup to each other. In addition, the governing boards of each county have adopted identical building services fee schedules, which will be beneficial in the implementation of a program over both jurisdictions.

The shared building services program has been very well received by developers, contractors, residents, and government officials in both counties, and has sparked discussion of other shared services in the region. Each county has been able to reduce individual building services operating expenses, while committing savings to facility planning and maintenance and other needs, and has elevated customer service and professionalism in building services operations across both counties. According to Surry County Administrator Melissa Rollins, "the shared building inspections services program has exceeded the County's expectations. Building plans are being reviewed within 10 days at 100% of the time and inspections are conducted within 24 hours. This is a considerable improvement over previous metrics

where both reviews and inspection periods did not meet customer expectations.” The shared building services program developed by Sussex and Surry Counties provides an excellent example of two rural counties working together to share costs and improve the operations of a local government function, and can serve as a model for other local governments to consider in the provision of building services in the future.

**BOARD ACTION FORM**

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

**Subject:** Zoning Amendment #2022-02 Costa Verde Investment, LLC, Applicant

**Board Meeting Date:** November 17 2022

=====

**Summary:** The applicant, Costa Verde Investment, LLC under ZA #2022-02 seeks to rezone Tax Parcel Number 137-A-15 & 137-A-15A containing a total of 4.91 acres from A-1, General Agricultural to I-1, Limited Industrial to accommodate a wholesale business (food warehouse distribution). The property is located at 21330 Blue Star Highway in Jarratt.

**Recommendation:** The Planning Commission recommends approval of the application.

**Attachments:** Copy of Application for Rezoning/Conditional Zoning Amendment, Staff Report and supporting documentation

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**ACTION:** That the Board approves Zoning Amendment #2022-02 Costa Verde Investment, LLC, applicant

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

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

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





## STAFF REPORT

### **APPLICATION SUMMARY:**

Project: Costa Verde Food, Inc.

Location: The property is located at 21330 Blue Star Highway in Jarratt.

Parcel Record Number(s): 137-A-15 & 137-A-15A

Proposal: Rezone for Wholesale Food Warehouse Distribution

Applicant: Costa Verde Investment, LLC  
9060 Euclid Ave  
Manassas, VA 20110

### **APPLICATION:**

The applicant, Costa Verde Investment, LLC under ZA #2022-02 seeks to rezone Tax Parcel Number 137-A-15 & 137-A-15A containing a total of 4.91 acres from A-1, General Agricultural to I-1, Limited Industrial to accommodate a wholesale business (food warehouse distribution). The property is located at 21330 Blue Star Highway in Jarratt.

### **ELECTION DISTRICT:**

Henry District

### **LOCATION:**

The proposed location for the rezoning is located at 21330 Blue Star Highway in Jarratt. It is bordered by the CSX Railroad along its northern side. To the west, there is Rideout Equipment Company, Inc which includes two manufactured homes, and 301 self-storage. To the east, there is a communication tower and forested land. To the south, Blue Star Highway (Rt. 301) and I-95 runs parallel to the site.

### **BACKGROUND:**

The subject property was previously operated as a material recycling facility for plastic, cardboard, and aluminum under a Conditional Use Permit approved on March 19, 2015. Prior to March 2015, there were previous Conditional Use Permits that allowed for the storage of sand, gravel, and mineral sands on the property.



## **DESCRIPTION:**

The applicant is requesting rezoning to the Limited Industrial District (I-1) to accommodate the use of a wholesale food warehouse distribution facility. The applicant proposes to use the existing buildings and infrastructure that are already in place.

The parcel is currently zoned General Agricultural District (A-1). The A-1 zoning district does not allow for a wholesale business (food warehouse distribution).

## **COMPREHENSIVE PLAN REVIEW:**

The current Comprehensive Plan land use designation for this property is commercial.

Development at the I-95 interchanges and along U.S. 301 will ideally be concentrated into higher-density commercial centers, rather than occurring in strips along the area's major roadways. The presence of vacant and/or abandoned commercial structures in the Planning Area provide ample opportunities for reuse and should also guide the location of future commercial uses.

The proposed rezoning and use is consistent with the Comprehensive Plan.

## **ORDINANCE REVIEW:**

The current zoning designation for this property is A-1. The district is established to protect land and property values, ground water and surface water quality, and other resources. The intent is to provide for the continued security of the county's agricultural sector by encouraging the orderly and responsible growth of its livestock, dairy, and poultry industry. Limited residential development is anticipated in these areas.

The proposed rezoning designation for this property is I-1. The I-1 district is to permit certain industries, which do not in any way detract from residential desirability, to be located in any area adjacent to residential uses. The limitations on (or provisions relating to) height, horsepower, heating, flammable liquids or explosives, controlling emissions of fumes, odors and/or noise, landscaping, and the number of persons employed are imposed to protect and foster adjacent residential desirability while permitting industries to locate near a labor supply.

The applicant is currently proposing to use the site as currently developed. Any expansion of the site will require site plan review, including review and consideration of any anticipated additional traffic impacts, possible improvements to mitigate and other potential impacts that may be noted at the time of review.



**AGENCY COMMENTS**

- VDOT reviewed the application and noted no concerns with traffic impacts. (See attached)

**STAFF CONCLUSIONS:**

**Strengths:**

1. Allows an opportunity to bring in more commercial uses in this area.
2. Repurposes an existing site with buildings and infrastructure (well and septic) already in place.
3. Adjacent to an existing commercial use (Rideout Equipment Company, Inc.)
4. Access to Blue Star Highway; Proximity to I-95 interchange; Potential access to the railroad.
5. Consistent with the Comprehensive Plan.

**Weaknesses:**

1. None identified at this time.

**PLANNING COMMISSION RECOMMENDATION:**

The Planning Commission recommends approval for this rezoning.

**ATTACHMENTS:**

- Application
- Narrative Description and Reason for Rezoning
- Photo of the property

**Re: Rezoning- 21330 Blue Star Highway**

Michael Poarch <[mpoarch@sussexcountyva.gov](mailto:mpoarch@sussexcountyva.gov)>

Tue 9/20/2022 9:15 AM

To: Fowler, Jason <[jason.fowler@vdot.virginia.gov](mailto:jason.fowler@vdot.virginia.gov)>

Cc: Beverly Walkup <[bwalkup@sussexcountyva.gov](mailto:bwalkup@sussexcountyva.gov)>

Good Morning,

Thank you for your feedback. I followed back up with the applicant on the expected number vehicles per day that will be entering and leaving the property. The applicant indicated that there will be 4 trucks per day.

Sincerely,

**M. Poarch**

County Planner

Sussex County Planning & Zoning Department

---

**From:** Fowler, Jason <[jason.fowler@vdot.virginia.gov](mailto:jason.fowler@vdot.virginia.gov)>

**Sent:** Tuesday, September 20, 2022 8:29 AM

**To:** Michael Poarch <[mpoarch@sussexcountyva.gov](mailto:mpoarch@sussexcountyva.gov)>

**Cc:** Beverly Walkup <[bwalkup@sussexcountyva.gov](mailto:bwalkup@sussexcountyva.gov)>

**Subject:** Re: Rezoning- 21330 Blue Star Highway

**CAUTION:** This email originated from outside of the organization. Do not follow guidance, click links, or open attachments unless you know the content is safe.

Good Morning Michael,

From your description it does not appear that there will be an increase in traffic from the previous use. I would request that the applicant provide the expected vehicles per day entering and exiting on his application. The main entrance looks ok, but there is also another entrance on the property that may not meet access management requirements.

Thanks,

Jason

**Jason Fowler**

*Franklin Residency / Hampton Roads District*

23116 Meherrin Road

Courtland, VA 23837

757.346.3084 Office



On Mon, Sep 19, 2022 at 5:18 PM Michael Poarch <[mpoarch@sussexcountyva.gov](mailto:mpoarch@sussexcountyva.gov)> wrote:

Good Afternoon,

I hope you are doing well. I just had a quick question in regards to any traffic impact for the above reference location (See attached). The property was previously used as Maverick Transportation, then Stony Creek Trucking (Material Sorting/Recycling). Now, we have an application to rezone to I-1 (Limited Industrial District) to accommodate a wholesale food warehouse distribution. The intent is to use the site as-is with its existing buildings. The applicant currently owns 6 box trucks and 1 van that may be coming in and out of the property at different times. The applicant only anticipates one full time employee and one part time employee on-site regularly. However, I just want to get your opinion on any foreseen issues to may see with this potential rezoning. Please let me know what you think.

Sincerely,

**M. Poarch**

County Planner

Sussex County Planning & Zoning Department



"Good Things Are Happening in Sussex County!"

Sussex County, Virginia

Planning and Zoning Department

**APPLICATION FOR REZONING/CONDITIONAL ZONING AMENDMENT**

This application should be used to petition for a change to the Official Zoning Map or for an amendment of zoning conditions. The following application requirements are consistent with the procedures set forth in Section 34-36, *Amendments*, of the Sussex County Zoning Ordinance, as amended.

**A. APPLICATION FOR (CHECK ALL THAT APPLY):**

Rezoning

Conditional Rezoning (Are voluntary proffered conditions attached?):  Yes  No

Request to change the subject property(s) from the \_\_\_\_\_ to the \_\_\_\_\_ zoning district.

Proposed Use or Activity: \_\_\_\_\_

Amendment to Conditional Zoning

Request to change conditional zoning as follows (Attach current and proposed conditions): \_\_\_\_\_

**B. PROJECT DESCRIPTION:**

Project Name: \_\_\_\_\_

Property Address (if any): 21330 Blue Star Hwy, Jarratt, VA 23867

Election District: \_\_\_\_\_

Comprehensive Plan Designation: \_\_\_\_\_

The rezoning will apply to 4.91 acres out of 4.91 total acres Approximately

Tax Parcel Identification # 137-A-15 Number of Acres to be Rezoned: 2.198

Requesting Zoning District Change from: Agricultural to Limited Industrial

Tax Parcel Identification # 137-A-15A Number of Acres to be Rezoned: 2.548

Requesting Zoning District Change from: Agricultural to Limited Industrial

Tax Parcel Identification # \_\_\_\_\_ Number of Acres to be Rezoned: \_\_\_\_\_

Requesting Zoning District Change from: \_\_\_\_\_ to \_\_\_\_\_

Proposed Utilities (check all that apply):  
Public Water  Private Well   
Public Sewer  Private Septic  } EXISTING



"Good Things Are Happening in Sussex County!"

Sussex County, Virginia  
Planning and Zoning Department

C. APPLICATION INFORMATION:

Applicant(s) Name(s): COSTA VERDE INVESTMENT, LLC

Address: 9060 Euclid Ave.

City, State, Zip Code: MANASSAS, VA 20110

Phone No.: 571-368-0670 Email: PERCYCOSTAVERDE@hotmail.COM Fax No.: \_\_\_\_\_

Property Owner(s) Name(s): JAMES M. MATTHEWS, SR. & PATRICIA MATTHEWS

Address: 10450 Blue Star Highway

City, State, Zip Code: STONY CREEK, VA 23882

Phone No.: 804-731-0917 Email: ptrmathe@aol.com Fax No.: —

Applicants/Owners Affidavit (including compliance with all deed restrictions and covenants)

This application must be signed by the owner(s) of the subject property or must have attached written evidence of the owner's consent, which may be in the form of a binding contract of sale with the owner's signature or a letter signed by the owner(s), containing written authorization to act with full authority on the owner(s) behalf in filing this rezoning application. Signing this application shall certify the owner's compliance with all deed restrictions and covenants, and shall constitute the granting of authority of the County to enter onto the property for the purpose of conducting site analyses and compliance with Federal, State and County regulations.

Applicant: PERCY E. CHACON, Managing Member  
Printed or Typed Name

Owner: James M Matthews Sr.  
Printed or Typed Name

Applicant: [Signature] Date: 8/8/22  
Signature

Owner: [Signature] Date: 8-10-22  
Signature

County of Sussex, Commonwealth of Virginia

County of Sussex, Commonwealth of Virginia

Subscribed and sworn to before me Verene E. Hernandez Moran A Notary Public in and for the County of Sussex, Commonwealth of Virginia, this 08 day of August, 2022

Subscribed and sworn to before me Randi Hawkins, A Notary Public in and for the County of Sussex, Commonwealth of Virginia, this 16<sup>th</sup> day of August, 2022

[Signature]  
Notary Public  
VERENE ELIZABETH HERNANDEZ MORA  
NOTARY PUBLIC  
REG. #7084308  
MY COMMISSION EXPIRES 9/30/2023

[Signature]  
Notary Public

My Commission Expires Sep 23

My Commission Expires 4/30/2026

RANDI F. HAWKINS  
NOTARY PUBLIC  
REG. # 7547764  
COMMONWEALTH OF VIRGINIA



"Good Things Are Happening in Sussex County!"

Sussex County, Virginia  
Planning and Zoning Department

Applicant: \_\_\_\_\_  
Printed or Typed Name

Owner: PATRICIA G. MATTHEWS  
Printed or Typed Name

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

Owner: Patricia G. Matthews Date: 8-16-2022  
Signature

County of Sussex, Commonwealth of Virginia

County of Sussex, Commonwealth of Virginia

Subscribed and sworn to before me \_\_\_\_\_  
\_\_\_\_\_, A Notary Public in and for  
the County of Sussex, Commonwealth of Virginia,  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Subscribed and sworn to before me Randi  
Hawkins, A Notary Public in and for  
the County of Sussex, Commonwealth of Virginia,  
this 16<sup>th</sup> day of August, 20 22

\_\_\_\_\_  
Notary Public

Randi Hawkins  
Notary Public

My Commission Expires \_\_\_\_\_

My Commission Expires 4/30/2026

**RANDI F. HAWKINS  
NOTARY PUBLIC  
REG. # 7547764  
COMMONWEALTH OF VIRGINIA  
MY COMMISSION EXPIRES APRIL 30, 2026**

## OVERVIEW

Costa Verde Food, Inc. is an independent foodservice distributor company that has been in business since 2020 and are highly experienced in providing food product supply, distribution services and posses sound knowledge of food markets and sales industry trends. They purchase, store, sale, and deliver those products, providing foodservice operators with access to items from a wide variety of niche manufacturers. They procure pallets and bulk inventory quantities that are broken down to case and sometimes unit quantities for the foodservice business. Costa Verde Food, Inc. serves as the intermediary between manufacturers and foodservice operators. Their business is to function as a wholesale distributor and to break bulk and be an intermediary between food producers and groceries, convenience stores, or restaurants. They break down the large volumes of products from producers into smaller quantities that an operator can use. They store the products in their Manassas warehouse products and transport them to operators.

Costa Verde Food, Inc. is considered to be a specialty distributor because it focus on a certain type of product category that will supply the Latin and Central American customers. They work exclusively with South and Central American business across the Northern Virginia region to cater to their specific needs.

At present Costa Verde Food, Inc. has 7 employees: 1 Secretary, 3 drivers, and 3 owners that do the following: 1) Oversee the delivery, loading and unloading of products. 2) Ensure they products are safely transported and delivered in a timely manner. 3) Meet with sales representatives. 4) Conduct market research in the Northern Virginia area. 5) Perform regular inventory checks to maintain proper stock levels. 6) Follow with potential clients and secure new clients. 7). Maintain excellent product knowledge to ensure that quality goods are received, 8) Establish networks with suppliers and vendors to negotiate the best deals for their clients. 9) Contact clients and conduct post-delivery follow up, in a professional and effective manner and 10) Travel to various retail locations and solicited new business opportunities. All of this is done from their location in Manassas VA.

Given that Costa Verde Food, Inc. has position their company for growth and prosperity they are in need to purchase and additional location. Having a secondary warehouse will allow them to store approximately 50 pallets of different kind of beans, each pallets has 50 sacks of approximately 50 pounds of beans, 50 pallets of juices and sodas, there are 60 boxes in each pallets, and 50 pallets of nonperishable groceries and dried goods. This warehouse located at 21330 Blue Star Hwy, Jarrett, VA 23867 is large enough to store more wholesale good and will accommodate their current clients existing demands and future clients as well. Operating efficiency and having product availability are essential to the profitable execution of their business.

Costa Verde Food, Inc. owns 6 box trucks and 1 van. The trucks are approximately 16 feet long and they transport 16,000 pounds of merchandise each. The model of the trucks are Isuzu NPR truck. At the Jarrett location the plan is to have 1 full time/1 part time staff that will deliver the merchandise to the drivers as needed and receive twice a month the food containers that will replenish their inventory. These employees will be in charge of restocking the warehouse shelves after receiving new goods from suppliers, ensure on-time deliveries, and maintain adequate safety/buffer stock levels by communication with the manager.

Because Costa Verde Food, Inc. food transportation trucks are running around the clock to deliver essential items promptly, keeping vehicles maintained has never been more important



for their business. This is why buying this property makes sense for their business because the second building will be used to keep track of their fleet maintenance, to keep the box trucks safely operating to ensure on-time deliveries and prevent unwanted breakdowns while using data to prioritize necessary repairs and maintenance measures. The owners are very familiar with preventive maintenance, cleaning, and maintaining all assigned equipments and vehicles, properly. They understand that properly maintained trucks keep running and that is excellent for business.

The current use of the warehouse located at 21330 Blue Star Hwy, Jarratt, VA 23867 was allowed in the General Agricultural (A-1) District through Conditional Use Permit for a material recycling facility for plastic, cardboard, and aluminum. However, the propose use for the warehouse is not allowed in the A-1 District and will require rezone to Limited Industrial (I-1) in order to accommodate this use.



DEPARTMENT OF PLANNING  
Beverly Walkup, Director of Planning  
Phone (434) 246-1042  
Fax (434) 246-2175



COUNTY OF SUSSEX, VIRGINIA  
P. O. BOX 1397 ~ 20135 PRINCETON ROAD  
SUSSEX, VIRGINIA 23884-0397  
www.sussexcountyva.gov

November 2, 2022

Costa Verde Investment, LLC  
9060 Euclid Ave.  
Manassas, VA 20110

RE: **Zoning Map Amendment #2022-02**: The applicant, Costa Verde Investment, LLC under ZA #2022-02 seeks to rezone Tax Parcel Number 137-A-15 & 137-A-15A containing a total of 4.91 acres from A-1, General Agricultural to I-1, Limited Industrial to accommodate a wholesale business (food warehouse distribution). The property is located at 21330 Blue Star Highway in Jarratt.

Dear Representative:

Please be advised that your application for a zoning map amendment will be considered by the Sussex County Board of Supervisors at its November 17, 2022 meeting. The meeting will be held at 6:00 P. M. in General District Courtroom located at 15098 Courthouse Road, Sussex VA 23884. Please be in attendance.

Attached for your information and review is a copy of the staff report.

Should you have any questions, please contact me or Beverly Walkup at 434-246-1042.

Sincerely,

*MPoarch*

Michael Poarch  
County Planner

Attachment



# Classifieds

To Place Your Classified  
434-634-4153 or  
ads@smnewspaper.com



### Auction

**ESTATE PORTFOLIO AUCTION**  
Over 80 items. Office, Appliances, Shopping bags, Single Family Homes, Multi-Unit Properties, Recreational Vehicle located in their Virginia is offered at auction on November 18 at Chesapeake Country Club - Marine, VA. For information, visit [www.auction.com](http://www.auction.com) or call [www.auction.com](http://www.auction.com) & Associates, (VA/RS21). Real Estate Brokers & Bondsmen 800-358-3588.

### For Rent

**Mountain House** for Rent Grandfather Mountain \$600 per day. Contact 34-432-1854 EXT 15

### Services

**Virtual Auctions**  
Advertise your upcoming auctions statewide and other states. Available Print and Digital Solutions giving your target audience. Call this office or London UK at Virginia Business Services 1-521-7678, [land@vbs.net](mailto:land@vbs.net)

### Life Insurance

**Life Insurance**  
Mutual Insurance Company. Coverage for 350 procedures. Just dental insurance - NOT just a court plan. Do well! Call now for your FREE information. Call 1-888-550-8268 [www.dn-plus.com/vir](http://www.dn-plus.com/vir) #8268

### ORCE-Uncolp

**ORCE-Uncolp**  
\$386-\$88 cost. WILL \$500. No court expense. Estimated completion twenty-one (21) days. Call (Face) 757-490-8383. Se Habla Español. BBB Member. <https://nahn.com> [nahn@nahn.com](mailto:nahn@nahn.com)

**Water gutter**  
Filter, the most advanced debris-cleaning gutter product. Schedule a FREE LeafFilter estimate today. 15% Entire Purchase. Senior & Military Discounts. Call 77-614-6687

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### NOW HIRING ASSISTANT MARKETING DIRECTOR

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Great interpersonal skills, able to relate to client and

### Legals

#### Notice of Public Hearings

Pursuant to Section 15.2-2204 of the Virginia Code, notice is hereby given that the Sussex County Board of Supervisors will hold a public hearing at its regular meeting on Thursday, November 17, 2022 beginning at 6:00 p.m. in the General District Courtroom, Sussex Judicial Center, 15098 Courthouse Road, Sussex, Virginia 23884 to consider the following:

**Zoning Map Amendment #2022-02**: The applicant, Costa Verde Food, Inc. seeks to rezone Tax Parcel 137-A-15 & 137-A-15A containing approximately 4.91 acres from A-1 (General Agricultural) to I-1 (Limited Industrial) to accommodate a wholesale business to store and distribute wholesale goods. The property is owned by James Matthews Sr. and Patricia Matthews. The property is located at 21330 Blue Star Highway in Jarratt.

A copy of the application, along with supporting documentation are available for review on the County Website as well as in the Planning Department located at 20135 Princeton Road, Sussex, Virginia, during regular business hours Monday thru Friday from 8:30 a.m. to 5:00 p.m., Phone number (434) 246-1042 or 1043.

Submitted by: Beverly Walkup, Director of Planning

#### NOTICE IS HEREBY GIVEN THAT

**THE SURRY COUNTY PLANNING COMMISSION WILL HOLD A PUBLIC HEARING ON MONDAY, NOVEMBER 21, 2022, AT 7:00 P.M. IN THE GENERAL DISTRICT COURTROOM LOCATED AT THE SURRY COUNTY GOVERNMENT CENTER 45 SCHOOL STREET, SURRY, VIRGINIA TO CONSIDER THE FOLLOWING:**

**Rezoning Application No. 2022-03**  
Request of Pigeon Swamp Farm, Corp to conditionally rezone +2.36 acres at the southwest corner of Blackwater Road (Route 614) and Clubhouse Road (Route 643) from Agricultural Rural District (A-R) to Local Business (B-1) to permit certain uses. The subject property is located at 1807 Clubhouse Road and the parcel is identified as Tax Map 49-3A. The Surry County 2040 Comprehensive Plan Future Land Use Map designates the future land use as "Rural Preservation," which includes provisions for "single commercial establishments."

The public hearing will be held pursuant to §15.2-2204, and §15.2-2265 of The Code of Virginia (1960, as amended). A copy of the related material may be reviewed or obtained on the County's website at <https://www.surrycountyva.gov/128/Agenda-Minutes> or a copy of the related materials may be reviewed at the Department of Planning and Community Development, Surry County Government Center, 45 School Street, Surry, Virginia. Office hours are Monday through Friday from 9:00 am to 5:00 pm. All interested persons are invited to participate in the public hearing, if assistance or special accommodations are needed to participate in the hearing, please contact the Department of Planning & Community Development Monday - Friday from 9:00 a.m. to 5:00 p.m. at least 72 hours prior to the hearings.

#### Public Hearing

Horace H. Wade II, Director  
Department of Planning & Community Development  
(757)294-5210

#### TRUSTEE'S SALE OF

403 W MAIN STREET, WAKEFIELD, VA 23888

In execution of a Deed of Trust in the original principal amount of \$315,000.00, with an annual interest rate of 6.524000% dated

### Legals

#### Public Notice

**Sussex County Board of Supervisors Establishment of Technology Zone**

**PLEASE TAKE NOTICE** that the Sussex County Board of Supervisors at its regular meeting on November 17, 2022, beginning at 6:00 pm at the at the Sussex County General District Courthouse, Sussex Judicial Center, 15098 Courthouse Road, Sussex, Virginia 23884, will consider adopting an ordinance to establish a technology zone located at the Sussex County Mega-site and surrounding properties.

A copy of the proposed ordinance and map can be found at [www.sussexcountyva.gov](http://www.sussexcountyva.gov). Interested citizens may review or obtain copies of the proposed ordinance at the County Administration Office located at 20135 Princeton Road, Sussex, Virginia 23884, during regular business hours Monday through Friday.

Citizens are encouraged to submit comments or questions on the proposed ordinance in writing to the County Administration Office or by email at [aricks@sussexcountyva.gov](mailto:aricks@sussexcountyva.gov).

Richard Douglas, County Administrator  
11/2 & 9/2022

#### NOTICE IS HEREBY GIVEN THAT

**THE SURRY COUNTY PLANNING COMMISSION WILL HOLD A PUBLIC HEARING ON MONDAY, NOVEMBER 21, 2022, AT 7:00 P.M. IN THE GENERAL DISTRICT COURTROOM LOCATED AT THE SURRY COUNTY GOVERNMENT CENTER 45 SCHOOL STREET, SURRY, VIRGINIA TO CONSIDER THE FOLLOWING:**

**During this meeting, the Planning Commission will consider, and may or may not take action, on the following:**

**Surry County Comprehensive Plan Update**  
The Surry County Comprehensive Plan Amendment, if recommended by the Planning Commission, will replace the existing Comprehensive Plan (adopted in 2020). The Surry County 2040 Comprehensive Plan ("Plan") is used by County citizens, staff, the Planning Commission, and the Board of Supervisors as a guide for future decisions affecting the County including, but not limited to, decisions related to future land use, road networks, and zoning case actions. The Plan encompasses all of Surry County. The Plan does not rezone land, but it suggests ordinance amendments and other actions that will facilitate the implementation of the Plan after adoption by the Board of Supervisors.

#### Plan recommendations

Plan recommendations are to update the Future Land Use text to include data, information, mapping, policy analysis, and implementation measures concerning the future location of energy projects within the county.

The public hearing will be held pursuant to §15.2-2204, and §15.2-2225 of The Code of Virginia (1960, as amended). A copy of the may be reviewed or obtained on the County's website at <https://www.surrycountyva.gov/126/Agenda-Minutes> or a copy of the Plan may be reviewed at the Department of Planning and Community Development, Surry County Government Center, 45 School Street, Surry, Virginia. Office hours are Monday through Friday from 9:00 am to 5:00 pm. All interested persons are invited to participate in the public hearing, if assistance or special accommodations are needed to participate in the hearing, please contact the Department of Planning & Community Development Monday - Friday from 9:00 a.m. to 5:00 p.m. at least 72 hours prior to the hearings.

#### Horace H. Wade II, Director

Department of Planning & Community Development  
(757)294-5210

### Legals

#### Trustee's Sale

**2412 Rolfe Highway, Dendron, VA 23838**  
(Parcel ID: 49A2-2-23 and 48A2-2-34)

Default having been made in the terms of a certain Deed of Trust dated July 12, 2017, in the original principal amount of \$189,182.00 and recorded in the Clerk's Office of the Circuit Court of the County of Surry, Virginia on July 17, 2017, in Deed Book 0278, at page 0192, the undersigned Substitute Trustee will sell at public auction on December 13, 2022 at 2:00 PM, in front of the building housing the County of Surry Circuit Court, 28 Colonial Trail East, Surry, VA 23883, the property designated as Lot 23 and Part of Lot 24, as shown on plat entitled, "LOT LINE EXTINGUISHMENT SURVEY FOR EDWARD WILLIAM MASON, LOT 23 AND PART OF LOT 24, HEFFELFINGER SUBDIVISION, TOWN OF DENDRON, SURRY COUNTY, VIRGINIA," made by Chas. R. Sheekler, Surveyor, dated December 20, 2012, and recorded in the aforesaid Clerk's Office as Instrument Number 220035564 (and is also shown in Plat Book 8, at page 124). Sale is subject to all prior liens, (including a prior Judgment) easements, restrictions, covenants, and conditions, if any, of record, or other matters which would be disclosed by an accurate survey or inspection of the premises. TERMS: CASH. A deposit of \$20,000.00 or 10% of the sale price, whichever is lower, will be required of the successful bidder at time of sale. Prior to the sale, interested bidders will be required to register with and must present a bid deposit which may be held during the sale by the trustee. The bid deposit must be certified funds and/or cash, but no more than \$9,900.00 of cash will be accepted. The successful bidder's deposit will be retained at the sale and applied to the sale price. If held by the trustee, all other bid deposits will be returned to the unsuccessful bidders. Settlement is to be made within 16 days. The successful bidder will be responsible for obtaining possession of the property, and for all costs and fees related to recording the Trustee's Deed, including the grantor's tax. The successful bidder will be required to execute a Memorandum of Trustee's Sale, available for review upon request before the sale, outlining additional terms of sale and settlement. A Trustee's Deed will be prepared by Trustee's attorney at high bid price. This is a communication from a debt collector. Thompson, Morris & Poutin, PLLC on behalf of Southeast Equity Trustee,

#### Public Hearing Items

Public Hearing Items - Page 14

**BOARD ACTION FORM**

**Agenda Item:** Public Hearing Item #4.02

**Subject:** Building Services Fee Schedule Ordinance Amendment

**Board Meeting Date:** November 17 2022

=====

**Summary:** A public hearing has been scheduled and advertised to consider a minor change to the Sussex County Building Department Permit Fee Schedule. In May 2022 the Board of Supervisors adopted an updated building code schedule ordinance, which incorporated a new fee schedule as an exhibit (identical to the Surry County fee schedule since we share a building services program). This exhibit contained a typographical error related to applicable building permit fees for new commercial/industrial construction that needs to be corrected to apply the correct fees to commercial/industrial projects. The Surry County Board of Supervisors approved a similar resolution correcting this error at its last regular meeting. Building Official Matt Westheimer will be available to answer any questions.

**Recommendation:** At the conclusion of the public hearing, staff recommends adoption of the ordinance amending the building permit fee schedule.

**Attachments:** Copies of Resolution and Fee Schedule

=====

**ACTION:** That the Board adopts the ordinance amending the building permit fee schedule.

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

**SUSSEX COUNTY**

**ORDINANCE TO AMEND THE SUSSEX COUNTY BUILDING DEPARTMENT  
PERMIT FEE SCHEDULE**

Whereas, the County incurs significant costs administering and enforcing the Uniform Statewide Building Code; and

Whereas, pursuant to § 36-105 of the Code of Virginia, the County may impose reasonable fees for the issuance of building permits and for enforcement of the Building Code to defray the County's costs to administer its program; and

Whereas, in accordance with state law at its regular meeting of May 19, 2022, the Board of Supervisors adopted an updated Building Code Fee Schedule Ordinance, which includes new fees applicable to solar voltaic panels; and

Whereas, the Building Code Fee Schedule Ordinance incorporated the new fee schedule as an Exhibit, which contained a typographical error related to the applicable building permit fees for new commercial/industrial construction; and

Whereas, in order to correct the typographical error, the adoption of an amended Building Code Fee Schedule is necessary; and

Whereas, this Ordinance was properly advertised, as required by § 15.2-1427 of the Code of Virginia; and

Now Therefore, Be it Ordained, by the Sussex County Board of Supervisors, that the Building Code Fee Schedule Ordinance adopted on May 19, 2022, is hereby amended to correct the typographical error related to commercial/industrial building permit fees as shown on the attached Sussex County Building Department Permit Fee Schedule, which is incorporated herein.

Be it further Ordained, that this Ordinance shall become effective immediately upon adoption.

Adopted by the Board of Supervisors this 17th day of November 2022.

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Susan Seward, Chair  
Sussex County Board of Supervisors

Attest:

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Richard Douglas, County Administrator  
Clerk to the Board of Supervisors

Approved as to form:

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Jeffrey Gore, County Attorney



## Sussex County Building Department Permit Fee Schedule

- A. Generally.** No permit required by the building code to begin work for new construction or any other building operation shall be issued until the fees prescribed by this section have been paid, nor shall an amendment , for any reason, to a permit be approved until the additional fee has been paid.
- B. Administrative Services.** The fees for administrative services shall be as follows:
1. Permit amendments, renewals, extensions, reinstatement and change of ownership/contract change, \$40.00
  2. If an application for a permit is cancelled by written request to the Building Official within six months of the application date or within twelve months of the issue date, a refund will be granted. The following fee will be deducted from the refund: 30%
  3. Public service request/Staff research/FOIA Fee Actual Admin Cost/  
1 hr minimum
- C. Building Permits.** Building fees shall be as follows:
1. State Levy on all applicable permit fees 2.00%
    - a. Base permit fee \$75
    - b. Minimum permit fee \$75
  2. Re-inspection Fee \$100
  3. Code Investigation Fee \$100
  4. New Construction (Residential and Commercial) Base fee plus:
 

<u>Residential:</u> All usable areas constructed; includes finished and unfinished; on site built construction, modular homes, manufactured homes, additions, alterations, remodels, decks, porches, garages, sheds, carports, etc.	\$0.16 per sq.ft. Finished \$.08 per sq.ft. Unfinished
<u>Commercial/industrial:</u> All usable areas constructed; includes finished and unfinished; churches, schools, industrialized buildings, etc including patios decks, etc.	<del>(same as residential)</del> <b>1% of Contract</b>
  5. Swimming Pools \$70.00
  6. Fences around swimming pools and residential fences over 6' in height \$40.00
  7. Commercial Fence (regardless of height) \$40.00
  8. Signs up to 10 sq ft in surface area, 20 sq ft for a double-sided sign,

the top of the sign being 10' or less from the ground		\$40.00
Signs more than 10 sq ft in surface area, 20 sq ft for a double-sided sign, the top of the sign being more than 10' from the ground		\$60.00
9. Demolition or Moved structure		\$70.00
10. Chimney		\$70.00
11. Commercial re-roofing		\$50.00
12. Tents (over 900 square feet)		\$80.00
13. Elevator (Initial and annual re-certification)		\$50.00
14. Retaining Walls (as defined by the Building Code), Towers, Piers, etc		\$50.00
15. Amusement Rides	current:	proposed:
a) Kiddie/ Small mechanical/ Inflatable		\$55.00
b) Circular ride or flat less than 20'		\$75.00
c) Spectacular Ride		\$100.00
d) Coaster exceeding 30'		\$200.00
		Coaster exceeding 60'
		\$400.00
		Generator for amusement device
		\$165.00
16. Commercial Plan Review (New Construction)		\$250.00
Residential Plan Review (New Construction)		\$50.00
17. Commercial Change of Occupancy/Use		Building Permit needed
18. Appeals		\$0.00

**D. Electrical Permits.**

1. Residential (New Construction)	Base fee plus \$.06 per sq. ft.	
2. Electrical Upgrade or relocation of electrical service		\$50.00
3. Temporary Electric Pole (TEP)		\$50.00
4. Early meter release (Not a part of any other inspection)		\$50.00
5. Connections and Outlets (lights, etc in additions/remodels)		\$50.00
6. Commercial (New Construction)		1% of Contract (unchanged)
7. Generator		\$75.00 + Gas

8. Solar PV:

## SURRY COUNTY SOLAR PV PERMIT SCHEDULE

SOLAR PV PANEL SYSTEM RATINGS	ELECTRICAL PERMIT FEE
0-5,000 (WATTS)	\$50.00
5,001-10,000 (WATTS)	\$100.00
10,001-20,000 (WATTS)	\$200.00
20,001-30,000 (WATTS)	\$300.00
30,001-40,000 (WATTS)	\$400.00
40,001-1,000,000 (WATTS)	\$400.00 plus \$25.00 for each additional 10,000 (WATTS) over 40,000 (WATTS)
1,000,000-5,000,000 (WATTS)	\$2800.00 plus \$20.00 for each additional 10,000 (WATTS) over 1,000,000 (WATTS)
5,000,000---LARGER (WATTS)	\$10,800.00 plus \$15.00 for each additional 10,000 (WATTS) over 5,000,000 (WATTS)

**REFERENCES:**

- \*ONE(1) KILOWATT(KW)= 1,000 WATTS(W)
- \*ONE(1) MEGAWATT(MW)= 1,000,000 WATTS(W)

**NOTE:**

**\*IN ADDITION TO THE SOLAR PV PANEL SYSTEM ELECTRICAL PERMIT FEES, ANY BUILDING STRUCTURES ON THE SITE SHALL REQUIRE A BUILDING PERMIT BASED ON THE CURRENT SURRY COUNTY BUILDING FEE SCHEDULE**

**REQUIRED:**

- \*TWO(2) SETS OF PLANS-APPROVED
- \*ZONING APPROVAL

**\*BASED ON LAND DISTURBANCE---AN APPROVED EROSION & SEDIMENT CONTROL PLAN AND AN APPROVED STORMWATER MANAGEMENT PLAN MAY BE NECESSARY \*PERMIT FEES REQUIRE THE ADDITION OF A 2% STATE LEVY FEE**

**E. Plumbing Permits.**

- |                |                                    |
|----------------|------------------------------------|
| 1. Residential | Base fee plus<br>\$.06 per sq. ft. |
| 2. Commercial  | 1% of contract price               |

**F. Mechanical Permits.**

- |                                                                              |                                    |
|------------------------------------------------------------------------------|------------------------------------|
| 1. Residential                                                               | Base fee plus<br>\$.06 per sq. ft. |
| 2. Fuel Storage Tanks, removal or installation (underground or above ground) | \$100 per tank                     |
| 3. Gas Piping                                                                | \$40.00                            |
| 4. Generators                                                                | \$75.00 + Elec.                    |
| 5. Commercial                                                                | 1% of contract price               |

**G. Fire Suppression.** 1% of contract price

**Public Hearing Notice**  
**Sussex County Board of Supervisors**

At its regular meeting of November 17, 2022 at 6:00 pm at the at the Sussex County General District Courthouse, Sussex Judicial Center, 15098 Courthouse Road, Sussex, Virginia 23884, the Board of Supervisors shall consider amending the ordinance to the Building Code fee schedule.

A copy of the proposed ordinance amendment can be found at 20135 Princeton Road, Sussex, Virginia 23884 and [www.sussexcountyva.gov](http://www.sussexcountyva.gov). Interested citizens may review or obtain copies of the proposed ordinance at the County Administration Office located at 20135 Princeton Road, Sussex, Virginia 23884 during regular business hours Monday through Friday.

Citizens are encouraged to submit comments or questions on the proposed ordinance in writing to the County Administration Office or by email: [sricks@sussexcountyva.gov](mailto:sricks@sussexcountyva.gov).

Richard Douglas, County Administrator  
November 2 and 9, 2022

**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.01

**Subject:** Proposed Sussex County Megasite Technology Zone Ordinance

**Board Meeting Date:** November 17 2022

=====

**Summary:** Section 58.1-3850 of the Code of Virginia authorizes any city, county, or town to establish a technology zone or zones by ordinance. Establishment of such a zone authorizes the locality to grant tax incentives and certain regulatory flexibility in the technology zone. Establishment of such a zone for Sussex County for the Megasite and surrounding area could be a strategic incentive to attract future economic development prospects to the zone area. The attached draft ordinance provides incentives based on qualifying criteria and is revenue neutral (emphasis added). Advertisement notifying the public of this proposed ordinance was included in the *Sussex-Surry Dispatch newspaper* on November 2<sup>nd</sup> and 9<sup>th</sup>, 2022.

**Recommendation:** Staff recommends that the Board of Supervisors adopt the ordinance.

**Attachments:** Draft Ordinance to Amend the Code of the County of Sussex, Virginia, to Add a Technology Zone and a copy of Public Notice

=====

**ACTION:** That the Board adopts Ordinance to amend the Code of the County of Sussex, Virginia to add a Technology Zone.

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

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

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

**AN ORDINANCE TO AMEND THE CODE OF THE COUNTY OF SUSSEX, VIRGINIA, TO ADD A TECHNOLOGY ZONE**

---

**WHEREAS**, the Code of Virginia §58.1-3850 enables localities to establish Technology Zones which help cultivate economic growth by providing tax incentives or regulatory flexibility to qualified technology businesses; and

**WHEREAS**, a technology zone can be a valuable tool for the encouragement of new and expanding business investments in Sussex County; and

**WHEREAS**, the Board of Sussex County has determined that establishing technology zones will serve the public health and welfare of the County and citizens.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Supervisors of Sussex, County, Virginia that the Code of the County of Sussex, is amended by adding the following:

**TECHNOLOGY ZONE**

**Sec. 1. Purpose of Technology Zone.**

The County of Sussex (or the “County”) has determined that the development of its commercial tax base requires incentives, and further determines that an appropriate method of offering incentives for the County is to create a Technology Zone.

**Sec. 2. Definitions.**

For the purpose of this article the following words and phrases shall have the meanings given below, unless clearly indicated to the contrary:

*Administrator* means the County Administrator or his designee.

*Base Year* means the calendar year preceding the calendar year in which the applicant submits the Technology Zone Program Qualification Application.

*Capital Investment* means money used by a Technology Business to purchase Fixed Assets and not moneys used for day-to-day operating expenses. Fixed Assets owned by the Technology Business that are moved into the Technology Zone from another location within the County shall not be included in the calculation of Capital Investments.

*Employee* means a person who is on the payroll of the Technology Business’s establishment within the Technology Zone and whose workstation’s primary location is within the Technology Zone.

*Existing Business* means one that was actively engaged in the conduct of trade or business in the County prior to an area being designated as a Technology Zone.

*Fixed Asset* means long-lived tangible property owned by a Technology Business that is used by the Technology Business in the production of its income including real estate, plant, machinery, and equipment.

*Full-Time Employee* means an Employee who is employed in a job for an indefinite duration at a Technology Business located in a Technology Zone and is required to work at least minimum number of hours as determined by the Federal Government to qualify as a Full-Time Employee per week for a period consisting of forty-eight (48) consecutive weeks.

Seasonal, temporary, leased, contract labor or an Employee whose job function is shifted from an existing location within the County to a Technology Business within the Technology Zone is not a Full-Time Employee.

*Incentive Period* means a ten (10) year period during which a Qualified Technology Business receives the benefit of Technology Zone incentives.

*New Business* means a business not previously operating within the County prior to an area being designated as a Technology Zone.

*Technology Business* means a Business whose primary purpose is the research, development, or manufacture, distribution and/or design for lease, sale, or license of Technology Products, Processes or Related Services. Technology business may also include any advanced manufacturing operations utilized in the research and development or production of consumer or commercial products, data center operations or information technology operations. Technology business may also include distribution and warehousing operations, particularly those utilizing automated systems, robotics, or other advanced technologies in the warehousing or distribution of products for business or consumer use.

*Technology Products, Processes or Related Services* means engaging in the activities of automation, automotive vehicles, automotive components, autonomous vehicles or components, batteries, biotechnology, biomedical research, chemicals, computer hardware, computer software, defense, electric vehicles or components, electronics, energy, environmental, homeland security, manufacturing equipment, advanced materials, medical technologies, pharmaceuticals, photonics, electronic-based sub-assemblies and components, testing and measurement, telecommunications, systems integration, information systems, internet software, or data and data warehousing or training in the above concentration areas.

In no case will the use of computers or telecommunication services used by a Business in its administrative operations qualify the Business as a Technology Business.

*Qualified Technology Business* means a Technology Business that has met the qualifications set forth in this chapter and continues to meet the required qualifications.

### **Sec. 3. Administration.**

This article shall be administered and enforced by the County Administrator.



An applicant seeking to obtain the benefits of the Technology Zone will hold preliminary discussions with the County Administrator and Director of Economic Development, prior to any investment, resulting in submittal of a completed Technology Zone Program Qualification Application to the Director of Economic Development.

The Director of Economic Development, in consultation with the County Administrator, will review the application to determine if the project meets the required criteria for Qualified Technology Business and is consistent with the County's policy for the consideration of Technology Zone incentives. Applications must be signed by an official representative of the Qualified Technology Business authorized to sign on its behalf.

No incentive application from an Existing Technology Business shall be approved until the Commissioner of the Revenue determines that no unpaid taxes are outstanding. Further, an Existing Technology Business shall not qualify for Technology Zone incentives by reorganizing or changing its form in a manner that does not alter the basis of the Technology Business assets or result in a taxable event.

#### **Sec. 4. Boundaries.**

The Boundaries of the Technology Zone shall be within the areas described in Appendix A of this Chapter.

As technology zones are established by the Board of Supervisors, they shall be further identified by reference to the map entitled "Sussex County Technology Zones" which shall be incorporated into and made a part of this chapter and all future ordinances establishing a technology zone.

#### **Sec. 5. Incentive Period.**

Subject to the requirements of this chapter, Qualified Technology Businesses shall receive the benefits of the Technology Zone incentives consecutively for up to a 10-year Incentive Period.

#### **Sec. 6. Eligibility Requirements.**

- (a) Existing and new businesses. The following requirements shall apply to all businesses seeking the Incentives provided in this chapter:
- i. Business must be engaged in a qualified technology business;
  - ii. Wages paid to Full-Time Employees must be at least 25% above the region's average prevailing wage for similar positions in the applicable industry sector, as reported by the Federal Bureau of Labor Statistics (BLS) or Occupational Employment and Wage Statistics (Virginia Employment Commission);
  - iii. Machinery and equipment that is either purchased or leased, must be new to the County and associated with a qualifying plant expansion or renovation within the Technology Zone;

- iv. Businesses must commit to the creation of at least five net new jobs and at least \$5,000,000 in Capital Investment (machinery and equipment or real property); or, creation of 10 net new jobs and at least \$1,000,000 in new Capital Investment;
- v. Businesses must make a capital investment of at least \$1,000,000 to be eligible for the Business Tangible Personal Property rebate; and
- vi. The increase in capital investment and new or additional full-time positions required to qualify must occur within the investment and job creation schedule agreed upon between the County Administrator and an official representative of the Qualified Technology Business at the time of application.

- (b) Any assets owned by a business which are moved into a technology zone from another location within the County shall not be included in the increased new investment.

### **Sec. 7. Incentives.**

Incentives of the Technology Zone must be accessed by the Qualified Technology Business within one year of start of operations in the Technology Zone, or within one year of a qualified facility expansion or renovation in order to receive the Incentives as outlined in this Chapter.

In the case of a qualified facility expansion or renovation, the rebate shall be limited to 100 percent of the tax on the increase in the assessed value over the value from the Base Year assessed value. The incentive period cannot be extended solely by relocating within or to another zone or by an ownership change. The Treasurer shall issue a rebate within 60 days of receipt of full payment of the taxes for each year of the incentive period.

The amount and schedule of incentives shall be as follows:

- (a) Machinery & Tools:
  - i. 100% rebate on Machinery & Tools Tax Years 1-5; and
  - ii. 75% rebate in Years 6-10
- (b) Business Tangible Personal Property:
  - i. 100% rebate on Business Tangible Personal Property Tax Years 1-5; and
  - ii. 75% rebate in Years 6-10
- (c) Merchant's Capital Tax:
  - i. 50% rebate on Merchant's Capital Tax Years 1-5
- (d) Waiver of all site development fees (i.e. land disturbance, site plan review)
- (e) Waiver of all building permit (i.e. plans review) and inspection fees, including structural, electrical, plumbing and mechanical
- (f) Waiver of rezoning, conditional use permit, or special exception fees

The amount and schedule of exemption may from time to time be amended in order to sustain the economic development priorities established by the County.

## **Sec. 8. Certification Procedure.**

The following certification procedure applies to Technology Businesses seeking to obtain the benefits of the technology zone:

- (a) A Technology Business must submit a Technology Zone Program Qualification Application to the Director of Economic Development for certification as a Qualified Technology Business.
- (b) After a Technology Business has been certified as a Qualified Technology Business, in order to receive a rebate, it must annually submit a Technology Zone Program Annual Certification form with qualifying criteria and annual return of machinery and tools, business tangible personal property, merchant's capital tax, a detailed list of assets, along with the number of Full-Time Employees employed by the Qualified Technology Business, and an official Virginia Employment Commission report for wage verification to the Commissioner of Revenue and the County Administrator, by the stated filing date.
- (c) The Qualified Technology Business must pay the resulting machinery and tools tax, business tangible personal property tax, and merchant's capital tax, and then the allowable portion of these taxes will be rebated. The Commissioner may request additional documentation from the business, and that documentation must be received within ten days from the date of this request unless the Commissioner agrees, in his/her sole discretion, to an extension of time for the submission of such documentation. In no case, however, shall the extension exceed 90 days. Failure to request the rebate or to submit the required documentation in a timely manner, as determined by the Commissioner, shall result in forfeiture of the machinery and tools, business tangible personal property, or merchant's capital tax rebate incentive for that year of the incentive period. Neither a sale and lease-back agreement nor a subsequent purchase of equipment originally leased shall extend the incentive period beyond the original incentive period.
- (d) The rebate of tax on qualifying leased property must be issued directly to the lessor.

## **Sec. 9. Compliance.**

- (a) Failure of the Qualified Technology Business to pay in full by the due date any taxes imposed by the County shall result in the loss of the exemption or rebate for that calendar year. The County Administrator may withdraw the Qualified Technology Business status for any business that is not compliant with any ordinance, regulation, or other legal requirement pertaining to that business.
- (b) If a Qualified Technology Business files for bankruptcy during any ten-year Incentive Period, this will result in disqualification and the business will be ineligible to receive Technology Zone incentives for the remainder of the Incentive Period.
- (c) In the event that the Technology Business ceases to be a Qualified Technology Business, or removes itself from operation in the County during any year within the first five years of the ten-year Incentive Period, it shall be required, except as otherwise provided in this ordinance, to

repay a pro-rated portion of incentives received within 30 days to the County of Sussex. The pro-rated repayment will be determined by the County Administrator and based on the life-to-date percentage of capital investment and full-time jobs created in comparison to the commitments made at the time of application for Technology Zone incentives.

- (d) In the event a Technology Business is unable to continue to meet the eligibility requirements within the timeframe established pursuant to Section 6(a)(vi), and the business contacts the County Administrator within 90 days of the annual certification and filing date, the County Administrator may in his/her discretion, approve an action plan for the business which, among other things, may provide the business additional time to meet the requirements of a Qualified Technology Business. If the business fails to meet the eligibility requirements after the timeframe set forth in the action plan, it shall be required to repay 100% of the incentives received within 30 days to the County of Sussex.

**Sec. 10. Nonwaiver.**

Unless expressly stated herein, this chapter shall not be construed to waive the requirement of any ordinance, regulation, or policy of the County, including, but not limited to, those ordinances, regulations, and policies that require permits and approvals for land use and construction except as expressly mentioned in this chapter. Additionally, unless stated otherwise herein, nothing in this chapter shall be construed as waiving the right of the County to enforce its ordinances, regulations, or policies to collect any taxes, fees, fines, penalties, or interest imposed by law on a qualified technology business or upon real or personal property owned or leased by a Qualified Technology Business.

**Sec. 11. Zoning Ordinance Not Affected.**

This chapter is an economic development incentive and is not a zoning change. Nothing herein shall be construed to affect any provision or requirement of the County Zoning Ordinance.

**Sec. 12. Education and Promotion.**

The County Administrator shall develop strategies and marketing tools to promote the benefits of the Technology Zone to the public and potential businesses.

*State Law Reference*—Virginia Code Section 58.1-3850

This ordinance shall become effective upon adoption.

**Notice**  
**Sussex County Board of Supervisors**  
**Establishment of Technology Zone**

PLEASE TAKE NOTICE that the Sussex County Board of Supervisors at its regular meeting on November 17, 2022, beginning at 6:00 pm at the at the Sussex County General District Courthouse, Sussex Judicial Center, 15098 Courthouse Road, Sussex, Virginia 23884, will consider adopting an ordinance to establish a technology zone located at the Sussex County Megasite and surrounding properties.

A copy of the proposed ordinance and map can be found at [www.sussexcountyva.gov](http://www.sussexcountyva.gov). Interested citizens may review or obtain copies of the proposed ordinance at the County Administration Office located at 20135 Princeton Road, Sussex, Virginia 23884, during regular business hours Monday through Friday.

Citizens are encouraged to submit comments or questions on the proposed ordinance in writing to the County Administration Office or by email at [sricks@sussexcountyva.gov](mailto:sricks@sussexcountyva.gov).

Richard Douglas  
November 2 & 9, 2022

**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.02

**Subject:** PPT Deadline Extension Resolution

**Board Meeting Date:** November 17 2022

=====

**Summary:** Attached for your consideration is a resolution to extend the personal and real estate property tax payment deadline for tax year 2022, as prepared by the County Attorney. This resolution was requested by Chairwoman Seward with input from Treasurer Cox, to provide additional time for tax payments (based on impacts from COVID, inflation, and increased vehicle values). If approved, this resolution will extend the payment deadline from December 5, 2022, to March 5, 2023.

**Recommendation:** Staff recommends that the Board of Supervisors approves Resolution #22-137 to extend the personal property tax payment deadline for Tax Year 2022.

**Attachment:** A copy of Resolution #22-137

=====

**ACTION:** That the Board approves Resolution #22-137 to extend the personal property tax payment deadline for Tax Year 2022.

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

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

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

**SUSSEX COUNTY RESOLUTION**  
**#22-137**

**At a Meeting of the Board of Supervisors of the County of Sussex held at the Courthouse therefore, on the 17<sup>th</sup> day of November 2022.**

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**PRESENT:**

Susan B. Seward, Chair  
Wayne O. Jones, Vice Chair  
C. Eric Fly, Sr.  
Alfred G. Futrell  
Rufus E. Tyler, Sr.  
Debbie P. Jones

**VOTE:**

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**RESOLUTION TO EXTEND THE PERSONAL PROPERTY TAX PAYMENT  
DEADLINE FOR TAX YEAR 2022**

**WHEREAS**, national, state, and local economies have been negatively impacted by the COVID-19 pandemic; and

**WHEREAS**, due to the recent effect that inflation has had on the value of real estate and personal property, the Board of Supervisors wants to provide residents some relief in paying tax bills; and

**WHEREAS**, the personal property tax payment is due by December 5, 2022, subject to penalties and interest for late payments; and

**WHEREAS**, Section 58.1-3916 of the Code of Virginia empowers the Sussex County Board of Supervisors to grant by resolution an extension of time, not to exceed 90 days, for the payment of personal property taxes whenever good cause exists; and

**WHEREAS**, COVID-19 and the recent effect that inflation has had on the value of real estate and personal property constitutes good cause, and the Board of Supervisors wants to provide residents some relief in paying tax bills and desires to provide all support possible to the community at this time.

**NOW, THEREFORE, BE IT RESOLVED BY THE SUSSEX COUNTY BOARD OF SUPERVISORS, VIRGINIA:**

§1. That the due date in FY 2022 for the payment of personal property taxes is hereby extended from December 5, 2022, to March 5, 2023, and that payment can be made up to that time without late penalties and interest.

§ 2. That this Resolution shall have no legal impact upon prior delinquencies.

§ 3. That staff immediately communicate the extension information to the community.

§ 4. That this resolution is effective upon adoption.

Approved by the Sussex County Board of Supervisors and effective this 17<sup>th</sup> day of November, 2022.

By: \_\_\_\_\_  
Susan Seward, Chair

Attest: \_\_\_\_\_  
Clerk to the Board



**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.03

**Subject:** Gro52 Property Buy-Back

**Board Meeting Date:** November 17 2022

=====

**Summary:** The Board of Supervisors approved the sale of 22.5 acres of property on Cabin Point Road in October 2020 to Gro52, at a price of \$44,586, for the construction of a commercial hemp growing facility. Unfortunately the company has yet to begin construction, and the purchase agreement provides for a county buy-back of the property at the original price if the facility is not constructed within 24 months of closing. Because this property is adjacent to county-owned mega site property that is extremely important from an economic development perspective for the county, staff recommends that the buy-back process be initiated by the County Attorney. A copy of his recommended process, as well as a copy of the sales agreement and plat, are attached for your review.

**Recommendation:** Staff recommends approval to initiate the buy-back process for the Gro52 property on Cabin Point Road.

**Attachments:** County Attorney email, Gro52 sales agreement, plat

=====

**ACTION:** That the Board approves initiating the buy-back process for the Gro52 property on Cabin Point Road.

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

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

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

## REAL ESTATE PURCHASE AND SALE AGREEMENT

THIS REAL ESTATE PURCHASE AND SALE AGREEMENT (“Agreement”) is made as of this \_\_\_\_ day of \_\_\_\_\_, 2020 (the “Effective Date”), by and between **THE COUNTY OF SUSSEX, VIRGINIA**, a political subdivision of the Commonwealth of Virginia (“Seller”), and **GRO52**, a Delaware limited liability company (“Purchaser”), with Purchaser and Seller each individually a “Party” and collectively the “Parties”.

### RECITALS:

A. Seller is the owner of those certain tracts or parcels of land located at the intersection of Cabin Point Road and Route 460 in Sussex County, Virginia, which comprise a portion of Tax Map Parcel No. 7-A-7, containing approximately twenty-two and one-half (22.5) acres, as more particularly shown and described on the plat prepared by Timmons Group on July 6, 2020, which is attached hereto as exhibit A and incorporated herein by reference (the “Land”).

B. Seller agrees to sell and Purchaser agrees to purchase the Land, and all improvements located thereon and all of Seller’s right, title, and interest, if any, in all easements and appurtenances thereto (collectively, the “Real Property”), including, without limitation, all rights to standing timber, located on the Real Property as of the Effective Date (the “Personal Property” and, together with the Real Property, the “Property”) at the price and on the terms and conditions set forth in this Agreement.

**NOW, THEREFORE**, for good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows:

### ARTICLE 1

#### THE PURCHASE PRICE AND CONDITION OF THE PROPERTY

1.1 Purchase and Sale. Subject to the terms and conditions of this Agreement, and for the consideration herein stated, Seller agrees to sell the Property to Purchaser and Purchaser agrees to purchase the Property from Seller.

1.2 Subdivision Plat Not Yet Recorded. The plat of subdivision which creates the Land as separate legal parcels has not been recorded in the Clerk’s Office of the Circuit Court of Sussex County, Virginia as of the date of the Agreement. This Agreement is expressly contingent on the recordation of the plat of subdivision, at Seller’s expense. As part of the subdivision process, the exact acreage of the Land shall be determined by a physical survey to be made at Seller’s expense (the “Survey”), by a surveyor licensed by the Commonwealth of Virginia chosen by Seller. Seller shall use its best efforts to have the physical survey prepared and plat of subdivision recorded within thirty (30) days after the date of this Agreement (such date of recordation being the “Recordation Date”).

1.3 Utilities to the Property. Purchaser, at its cost and expense, is solely responsible for facilitating the installation of telephone, Internet and electric utility lines to the Property.

Purchaser shall be responsible for the costs associated with connecting water lines to the Sussex County Water Authority public water system according to the schedule of connection fees adopted by the Sussex County Board of Supervisors as of the Effective Date.

1.4 RESERVED

1.5 RESERVED

1.6 Purchase Price. The purchase price (the “Purchase Price”) to be paid by Purchaser for the Property shall be an amount equal to **FORTY-FIVE THOUSAND AND NO/100 DOLLARS** (\$45,000.00) payable by Purchaser to Seller in immediately available funds at the Closing. The Purchase Price shall be adjusted at Closing to an exact Purchase Price of **TWO THOUSAND DOLLARS** (\$2,000.00) per acre, derived by multiplying the exact amount of the Land’s acreage set forth in the Attached Survey, by \$2,000.00.

1.7 Deposit. Concurrent with the execution of this contract, Purchaser shall deliver to Seller **THREE THOUSAND AND NO/100 DOLLARS** (\$3,000.00) in cash, certified or cashier’s check, or immediately available wire funds (the “Deposit”). The Deposit shall be: (1) applied to the Purchase price at Closing, or (2) returned to Purchaser in the event that Seller defaults under the terms of this Contract, or (3) retained by Seller as Seller’s property in any other event. The Deposit will be held in an interest-bearing account, with interest accruing to the benefit of the Seller.

1.8 Use of Land and County Buy-Back Option. Purchaser agrees to construct a commercial hemp growing facility (“Facility”), compliant with all applicable local, state and federal laws, within 24 months of the Closing Date (“Construction Deadline”). If Purchaser fails to construct the Facility by the Construction Deadline then Seller shall have the option to purchase the Real Property at the price Seller paid for it under this Agreement, minus any associated transactional costs incurred by the County. This option to repurchase the Property shall be effective for one year after the construction deadline has passed and Purchaser may not sell the Property to another entity during that time period without the County’s written consent. The provisions of this Section shall survive Closing and remain in effect as provided herein.

## ARTICLE 2

### TITLE

2.1 Title Commitment. Purchaser shall, within five (5) business days after the Recordation Date, order, at Purchaser’s cost and expense, an ALTA commitment for title insurance (“Commitment”) for the Real Property from a title company of Purchaser’s choosing (“Title Company”) in an amount equal to the Purchase Price, dated on or after the Recordation Date. The Commitment shall be subject only to those title exceptions that do not interfere with Purchaser’s reasonable use of the Real Property (“Permitted Title Exceptions”). Within five (5) days after receipt of the Commitment and legible copies of all title documents listed as exceptions, Purchaser shall deliver a copy thereof to Seller together with Purchaser’s Objectionable Title Exceptions (as defined below). Purchaser shall examine title to the Real

Property to determine whether Seller has good and marketable fee simple title that can be insured by an ALTA owner's title insurance policy in the total amount of the Purchase Price ("Title Policy").

2.2 Purchaser's Objections to Title. Within five (5) days after receipt of the Commitment and legible copies of all title documents listed as exceptions, Purchaser shall deliver written notice to Seller stating that satisfactory title insurance cannot be obtained in accordance with Section 2.1 of this Agreement and specifying the unacceptable title exceptions ("Objectionable Title Exceptions"); provided that all Permitted Title Exceptions shall not be Objectionable Title Exceptions. Unless Purchaser shall timely deliver notice of the Objectionable Title Exceptions as provided in this Section, all such title exceptions shall be deemed to constitute additional Permitted Title Exceptions.

2.3 Seller's Response to Objectionable Title Exceptions. Within five (5) days after receipt of Purchaser's notice of Objectionable Title Exceptions, Seller shall provide written notice to Purchaser of which Objectionable Title Exceptions it elects to cure and Seller shall have until the Closing (as defined below) to cure such Objectionable Title Exceptions. If Seller is unable to remove or endorse over (with Purchaser's approval and to Purchaser's reasonable satisfaction) any Objectionable Title Exceptions prior to the Closing, or if Seller elects not to remove one or more Objectionable Title Exceptions, which shall be Seller's right, Purchaser, as its sole and exclusive remedy therefor, may either (a) terminate this Agreement by giving written notice to Seller on or before the Closing, in which event the Deposit shall be returned to Purchaser and the Parties shall have no further rights or obligations hereunder except for those obligations which survive the termination of this Agreement or (b) waive such Objectionable Title Exceptions, in which event such Objectionable Title Exceptions shall be deemed additional Permitted Title Exceptions and the Closing shall occur as herein provided without any reduction of or credit against the Purchase Price. If by the Closing, Purchaser fails to give Seller such written notice, then Purchaser shall be deemed to have elected to waive such Objectionable Title Exceptions and its right to terminate this Agreement pursuant to this Section.

2.4 Title Insurance. At the Closing, the Title Company shall issue to Purchaser or be irrevocably committed to issue to Purchaser a Title Policy in the amount of the Purchase Price, insuring that fee simple title to the Real Property is vested in Purchaser subject only to the Permitted Title Exceptions. Purchaser shall be entitled to request that the Title Company provide such endorsements or amendments to the Title Policy as Purchaser may reasonably require, provided that (a) such endorsements or amendments shall be at no cost to, and shall impose no additional liability on, Seller, (b) Purchaser's obligations under this Agreement shall not be conditioned upon Purchaser's ability to obtain such endorsements or amendments and, if Purchaser is unable to obtain such endorsements or amendments, Purchaser shall nevertheless be obligated to proceed to the Closing without reduction of or set off against the Purchase Price, and (c) the Closing shall not be delayed as a result of Purchaser's request.

ARTICLE 3  
**PURCHASER'S INSPECTION AND DUE DILIGENCE**

3.1 Due Diligence Period. From the Effective Date and until the date that is five (5) days after the date that (i) Purchaser receives the Commitment and legible copies of all title documents listed as exceptions or (ii) Purchaser receives a Phase I environmental report on the Real Property, whichever is later (the "Due Diligence Period"), Purchaser, shall conduct its examinations, inspections, testing, studies and investigations of the Property, information regarding the Property and such documents applicable to the Property ("Due Diligence"). The Due Diligence shall be at Purchaser's sole cost and expense. Purchaser shall order, at Purchaser's cost and expense, a Phase I environmental report on the Real Property within five (5) business days after the Effective Date.

3.2 Access to Property. Purchaser, its authorized agents and representatives shall have reasonable access to the Real Property at agreed upon times for agreed upon purposes on at least one (1) business day prior notice to Seller. Such notice shall describe the scope of the Due Diligence Purchaser intends to conduct during Purchaser's access to the Real Property. Seller shall have the right to have a representative present during any visits to or inspections of the Property. In the event Purchaser desires to conduct any physically intrusive Due Diligence, such as sampling of soils, other media, buildings materials, or the like, Purchaser will identify in writing exactly what procedures Purchaser desires to perform and request Seller's express written consent. Seller may withhold or condition consent to any unreasonable Due Diligence in Seller's sole and absolute discretion. Upon receipt of Seller's written consent, Purchaser shall, in performing such Due Diligence, comply with agreed upon procedures and with any and all laws, ordinances, rules and regulations applicable to the Property and will not engage in any activities which would violate any permit, license or environmental law or regulation. Purchaser shall promptly pay when due the costs of all entry and Due Diligence done with regard to the Property and restore the Property to the condition in which the same were found before any such entry upon the Property and Due Diligence was undertaken.

3.3 Indemnity. Purchaser shall indemnify, defend and hold harmless Seller from any and all claims made or causes of action brought against Seller or the Property, whether due to personal injury, death, property damage or otherwise, resulting from the activities of Purchaser or any of Purchaser's employees, agents, contractors or consultants arising out of or in connection with Purchaser's entry on the Real Property or its Due Diligence.

3.4 Delivery Period.

(a) Within five (5) business days after the Effective Date, Seller shall deliver to Purchaser, or make available to Purchaser for inspection at the Real Property, the following documents, to the extent that any such documents are in the current possession of Seller or Seller's agents (collectively, "Due Diligence Documents"): (i) the most current survey of the Real Property, (ii) the most current environmental reports and studies of the Real Property, (iii) the most current title policy on the Real Property, accompanied by copies of all documents referred to in such policies, and (iv) the most recent property tax bills for the Property.

(b) The Due Diligence Documents furnished to or made available to Purchaser pursuant to this Section are being furnished or made available to Purchaser for information purposes only and without any representation or warranty by Seller with respect thereto, express or implied.

3.5 Unsuitability. Purchaser shall have until the end of the Due Diligence Period to terminate this Agreement should the Purchaser determine, in its sole and absolute discretion, that the Property is not suitable in all respects for Purchaser's intended use of the Property or Purchaser is not satisfied with the results of any tests, surveys, reports, title search, title commitment, market analysis or other studies regarding the Property, or for any other reason or no reason, by giving written notice to Seller of the termination of this Agreement, whereupon the Deposit shall be returned to Purchaser and thereafter neither Party to this Agreement shall have any further rights against or obligations or liabilities to any other Party except as otherwise set forth in this Agreement.

#### ARTICLE 4 CLOSING

4.1 Closing. The closing of the sale and purchase of the Property ("Closing") shall be held at the offices of the Title Company or such other mutually acceptable location in the Commonwealth of Virginia, on the later of the day that is fifteen (15) days after (a) the expiration of the Due Diligence Period or (b) the date the Seller's obligation under Section 1.2 is satisfied in full.

4.2 Title. Seller will deliver title and possession of the Property to Purchaser at the Closing. Seller will deliver title and possession of the Real Property by Special Warranty Deed in the form attached to this Agreement as Exhibit B ("Deed"), free and clear of all (a) liens and (b) encumbrances of any kind or description except the Permitted Title Exceptions.

4.3 Prorations. All income and expenses relating to the Property (including prepaid expenses and deferred payments) which have been prepaid by Seller shall be pro-rated between Purchaser and Seller on the date of the Closing in accordance with the principle that Seller shall receive all revenues and be responsible for all expenses, costs, and liabilities allocable to the period prior to and including the date of the Closing, and Purchaser shall receive all revenues and be responsible for all expenses, costs and obligations for the period after the date of the Closing. All prorations shall be made on a 365-day calendar year basis.

4.4 Closing Costs of Seller. At the Closing Seller shall pay, by reduction from the Purchase Price, the following costs and expenses:

- (a) Attorneys' fees of Seller;
- (b) Grantor's tax, if any;

(c) The cost of satisfying and releasing any liens and security interests of record affecting the Property; and

(d) Such other costs and expenses incurred by or on behalf of Seller.

4.5 Closing Costs of Purchaser. At the Closing Purchaser shall pay the following costs and expenses:

(a) Attorneys' fees of Purchaser;

(b) All recording taxes and fees imposed on recordation of the Deed (except for the grantor's tax);

(c) Costs and charges related to Purchaser's Due Diligence or inspection of the Property;

(d) Title examination costs and the premium for the Title Policy; and

(e) Such other costs and expenses incurred by or on behalf of Purchaser.

4.6 Deliveries of Seller at the Closing. Seller shall deliver to Purchaser at or before the Closing the following:

(a) An executed and acknowledged Deed;

(b) An executed and acknowledged affidavit as to mechanic's liens and possession and a Title Affidavit/GAP Indemnity Agreement as reasonably required by the Title Company;

(c) The information required to file a Form 1099 with the Internal Revenue Service, if one is required;

(d) A completed Virginia Form R-5 or R-5E (for filing with the Virginia Department of Taxation), if one is required;

and

(e) Such other documents or instruments as Purchaser or Purchaser's attorney may reasonably request to effectuate the transaction contemplated by this Agreement.

4.7 Deliveries of Purchaser at Closing. Purchaser shall deliver to Seller at or before Closing the following:

(a) The Purchase Price pursuant to the provisions of Article 1 of this Agreement;

(b) A copy of the evidence of authorization for the actions to be taken by Purchaser, as well as the authority of the person signing this Agreement and the Closing documents;

(c) Such other documents or instruments as Seller, Seller's attorney or the Title Company may reasonably request to effectuate the transaction contemplated by this Agreement.

## ARTICLE 5 CONDITIONS TO OBLIGATION TO CLOSE

5.1 Conditions to Obligation of Purchaser. The obligation of Purchaser under this Agreement to purchase the Property from Seller is subject to the satisfaction of each of the following conditions (any of which may be waived in whole or in part by Purchaser in writing on or prior to Closing):

(a) Title to the Property shall be good and marketable vested in the name of Seller, subject to no exceptions other than the Permitted Title Exceptions and/or such other matters as may be waived and approved by Purchaser in accordance with the provisions of Article 2, and the title insurance company, other than as a result of an act or omission of Purchaser, shall be prepared to issue, at its standard premium rates, a title insurance policy pursuant to the Title Commitment insuring the title to the Real Property in accordance with the Title Commitment, subject only to the Permitted Title Exceptions and/or such other matters as may be waived or approved by Purchaser in accordance with the provisions of Section 4, in the amount of the Purchase Price.

(b) All representations and warranties of Seller herein shall be true, correct and complete in all material respects on and as of Closing, provided that any representations or warranties made as of any date prior to Closing shall be deemed to be remade only as of such prior date.

(c) Seller shall have performed in all material respects all covenants and obligations required to be performed by Seller on or before Closing.

(d) No action, suit or proceeding against any Seller before any court or any governmental body or authority, pertaining to the transaction contemplated by this Agreement and to its consummation, shall have been instituted on or before Closing against such Seller if such action, suit or proceeding would materially and adversely affect such Seller's ability to perform its obligations under this Agreement.

5.2 Conditions to Obligation of Seller. The obligation of Seller to convey the Properties to Purchaser is subject to the satisfaction of the following conditions precedent on and as of Closing:



(a) All representations and warranties of Purchaser herein shall be true, correct and complete in all material respects on and as of Closing, provided that any representations or warranties made as of any date prior to Closing shall be deemed to be remade only as of such prior date.

(b) Purchaser shall have performed in all material respects all covenants and obligations required to be performed by Purchaser on or before Closing.

**ARTICLE 6**  
**WARRANTIES, REPRESENTATIONS AND COVENANTS**

6.1 Seller's Warranties and Representations. Seller warrants and represents to Purchaser the following matters are true and correct as of the Effective Date:

(a) Seller is the legal and equitable owner of the Property, with the full right to convey the same without the joinder of any other person or party.

(b) This Agreement has been, and all of the documents to be delivered by Seller at closing will be, authorized and properly executed and constitutes, or will constitute, as appropriate, the valid and binding obligation of Seller, enforceable in accordance with their terms;

(c) The Property is not subject to any option contract, right of first refusal or other sales contract pursuant to which any other party has any right to purchase any interest in the Property or any part thereof.

(d) There are no leases relating to or affecting the Real Property.

(e) Seller has no actual knowledge of any pending or threatened judicial, municipal or administrative proceedings affecting Seller or any portion of the Property (including condemnation or eminent domain proceedings) or affecting Seller's right to sell the Property.

(f) To Seller's knowledge, there exists no pending litigation, suit or proceeding against or involving the Property and no such litigation, suit or proceeding has been overtly threatened in writing.

(g) No roll-back or similar taxes are due with respect to the Property.

(h) To Seller's knowledge, no unpaid special assessments affecting the Property exist and Seller has not received written notice that any such special assessments are contemplated.

(i) Seller has received no written notice that the Property is in violation of any wetlands or environmental law, or other zoning, subdivision or land use law.

(j) Seller has no knowledge of any violation of Environmental Laws related to the Property or the presence or release of Hazardous Materials on or from the Real Property in violation of Environmental Laws except as disclosed in the Property Information. Seller has not manufactured, introduced, released or discharged from or onto the Real Property any Hazardous Materials or any toxic wastes, substances or materials, and Seller has not used the Property or any part thereof for the generation, treatment, storage, handling or disposal of any Hazardous Materials, in violation of any Environmental Laws. The term “Environmental Laws” includes without limitation the Resource Conservation and Recovery Act and the Comprehensive Environmental Response Compensation and Liability Act and other federal laws governing the environment as in effect on the Effective Date together with their implementing regulations and guidelines as of the Effective Date, and all state, regional, county, municipal and other local laws, regulations and ordinances that are equivalent or similar to the federal laws recited above or that purport to regulate Hazardous Materials. The term “Hazardous Materials” includes petroleum, natural gas and any substance, material waste, pollutant or contaminant listed or defined as hazardous or toxic under any Environmental Law.

6.2 Seller’s Covenants. Seller covenants and agrees to the following with Purchaser from and after the Effective Date so long as this Agreement has not been terminated pursuant to the provisions hereof:

(a) Seller will maintain the Property in a prudent and businesslike manner, and the condition of the Property at Closing shall be the same or better than it was on the Effective Date, reasonable wear and tear excepted only, and all equipment, vehicles and other personal property except for the Personal Property shall be removed from the Property by Closing.

(b) Seller shall not mortgage, pledge or subject the Property or any part thereof to a lien or other encumbrance and shall not cause or permit to be placed or recorded any document affecting title thereto. Seller shall not subject the Property, or any portion thereof, to any option contract, sales contract, lease or any other agreement pursuant to which any party shall have any right to occupy or use the Property or any portion thereof after Closing or which will be binding on Purchaser. Seller shall not incur without the written consent of Purchaser any additional obligation to municipal or state authorities with respect to any portion of the Real Property which will be binding on the Real Property or any portion thereof (or which will be binding on Purchaser or the owner of the Real Property) to dedicate any part of the Real Property, to improve any part of the Real Property or to conduct any off-site improvements on adjacent property as a condition to rezoning, use permit, or other similar applications.

(c) During the pendency of this Agreement, Seller shall not without the written consent of Purchaser, agree to or grant with respect to the Real Property (or cause or permit to be filed against the Real Property) any of the following: a conveyance of an interest in or to the Real Property, easements, rights-of-way, restrictions of use, rights of occupancy (including, without limitation, leases), liens (except those liens that will be removed by Seller prior to or upon Closing), any petition of any governmental authority for public improvements that would result in any special assessment, or any other item affecting the Real Property or the

status of title that could have a material impact (economic or otherwise) on Purchaser's development or use of the Real Property.

(d) Seller shall use its best efforts to cooperate with Purchaser in any application for rezoning, conditional use permits or similar applications requested by Purchaser relating to the Real Property.

## ARTICLE 7 CONDEMNATION AND RISK OF LOSS

7.1 Condemnation. If at any time prior to the Closing all or a portion of the Real Property is acquired by authority of any governmental agency in the exercise of its power of eminent domain or by private purchase in lieu thereof ("Condemnation Event"), then Purchaser shall have the right to terminate this Agreement and Title Company shall forthwith return the Deposit to Purchaser. Seller will not solicit condemnation. If Purchaser agrees to purchase the Property following a Condemnation Event, then Seller shall assign to Purchaser all of Seller's rights in and to the proceeds of the Condemnation Event and the Purchase Price shall be reduced only by the amount of any awards or damages to be retained by Seller.

7.2 Risk of Loss. Until the Closing, all risk of any loss or damage to all or a portion of the Property shall be and remain on Seller. In the event any loss or damage shall occur to the Property prior to the Closing by either fire or other casualty, Seller shall deliver to Purchaser written notice of such loss or damage along with its estimate of the amount of such loss or damage within ten (10) days of such event occurring. Within five (5) days after Purchaser's receipt of Seller's written notice, Purchaser may, at its option, notify Seller that Purchaser elects to terminate this Agreement in which event the Deposit shall be returned to Purchaser and the Parties shall have no further obligation to each other unless otherwise provided in this Agreement. If Purchaser does not notify Seller of such election within such 5 day period, then the Parties shall proceed with the transaction contemplated under this Agreement and in such event Purchaser shall receive a credit against the Purchase Price equal to one hundred percent (100%) of any insurance proceeds received by Seller covering such loss or damage.

## ARTICLE 8 DEFAULT AND REMEDIES

8.1 Default. In the event Purchaser shall default in the performance of any of Purchaser's obligations under this Agreement (a "Purchaser Default"), Seller's sole and exclusive remedy shall be, and Seller shall be entitled to terminate this Agreement and retain the Deposit, if any, for full and complete liquidated and agreed damages for Purchaser's Default, and Purchaser shall be released from any other liability to Seller hereunder except for the obligations and indemnities set forth in this Agreement which survive termination. Seller and Purchaser agree that it would be impractical and extremely difficult to estimate the damages Seller may suffer upon a Purchaser Default and that the Deposit, as the case may be, represents a reasonable estimate of the total net detriment that Seller would suffer upon a Purchaser Default. Such

liquidated and agreed damages are not intended as forfeiture or a penalty within the meaning of applicable law. In the event that Seller shall default under this Agreement (a “Seller Default”), Purchaser shall be entitled to: (a) terminate this Agreement and have the Deposit returned to Purchaser, and Seller shall be released from any other liability to Purchaser hereunder except for the obligations and indemnities set forth in this Agreement which survive termination, or (b) seek specific performance of Seller’s obligations hereunder. Notwithstanding anything contained in this Agreement to the contrary, Seller and Purchaser shall each be entitled to a reasonable period of time, not to exceed fifteen (15) days, to cure any default in the performance of their respective obligations hereunder after written notice from the non-defaulting Party.

8.2 Return of Documents. If the Closing does not occur, Purchaser shall return the Property to Seller in as good of condition as it was on the Effective Date. Purchaser further shall promptly return to Seller all copies of all documents related to the Property in its possession, including but not limited to, the Due Diligence Documents.

## ARTICLE 9 MISCELLANEOUS PROVISIONS

9.1 Brokers/Agents. Seller and Purchaser each represent that no real estate commissions are due and owing to any party with respect to this transaction. Both Parties hereby agree to indemnify and save harmless the other from and against any and all claims or liability for real estate commissions arising out of this transaction attributable to the indemnifying Party.

9.2 Notices. All notices, demands and requests which may be given or which are required to be given by either Party to the other, and any exercise of a right of termination provided by this Agreement, shall be in writing and shall be deemed received (a) when personally delivered to the Party to receive such notice, (b) on the same day if sent by facsimile before 5:00 p.m. Eastern Standard Time, evidenced by electronic receipt and (c) whether actually received or not, one (1) business day after deposit with a commercial express delivery service, with delivery costs prepaid, addressed as follows:

If to Seller:

Sussex County, Virginia  
Attn: Larry Hughes  
20135 Princeton Road  
Sussex, VA 23884  
Facsimile: (434) 246-6013

If to Purchaser:

Gro52 LLC  
Attn: Mack Shelor  
P.O. Box 104  
Spring Grove, VA 23881

9.3 Successors and Assigns. This Agreement shall be binding on the Parties and each of their successors and assigns.

9.4 Applicable Law; Interpretation. This Agreement shall be governed and construed in accordance with the laws of the Commonwealth of Virginia. Wherever possible each provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement shall be prohibited by or invalid under such law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Agreement. This Agreement shall not be construed in favor of or against any Party on the basis that the Party did or did not author this Agreement.

9.5 Waiver of Jury Trial. Each Party expressly waives any right to trial by jury of any claim, demand, action or cause of action (each, an "Action") (a) arising out of this Agreement, including any present or future amendment thereof or (b) in any way connected with or related or incidental to the dealings of the Parties or any of them with respect to this Agreement (as hereafter amended) or any other instrument, document or agreement executed or delivered in connection herewith, or the transactions related hereto or thereto, in each case whether such Action is now existing or hereafter arising, and whether sounding in contract or tort or otherwise and regardless of which Party asserts such Action; and each Party hereby agrees and consents that any such Action shall be decided by trial court without a jury, and that any Party to this Agreement may file an original counterpart or a copy of this Section with any court as written evidence of the consent of the Parties to the waiver of any right they might otherwise have to trial by jury.

9.6 Reasonable Attorneys' Fees. In the event of any litigation arising out of or under this Agreement the prevailing Party shall be entitled to collect from the non-prevailing Party, subject to the fact finder's discretion to award, reasonable attorneys' fees and court costs.

9.7 Entire Agreement. This Agreement sets forth the entire agreement and understanding between the Parties with respect to the transaction contemplated hereby and supersedes all prior agreements, arrangements and understandings which led to the subject matter hereof.

9.8 Amendments. Any amendment or modification of this Agreement shall be in writing and executed by the Parties.

**Gro52 Purchase Agreement**  
**9/4/2020**

9.9 Waiver. None of the conditions or provisions of this Agreement shall be held to have been waived by any act or knowledge of Seller or Purchaser, its agents or employees, but only by an instrument in writing, signed by an authorized representative of Seller or Purchaser.

9.10 Counterparts; Facsimile Signatures. This Agreement may be executed in two (2) or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Agreement shall not be effective until the execution and delivery between each of the Parties of at least one set of counterparts. The Parties authorize each other to detach and combine original signature pages and consolidate them into a single identical original. Confirmation of execution and delivery by telecopy of a facsimile signature page shall constitute a legal, valid, and binding execution of this Agreement by any Party so confirming.

9.11 Time is of the Essence. Time is of the essence of this Agreement. However, if the final date of any period which is set out in any provision of this Agreement falls on a Saturday, Sunday or legal holiday under the law of the United States or the Commonwealth of Virginia, in such event, the time of such period shall be extended to the next day which is not a Saturday, Sunday or legal holiday.

9.12 Survival. Any provision of this Agreement which by its nature and effect is required to be kept, observed or performed after the Closing, shall survive the Closing and delivery and recording of the Deed and shall not be merged therein for a period of one (1) year from the date of the Closing.

9.13 Further Assurances. Each of the Parties shall execute, deliver and cause to be duly acknowledged where necessary any and all additional papers, documents and other assurances, and shall do any and all acts and things reasonably necessary in connection with the performance of its obligations hereunder, to diligently carry out the intent of the Parties.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed on the day and year first written above.

**SELLER:**

**COUNTY OF SUSSEX, VIRGINIA**

By: \_\_\_\_\_  
Susan B. Seward, its Chairman

**Gro52 Purchase Agreement  
9/4/2020**

**PURCHASER:**

**GRO52**

By: \_\_\_\_\_  
Angella Brock, Managing Member

**EXHIBIT A**  
**Property Survey Plat prepared by Timmons Group**



**ZONE 11**  
**100' FRONT SETBACK REQUIREMENTS:**  
 100' FROM FRONT OF LOT  
 10' LANDSCAPE BUFFER  
 10' FROM PROPERTY CORNER IN ALL DIRECTIONS ON  
 RESIDENTIAL DISTRICT  
 10' LANDSCAPE BUFFER  
**PLANNING REQUIREMENTS:**  
 REQUIRED TO OBTAIN 51 SPACES PER COUNTY  
 REQUIRED TO OBTAIN 10' SIDE SETBACK  
**LOT REQUIREMENTS:**  
 REQUIRED TO OBTAIN 10' SIDE SETBACK  
 REQUIRED TO OBTAIN 10' SIDE SETBACK  
 REQUIRED TO OBTAIN 10' SIDE SETBACK



**TIMMONS GROUP**

**GROVE 52 SUSSEX SITE**  
 SUSSEX COUNTY - VA  
**SCHEMATIC PLAN**

YOUR VISION ACHIEVED THROUGH OURS.		THIS OFFERING PROVIDED AT THE THE OFFICE OFFICE 4781 Owens Dr, Suite 900   Prince George, VA 22911 TEL: 804-543-6688 FAX: 804-438-1511 www.timmons.com	
DATE	2/20/20	REVISION DESCRIPTION	
DATE			
DATE			
DATE			



**EXHIBIT B**  
**Deed**

**This deed is exempt from recordation taxes imposed by Va. Code Ann. § 58.1-802,  
pursuant to § 58.1-811C.**

Parcel ID# \_\_\_\_\_  
Consideration: \$ \_\_\_\_\_  
Assessed Value: \$\_\_\_\_,000  
Title Underwriter: \_\_\_\_\_

This instrument prepared by and after recording return to:

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**DEED OF BARGAIN AND SALE**

THIS DEED OF BARGAIN AND SALE (this "*Deed*") is made as of the \_\_\_\_ day \_\_\_\_\_, 2020, by and between **THE COUNTY OF SUSSEX**, a political subdivision of the Commonwealth of Virginia ("*Grantor*"), a *grantor* for indexing purposes; and **GRO52**, a **Delaware limited liability** company ("*Grantee*"), a *grantee* for indexing purposes, whose address is \_\_\_\_\_.

W I T N E S S E T H:

WHEREAS, by a unanimous vote of the Sussex County Board of Supervisors at its regularly scheduled public meeting held on \_\_\_\_\_, 2020 the Board approved the sale of the hereinafter described land to Gro52.

THAT for and in consideration of the sum of Ten Dollars (\$10.00), cash in hand paid, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor hereby grants, bargains, sells and conveys with Special Warranty unto Grantee, in fee simple, the following described tract or parcel of land located in the County of Sussex, Virginia, with the improvements thereon (the "*Property*"), to-wit:

SEE EXHIBIT "A" ATTACHED HERETO AND  
INCORPORATED HEREIN BY REFERENCE

This conveyance is made expressly subject to the conditions, restrictions, easements and reservations affecting title to the aforescribed Property contained in duly recorded deeds, plats and other instruments constituting constructive notice in the chain of title to the Property hereby conveyed that have not expired by time limitation contained therein or otherwise become ineffective.

[The remainder of this page has been intentionally left blank.]

IN WITNESS WHEREOF, the Board of Supervisors of the County of Sussex pursuant to a unanimous vote on \_\_\_\_\_, 2020 has caused Susan B. Seward, Chairman of the Board of Supervisors of Sussex County to affix her signature and seal hereto:

GRANTOR:

SUSSEX COUNTY

By: \_\_\_\_\_(SEAL)  
Susan B. Seward, Chairman

COMMONWEALTH OF VIRGINIA

COUNTY/CITY OF \_\_\_\_\_, to-wit:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2020, by Susan B. Seward, as Chairman of the Board of Supervisors of Sussex County.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_  
Notary Registration Number: \_\_\_\_\_

(SEAL)

**OWNER'S CONSENT and DEDICATION**

Know all men by these presents, that the subdivision of land as shown on this plat containing **152.81± Acres**, more or less, and designated as **CABIN POINT INDUSTRIAL PARK** situated in Waverly District, Sussex County, Virginia, is with the free consent and in accordance with the desires of the undersigned Owner(s).

Owner \_\_\_\_\_

CITY/COUNTY OF \_\_\_\_\_  
COMMONWEALTH OF VIRGINIA  
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ BY \_\_\_\_\_

NOTARY PUBLIC  
NOTARY REGISTRATION NUMBER: \_\_\_\_\_  
MY COMMISSION EXPIRES: \_\_\_\_\_

**GENERAL NOTES**

1. Use: Manufacture, Production
2. Zoning: I-1
3. Tax Parcel No. #7-A-7
4. Water: County System
5. Sewer: County System
6. Drainage: Roadside Ditches
7. Lot Size:  
Maximum Lot Size= 22.293 Acres  
Minimum Lot Size= 22.293 Acres
8. Area:  
Total Area= 151.81± Acres  
Area in Lots= 22.293 Acres  
Area in Right-of-Way= 0.647 Acres  
Area in Residual= 128.87± Acres
9. Number of Lots: 1
10. Easements: All easements shown on plat are for drainage and utilities, unless otherwise noted.
11. Building Lines: All building lines are to conform to the County of Sussex Zoning Ordinance.
12. Land boundary survey shown is based on a current field survey.
13. Based on graphic determination this property is in Zone "X" of the HUD defined flood hazard area as shown on F.E.M.A. flood insurance rate map, community panel #51183C100D dated July 7, 2009.
14. This plat was prepared without the benefit of a title binder and may therefore not show all existing easements or other pertinent facts which may affect the property.

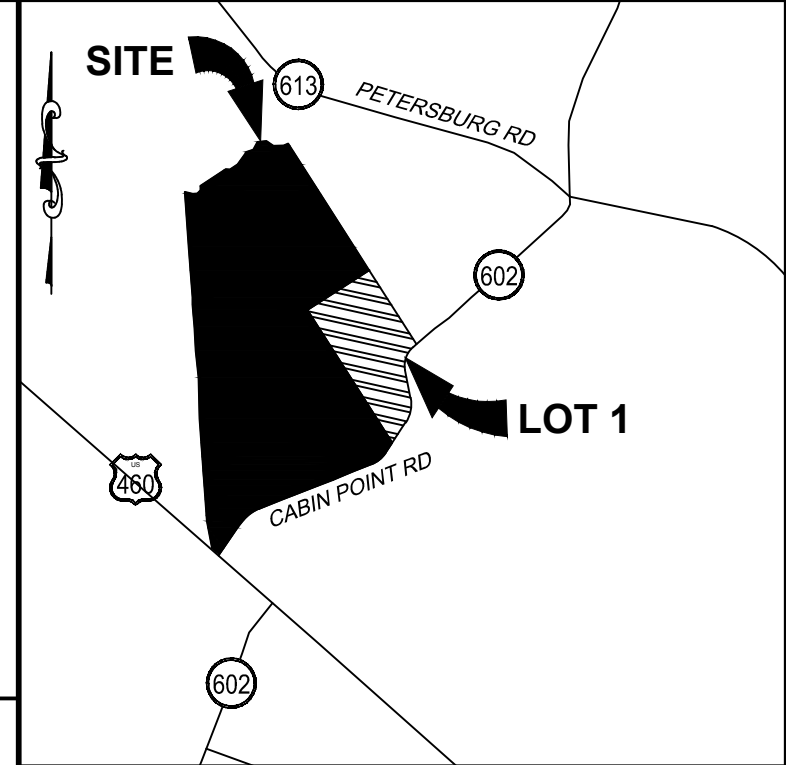
APPROVED FOR RECORDATION IN  
SUSSEX COUNTY, VIRGINIA

\_\_\_\_\_  
DIRECTOR OF PLANNING

\_\_\_\_\_  
DATE

\_\_\_\_\_  
VDOT AGENT

\_\_\_\_\_  
DATE



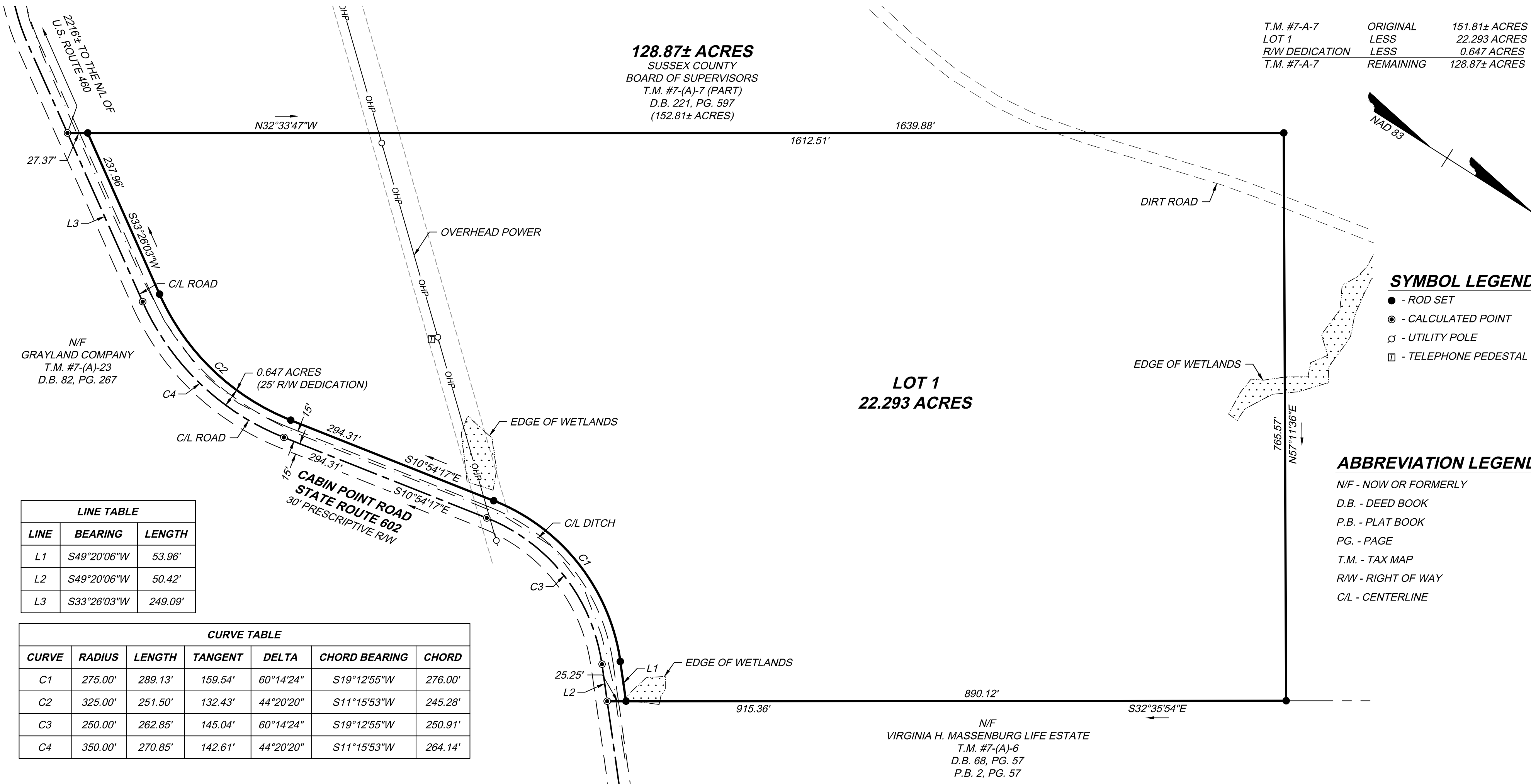
VICINITY MAP SCALE 1"=2000'

T.M. #7-A-7	ORIGINAL	151.81± ACRES
LOT 1	LESS	22.293 ACRES
R/W DEDICATION	LESS	0.647 ACRES
T.M. #7-A-7	REMAINING	128.87± ACRES

**128.87± ACRES**

SUSSEX COUNTY  
BOARD OF SUPERVISORS  
T.M. #7-(A)-7 (PART)  
D.B. 221, PG. 597  
(152.81± ACRES)

**LOT 1  
22.293 ACRES**



**SYMBOL LEGEND**

- - ROD SET
- ⊙ - CALCULATED POINT
- ⊕ - UTILITY POLE
- ⊞ - TELEPHONE PEDESTAL

**ABBREVIATION LEGEND**

- N/F - NOW OR FORMERLY
- D.B. - DEED BOOK
- P.B. - PLAT BOOK
- PG. - PAGE
- T.M. - TAX MAP
- R/W - RIGHT OF WAY
- C/L - CENTERLINE

LINE	BEARING	LENGTH
L1	S49°20'06"W	53.96'
L2	S49°20'06"W	50.42'
L3	S33°26'03"W	249.09'

CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C1	275.00'	289.13'	159.54'	60°14'24"	S19°12'55"W	276.00'
C2	325.00'	251.50'	132.43'	44°20'20"	S11°15'53"W	245.28'
C3	250.00'	262.85'	145.04'	60°14'24"	S19°12'55"W	250.91'
C4	350.00'	270.85'	142.61'	44°20'20"	S11°15'53"W	264.14'

**SOURCE OF TITLE**

T.M. #7-A-7  
The property embraced within the limits of this subdivision was conveyed to Board of Supervisors of the County of Sussex, Virginia by deed dated June 19, 2006 recorded June 23, 2006 in Deed Book 221, Page 597 in the Clerk's Office of the Circuit Court of Sussex County, Virginia.

**SURVEYOR'S CERTIFICATE**

I hereby certify that to the best of my knowledge and belief, all of the requirements of the Board of Supervisors and Ordinances of the County of Sussex, Virginia, regarding the platting of subdivisions within the County have been complied with.  
Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

W. M. Naulty L.S., No. 2067

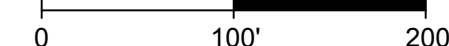
\_\_\_\_\_  
Date

W. M. Naulty L.S., No. 2067

N/F  
VIRGINIA H. MASSENBURG LIFE ESTATE  
T.M. #7-(A)-6  
D.B. 68, PG. 57  
P.B. 2, PG. 57



SCALE 1"=100'



**CABIN POINT INDUSTRIAL PARK**  
WAVERLY DISTRICT  
SUSSEX COUNTY, VIRGINIA

DATE: October 26, 2020	SCALE: 1"=100'
SHEET 1 OF 1	J.N.:46339-903
DRAWN BY: J. Livingston	CHECK BY: W.M. Naulty

THIS DRAWING PREPARED AT THE  
**TIMMONS GROUP**  
 4701 Owens Way, Suite 900 | Prince George, VA 23875  
 TEL 804.541.6600 FAX 804.458.1511 www.timmons.com  
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 Site Development | Residential | Infrastructure | Technology

## Shilton Ricks Butts

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**From:** Richard Douglas  
**Sent:** Wednesday, November 9, 2022 5:03 PM  
**To:** Shilton Ricks Butts  
**Subject:** FW: Moving Forward  
**Attachments:** Gro52 from Sussex County - FINAL 11.16.20.docx; Gro52 - signed settlement statement.pdf; Gro52 - Purchase Agreement - Sussex County Final 09.04.20.pdf; Revised Gro52 Cabin Point subdivision plat 10.26.20 draft.pdf

Please include this email, purchase agreement pdf and subdivision pdf in agenda packet

**From:** Jeff Gore [mailto:Jeff@heftywiley.com]  
**Sent:** Thursday, October 27, 2022 12:41 PM  
**To:** Richard Douglas <rdouglas@sussexcountyva.gov>; David Conmy <dconmy@sussexcountyva.gov>  
**Cc:** Kelly Moore <kmoore@sussexcountyva.gov>; Shilton Ricks Butts <sricks@sussexcountyva.gov>; Danielle Powell <Danielle@heftywiley.com>  
**Subject:** RE: Moving Forward

**CAUTION:** This email originated from outside of the organization. Do not follow guidance, click links, or open attachments unless you know the content is safe.

Here's my recommendations for next steps.

1. Have the Board consider/approve moving forward with the repurchase at the Nov. 17 meeting
2. If the board approves it, then Richard or David send a letter to Groh52 informing them that the County is going to exercise the buy back option in Section 1.8 of the sale and purchase agreement (contact info in the attached contract page 12) I'd follow up with a call to make sure they receive it.) Looks like the final purchase price was \$44,586.00. so the county can buy it back for that minus transaction expenses.
3. Conduct due diligence on the property if needed. At least walk the property. Don't know if we need to do any soils test of engineering, if we're certain they didn't do any activity on it).
4. We can get Groh 52 to approve a right of entry for inspection purposes if we want to do a detailed inspection
5. Order a title search
6. Once we have done all that, and received the title binder, I can assist with preparing the settlement statement and deed – and will work with Groh 52's attorney. I think the attorney they used before may have died, so they may have to line up someone else.
7. \*In the meantime, can someone at the county please send me a copy of the executed sales agreement, as well as a copy of the recorded deed and plat. I don't have those and I'll need them to prepare the transaction documents.
8. I'd hope all that can be done so that closing can occur by the end of the year.

We can set up a call to go through this if you want.

Here's the info listed on the SCC website for Gro52. <https://cis.scc.virginia.gov/EntitySearch/BusinessInformation?businessId=11021384&source=FromEntityResult&isSeries%20=%20false>

Thanks,

Jeff

Jeffrey S. Gore  
100 West Franklin St., Suite 300  
Richmond, Virginia 23220  
804.780.3143 (office)  
804.212.9473 (mobile)



This e-mail and any attachments may contain confidential and/or protected legal information, communications protected by the attorney/client privilege, items or information protected by the attorney work product doctrine, information related to pending litigation or prepared in anticipation of litigation, and/or confidential settlement negotiations. The receipt of such information or items by any unauthorized person does not constitute a waiver of those privileges.

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