

**Sussex County Board of Supervisors Meeting**  
**Thursday, September 15, 2016 - 7pm**  
**General District Courtroom - Sussex Judicial Center**  
**15098 Courthouse Road, Sussex VA 23884**

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**1. Commencement**

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

**2. Approval of Consent Agenda**

- 2.01 Minutes of August 18, 2016 meetings
- 2.02 Approval of Warrants and Vouchers
- 2.03 Accept & Appropriate Funds: \$1,999.00 for Animal Control Expenses
- 2.04 Accept & Appropriate Funds: \$40.00 VACO Registration
- 2.05 Accept & Appropriate Funds: \$3,164.92 Insurance Reimbursement

**3. Recognition/Awards - none**

**4. Public Hearing**

- 4.01 Conditional Use Permit #2016-03, Virginia Solar LLC on behalf of Sappony Solar, LLC
  - Public Comment
  - Board Comment
- 4.02 Ordinance No. 2016-05, Vacation of the South Street Right-of-Way
  - Public Comment
  - Board Comment
- 4.03 Return to Open Session
- 4.04 Action on Public Hearing Items

**5. Appointments**

- 5.01 Appointment to Industrial Development Authority Board of Directors

**6. Action Items**

- 6.01 2016 Board Priorities
- 6.02 VDOT - Courthouse Road Resolution
- 6.03 Personnel Committee Recommendation
- 6.04 Finance Committee Recommendation
- 6.05 Improvement Association's Request for Office Space

**7. Report of Departments**

- 7.01 Atlantic Waste Disposal Update, Jason Williams, Senior District Director

- 7.02 Treasurer's Report – *information only*
- 7.03 Blackwater Regional Library Board Report – *information only*
- 7.04 Animal Control/Public Safety Monthly Report – *information only*
- 7.05 Environmental Inspections Monthly Report - – *information only*
- 7.06 Board Report – NACo Annual Conference

**8. Citizens Comments (9pm)**

**9. Unfinished Business**

- 9.01 Housing Programs Update/Action
- 9.02 Meal Tax Discussion
- 9.03 Recommendation of \$5,000 Allocation to Virginia's Gateway Region
- 9.04 Request for Waiver of Fees - The Improvement Association
- 9.05 Courts Request for Carpet Replacement
- 9.06 Planning Commission Appointments

**10. New Business**

- 10.01 Wakefield and Waverly Dumpsters
- 10.02 Request for Donation of Land to Local Resident
- 10.03 Consulting Forestry Information (Atlantic Waste Disposal)

**11. Board Members Comments**

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

**12. Closed Session**

- 12.01 Convene into Closed Session
- 12.02 Reconvene to Open Session
- 12.03 Certification
- 12.04 Action(s) Resulting from Closed Session

**13. Adjournment**

- 13.01 Recess/Adjournment
- 13.02 Next Regular Meeting, Thursday, October 20, 2016

**At a Special Meeting of the Sussex County Board of Supervisors  
Held in the General District Courtroom on  
Thursday, August 18, 2016 at 5 pm**

**BOARD MEMBERS PRESENT**

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

**STAFF PRESENT:**

Deborah A. Davis, County Administrator  
Vandy V. Jones, III, Deputy County Administrator  
John P. Woodley, County Attorney  
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk to the Board  
Deste J. Cox, Deputy Treasurer  
Andre M. Greene, Director of Community Development  
Kelly Moore, Accounts Payable Clerk  
Valarie Patterson Ricks, Lieutenant  
Eddie T. Vick, Public Safety Coordinator  
Monica J. Whitney, Permits Technician

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

The August 18, 2016 meeting of the Special Meeting of the Sussex County Board of Supervisors was called to order by Chairman Blowe.

**2. The Invocation**

The Invocation was offered by Chairman Blowe.

**3. The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**4. Agenda Amendments**

Chairman Blowe added Citizens Comments to the agenda.

**5. Approval of Agenda**

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the August 18, 2016 special meeting agenda adding Citizens' Comments to the agenda.  
Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Tyler  
Voting nay: none  
Absent during vote: Supervisor Stringfield

## **6. Closed Session**

Supervisor Fly made the motion, seconded by Supervisor Seward to enter closed session to seek legal consultation from the county attorney regarding the radio communication system. Chairman Blowe questioned whether the Board could enter Closed Session. County Attorney Woodley clarified that as long the closed session item was regarding the item on the agenda, the Board could enter Closed Session.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session to seek legal consultation from county attorney regarding the radio communication system.

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

## **7. Return to Open Session/Certification**

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

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

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

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

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

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Tyler  
Voting nay: none

Absent during vote: Supervisor Stringfield

## **8. Communication System Discussion/Status**

Mr. Eddie T. Vick, Public Safety Coordinator, provided brief background information and an update of the radio communication system.

Mr. Vick advised that in 2011, the County was notified that the backbone of the current system was obsolete. The manufacturer no longer supported the system. Parts were no longer available. The Board approved staff to contract with Federal Engineering (FE) to conduct studies to determine what the best possible solution to address the radio communication system needed. Two (2) studies were conducted by Federal Engineering (FE) – the Department of Corrections (DOC) system and the STARS system (Virginia State Police).

The Board approved the County staff to pursue the DOC system. Since DOC had already procured the system, the County could just “build out” its capability for the County’s use.

There was discussion by the Board in reference to the selection of the DOC system versus the STARS system (Virginia State Police). Mr. Richard Martin, Federal Engineering, basically advised that one system had more capacity and coverage. Mr. Vick also advised that no other jurisdiction was on the STARS system at the time, although one (1) had just joined recently. Mr. Vick stated that the system required P25, Phase II; the STARS system wasn’t Phase II at the time.

Mr. Vick stated that the Board requested the County to look at the STARS system again. He stated that it would cost the County \$10,000.00 more to look at it a second time and take several months.

Members of the Board were concerned with why the County was being charged an additional \$10,000.00 for a project that was already being worked on by Federal Engineering as consultants. Mr. Martin advised that he could not state any specifics because he didn’t have documentation; however, Federal Engineering did study the STARS system again to see if they could make it work. He stated that the state didn’t want to move forward with this project. There was no frequency to build out the system. The system was a process of a slow upgrade. It also did not offer any autonomy for the County.

Task Order 3 allowed Federal Engineering to begin the process of developing the County’s specification and procurement strategies and negotiation of the best and final offer (BAFO) contract with the Harris Corporation. (Harris Corporation is the radio vendor for the DOC system.) Federal Engineering negotiated with the Harris Corporation on the County’s behalf.

Mr. Vick stated that after receiving the BAFO from Harris Corporation in December 2014, he found some discrepancies. One of the discrepancies was there were more radios than the actual number used. There were fifty (50) additional radios and a different model used. Old data from 2003 had been used in the BAFO. There were also several items that were

not included that needed to be addressed before the funding was approved by the Board. Mr. Vick stated that a memo was sent to the County Administrator and Mr. T. Robertson Blount, the Finance Director at the time, with the updated information. (The discrepancies are noted in a memo included in the Board packet.)

Mr. Vick stated that the Finance Department couldn't find any the documentation where there had been any money appropriated for Task Order 3. The County Administrator signed the order and returned it to Federal Engineering to begin the work. Since the money was appropriated, the invoices from Federal Engineering were being paid from the \$2,000,000.00 that was set aside for the radio system project in the FY2014/2015 budget. This condition created a shortfall of \$100,000.00.

There was concern from the Board of when the County was notified of the cost of the towers. (Mr. Vick advised that Harris Corporation was responsible for overseeing the structural analysis of the tower.) Mr. Greg Strader of Harris Corporation stated that Harris Corporation received the report dated April 29, 2016 from the engineering firm. He stated that it was at this point, the findings were discussed with Mr. Vick to see if the County wanted to take the next step to look at doing a modification design—what would it take to strengthen the tower. Mr. Strader stated that they were given clearance to talk to the engineering firm on a strengthening design. Mr. Strader received the Modification Design Report from the Engineering firm June 2, 2016. The report was taken to a tower company. The tower company advised that the modification design the engineering firm provided could not be done. Mr. Strader stated that it is recommended to build a new tower. He stated the estimated cost for a Self-Supporting tower would cost approximately \$325,000.00; a Guyed Tower would cost approximately \$200,000.00.

In summary, Mr. Vick stated that work will continue to be done at the other sites. Mr. Vick estimates that this project will take about six (6) months. Mr. Vick stated that the current radio system is failing. He should be able to provide a close cost in a couple of days. He advised that money has been spent. A lot of the equipment is in the warehouse. There are a couple items that hasn't been done.

Mr. Vick wanted to go on record stating “we’ve already gone way pass, overdue on what is need to do here. I encourage you not to do this. Because there is no Plan B. There is no way to overcome this. There are no more parts; there is no more fixing to this system than we have”.

*The Radio Communication System background information is included in the Board packet for the August 18, 2016 regular Board of Supervisors meeting.*

*Mr. Stringfield entered at 6:40 p.m.*

## **9. Citizens' Comments**

Comments were heard from Milton Moore (Wakefield District) regarding letting the old tower pay for the new tower instead of tearing down the old tower.

**10. Adjournment**

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby adjourned the August 18, 2016 Special Meeting of the Board of Supervisors at 6:55 p.m.

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

Voting nay: none

**At a Regular Meeting of the Sussex County Board of Supervisors  
Held in the General District Courtroom on  
Thursday, August 18, 2016 at 7 pm**

**BOARD MEMBERS PRESENT**

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

**STAFF PRESENT:**

Deborah A. Davis, County Administrator  
Vandy V. Jones, III, Deputy County Administrator  
John P. Woodley, County Attorney  
John Broderick, School Board's Director of Finance  
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk to the Board  
Deste J. Cox, Deputy Treasurer  
Andre M. Greene, Director of Community Development  
Kelly Moore, Accounts Payable Clerk  
Valarie Patterson Ricks, Lieutenant  
Marquitta Shaw, Housing Assistant  
Eddie T. Vick, Public Safety Coordinator  
Gary Williams, Circuit Court Clerk  
Onnie L. Woodruff, Treasurer  
Monica J. Whitney, Permits Technician  
Faye Yelverton, General District Court Clerk

**1. Commencement**

**1.01 Call to Order/Determine Quorum**

The August 18, 2016 meeting of the Sussex County Board of Supervisors was called to order by Chairman Blowe.

**1.02 The Invocation**

The Invocation was offered by Supervisor Tyler.

**1.03 The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**1.04 Agenda Amendments**



Supervisor Fly requested to move July 21, 2016 minutes from under the consent agenda, and place under Action Items as 6.0 to amend the July 21, 2016 minutes.

County Administrator Davis added the following under Action Items as: (1) 6.12 Release of Liability and Utility Easement for New Trailer at Atlantic Waste Disposal; (2) 6.13 Request for School Budget Re-Appropriation; and, (3) as 6.14 Request for Waiver of Building Permits.

Vice Chair Seward requested to add under Action Items as 6.15 the \$25,000.00 received from Atlantic Waste Disposal, Inc. be allocated to the 132 Fund (Landfill Reserve Fund).

### 1.05 Approval of Regular Agenda

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the August 18, 2016 regular agenda, inclusive of moving the July 21, 2016 minutes from the under the consent agenda and placing under Actions Items as 6.0 to amend the minutes; also adding under the Action Items as (1) 6.12 Release of Liability and Utility Easement for New Trailer at Atlantic Waste Disposal; (2) 6.13 Request for School Budget Re-Appropriation; (3) as 6.14 Request for Waiver of Building Permits; and, (4) as 6.15, the allocation of the \$25,000.00 received from Atlantic Waste Disposal, Inc. to the 132 Fund (Landfill Reserve Fund).

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

Voting nay: none

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

*Chairman Blowe reminded members that the July 21, 2016 Board of Supervisors meeting minutes were removed from the Consent Agenda and placed under Action Items for amendment.*

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the consent agenda inclusive of the following: (a) Approval of Warrants and Vouchers, (b); Budget Appropriations, \$14,510.76 General Registrar; (c) Acceptance and Appropriation of Department of Criminal Justice Services Victim Witness Grant #17-T9574VG15, \$78,025.00; (d) Recognition of September as Hunger Action Month; (e) Recognition of September as National Suicide Awareness Month; and, (f) Recognition of September as National Disaster Preparedness Month.;

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

Voting nay: none

*Chairman Blowe reminded Board members and citizens that September is National Suicide Awareness and National Disaster Month.*

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

### 3.01 Recognition of Award to Stony Creek Volunteer Rescue Squad

County Administrator Davis reported that Mr. Steve White and his wife, Carolyn, were both nominated to receive the Old Dominion Emergency Medical Services Alliance's (ODEMSA) 2016 Regional Award for Outstanding EMS Provider. The ODEMSA regional award is a reflection of how much Mr. & Mrs. Steve White's action are valued in the Central Virginia EMS System. The Award is also a small token of appreciation for all that Mr. & Mrs. White do to enhance prehospital patient care in the Old Dominion EMS Alliance (ODEMSA) region.

The ODEMSA Regional Awards were presented to Mr. & Mrs. White on August 6, 2016 at the Annual ODEMSA Picnic at the Metro Richmond Zoo in Chesterfield County.

Sussex County applauds the Stony Creek Volunteer Rescue Squad and Mr. & Mrs. White for all the work they have done and their efforts in the community.

*Chairman Blowe acknowledged and recognized Vice Chair Seward for being appointed to the Environment and Agriculture Steering Committee.*

#### **4. Public Hearings - none**

#### **5. Appointments**

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

County Administrator Davis stated there is still a vacancy on the Industrial Development Authority Board of Directors due to Mr. Bruce Spencer not desiring to serve again. An appointment is needed to fill the term to expire May 15, 2017.

County Administrator Davis advised that this appointment was not district specific.

Supervisor Futrell stated that he would contact his nominee for confirmation.

This item was tabled until the September 15, 2016 Board of Supervisors meeting.

#### **6. Action Items**

##### 6.00 July 21, 2016 Meeting Minutes

County Administrator Davis advised that at the July 21, 2016 meeting Vice Chair Seward had done some research and had requested some amendments to the conditions for the Conditional Use Permit Application #2016-02, Christopher A. Harris, applicant, which were approved by the Board. County Administrator Davis advised that the minutes needed to be amended to include the approved conditions.

Supervisor Fly advised that at the July 21, 2016 Board meeting, he had requested the Board to allocate \$10,000.00 to the Courthouse Fire Department (an annual expense) for their

operational fund to be taken from the Reserve Funding. The motion for this allocation was made by Supervisor Fly, seconded by Supervisor Futrell which passed with Supervisors Blowe, Fly, Futrell and Seward voting aye. Supervisors Stringfield and Tyler were absent. He advised that when the Board returned from Closed Session at the July 21, 2016 Board meeting to take action on the Closed Session item, it was requested by Ms. Carol White, Sussex County's Financial Consultant, that the funding be taken from the Contingency Fund instead of the Reserve Fund. The motion was made by Supervisor Fly, seconded by Supervisor Futrell. However, the recorder was not recording, the motion was not reflected in the minutes.

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the amended July 21, 2016 Meeting minutes to note that the funding for the \$10,000.00 to the Courthouse Fire Department (an annual expense) should be taken from the Contingency Fund instead of the Reserve Fund; and

FURTHER RESOLVED that the following amendments requested that were approved be added: to the conditions for the Conditional Use Permit Application #2016-02, Christopher A. Harris, applicant:

1. If required, the applicant shall secure and maintain a kennel permit from the County each year the facility is in operation.
2. The conditional use permit shall not be transferable or assignable.
3. All outstanding issues noted by the animal control office must be completed prior to operation.
4. The conditional use permit is for a dog boarding facility only. Any use other than a dog boarding operation is not allowed and requires approval from the Board of Supervisors.
5. The applicant shall adhere to all local and state regulations regarding the siting and operation of a dog boarding facility.
6. No more than 20 dogs will be kept at the proposed facility at any given time.

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

Voting nay: none

#### 6.01 Presentation and Acceptance of Virginia Department of Forestry Funds

Mr. Dennis Gaston, Department of Forestry, gave a brief presentation,

Mr. Gaston stated that the Department of Forestry has the Big Woods state forest range which is approximately 2,000 acres. Mr. Gaston stated that state forests are managed to be perpetually sustainable as an example to private landowners. The State Forest is self-supporting. Ninety-five percent (95%) of the State Forest budget is from timber sale. The state is exempt from real estate taxes, so in lieu of real estate taxes the Department of Forestry normally shares with the County, twenty-five percent (25%) of their gross proceeds from timber cut in Sussex County for the last fiscal year. There was one (1) successful timber sale this last fiscal year. Sussex County's share of the sale is \$21,880.50. Mr. Gaston presented check to the Treasurer.

## 6.02 Crater Regional Workforce Development Board Update, Martha Dodd-Slippy

Ms. Martha Dodd-Slippy, Chair of the Crater Regional Workforce Development Board, introduced Mr. L. C. Sullivan, Executive Director Crater Regional Workforce Development Group.

Ms. Dodd-Slippy provided a brief overview to explain the new mandates of the Workforce Innovation and Opportunity Act (WIOA) and the increased partnership between County Boards of Supervisors and City Councils and the Workforce Development Board.

Ms. Dodd-Slippy advised that there is a new WIOA Board and reviewed the members.

She advised that each Board member will be on at least one (1) committee; some may be on two (2) committees.

At least one (1) Chief Local Elected Official (CLEO) and one (1) alternate from Sussex County are needed to attend the WIOA Board meetings. The WIOA Board will meet with the CLEOs at least twice a year. She anticipates that it will be on a fifth (5<sup>th</sup>) Thursday.

The functions of the CLEOs are: applies for Local Workforce Development Area (LWDA) designation; develops CLEO consortium agreement among jurisdictions; appoints the local Workforce Development Board; serves as grant recipient for Local Workforce Development Area funding; assumes liability for the funds; and, designates fiscal agent.

Handouts were provided to the Board of the different services to employers and work-based training offered through Crater Regional Workforce programs.

## 6.03 General District Court Requests

Mr. Vandy V. Jones, III, Deputy County Administrator, presented the Board with two (2) requests from Ms. Faye Yelverton, Clerk of the General District Court and Juvenile and Domestic Relations District Court.

The first request is the replacement of carpeting in the general district court. It was reported that the carpet is worn and stained. The stains are from adhesive seeping up into the carpet. Cleaning has not be able to remove the stains. The Clerk of the General District Court has stated that she and the former Clerk have visited various carpet companies over the last couple of years and have approved the carpet choices that represent the three (3) estimates that have been received. The lowest estimate is \$8,700.00.

Ms. Yelverton stated that the former Clerk stated that there was an approval for the carpet previously. However, Deputy County Administrator Jones stated that there were no documentation found of this approval.

The question was asked were there tears in the carpet. Ms. Yelverton stated that there were tears in the carpet.

Copies of Ms. Yelverton's letter of request and the three (3) estimates are provided in the Board packet.

Deputy County Administrator Jones stated the second request is for shredding services to purge backlog of dated documents in the General District Court. The State Supreme Court and Auditors have noted the need for the General District Court to expunge the dated documents. The cost of the shredding services will be \$1,270.00.

It has been requested that funds be allocated from the Contingency Fund to cover these items.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the funding for the replacement of the carpet in the General District Court; and,

FURTHER RESOLVED that the funding will be delayed to be placed in the Fiscal Year 2017/2018 budget.

Voting aye: Supervisors Fly, Seward, Stringfield

Voting nay: Supervisors Blowe, Futrell, Tyler

Motion was tied. Mr. Bill Collins, Tiebreaker, was called to the floor for tiebreaker vote.

Mr. Collins voted no. The motion failed.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the appropriation of \$8,700.00 for the replacement of the carpet in the General District Court.

Voting aye: Supervisors Blowe, Futrell

Voting nay: Supervisors Fly, Seward, Stringfield

Abstained: Supervisor Tyler

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the appropriation of \$1,270.00 from the Contingency Fund for shredding services for the General District Court Clerk's Office.

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

Voting nay: none

Supervisor Fly made motion for a ten (10) minute recess, seconded by Supervisor Seward. Motion was rescinded.

#### 6.04 Emergency Operations Plan Update

Mr. Eddie Vick, Public Safety Coordinator, prepared draft revisions of the Sussex County Emergency Operations Plan (EOP). A CD of the draft revisions was provided to Board members for review. No paper copies were issued because it was a large document of 800+ pages.

Mr. Vick provided an overview of some of the changes/updates in the EOP. Some of the changes include the shelter locations. Previously the schools were used for shelter location; however, the schools are no longer used. Mr. Vick stated that Ms. Chequila Fields, Director of Social Services, is in charge of the shelters. He and Ms. Fields discussed convenience centers versus shelters. Sussex Central High School is the County's main shelter location.

Mr. Vick stated that the remainder of EOP basically stayed the same. He advised that Board that EOPs have to be updated every four (4) years.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts and approves the Emergency Operations Plan Update.

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

Voting nay: none

Absent during vote: Supervisor Fly

#### 6.05 Results of RFP #2016-02, General Reassessment Services

County Administrator Davis stated that the Board authorize staff to advertise for Request for Proposals for General Reassessment Services #2016-02 – General Reassessment Services). The Committee consisted of Keith Blowe, Chairman of the Board of the Supervisors, Deborah Davis, County Administrator, Mr. Vandy Jones, Deputy County Administration, and Ellen Boone, the Commissioner of the Revenue.

Staff received two (2) responses. Proposals were received from, Pearson's Appraisal Services, Inc. of Richmond VA and Wampler Eanes Appraisal Group of Daleville VA. Wampler Eanes price is \$13.95/acre. Their overall score was 98. Pearson Appraisal Services, Inc. price is \$15.49/acre. Their overall score was 115.

The Committee recommends Pearson's Appraisal Service based on experience, familiarity with Sussex County and the additional fee of \$10.00 mobile homes, each with digital photo required by Wampler Eanes.

ON MOTON OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes and approves the transfer and appropriate funds from the general fund to a line item under the Commissioner of the Revenue, in the amount of \$150,000.00; and

FURTHER RESOLVED that the Sussex County Board of Supervisors hereby accepts the Proposal for General Reassessment Services for Tax Year 2018 from Pearson's Appraisal Services.

Voting aye: Supervisors Blowe, Seward, Stringfield, Tyler

Voting nay: Supervisors Fly, Futrell

6.06 Results of RFP #2016-03, Emergency Medical Services

Mr. Vick, Public Safety Coordinator, reported that Requests for Proposal (RFP) were advertised for Emergency Medical Services. Staff received four (4) responses to RFP. Responses were received from: (1) American Medical Response, (2) Life Care Medical Transport, (3) LifeStar Ambulance Services, and (4) Medical Transport, LLC (MTI).

Mr. Vick provided a breakdown of cost for each emergency medical service provider.

American Medical Response	\$85.00-\$95.00/hour	Overtime-rate not given
Life Care Medical Transport	\$59.90/hour	Overtime \$89.85/hour
LifeStar Ambulance Services	\$48.00/hour	No Overtime rate
Medical Transport, LLC (MTI)	\$52.61/hour	No Overtime rate

Based on responses received, the lowest responsible bidder is LifeStar Ambulance Services.

The County currently has three (3) contracts. Each contract has a different date. Mr. Vick stated that the County had to submit to them the start dates in writing which will be approximately October 1. This will allow the new provider time to prepare.

Mr. Vick stated that the contract will increase the budget by approximately \$89,000.00 should the County award LifeStar Ambulance Services. The contract will mirror what the County is already doing. If any there are any add-ons, it will done at the same rate.

There was also some discussion regarding billing. Mr. Vick stated that the medical providers have to make every attempt to collect the data so that rescue squads can collect money. Mr. Vick stated that ways to see how revenue share can be done to reduce cost are being discussed.

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

ON MOTION SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts LifeStar Ambulance Services' bid of \$48.00 per hour with no overtime rate as the Emergency Medical Service provider for Sussex County.

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

Voting nay: none

6.07 Purchase of Self Contained Breathing Apparatus Request

Mr. Eddie T. Vick, Public Safety Coordinator, reported that each day firefighters enter into many dangerous environments which include smoke filled structure, hazardous materials scenes and other immediately dangerous to life and health (IDLH) atmospheres.

Mr. Vick reported that the Self Contained Breathing Apparatus (SCBA) used by the County fire departments are outdated. Most of the SCBA bottles (140 in the system) are already out of compliance (15 years life cycle) and must be replaced. The replacement cost for each bottle is approximately \$915.00 each. He stated even if the current bottles were replaced, the apparatus is still outdated.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the use of the \$440,000.00 for the purchase of fire trucks to be used towards the purchase of new Self Contained Breathing Apparatus and spare bottles for all of the County departments; and from the fire truck escrow account

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

Voting nay: Supervisor Fly

#### 6.08 Radio System Update/Contingency Data

*The radio system update/contingency data was discussed at the previously held Special Meeting held August 18, 2016 at 5:00 p.m. A more detailed report is included in the Board packet.*

Mr. Eddie T. Vick, Public Safety Coordinator, stated that the Board needs to decide which tower is preferred, the Self Supporting Tower (\$325,000.00) or the Guyed Tower (\$200,000.00). A tower will be needed that will hold the communication equipment. Mr. Vick does not want to stop or slow down the project. The goal is December 2016.

Mr. Vick will provide a more realistic cost in next couple of days. Mr. Vick stated that at this point the County has a contract which defines what's going to happen and what the County pays for. The only outstanding items are hardware (\$366,460.15) and the acceptance (\$183,230.07). A copy of spreadsheet with breakdown of invoices are included in the Board packet.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves moving forward with the Guyed Tower (\$200,000.00).

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

Voting nay: none

#### 6.09 Lottery for Localities

County Administrator Davis reported that staff received an email and documentation from The Honorable Greg Eanes, Mayor of the Town of Crewe. Mayor Eanes submitted a copy of a formal request from the elected leadership of the Nottoway County communities to their legislators requesting a change in the current Virginia state law to allow a five percent (5%) return of lottery sales to Virginia localities. This plan, as proposed, will not take away money from the school systems.



The request is urging county administration, local town and city councils and County Board of Supervisors to go on record in support, by contacting the state representatives and by urging the Virginia Municipal League and Virginia Association of County to make it a part of their 2017 legislative agenda.

Staff contacted the Virginia Lottery and requested sales data for the past several years. The data below was provided by Ms. Amy Roper, Policy, Process and Legal Document Administrator for the Virginia Lottery.

Sussex County Central Region (1) Lottery Sales

<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
\$6,032,486	\$5,789,635	\$6,180,473	\$6,531,311
<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	
\$7,038,589	\$5,978,544	\$6,667,926	

(A copy of the email and well as a letter to legislators is included in the Board packet.)

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the county administrator to move forward to submit letter to legislators to be included in the 2017 legislative agenda to allow a five percent (5%) return of lottery sales to Virginia localities.

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

Voting nay: none

6.10 Request to Transfer Housing Office Responsibilities to State of Virginia

Supervisor Fly reported that at the July 21, 2016 Board meeting, Ms. Fairburn, Director of Housing Choice Vouchers (HCV), gave a presentation on overview of the Section 8 Housing Program. In the presentation, Ms. Fairburn shared information that some smaller localities, as well as some larger localities including Isle of Wight, were transferring their Section 8 Housing Program back to the State. He stated that Ms. Fairburn stated that Sussex County could transfer their Section 8 Housing Program as well. The citizens/participants would have the same services—instead of services being paid by Sussex County, services would be provided by the State of Virginia.

Supervisor Fly stated that it was his understanding that all of Sussex County's participants in the Section 8 Housing Program would be transferred to the Franklin's Section 8 Housing Program. Information would need to be provided by September 2016.

Supervisor Fly requested that this item be tabled until the September 15, 2016 Board of Supervisors meeting to allow staff to see what impact it would have on the County as far as what the County would lose, have to pay out, etc. He had initially done his calculations based on three (3) employees instead of the two (2) employees the Housing Department actually has.

After discussion, it was decided that the Personnel Committee will hold a meeting on this item and provide a recommendation at the September 15, 2016 Board of Supervisors meeting.

#### 6.11 Building at Animal Shelter

Supervisor Futrell stated that the building at the animal shelter is too good to not to use. The roof needs repair; however, he feels it's worth repairing. He stated that the building could be used for Animal Control. Futrell stated that the County could save money if someone was hired to do oil changes, tire rotation, brakes and other light work in lieu of sending work out. A motor pool could be created.

During the discussions, it was stated there wasn't any written agreement between the County and the School Board.

It was also stated that the when the school's garage was built, it was to service the county vehicles as well as the school system vehicles; however, servicing of the county's vehicles did not occur.

County Administration was tasked with scheduling a meeting with the School Board to discuss the sharing of school's garage to provide/share services of the County's vehicles.

#### 6.12 Release of Liability & Utility Easement of New Trailer at Atlantic Waste Disposal, Inc.

County Administrator Davis shared that the County received a request from Atlantic Waste Disposal, Inc. for a Release of Liability & Utility Easement.

Atlantic Waste Disposal, Inc. has placed another trailer at the landfill to house some of their staff. In order to complete the process, Prince George Electric Cooperative is requiring a release of liability and utility easement.

Copies of the Release of Liability & Utility Easement were provided to the Board members.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the county administrator to execute the Release of Liability & Utility Easement requested from Atlantic Waste Disposal, Inc.

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

Voting nay: none

#### 6.13 Request for School Budget Appropriation

Mr. Broderick, the School Board's Finance Director, reported that the School Board finished the fiscal year 2015/2016 with a balance of \$20,540.48. This remaining balance is the result of a credit the School Board had with the Virginia Retirement System. The

School Board is requesting the County to re-appropriate the entire amount back to the School System. The money will be used to fund capital improvement projects for the school system.

During discussion, it was noted that there is 50/50 Agreement regarding any remaining balance/funds would be divided with the County.

Supervisor Futrell made motion, seconded by Supervisor Stringfield to return the \$20,540.48 back to the school.

Supervisor Fly offered a substitute motion.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves re-appropriating \$10,270.24 to the School Board in accordance with the 50/50 agreement.

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

Voting nay: Supervisor Futrell

#### 6.14 Request for Waiver of Building Permit Fees

County Administrator Davis reported that the Improvement Association is in its beginning stages of constructing a new building in Waverly. A request has been made to waive the building permit fees in the amount of \$792.42.

The county administrator denied the request. The executive director has asked the county administrator to seek the county attorney's opinion and requested this item to be placed on the agenda.

County Attorney Woodley stated that it is unclear as to where the authority lies to waive the building permit fees on a case by case basis. However, the Improvement Association is an organization that receives support from the County which turns this matter into an accounting measure. County Attorney Woodley recommends that the County does not waive the building permit fees, but allocate the additional amount of \$792.42 to the Improvement Association if the Board deems it an appropriate use of the Improvement Association's funding from the County.

Supervisor Fly made the motion to approve the \$792.42 to the Improvement Association for the building permit fees. Supervisor did not receive a second on his motion. Supervisor Fly withdrew his motion.

After discussion, staff was tasked with researching files to see if the County has waived fees for other non-profit [503(C)] organizations.

#### 6.15 Allocation of \$25,000.00 Received from Atlantic Waste Disposal, Inc.

Supervisor Seward requested that \$25,000.00 received from Atlantic Waste Disposal, Inc. for the sale of trees be accepted and appropriated to the 132 Landfill Reserve Account.

After discussion, it was decided by that the Board would table this item until Mr. Woodruff, the Treasurer, gave his report.

The item was returned to the table by motion of Supervisor Fly, seconded by Supervisor Seward with a unanimous vote of aye.

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves allocation of the \$25,000.00 received from Atlantic Waste Disposal, Inc. for the tree sales to the 135 Fund.

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

Voting nay: none

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

7.01 Public Safety Coordinator/Animal Services Report – information only

7.02 Housing Programs – information only

7.03 County Administration Updates – information only

7.04 Treasurer’s Report, Onnie L. Woodruff, Treasurer

Mr. Woodruff, Treasurer, gave a brief overview of the overall budget. (A copy of his report is included in the Board packet.)

Mr. Woodruff stated that he reported at the July 21, 2016 that on a cash basis, the general fund ended with a balance of \$4.8 million dollars for FYE 2016 which an increase of \$82,000 over last year’s balance on June 30, 2015. To better monitor cash flow and also increase the Reserve Fund, Mr. Woodruff recommends that the Board considers appropriating and transferring \$700,000.00 from the General Fund to the RCPF (135 Fund).

It was discussed that the \$166,000.00 balance from the \$400,000.00 in the contingency will pay the current bills for the radio communication system. However, it was advised not to appropriate any more funding for the radio communication system until Request for Proposals have been submitted.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves appropriating and transferring \$700,000.00 from the general fund to the RCPF (135).

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

Voting nay: none

Absent during vote: Supervisor Stringfield

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the

encumbrance of the unexpended capital project balances for FYE 2016 with a budget appropriation for FYE 2017 as follows:

Acct. #100 93100 0305 Trf to MegaSite from Gen Fd Loc Cont.	\$ 67,000
Acct. #100 21400 1225 214 210 GIS System Planning	53,752
Acct. #302 91300 0001 Fire Truck	400,000
Acct. #302 92450 8212 New Radio System Communication	1,166,261
Acct. #302 94400 8212 Renov/Repair Bldg/Clk & Tr & COR	249,317
Acct. #302 94400 8216 Hist. Courthouse Roof Replacement	14,797
Acct. #305 91400 0101 MegaSite Prof. Serv. Tobacco Com. Grant	<u>673,518</u>

TOTAL ENCUMBERED \$2,624,645

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

Voting nay: none

Mr. Woodruff also reported that the Drug and Asset Forfeiture proceeds for Sussex are allocated to the Sheriff and Commonwealth Attorney's Offices under the Drug Forfeiture Fund. Mr. Woodruff stated that there is a standing resolution that authorizes the Treasurer to receipt and appropriate all receipts and beginning balances for Drug and Asset Forfeiture proceeds and Dare Contributions through the fiscal year to allow for proper internal controls, reporting and tracking purposes. The total beginning 2016 fiscal balance for the Drug Fund was \$9,482.85. The total proceeds collected were \$6,955.38 for a total appropriation of \$16,438.23 for the fiscal year.

Mr. Woodruff stated that there were no receipts or beginning balances for the Dare program for FYE 2016; However, there have been some receipts for this fiscal year.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the appropriation of the \$16,438.23 drug forfeiture and DARE proceeds and beginning balances for FYE 2016; and

FURTHER RESOLVED that the Treasurer is authorized to continue appropriating all proceeds and beginning balances for the Drug Forfeiture funds and the Dare funds.

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

Voting nay: none

#### 7.05 Atlantic Waste Disposal, Jason Williams, Senior District Manager

Mr. Jason Williams, Senior District Manager of Atlantic Waste Disposal, gave a brief update on Atlantic Waste Disposal activities.

Mr. Williams stated that Phase I 30-acre capping project was completed in July.

In the Phase II project, all stormwater structures are in place and operational. Gas well drillings are scheduled for late September, early October of this year. This project should be completed at the end of the year 2016.

Phase III capping project design is complete and is currently being reviewed by staff. Construction is scheduled to start in early 2017.

Phase IV capping project which is at the top of the landfill is still anticipated to be completed in 2016.

Atlantic Waste is continuing to improve the gas collection system. New flares have been purchased and are on site. They will be installed in the next thirty (30) days. Mr. Williams reported that thirty-five (35) gas wells have been installed this year. Atlantic Waste is planning to install twenty-four (24) more before the end of the year.

Mr. Williams reported that the Waste Water Treatment Plant is expected to be completed in the second (2<sup>nd</sup>) quarter of 2017.

Mr. Williams stated that the Environmental Research and Education Foundation (EREF) has a website (erefdn.org).

*Supervisor Fly made the motion to table items 7.06, 9.01 through 11.06 until the September 15, 2016 Board of Supervisors meeting and bring item 6.05 back to the floor for discussion. After brief discussion, Supervisor Fly withdrew his motion. Chairman Blowe advised that the motion may be revisited.*

7.06. Board Report – NACo Annual Conference

Tabled until the September 15, 2016 Board of Supervisors meeting.

**8. Citizens' Comments (9:08 pm)**

Comments were heard from:

- Otto Wachsmann (Stony Creek District)
- Susan Moore (Waverly District)
- Milton Moore (Wakefield District)
- Bill Collins (Courthouse District)
- Anne Joyner (Wakefield District)
- Nick Sheffield (Courthouse District)

**9. Unfinished Business**

9.01 Comprehensive Plan Amendment #2016-01, Chapter 9: Land Use & Development and Chapter 10: Plan for the Future (Projected Future Land Use & County-wide Goals

Mr. Andre Greene, Director of Community Development, stated that this item was tabled from the July 21, 2016 Board of Supervisors meeting to give the Board time to review information.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Comprehensive Plan Amendment #2016-01, Chapter 9: Land Use & Development and Chapter 10: Plan for the Future (Projected Future Land Use & County-wide Goals with the understanding the Comprehensive Plan is being updated.

Voting aye: Supervisors Blowe, Futrell, Stringfield, Tyler

Voting nay: Supervisors Fly, Seward

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby table Items 7.06 Board Report – NACo Annual Conference; 9.02 Meals Tax Discussion; 9.03 Planning Commission Membership 9.04 VHDA Memorandum of Understanding, 11.01-11.06 Board Comments; and

FURTHER RESOLVED that the Sussex County Board of Supervisors hereby returns Item 6.15 Allocation of \$25,000.00 received from Atlantic Waste Disposal, Inc. for trees sold back on the floor for Board members to vote.

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

Voting nay: none

9.02 Meals Tax Discussion

Tabled until the September 15, 2016 Board of Supervisors meeting.

9.03 Planning Commission Membership

Tabled until the September 15, 2016 Board of Supervisors meeting.

9.04 VHDA Memorandum of Understanding

Tabled until the September 15, 2016 Board of Supervisors meeting.

**10. New Business – none**

**11. Board Member Comments – tabled until the September 15, 2016 Board meeting.**

11.01 Blackwater District

11.02 Courthouse District

11.03 Henry District

11.04 Stony Creek District

11.05 Wakefield District

11.06 Waverly District

**12. Closed Session** - none

**13. Adjournment**

13.01 Adjournment

Supervisor Fly made the motion to be adjourned, Supervisor Seward seconded the motion. However, the previous motion brought tabled Item 6.15 General Reassessment Services back to floor to be voted upon.

SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the August 18, 2016 meeting of the Sussex County Board of Supervisors is hereby adjourned at 11:30 p.m.

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

Voting nay: none

13.02 Next Meeting

The next Board of Supervisors meeting will be Thursday, September 15, 2016 at 7 p.m. in the General District Courtroom – Judicial Center located at 15098 Courthouse Road, Sussex, VA 23884.



September 15, 2016

## WARRANTS &amp; VOUCHERS SUMMARY

TOTAL ALL WARRANTS FOR APPROVAL	\$944,847.01
TOTAL ALL VOID CHECKS FOR APPROVAL	\$0.00

<u>ACCOUNTS PAYABLE WARRANTS:</u>	<u>CHECK NO.</u>	<u>AMOUNTS</u>	<u>PROCESS DATE</u>
FOR MONTH OF AUGUST 2016			
	204820-204871	S 114,030.61	RUN DATE 8/5/16
	204883-204929	S 79,062.04	RUN DATE 8/12/16
	204930-204994	S 622,782.15	RUN DATE 8/19/16
	204995-204996	S 60.00	RUN DATE 8/26/16
	205008-205036	S 31,345.53	RUN DATE 8/26/16
<b>Total Regular Warrants</b>		<b>\$847,280.33</b>	
PAY DEDUCTION WARRANTS			
	204872-204882	S 48,783.34	RUN DATE 8/16/16
	204997-205007	S 48,783.34	RUN DATE 8/31/16
<b>Total Deduction Warrants:</b>		<b>\$97,566.68</b>	
<b><u>TOTAL VOUCHERS &amp; WARRANTS FOR APPROVAL</u></b>		<b>\$944,847.01</b>	
<b>VOID CHECKS</b>	See attached	\$ -	

# ACCOUNTS PAYABLE CHECKS

\$

100 DOLLARS



Security features  
included.  
Details on back.





P.O. NO.	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACCRL	ACCOUNT NO	NET AMOUNT	CHECK NO	ACH PMT	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
00000 000917	MCHALE MICHAEL	MM 072216	7/22/2016	84.00	4100-021400-1205-242-210	84.00	204846	84.00	Meals	01405 MEALS
DISC. TOTAL						.00				
00000 001470	MCI COMM SERVICE	4342462428 0716	7/17/2016	32.48	4100-061100-1234-613-610	32.48	204847	32.48	Telecommunications	01405 ACCT# 2DG40965
DISC. TOTAL						.00				
00000 000052	MILES B. CARPENTER	FY16/17	7/26/2016	5,000.00	4100-081400-2110-827-810	5,000.00	204848	5,000.00	MBC Museum	01405 FY16/17 ALLOCATION
DISC. TOTAL						.00				
00000 001585	MINOR AND ASSOCIATES, PLL	121510	7/31/2016	3,015.00	4100-021100-1225-211-210	3,015.00	204849	3,015.00	Management Consulting Service	01405 SUSSEX COUNTY
DISC. TOTAL						.00				
00000 000051	MSAG LLC	C312456	6/01/2016	496.67	4100-021500-1255-253-210	496.67	204850	496.67	Maintenance Service Contract	01405 JULY 2016
DISC. TOTAL						.00				
00000 000056	OWEN FORD, INC	F0CS60336	7/26/2016	1,393.66	4100-051100-1265-512-510	1,393.66	204851	1,393.66	Vehicle Maintenance & Repairs	01405 ACCT# 1241
DISC. TOTAL						.00				
00000 000150	PATE DAWSON COMPANY	M48609	7/28/2016	3,340.92	4100-051500-1246-551-510	3,340.92	204852	3,340.92	Food Supplies	01405 ACCT# 91033
DISC. TOTAL						.00				
00000 001246	PHILLIPS TELECOMMUNICATION	18342	3/28/2016	450.00	4100-021200-1234-221-210	450.00	204853	450.00	Telecommunications	01405 SUSSEX COUNTY
DISC. TOTAL						.00				
00000 000061	PRINCE GEORGE ELECTRIC	1421010000 0716	7/27/2016	78.31	4100-021600-1276-263-210	78.31	204854	78.31	Electric	01405 ACCT# 1423010000
DISC. TOTAL						.00				
00000 000061	PROGRESS INDEX	1667000200 0716	7/27/2016	107.72	4100-021200-1276-221-210	107.72	204854	107.72	Electric	01405 ACCT# 1667000200
DISC. TOTAL						.00				
00000 000059	QUALITY UNIFORM CO.	12188	7/22/2016	36.70	4100-051500-1244-551-510	36.70	204857	36.70	Uniform Services	01405 SUSSEX SHERIFF
DISC. TOTAL						.00				
00000 000029	PURCHASE POWER	11448168 0716	7/15/2016	62.44	4100-011100-1231-111-110	62.44	204856	62.44	Postage	01405 #8000-9000-1144-8168
DISC. TOTAL						.00				
00000 000829	PROGRESS INDEX	1667000200 0716	7/27/2016	243.49	4100-021200-1276-221-210	243.49	204854	243.49	Advertising	01405 ACCT# 24532
DISC. TOTAL						.00				
00000 000829	PROGRESS INDEX	1667000200 0716	7/27/2016	304.79	4100-011100-1235-111-110	304.79	204855	304.79	Advertising	01405 ACCT# 24532
DISC. TOTAL						.00				
00000 000829	PROGRESS INDEX	1667000200 0716	7/27/2016	1,209.78	4100-021100-1231-211-210	1,209.78	204856	1,209.78	Postage	01405 #8000-9000-1144-8168
DISC. TOTAL						.00				
00000 000829	PROGRESS INDEX	1667000200 0716	7/27/2016	125.92	4100-021100-1231-211-210	125.92	204856	125.92	Postage	01405 #8000-9000-1144-8168
DISC. TOTAL						.00				
00000 000829	PROGRESS INDEX	1667000200 0716	7/27/2016	527.23	4100-021400-1231-241-210	527.23	204856	527.23	Postage	01405 #8000-9000-1144-8168
DISC. TOTAL						.00				
00000 000829	PROGRESS INDEX	1667000200 0716	7/27/2016	98.33	4100-021400-1231-242-210	98.33	204856	98.33	Postage	01405 #8000-9000-1144-8168
DISC. TOTAL						.00				
00000 000829	PROGRESS INDEX	1667000200 0716	7/27/2016	47	4100-021600-1231-261-210	47	204856	47	Postage	01405 #8000-9000-1144-8168
DISC. TOTAL						.00				
00000 000829	PROGRESS INDEX	1667000200 0716	7/27/2016	1,153.79	4100-061100-1231-611-610	1,153.79	204856	1,153.79	Postage	01405 #8000-9000-1144-8168
DISC. TOTAL						.00				
00000 000829	PROGRESS INDEX	1667000200 0716	7/27/2016	48.02	4100-023100-1231-291-230	48.02	204856	48.02	Postage	01405 #8000-9000-1144-8168
DISC. TOTAL						.00				
00000 000829	PROGRESS INDEX	1667000200 0716	7/27/2016	1,490.19	4100-031100-1231-311-310	1,490.19	204856	1,490.19	Postage	01405 #8000-9000-1144-8168
DISC. TOTAL						.00				
00000 000829	PROGRESS INDEX	1667000200 0716	7/27/2016	301.83	4100-021500-1231-253-210	301.83	204856	301.83	Postage	01405 #8000-9000-1144-8168
DISC. TOTAL						.00				
00000 001508	QUALITY UNIFORM CO.	12188	7/22/2016	36.70	4100-051500-1244-551-510	36.70	204857	36.70	Uniform Services	01405 SUSSEX SHERIFF
DISC. TOTAL						.00				
00000 001508	QUALITY UNIFORM CO.	12189	7/22/2016	38.70	4100-051500-1244-551-510	38.70	204857	38.70	Uniform Services	01405 SUSSEX SHERIFF
DISC. TOTAL						.00				
00000 001508	QUALITY UNIFORM CO.	12190	7/22/2016	114.10	4100-051500-1244-551-510	114.10	204857	114.10	Uniform Services	01405 SUSSEX SHERIFF
DISC. TOTAL						.00				

P.O. NO	VENDOR NO	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACRL	ACCOUNT NO	NET AMOUNT	CHECK NO	ACH PMT	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
00000	001023	RICOH USA, INC	21578667	7/15/2016		4100-051100-1252-512-510	87.18	204858		Equipment Lease/Rental	01405 ACCT# 4719771
00000	001023		5043410951	7/17/2016		4100-051100-1252-512-510	54.11	204858		Equipment Lease/Rental	01405 ACCT# 4719771
00000	001023		5043410951	7/17/2016		4100-051500-1253-551-510	42.12	204858		Equipment Lease/Purchase	01405 ACCT# 4719771
00000	001023		9016988030	7/16/2016		4100-051100-1252-512-510	194.54	204858		Equipment Lease/Rental	01405 ACCT# 4719771
00000	001023		9016988030	7/16/2016		4100-051500-1253-551-510	194.54	204858		Equipment Lease/Purchase	01405 ACCT# 4719771
		DISC. TOTAL		572.49		00 CPA PMT TOTAL	.00			TOTAL	
00000	000068	SADLER BROS OIL CO., INC	342045	6/01/2016		4100-051100-1264-512-510	14.66	204859		Gasoline/Mileage-Non Training	01405 ACCT# 12520019
00000	000068		342054	6/25/2016		4100-051100-1264-512-510	22.97	204859		Gasoline/Mileage-Non Training	01405 ACCT# 12520019
00000	000068		342106	6/13/2016		4100-051100-1264-512-510	11.72	204859		Gasoline/Mileage-Non Training	01405 ACCT# 12520019
00000	000068		342111	6/19/2016		4100-051100-1264-512-510	52.80	204859		Gasoline/Mileage-Non Training	01405 ACCT# 12520019
00000	000068		342113	6/14/2016		4100-051100-1264-512-510	19.54	204859		Gasoline/Mileage-Non Training	01405 ACCT# 12520019
00000	000068		342129	6/30/2016		4100-051100-1264-512-510	55.78	204859		Gasoline/Mileage-Non Training	01405 ACCT# 12520019
		DISC. TOTAL		177.47		00 CPA PMT TOTAL	.00			TOTAL	
00000	000832	SAM'S CLUB DIRECT	001224-01	7/06/2016		4100-051500-1247-551-510	215.40	204860		Janitorial Supplies	01405 ACCT# 0402188473177
00000	000832		0011356	7/07/2016		4100-021200-1247-221-210	882.53	204860		Janitorial Supplies	01405 ACCT# 0402194646154
00000	000832		002437	7/14/2016		4100-021200-1299-221-210	85.38	204860		Miscellaneous Oth./First Aid	01405 ACCT# 0402194646154
00000	000832		003892	7/15/2016		4100-021200-1247-221-210	38.94	204860		Janitorial Supplies	01405 ACCT# 0402194646154
00000	000832		007491	6/29/2016		4100-051500-1247-551-510	114.24	204860		Janitorial Supplies	01405 ACCT# 0402188473177
00000	000832		009697	6/21/2016		4100-051500-1247-551-510	76.99	204860		Janitorial Supplies	01405 ACCT# 0402188473177
		DISC. TOTAL		1,413.48		00 CPA PMT TOTAL	.00			TOTAL	
00000	000081	THACKER HARDWARE	50520	7/15/2016		4100-021200-1272-221-210	14.48	204861		Building Maintenance & Repair	01405 ACCT# 341500
		DISC. TOTAL		14.48		00 CPA PMT TOTAL	.00			TOTAL	
00000	000929	THE IMPROVEMENT	FY16/17	7/26/2016		4100-081300-2110-814-810	64,000.00	204862		The Improvement Assoc	01405 FY16/17 ALLOCATION
		DISC. TOTAL		64,000.00		00 CPA PMT TOTAL	.00			TOTAL	
00000	000080	TRI CITY OFFICE PRODUCTS	0115304-001	7/20/2016		4100-051500-1241-551-510	24.19	204863		Office Supplies	01405 ACCT# SCSD-0
00000	000080		0115319-001	7/21/2016		4100-051500-1241-551-510	129.45	204863		Office Supplies	01405 ACCT# SCSD-0
00000	000080		0115443-001	7/27/2016		4100-051500-1241-551-510	27.78	204863		Office Supplies	01405 ACCT# SCSD-0
00000	000080		0115530-001	8/01/2016		4100-021100-1241-211-210	58.88	204863		Office Supplies	01405 ACCT# SAO-0
		DISC. TOTAL		240.30		00 CPA PMT TOTAL	.00			TOTAL	
00000	000769	VERIZON	0237854482-0716	7/01/2016		4100-061100-1234-613-610	1.54	204864		Telecommunications	01405 ACCT# 000156666892
00000	000769		4342462167-0716	7/22/2016		4100-021600-1234-261-210	115.72	204864		Telecommunications	01405 ACCT# 000837858428
00000	000769		4342462294-0716	7/22/2016		4100-061100-1234-613-610	230.01	204864		Telecommunications	01405 ACCT# 000641808907
00000	000769		4342462347-0716	7/28/2016		4100-041100-1234-411-410	62.52	204864		Telecommunications	01405 ACCT# 000979866056
00000	000769		4342462912-0716	7/22/2016		4100-061100-1234-612-610	43.72	204864		Telecommunications	01405 ACCT# 000777016136
00000	000769		4342466604-0716	7/22/2016		4100-061100-1234-612-610	57.86	204864		Telecommunications	01405 ACCT# 000608006077
00000	000769		4342468326-0716	7/22/2016		4100-061100-1234-612-610	28.82	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468326-0716	7/22/2016		4100-061100-1234-612-610	28.82	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468326-0716	7/22/2016		4100-061100-1234-611-610	61.05	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468326-0716	7/22/2016		4100-021400-1234-242-210	64.96	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468326-0716	7/22/2016		4100-021100-1234-211-210	85.26	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468326-0716	7/22/2016		4100-021400-1234-241-210	64.96	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468326-0716	7/22/2016		4100-021100-1234-211-210	64.96	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468326-0716	7/22/2016		4100-061100-1234-631-630	64.96	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468326-0716	7/22/2016		4100-023100-1234-291-230	64.96	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468326-0716	7/22/2016		4100-061100-1234-631-630	64.96	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468326-0716	7/22/2016		4100-023100-1234-291-230	64.96	204864		Telecommunications	01405 ACCT# 000130840277

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
00000	000769		4342468326	7/22/2016		4100-031100-1234-311-310	21.91	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468326	7/22/2016		4105-071100-1234-711-710	32.75	204864		Telecommunications	01405 ACCT# 000130840277
00000	000769		4342468327	7/22/2016		4100-021500-1234-253-210	56.87	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-051100-1234-516-510	72.52	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-051100-1234-516-510	59.77	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-051100-1234-516-510	59.77	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-021100-1234-211-210	56.87	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-051100-1234-516-510	56.87	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-041100-1234-411-410	56.87	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-061100-1234-611-610	69.15	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-061100-1234-611-610	13.00	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-061100-1234-612-610	13.40	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-061100-1234-611-610	64.90	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-061100-1234-611-610	69.15	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-061100-1234-611-610	13.05	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-021100-1234-211-210	56.87	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-021100-1234-211-210	56.87	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-061100-1234-612-610	64.90	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		4342468327	7/22/2016		4100-061100-1234-612-610	13.40	204864		Telecommunications	01405 ACCT# 000130811997
00000	000769		8045205137	7/28/2016		4100-061100-1234-613-610	63.90	204864		Telecommunications	01405 ACCT# 000130811997
			DISC. TOTAL				0.00			2,077.87	
00000	000039	VERIZON WIRELESS	9768564198	7/10/2016		4125-031700-5841-	167.90	204865		Drug Forf. Fund / Com. Acty.	01405 #905440571-00001
			DISC. TOTAL				0.00			167.90	
00000	000536	VIRGINIA LAWYERS WEEKLY	FY17 RENEWAL	4/20/2016		4100-061100-1202-631-630	369.00	204866		Pub., Subsc., Books, Ref. Mat	01405 ACCT# 358543
			DISC. TOTAL				0.00			369.00	
00000	000873	WASTE MANAGEMENT OF	313057234245	8/01/2016		4100-021600-1229-266-210	7,079.25	204867		Och. Profess. Ser /Waste Mana	01405 ACCT#440007265324249
			DISC. TOTAL				0.00			7,079.25	
00000	001056	WINDOWWARE INC	2016-265	7/01/2016		4100-021400-1224-242-210	1,300.00	204868		Information Systems Services	01405 SUSSEX COUNTY
			DISC. TOTAL				0.00			1,300.00	
00000	001590	WOODLEY & FLYNN, PLLC	110	7/05/2016		4100-022100-1223-281-220	6,250.00	204869		Legal Services	01405 SUSSEX COUNTY
			DISC. TOTAL				0.00			6,250.00	
00000	999999	WRIGHT, COLIN	CW 072916 01	7/29/2016		4100-051500-1207-551-510	411.18	204870		Mileage-Training/Conferences	01405 MILEAGE
			DISC. TOTAL				0.00			411.18	
00000	000093	XEROX CORPORATION	085518794	8/01/2016		4100-031100-1252-111-310	219.49	204871		Equipment Lease/Rental	01405 ACCT# 101294460
00000	000093		085518796	8/01/2016		4100-021300-1252-231-210	554.63	204871		Equipment Lease/Rental	01405 ACCT# 702113564
00000	000093		085518800	8/01/2016		4100-061100-1252-612-610	216.87	204871		Equipment Lease/Rental	01405 ACCT# 721126803
			DISC. TOTAL				0.00			990.99	
00000			DISC. TOTAL				0.00			114,030.61	
00000			DISC. TOTAL				0.00			114,030.61	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 114,030.61 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

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

OVER

8/4/14

DATE

8/4/14

DATE

  
DEBORAH DAVIS, CO. ADMIN

ONNIE L. WOODRUFF, TREAS.



P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH ACH PMT	G/L ACCOUNT DESC	BATCH INV. DESCRIPTION
00000 999999	ALSTON, ASHLEY	W0051740-02	8/01/2016	ACH PMT TOTAL	4100-061100-1213-611-610	45.10	204883	45.10	204883	Witness Fees	01406 MILEAGE
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000842	AMERIGAS-PETERSBURG	3054155333	7/15/2016	ACH PMT TOTAL	4100-021200-1279-221-210	913.76	204884	913.76	204884	Propane Gas	01406 ACCT# 20014106
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000009	BAI MUNICIPAL SOFTWARE	ESD2016_36	8/05/2016	ACH PMT TOTAL	4100-021700-1221-271-210	2,317.00	204885	2,317.00	204885	Accounting System	01406 ACCT# 10056
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 999999	BALLENTINE, INC.	45615	7/29/2016	ACH PMT TOTAL	4100-051500-1273-551-510	315.00	204886	315.00	204886	Building Systems Main & Repair	01406 SUSSEX CO JAIL
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 001569	COLONIAL HEIGHTS	13691	7/27/2016	ACH PMT TOTAL	4100-051100-1265-512-510	1,562.15	204887	1,562.15	204887	Vehicle Maintenance & Repairs	01406 SUSSEX SHERIFF DEPT.
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 001569	COLONIAL HEIGHTS	13693	7/27/2016	ACH PMT TOTAL	4100-051100-1265-512-510	1,340.50	204887	1,340.50	204887	Vehicle Maintenance & Repairs	01406 SUSSEX SHERIFF DEPT.
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 001103	CROSS ROADS	FOCS232833	8/05/2016	ACH PMT TOTAL	4100-021500-1265-252-210	15,350.85	204888	15,350.85	204888	Vehicle Maintenance & Repairs	01406 ACCT# 11421181352055
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000871	CRYSTAL SPRINGS	1352055 072816	7/28/2016	ACH PMT TOTAL	4100-061100-1277-612-610	24.62	204889	24.62	204889	Water Services	01406 SUSSEX CO JAIL
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000902	DOC FARMER'S MARKET	MKT46700	8/01/2016	ACH PMT TOTAL	4100-051500-1246-551-510	211.40	204890	211.40	204890	Food Supplies	01406 SUSSEX CO JAIL
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	0963166285 0816	8/03/2016	ACH PMT TOTAL	4100-021200-1276-221-210	181.44	204891	181.44	204891	Electric	01406 ACCT# 0963166285
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	1088433121 0816	8/01/2016	ACH PMT TOTAL	4100-021200-1276-221-210	47.20	204891	47.20	204891	Electric	01406 ACCT# 1088433121
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	2928458914 0716	7/29/2016	ACH PMT TOTAL	4100-051500-1276-551-510	6.78	204891	6.78	204891	Electric	01406 ACCT# 2928458914
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	3500335009 0816	8/01/2016	ACH PMT TOTAL	4100-021200-1276-221-210	1,485.72	204891	1,485.72	204891	Electric	01406 ACCT# 3500335009
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	3776508966 0816	8/02/2016	ACH PMT TOTAL	4100-021200-1276-221-210	6.59	204891	6.59	204891	Electric	01406 ACCT# 3776508966
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	4723819456 0816	8/03/2016	ACH PMT TOTAL	4100-021200-1276-221-210	165.43	204891	165.43	204891	Electric	01406 ACCT# 4723819456
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	6860160149 0816	8/01/2016	ACH PMT TOTAL	4100-021200-1276-221-210	589.99	204891	589.99	204891	Electric	01406 ACCT# 6860160149
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	7190905005 0816	8/01/2016	ACH PMT TOTAL	4100-021600-1276-263-210	218.62	204891	218.62	204891	Electric	01406 ACCT# 7190905005
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	7860242267 0816	8/01/2016	ACH PMT TOTAL	4100-021200-1276-221-210	349.43	204891	349.43	204891	Electric	01406 ACCT# 7860242267
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	9073933633 0716	7/29/2016	ACH PMT TOTAL	4100-051500-1276-551-510	76.35	204891	76.35	204891	Electric	01406 ACCT# 9073933633
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	9293060001 0816	8/03/2016	ACH PMT TOTAL	4100-021600-1276-266-210	39.43	204891	39.43	204891	Electric	01406 ACCT# 9293060001
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	9560347503 0816	8/01/2016	ACH PMT TOTAL	4100-021200-1276-221-210	2,783.04	204891	2,783.04	204891	Electric	01406 ACCT# 9560347503
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	9630317502 0816	8/01/2016	ACH PMT TOTAL	4100-021200-1276-221-210	576.63	204891	576.63	204891	Electric	01406 ACCT# 9630317502
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	9650330005 0816	8/01/2016	ACH PMT TOTAL	4100-021200-1276-221-210	386.47	204891	386.47	204891	Electric	01406 ACCT# 9650330005
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000084	DOMINION VIRGINIA POWER	9670342501 0816	8/01/2016	ACH PMT TOTAL	4100-021200-1276-221-210	188.33	204892	188.33	204892	Electric	01406 ACCT# 9670342501
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 001597	EDWARDS, SHAWTEL	SE 073016 01	7/30/2016	ACH PMT TOTAL	4100-051500-1207-551-510	186.01	204893	186.01	204893	Mileage-Training/Conferences	01406 MILEAGE
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000545	EER CONSULTING, INC	12274	7/21/2016	ACH PMT TOTAL	4100-021600-1225-266-210	4,819.95	204894	4,819.95	204894	Management Cons. /EER Consul.	01406 PROJ# 14-099
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000545	EER CONSULTING, INC	12283	7/25/2016	ACH PMT TOTAL	4100-021600-1225-266-210	4,596.75	204894	4,596.75	204894	Management Cons. /EER Consul.	01406 PROJ# 16-107
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					
00000 000545	EER CONSULTING, INC	12283	7/25/2016	ACH PMT TOTAL	4100-021600-1225-266-210	9,418.70	204894	9,418.70	204894	Management Cons. /EER Consul.	01406 PROJ# 16-107
		CHECK TOTAL			.00 CPA PMT TOTAL	.00					

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCL	ACCOUNT NO	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
00000	001451	FLOWERS FOODS	97308316	7/25/2016	ACH PMT TOTAL	4100-051500-1246-551-510	85.05	204895		Food Supplies	01406 ACCT# 40351872
		DISC. TOTAL					.00		TOTAL	85.05	
00000	000152	GALLIS, LLC	005749163	7/21/2016	ACH PMT TOTAL	4100-051500-1244-551-510	71.80	204896		Uniform Services	01406 ACCT# 5417395
00000	000152		005792623	7/28/2016	ACH PMT TOTAL	4100-051500-1244-551-510	52.60	204896		Uniform Services	01406 ACCT# 5417395
00000	000152		005792960	7/28/2016	ACH PMT TOTAL	4100-051100-1244-512-510	66.55	204896		Uniform Services	01406 ACCT# 5417395
		DISC. TOTAL					.00		TOTAL	190.95	
00000	000137	GRIFFIN, CHARLES F	GRAY 062816	6/28/2016	ACH PMT TOTAL	4100-051500-1293-551-510	316.00	204897		Inmate Medical Expenses	01406 GRAY, TRAVIS O.
00000	000137		HARDIN 072016	7/20/2016	ACH PMT TOTAL	4100-051500-1293-551-510	164.00	204897		Inmate Medical Expenses	01406 HARDIN, CHARLES
		DISC. TOTAL					.00		TOTAL	480.00	
00000	999999	HARDIN, CHARLES	CH 0716	8/04/2016	ACH PMT TOTAL	4100-051500-1215-551-510	57.60	204898		Inmate Pay	01406 INMATE PAY
		DISC. TOTAL					.00		TOTAL	57.60	
00000	000148	HOLIDAY ICE	174026	8/02/2016	ACH PMT TOTAL	4100-051500-1246-551-510	127.49	204899		Food Supplies	01406 ACCT# 3455
		DISC. TOTAL					.00		TOTAL	127.49	
00000	999999	JAMES, WENDELL	W0051740-01	8/01/2016	ACH PMT TOTAL	4100-061100-1213-611-610	232.10	204900		Witness Fees	01406 MILEAGE
		DISC. TOTAL					.00		TOTAL	232.10	
00000	000049	JARRATT HARDWARE	A133231	7/29/2016	ACH PMT TOTAL	4100-051500-1272-551-510	9.23	204901		Building Maintenance & Repair	01406 ACCT# 159
00000	000049		B241586	7/05/2016	ACH PMT TOTAL	4100-051500-1272-551-510	18.99	204901		Building Maintenance & Repair	01406 ACCT# 159
		DISC. TOTAL					.00		TOTAL	28.22	
00000	999999	JONES, PHILLIP	PJ 0716	8/04/2016	ACH PMT TOTAL	4100-051500-1215-551-510	28.80	204902		Inmate Pay	01406 INMATE PAY
		DISC. TOTAL					.00		TOTAL	28.80	
00000	999999	KELLUM, JOHN W.	W0051740-03	8/01/2016	ACH PMT TOTAL	4100-061100-1213-611-610	91.30	204903		Witness Fees	01406 MILEAGE
		DISC. TOTAL					.00		TOTAL	91.30	
00000	000390	KUSTOM SIGNALS, INC	530486	7/26/2016	ACH PMT TOTAL	4100-051100-1245-512-510	12,578.00	204904		Law Enforcement Supplies	01406 ACCT# 12075
		DISC. TOTAL					.00		TOTAL	12,578.00	
00000	001554	LIVINGSTON & WALSH PLLC	7877425	7/25/2016	ACH PMT TOTAL	4100-061100-1223-611-610	270.00	204905		Legal Services - Court Appt.	01406 JONES, WILLIAM C.
		DISC. TOTAL					.00		TOTAL	270.00	
00000	000129	LOGAN SYSTEMS, INC	48360	7/15/2016	ACH PMT TOTAL	4100-062100-1236-621-620	675.45	204906		Microfilming & Scanning Servi	01406 SUSSEX COUNTY
		DISC. TOTAL					.00		TOTAL	675.45	
00000	999999	NEWBY, CALVIN	CH 0716	8/04/2016	ACH PMT TOTAL	4100-051500-1215-551-510	21.60	204907		Inmate Pay	01406 INMATE PAY
		DISC. TOTAL					.00		TOTAL	21.60	
00000	000056	OWEN FORD, INC	FOCS60562	7/30/2016	ACH PMT TOTAL	4100-051100-1265-512-510	16.00	204908		Vehicle Maintenance & Repairs	01406 ACCT# 1241
		DISC. TOTAL					.00		TOTAL	16.00	
00000	000165	POSTMASTER	JAIL 080116	8/01/2016	ACH PMT TOTAL	4100-051500-1231-551-510	470.00	204909		Postage	01406 POSTAGE
		DISC. TOTAL					.00		TOTAL	470.00	
00000	001226	R.M. WILKINSON OIL CO, INC	18243	7/15/2016	ACH PMT TOTAL	4100-051500-1273-551-510	85.00	204910		Building Systems Main & Repair	01406 ACCT# 4690-1
		DISC. TOTAL					.00		TOTAL	85.00	



P.O. NO.	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACRL	ACCOUNT NO	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
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00000 000087		991947	7/08/2016		4100-051100-1265-512-510	924.12	204922		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		991966	7/08/2016		4100-051100-1265-512-510	52.00	204922		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		991972	7/11/2016		4100-051500-1265-551-510	50.00	204922		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		991981	7/11/2016		4100-051100-1265-512-510	115.39	204922		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		991982	7/11/2016		4100-051100-1265-512-510	104.76	204922		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992034	7/16/2016		4100-051100-1265-512-510	13.00	204922		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992064	7/18/2016		4100-051100-1265-512-510	13.00	204922		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992096	7/20/2016		4100-051100-1265-512-510	335.62	204922		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992109	7/21/2016		4100-051500-1265-551-510	100.59	204922		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992111	7/21/2016		4100-051100-1265-512-510	575.29	204922		Vehicle Maintenance & Repairs01406 ACCT# 27431	
			9,747.20		00 CPA PMT TOTAL	00			9,747.20	
									TOTAL	

00000 000087	VAN CLEEF AUTO PARTS INC	992116	7/21/2016		4100-051100-1265-512-510	166.43	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992128	7/22/2016		4100-051100-1265-512-510	26.00	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992134	7/22/2016		4100-051100-1265-512-510	140.06	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992140	7/25/2016		4100-051100-1265-512-510	112.43	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992164	7/26/2016		4100-051100-1265-512-510	110.26	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992170	7/26/2016		4100-051100-1265-512-510	572.34	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992191	7/26/2016		4100-051100-1265-512-510	60.23	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992219	7/27/2016		4100-051100-1265-512-510	661.80	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992230	7/29/2016		4100-051100-1265-512-510	1,265.33	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992231	7/28/2016		4100-051100-1265-512-510	59.23	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992248	7/18/2016		4100-051100-1265-512-510	1,621.84	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992251	7/19/2016		4100-051100-1265-512-510	3,690.70	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
00000 000087		992256	7/25/2016		4100-051100-1265-512-510	1,229.62	204923		Vehicle Maintenance & Repairs01406 ACCT# 27431	
			9,716.27		00 CPA PMT TOTAL	00			9,716.27	
									TOTAL	

00000 000769	VERIZON	4342462206	8/01/2016		4100-051100-1234-516-510	298.95	204924		Telecommunications	01406 ACCT# 000130839639
00000 000769		4342462453	8/05/2016		4100-061100-1234-613-610	94.95	204924		Telecommunications	01406 ACCT# 000732225316
00000 000769		4342464016	8/01/2016		4100-051100-1234-516-510	62.68	204924		Telecommunications	01406 ACCT# 000790535026
00000 000769		4342465511	7/28/2016		4100-021100-1234-211-210	209.11	204924		Telecommunications	01406 ACCT# 000973062717
00000 000769		4342465511	7/28/2016		4100-021400-1234-241-210	46.47	204924		Telecommunications	01406 ACCT# 000973062717
00000 000769		4342465511	7/28/2016		4100-021400-1234-242-210	69.70	204924		Telecommunications	01406 ACCT# 000973062717
00000 000769		4342465511	7/28/2016		4100-021600-1234-261-210	23.23	204924		Telecommunications	01406 ACCT# 000973062717
00000 000769		4342465511	7/28/2016		4100-021500-1234-253-210	23.23	204924		Telecommunications	01406 ACCT# 000973062717
00000 000769		4342465511	7/28/2016		4100-021100-1234-291-230	69.70	204924		Telecommunications	01406 ACCT# 000973062717
00000 000769		4342465511	7/28/2016		4100-041100-1234-411-410	92.94	204924		Telecommunications	01406 ACCT# 000973062717
00000 000769		4342465511	7/28/2016		4100-031100-1234-311-310	92.94	204924		Telecommunications	01406 ACCT# 000973062717
00000 000769		4342465511	7/28/2016		4100-063100-1234-631-630	116.17	204924		Telecommunications	01406 ACCT# 000973062717
00000 000769		4342465511	7/28/2016		4100-062100-1234-621-620	139.41	204924		Telecommunications	01406 ACCT# 000973062717
00000 000769		4342465511	7/28/2016		4100-063100-1234-632-630	23.25	204924		Telecommunications	01406 ACCT# 000973062717
00000 000769		4342465511	7/28/2016		4105-071100-1234-711-710	627.34	204924		Telecommunications	01406 ACCT# 000973062717
			1,990.07		00 CPA PMT TOTAL	00			1,990.07	
									TOTAL	

00000 000806	VICK, EDDIE T	ETV 080416	8/04/2016		4100-021500-1244-253-210	14.00	204925		Uniform Services	01406 REIMBURSEMENT
			14.00		00 CPA PMT TOTAL	00			14.00	
									TOTAL	
00000 999999	WHITLOW, SHANE	SW 0716	8/04/2016		4100-051500-1215-551-510	10.80	204926		Inmate Pay	01406 INMATE PAY
			10.80		00 CPA PMT TOTAL	00			10.80	
									TOTAL	
00000 999999	WILKINS, RAYMOND	RW 0716	8/04/2016		4100-051500-1215-551-510	39.60	204927		Inmate Pay	01406 INMATE PAY
			39.60		00 CPA PMT TOTAL	00			39.60	
									TOTAL	



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000	000342	AGRI-VA, INC	4344/6	8/09/2016	ACH PMT TOTAL	4100-021200-1253-221-210	59.20	204930			Equipment Lease/Purchase	01407 ACCT# 60039
		DISC. TOTAL					.00				59.20	
00000	000001	AMERICAN PLANNING ASSOC	257032-1673	7/28/2016	ACH PMT TOTAL	4100-021400-1201-241-210	331.00	204931			Organization Membership	01407 GREENE, ANDRE M
		DISC. TOTAL					.00				331.00	
00000	000842	AMERICAS-PETERSBURG	3054745419	8/04/2016	ACH PMT TOTAL	4100-051500-1279-551-510	683.22	204932			Propane Gas	01407 ACCT# 200141883
		DISC. TOTAL	3054961650	8/12/2016	ACH PMT TOTAL	4100-021200-1279-221-210	213.16	204932			Propane Gas	01407 ACCT# 200142739
							.00				896.38	
00000	000601	ASSOCIATION OF CLERKS OF	FY16/17	8/09/2016	ACH PMT TOTAL	4100-061100-1201-612-610	125.00	204933			Organization Membership	01407 SUSSEX DISTRICT
		DISC. TOTAL					.00				125.00	
00000	000010	BANK OF SOUTHSIDE VA	2383 0816 01	7/11/2016	ACH PMT TOTAL	4100-021400-1204-242-210	154.90	204934			Lodging	01407 #4053250002002383
			2383 0816 02	7/14/2016	ACH PMT TOTAL	4100-021300-1203-231-210	60.00	204934			Workshops and Conferences	01407 #4053250002002383
			2383 0816 03	7/15/2016	ACH PMT TOTAL	4100-021200-1265-221-210	39.47	204934			Vehicle Maintenance & Repairs	01407 #4053250002002383
			2383 0816 04	7/19/2016	ACH PMT TOTAL	4100-021600-1265-261-210	3,118.20	204934			Miscellaneous Others	01407 #4053250002002383
			2383 0816 05	7/20/2016	ACH PMT TOTAL	4100-021600-1299-262-210	22.00	204934			Lodging	01407 #4053250002002383
			2383 0816 06	7/21/2016	ACH PMT TOTAL	4100-011100-1204-111-110	241.19	204934			Lodging	01407 #4053250002002383
			2383 0816 07	7/21/2016	ACH PMT TOTAL	4100-011100-1204-111-110	241.19	204934			Lodging	01407 #4053250002002383
			2383 0816 08	7/22/2016	ACH PMT TOTAL	4100-011100-1204-111-110	1,050.00	204934			Lodging	01407 #4053250002002383
			2383 0816 09	7/25/2016	ACH PMT TOTAL	4100-021400-1258-241-210	14.99	204934			Computer Software/Application	01407 #4053250002002383
			2383 0816 10	7/26/2016	ACH PMT TOTAL	4100-011100-1204-111-110	964.76	204934			Lodging	01407 #4053250002002383
			2383 0816 11	7/26/2016	ACH PMT TOTAL	4100-011100-1204-111-110	155.95	204934			Lodging	01407 #4053250002002383
			2383 0816 12	7/26/2016	ACH PMT TOTAL	4100-011100-1204-111-110	241.19	204934			Lodging	01407 #4053250002002383
			2383 0816 13	7/27/2016	ACH PMT TOTAL	4100-021100-1202-211-210	125.00	204934			Publ... Subsc., Books, Ref	Ma01407 #4053250002002383
			2383 0816 14	7/29/2016	ACH PMT TOTAL	4100-021600-1299-262-210	18.41	204934			Miscellaneous Others	01407 #4053250002002383
			CHECK TOTAL				6,447.25				6,447.25	
00000	000010	BANK OF SOUTHSIDE VA	2383 0816 15	8/01/2016	ACH PMT TOTAL	4100-011100-1203-111-110	80.00	204935			Workshops and Conferences	01407 #4053250002002383
			2383 0816 16	8/01/2016	ACH PMT TOTAL	4100-021600-1203-262-210	150.00	204935			Workshops and Conferences	01407 #4053250002002383
			2383 0816 17	8/03/2016	ACH PMT TOTAL	4100-011100-1203-111-110	350.00	204935			Workshops and Conferences	01407 #4053250002002383
			CHECK TOTAL				580.00				580.00	
00000	001474	BURGESS, BRENDA	BB 080116	8/10/2016	ACH PMT TOTAL	4100-021400-1217-241-210	75.00	204936			Commission/Board Compensation	01407 PLANNING COMMISSION
		DISC. TOTAL					.00				75.00	
00000	001251	CABIN POINT VETERINARY	47420	8/02/2016	ACH PMT TOTAL	4100-021600-1227-261-210	127.85	204937			Medical Services	01407 ACCT# 1707
		DISC. TOTAL					.00				127.85	
00000	001485	CENTRAL AGRIBUSINESS	JR9072	8/05/2016	ACH PMT TOTAL	4100-051500-1246-551-510	88.20	204938			Food Supplies	01407 SUSSEX CO SHERIFF
		DISC. TOTAL	JR9163	8/10/2016	ACH PMT TOTAL	4100-051500-1246-551-510	88.20	204938			Food Supplies	01407 SUSSEX CO SHERIFF
			CHECK TOTAL				176.40				176.40	
00000	001493	CHERRY, BRANDON	BTC 080316 01	8/03/2016	ACH PMT TOTAL	4100-051100-1205-512-510	139.28	204939			Meals	01407 MEALS
		DISC. TOTAL					.00				139.28	
00000	001598	CONNOR SMALL ENGINE	211991	8/10/2016	ACH PMT TOTAL	4100-021200-1254-221-210	132.25	204940			Equipment Maintenance	01407 ACCT# 2461000
		DISC. TOTAL					.00				132.25	
00000	001449	CONVERGENT TECHNOLOGIES	18971	7/31/2016	ACH PMT TOTAL	4100-051100-1224-516-510	446.25	204941			Information System Services	01407 SUSSEX SHERIFF

P.O. NO.	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACRL	ACCOUNT NO	NET AMOUNT	CHECK NO	ACH PMT	G/L ACCOUNT DESC	BATCH INV. DESCRIPTION
00000 001449		18975	7/31/2016		4100-051100-1224-516-510	112.50	204941		Information System Services	01407 SUSSEX SHERIFF
00000 001449		18987	7/31/2016		4100-051100-1258-512-510	45.00	204941		Computer Software/Application	01407 SUSSEX SHERIFF
00000 001449		18988	7/31/2016		4100-051100-1258-512-510	135.00	204941		Computer Software/Application	01407 SUSSEX SHERIFF
00000 001449		18997	8/01/2016		4100-051100-1224-516-510	275.00	204941		Information System Services	01407 SUSSEX SHERIFF
						1,013.75				
00000 000024	CRATER YOUTH CARE	1705-01	7/21/2016		4100-081800-2110-863-810	3,232.67	204942		Crater Criminal Justice/fr	SH01407 LOCAL DETENTION FEES
00000 000024		1705-02	7/21/2016		4100-081800-2110-863-810	16,110.50	204942		Crater Criminal Justice/fr	SH01407 1ST QTR DET FEES
00000 00104J	CRAWFORD'S SMALL ENGINE	17854	7/11/2016		4100-021200-1275-221-210	123.15	204943		Maintenance Equipment Repairs	01407 ACCT# 101232
00000 001306	CREATIVE PRODUCT	96081	8/08/2016		4125-031700-5843-	83.00	204944		Drug Forf. Fund / Sheriff	Sta01407 SUSSEX SHERIFF DEPT.
00000 000871	CRYSTAL SPRINGS	6091788	7/28/2016		4100-062100-1277-621-620	67.07	204945		Water Services	01407 ACCT#11421076091788
00000 0013J7	CUM-SHAW INC.	66574	7/28/2016		4100-021200-1244-221-210	244.80	204946		Uniform Services	01407 SUSSEX COUNTY
00000 00019J	DEPART OF MOTOR VEHICLES	2016211760	8/04/2016		4100-041100-1299-412-410	1,060.00	204947		Misc. Oth.-DMV Stops	01407 ACCT# 5460001642019
00000 000468	DISH NETWORK	8032704	8/04/2016		4100-021500-1234-253-210	46.03	204948		Telecommunications	01407 8255707080372704
00000 000902	DOC FARMER'S MARKET	MKT46834	8/08/2016		4100-051500-1246-551-510	211.00	204949		Food Supplies	01407 SUSSEX CO JAIL
00000 000084	DOMINION VIRGINIA POWER	2406362505	8/01/2016		4100-051500-1276-551-510	1,950.24	204950		Electric	01407 ACCT# 2406362505
00000 000123	EDMOND, J. LAFAYETTE	JLE 080116	8/10/2016		4100-021400-1217-241-210	75.00	204951		Commission/Board Compensation	01407 PLANNING COMMISSION
00000 001597	EDWARDS, SHANTEL	SE 073016	8/03/2016		4100-051500-1205-551-510	49.40	204952		Meals	01407 MEALS
00000 001450	FEDERAL ENGINEERING INC	2016-3-6024	7/05/2016		4302-094250-8212-	1,620.00	204953		New Radio System Cost	01407 PROJ# PSMR-IMPL-TM
00000 001451	FLOWERS FOODS	97308417	8/01/2016		4100-051500-1246-551-510	86.40	204954		Food Supplies	01407 ACCT# 40351872
00000 000152	GALLS, LLC	005801844	7/30/2016		4100-051500-1244-551-510	9.35	204955		Uniform Services	01407 ACCT# 5417395
00000 001575	GERLACH, JACQUELYN F	JFG 080216	8/02/2016		4100-063100-1231-631-630	7.99	204956		Postage	01407 POSTAGE

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH AMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000 000278	GIVENS, VINCENT	VG 080416 01	8/04/2016	ACH PMT TOTAL	4100-051500-1299-551-510	25.00	204957	25.00	204957	Miscellaneous Others	01407 REIMBURSEMENT
	DISC. TOTAL					.00				25.00	
00000 001081	GREENE'S SERVICE CENTER	53133	8/11/2016	ACH PMT TOTAL	4100-051100-1265-512-510	50.00	204958	50.00	204958	Vehicle Maintenance & Repairs	01407 SUSSEX SHERIFF
	DISC. TOTAL					.00				50.00	
00000 001563	HARRIS CORPORATION-PSPC	S000001612	6/30/2016	ACH PMT TOTAL	4302-084250-8212-	512,797.11	204959	512,797.11	204959	New Radio System Cost	01407 ACCT# 1379
	DISC. TOTAL					.00				512,797.11	
00000 000148	HOLIDAY ICE	684166	8/10/2016	ACH PMT TOTAL	4100-051500-1246-551-510	124.44	204960	124.44	204960	Food Supplies	01407 ACCT# 3455
	DISC. TOTAL					.00				124.44	
00000 001475	IRVING, FRANK	FI 080116	8/10/2016	ACH PMT TOTAL	4100-021400-1217-241-210	75.00	204961	75.00	204961	Commission/Board Compensation	01407 PLANNING COMMISSION
	DISC. TOTAL					.00				75.00	
00000 001476	JOHNSON, RICHARD	RJ 080116	8/10/2016	ACH PMT TOTAL	4100-021400-1217-241-210	75.00	204962	75.00	204962	Commission/Board Compensation	01407 PLANNING COMMISSION
	DISC. TOTAL					.00				75.00	
00000 000583	JONES ELECTRIC CONTRACTOR	13299	8/03/2016	ACH PMT TOTAL	4100-021200-1273-221-210	260.00	204963	260.00	204963	Building Systems Main & Repair	01407 SUSSEX TREASURER OFF
	DISC. TOTAL					.00				260.00	
00000 999999	JS MONOGRAMMING	9119	8/10/2016	ACH PMT TOTAL	4100-021200-1244-221-210	78.00	204964	78.00	204964	Uniform Services	01407 SUSSEX COUNTY
	DISC. TOTAL					.00				78.00	
00000 001550	KINEX NETWORKING SOLUTION	160819-0002	8/19/2016	ACH PMT TOTAL	4100-021100-1234-211-210	97.24	204965	97.24	204965	Telecommunications	01407 SUSSEX COUNTY
	DISC. TOTAL					.00				97.24	
00000 001550	KINEX NETWORKING SOLUTION	160819-0002	8/19/2016	ACH PMT TOTAL	4100-021400-1234-241-210	97.22	204965	97.22	204965	Telecommunications	01407 SUSSEX COUNTY
	DISC. TOTAL					.00				97.22	
00000 001550	KINEX NETWORKING SOLUTION	160819-0002	8/19/2016	ACH PMT TOTAL	4100-021400-1234-242-210	97.22	204965	97.22	204965	Telecommunications	01407 SUSSEX COUNTY
	DISC. TOTAL					.00				97.22	
00000 001550	KINEX NETWORKING SOLUTION	160819-0002	8/19/2016	ACH PMT TOTAL	4100-041100-1234-411-410	97.22	204965	97.22	204965	Telecommunications	01407 SUSSEX COUNTY
	DISC. TOTAL					.00				97.22	
00000 001550	KINEX NETWORKING SOLUTION	160819-0002	8/19/2016	ACH PMT TOTAL	4100-021100-1234-311-310	97.22	204965	97.22	204965	Telecommunications	01407 SUSSEX COUNTY
	DISC. TOTAL					.00				97.22	
00000 001550	KINEX NETWORKING SOLUTION	160819-0002	8/19/2016	ACH PMT TOTAL	4100-023100-1234-231-230	97.22	204965	97.22	204965	Telecommunications	01407 SUSSEX COUNTY
	DISC. TOTAL					.00				97.22	
00000 001550	KINEX NETWORKING SOLUTION	160819-0002	8/19/2016	ACH PMT TOTAL	4100-021500-1234-253-210	97.22	204965	97.22	204965	Telecommunications	01407 SUSSEX COUNTY
	DISC. TOTAL					.00				97.22	
00000 001550	KINEX NETWORKING SOLUTION	160819-0002	8/19/2016	ACH PMT TOTAL	4100-051100-1234-516-510	97.22	204965	97.22	204965	Telecommunications	01407 SUSSEX COUNTY
	DISC. TOTAL					.00				97.22	
00000 001550	KINEX NETWORKING SOLUTION	160819-0002	8/19/2016	ACH PMT TOTAL	4100-063100-1234-631-630	875.00	204965	875.00	204965	Telecommunications	01407 SUSSEX COUNTY
	DISC. TOTAL					.00				875.00	
00000 001477	KING, ROGER	RK 080116	8/10/2016	ACH PMT TOTAL	4100-021400-1217-241-210	75.00	204966	75.00	204966	Commission/Board Compensation	01407 PLANNING COMMISSION
	DISC. TOTAL					.00				75.00	
00000 001115	LIFESTAR AMBULANCE	EMP-2016006	8/08/2016	ACH PMT TOTAL	4100-021500-2110-252-210-524	11,856.00	204967	11,856.00	204967	Emergency Med. SVC - Pd EMT.	01407 JUNE 2016
	DISC. TOTAL					.00				11,856.00	
00000 001115	LIFESTAR AMBULANCE	EMP-2016007	8/08/2016	ACH PMT TOTAL	4100-021500-2110-252-210-524	12,008.00	204967	12,008.00	204967	Emergency Med. SVC - Pd EMT.	01407 JULY 2016
	DISC. TOTAL					.00				23,864.00	
00000 001092	MACE INCORPORATED	16815-2	8/10/2016	ACH PMT TOTAL	4100-051100-1256-512-510	61.80	204968	61.80	204968	Communication Equipment	01407 SUSSEX SHERIFF
	DISC. TOTAL					.00				61.80	
00000 001566	MARLIN BUSINESS BANK	14307575	8/10/2016	ACH PMT TOTAL	4100-051100-1252-512-510	3,716.86	204969	3,716.86	204969	Equipment Lease/Rental	01407 ACCT# 1454841
	DISC. TOTAL					.00				3,716.86	
00000 000309	MASSENBURG, TERRY	TM 080116	8/10/2016	ACH PMT TOTAL	4100-021400-1217-241-210	75.00	204970	75.00	204970	Commission/Board Compensation	01407 PLANNING COMMISSION
	DISC. TOTAL					.00				75.00	



P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH ACH PMT	BATCH INV DESCRIPTION
00000 001600	MAYES, ANDREW V.	AM 080116	8/10/2016		4100-021400-1217-241-210	75.00	204971			Commission/Board Compensation01407 PLANNING COMMISSION
	DISC. TOTAL					.00				75.00
00000 000635	MEDICAL TRANSPORT, LLC	07312016	8/01/2016		4100-021500-2110-252-210-524	29,760.00	204972			Emergency Med. SVC - PD EMT. 01407 WAVERLY RESCUE SQUAD
	DISC. TOTAL					.00				29,760.00
00000 000329	MOORE MEDICAL LLC	840706311	8/03/2016		4100-051500-1293-551-510	113.03	204973			Inmate Medical Expenses 01407 ACCT# 21276007
	DISC. TOTAL					.00				113.03
00000 000051	MSAG LLC	C112507	7/29/2016		4100-021400-1225-241-210	42.00	204974			Management Consulting Service01407 JULY 2016
	DISC. TOTAL					.00				42.00
00000 999999	PETERSBURG HEALTH DEPT.	SERVSAFE 0816	8/17/2016		4100-051500-1201-551-510	30.00	204975			Organization Membership 01407 HOWELL, JOSEPHINE
	DISC. TOTAL					.00				30.00
00000 000165	POSTMASTER	BXRENT 1326 16	8/05/2016		4100-051100-1231-512-510	66.00	204976			Postage 01407 BOXRENT 1326
	DISC. TOTAL					376.00	204976			Postage 01407 POSTAGE
00000 000061	PRINCE GEORGE ELECTRIC	2006028100 0816	8/04/2016		4100-021200-1276-221-210	487.81	204977			Electric 01407 ACCT# 2006028100
	DISC. TOTAL					.00				487.81
00000 000059	PROGRESS INDEX	300502619	7/20/2016		4100-021400-1235-241-210	208.39	204978			Advertising 01407 ACCT# 00026897
	DISC. TOTAL					190.39	204978			Advertising 01407 ACCT# 00026897
00000 000829	PURCHASE POWER	01925226 080716	8/07/2016		4100-021300-1231-231-210	208.99	204979			Postage 01407 8000909001925226
	DISC. TOTAL					.00				208.99
00000 000701	RCN	AUGUST 2016	8/05/2016		4100-051500-1234-551-510	35.55	204980			Telecommunications 01407 #2501-0109465-01
	DISC. TOTAL					.00				35.55
00000 001488	RRS FOODSERVICE	1890693	8/10/2016		4100-051500-1246-551-510	1,868.82	204981			Food Supplies 01407 ACCT# 118626
	DISC. TOTAL					.00				1,868.82
00000 000063	RUTHERFORD SUPPLY	944610	8/12/2016		4100-021200-1247-221-210	683.52	204982			Janitorial Supplies 01407 ACCT# 118601
	DISC. TOTAL					.00				683.52
00000 001151	SMITH & KEENE	S-114859-01	8/01/2016		4100-021200-1273-221-210	36.00	204983			Building Systems Main & Repair01407 SUSSEX COUNTY
	DISC. TOTAL					197.00	204983			Building Systems Main & Repair01407 SUSSEX COUNTY
00000 000162	SUFFOLK ENERGIES INC	436604	7/31/2016		4100-021600-1264-261-210	424.31	204984			Gasoline/Mileage-Non Training01407 ACCT# 66740484
	DISC. TOTAL					154.49	204984			Gasoline/Mileage-Non Training01407 ACCT# 66740352
00000 000162	SUFFOLK ENERGIES INC	436634	7/31/2016		4100-051100-1264-512-510	11.68	204984			Gasoline/Mileage-Non Training01407 ACCT# 66740352
	DISC. TOTAL					.00				590.48
00000 000077	SUSSEX SERVICE AUTHORITY	200813969	6/30/2016		4100-021600-1277-263-210	2,909.98	204985			Water Services 01407 ACCT# 2699
	DISC. TOTAL					3,018.02	204985			Water Services 01407 ACCT# 2699
						.00				5,928.00



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API00 W/26/2016 SUSSEX COUNTY

A/P CHECK REGISTER

TIME 9:48:55 ACTED 2016/08

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P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	CHECK TOTAL	ACH PMT TOTAL	CPA PMT TOTAL	NET AMOUNT	CHECK NO.	ACH PMT G/L ACCOUNT DESC	BATCH INV. DESCRIPTION
00000	999999	EDWARD HARVIE COX	000001580160510JU	5/10/2016		4100-061100-1213-611-610	30.00	30.00	.00	30.00	204995	Witness Fees	014113 JUROR PAYMNT
		DISC. TOTAL								.00		30.00	
00000	999999	WILBUR GREGG WINFIELD	000001208160510JU	5/10/2016		4100-061100-1213-611-610	60.00	60.00	.00	60.00	204996	Witness Fees	014113 JUROR PAYMNT
		DISC. TOTAL								.00		60.00	
		CHECK TOTAL					90.00	90.00	.00	90.00			
		ACH PMT TOTAL								.00		90.00	
		CPA PMT TOTAL								.00		90.00	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED  
 THE TOTAL 60.00- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE 8/26/2016  
 DATE 8/26/16  
 DATE

DEBORAH DAVIS, ADMIN  
 ORNIE L. WOODRUFF, TREAS

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	RET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT	DESC.	BATCH INV.	DESCRIPTION
00000	001011	ANTHEM BLUE CROSS& SHIELD	081516	8/15/2016		4100-051500-1293-551-510	87.02	205008						01409 CTYGRP 20 END 07/16
		DISC. TOTAL												
		0.00												
00000	000010	BANK OF SOUTHSIDE VA	0065 0816 01	7/28/2016		4100-051100-1203-512-510	1,245.00	205009						Workshops and Conferences
00000	000010		0065 0816 02	8/04/2016		4100-051100-1299-512-510	53.04	205009						01409 K. BEALE ACCT.
00000	000010		0065 0816 03	8/05/2016		4100-051100-1264-512-510	8.01	205009						01409 K. BEALE ACCT.
00000	000010		0123 0816 01	7/12/2016		4100-051500-1246-551-510	10.96	205009						01409 V. GIVENS ACCT.
00000	000010		0123 0816 02	7/12/2016		4100-051500-1246-551-510	16.98	205009						01409 V. GIVENS ACCT.
00000	000010		0123 0816 03	7/14/2016		4100-051500-1246-551-510	34.00	205009						01409 V. GIVENS ACCT.
00000	000010		0123 0816 04	7/20/2016		4100-051500-1246-551-510	8.49	205009						01409 V. GIVENS ACCT.
00000	000010		0123 0816 05	7/25/2016		4100-051500-1246-551-510	24.80	205009						01409 V. GIVENS ACCT.
00000	000010		0123 0816 06	7/27/2016		4100-051500-1272-551-510	7.58	205009						01409 V. GIVENS ACCT.
00000	000010		0123 0816 07	8/01/2016		4100-051500-1205-551-510	27.38	205009						01409 V. GIVENS ACCT.
00000	000010		0123 0816 08	8/03/2016		4100-051500-1293-551-510	72.95	205009						01409 V. GIVENS ACCT.
00000	000010		0123 0816 09	8/09/2016		4100-051500-1205-551-510	29.65	205009						01409 V. GIVENS ACCT.
00000	000010		0131 0816 01	7/22/2016		4100-051100-1245-512-510	229.89	205009						01409 E. GILES ACCT.
00000	000010		0131 0816 02	7/22/2016		4100-051100-1245-512-510	56.00	205009						01409 E. GILES ACCT.
		DISC. TOTAL					1,826.73							
		0.00												
00000	000010	BANK OF SOUTHSIDE VA	0156 0816 01	8/05/2016		4125-031700-5843-	99.40	205010						Drug Forf. Fund / Sheriff Sta01409 S. CHAPPELL ACCT.
00000	000010		0172 0816 01	7/17/2016		4125-031700-5843-	19.48	205010						Drug Forf. Fund / Sheriff Sta01409 V. RICKS ACCT.
00000	000010		0172 0816 02	7/31/2016		4100-051100-1205-512-510	34.51	205010						01409 V. RICKS ACCT.
00000	000010		0172 0816 03	8/01/2016		4100-051100-1205-512-510	68.96	205010						01409 V. RICKS ACCT.
00000	000010		0172 0816 04	8/02/2016		4100-051100-1205-512-510	93.02	205010						01409 V. RICKS ACCT.
00000	000010		0172 0816 05	8/03/2016		4100-051100-1205-512-510	19.44	205010						01409 V. RICKS ACCT.
00000	000010		0172 0816 06	8/04/2016		4125-031700-5843-	150.69	205010						Drug Forf. Fund / Sheriff Sta01409 V. RICKS ACCT.
00000	000010		0172 0816 07	8/04/2016		4100-051100-1204-512-510	307.38	205010						01409 V. RICKS ACCT.
00000	000010		0172 0816 08	8/04/2016		4100-051100-1204-512-510	307.38	205010						01409 V. RICKS ACCT.
00000	000010		0172 0816 09	8/04/2016		4100-051100-1204-512-510	43.85	205010						Drug Forf. Fund / Sheriff Sta01409 V. RICKS ACCT.
00000	000010		0172 0816 10	8/04/2016		4125-031700-5843-	6.69	205010						Drug Forf. Fund / Sheriff Sta01409 V. RICKS ACCT.
00000	000010		0172 0816 11	8/04/2016		4125-031700-5843-	6.69	205010						Drug Forf. Fund / Sheriff Sta01409 V. RICKS ACCT.
		DISC. TOTAL					1,458.18							
		0.00												
00000	001507	BARKSDALE OILS INC.	SUSSCTY 073116	7/31/2016		4100-021600-1264-261-210	446.87	205011						Gasoline/Mileage-Non Training01409 ACCT# SUSSCTY
00000	001507		SUSSCTY 073116	7/31/2016		4100-021200-1264-221-210	615.10	205011						Gasoline/Mileage-Non Training01409 ACCT# SUSSCTY
00000	001507		SUSSCTY 073116	7/31/2016		4100-021400-1264-242-210	40.31	205011						Gasoline/Mileage-Non Training01409 ACCT# SUSSCTY
00000	001507		SUSSCTY 073116	7/31/2016		4100-021600-1264-262-210	688.71	205011						Gasoline/Mileage-Non Training01409 ACCT# SUSSCTY
00000	001507		SUSSCTY 073116	7/31/2016		4100-021300-1264-231-210	52.57	205011						Gasoline/Mileage-Non Training01409 ACCT# SUSSCTY
00000	001507		SUSSCTY 073116	7/31/2016		4100-021400-1264-241-210	45.56	205011						Gasoline/Mileage-Non Training01409 ACCT# SUSSCTY
00000	001507		SUSSCTY 073116	7/31/2016		4100-021500-1264-253-210	106.90	205011						Gasoline/Mileage-Non Training01409 ACCT# SUSSCTY
00000	001507		SUSSCTY 073116	7/31/2016		4100-051100-1264-512-510	7,153.43	205011						Gasoline/Mileage-Non Training01409 ACCT# SUSSCTY
00000	001507		SUSSCTY 073116	7/31/2016		4105-071100-1264-711-710	180.50	205011						Gasoline 01409 ACCT# SUSSCTY
		DISC. TOTAL					9,329.95							
		0.00												
00000	001485	CENTRAL AGRIBUSINESS	JR9251	8/16/2016		4100-051500-1246-551-510	88.20	205012						Food Supplies 01409 SUSSEX SHERIFF
		DISC. TOTAL												
		0.00												
00000	001280	CONNIE LOUISE EDWARDS, PC	7872166	8/08/2016		4100-061100-1223-611-610	120.00	205013						Legal Services - Court Appt. 01409 LEWIS, VIVIAN
		DISC. TOTAL												
		0.00												
00000	000871	CRYSTAL SPRINGS	1351524 081116	8/11/2016		4100-051500-1246-551-510	172.45	205014						Food Supplies 01409 ACCT# 11416131351524
		DISC. TOTAL												
		0.00												
		0.00					172.45							

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P-O	VENDOR	NO	NO	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P DATE	ACCR	ACCOUNT NO	NET AMOUNT	CHECK NO	ACH PMT	ACH	G/L ACCOUNT	DESC	BATCH INV DESCRIPTION
00000	999999	0001274	0001275	CUSTOM CLEANERS	001274	8/10/2016	8/10/2016		4100-051100-1244-512-510	36.00	205015			Uniform Services		01409 SUSSEX SHERIFF
00000	999999	0001275	0001275	CUSTOM CLEANERS	001275	8/10/2016	8/10/2016		4100-051500-1244-551-510	136.00	205015			Uniform Services		01409 SUSSEX SHERIFF
	DISC. TOTAL					172.00			.00 CPA PMT TOTAL	.00				172.00		
00000	000902	00000	00000	DOC FARMER'S MARKET	MKT46984	8/15/2016	8/15/2016		4100-051500-1246-551-510	214.20	205016			Food Supplies		01409 SUSSEX CO JAIL
	DISC. TOTAL					214.20			.00 CPA PMT TOTAL	.00				214.20		
00000	001597	0002316	0002316	EDWARDS, SHANTEL	SE 082316 01	8/23/2016	8/23/2016		4100-051500-1205-551-510	69.11	205017			Meals		01409 MEALS
	DISC. TOTAL					343.23			.00 CPA PMT TOTAL	.00				343.23		01409 MILEAGE
00000	001450	0002016	0002016	FEDERAL ENGINEERING INC	2016-2-6023	6/09/2016	6/09/2016		4302-094250-8212-	4,126.51	205018			New Radio System Cost		01409 PROJ# FSMR-IMPL-TM
	DISC. TOTAL					4,126.51			.00 CPA PMT TOTAL	.00				4,126.51		
00000	001451	00008524	00008524	FLOWERS FOODS	97308524	8/08/2016	8/08/2016		4100-051500-1246-551-510	86.40	205019			Food Supplies		01409 ACCT# 40351872
	DISC. TOTAL					86.40			.00 CPA PMT TOTAL	.00				86.40		
00000	001046	00042465511	00042465511	MCI	4342465511 0816	8/13/2016	8/13/2016		4100-021100-1234-211-210	41.86	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-021400-1234-242-210	6.83	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-021300-1234-231-210	26.02	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-021400-1234-241-210	7.51	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-021600-1234-261-210	4.92	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-021500-1234-253-210	3.42	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-051100-1234-516-510	87	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-023100-1234-291-230	10.83	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-041100-1234-411-410	13.75	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-031100-1234-311-310	14.08	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-063100-1234-631-630	18.66	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-062100-1234-621-620	34.17	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-063100-1234-632-630	3.42	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-061100-1234-611-610	27.38	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-061100-1234-612-610	47.03	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-081300-2110-822-810	41.04	205020			VA Cooperative Extension		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-061100-1234-613-610	10.25	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4100-051100-1234-512-510	99.02	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					8/13/2016			4105-071100-1234-711-710	99.13	205020			Telecommunications		01409 ACCT# 08692926192
	DISC. TOTAL					510.19			.00 CPA PMT TOTAL	.00				510.19		
00000	000150	00053259	00053259	PATE DAWSON COMPANY	ME3259	8/18/2016	8/18/2016		4100-051500-1246-551-510	2,666.24	205021			Food Supplies		01409 ACCT# 91033
	DISC. TOTAL					2,666.24			.00 CPA PMT TOTAL	.00				2,666.24		
00000	001246	00019188	00019188	PHILLIPS TELECOMMUNICATION	19188	8/15/2016	8/15/2016		4100-051100-1234-512-510	496.00	205022			Telecommunications		01409 SUSSEX SHERIFF
	DISC. TOTAL					496.00			.00 CPA PMT TOTAL	.00				496.00		
00000	001508	00012446	00012447	QUALITY UNIFORM CO	12446	8/19/2016	8/19/2016		4100-051500-1244-551-510	39.65	205023			Uniform Services		01409 SUSSEX SHERIFF
	DISC. TOTAL					8/19/2016			4100-051500-1244-551-510	35.15	205023			Uniform Services		01409 SUSSEX SHERIFF
	DISC. TOTAL					8/19/2016			4100-051500-1244-551-510	77.15	205023			Uniform Services		01409 SUSSEX SHERIFF
	DISC. TOTAL					8/19/2016			4100-051500-1244-551-510	37.15	205023			Uniform Services		01409 SUSSEX SHERIFF
	DISC. TOTAL					8/19/2016			4100-051500-1244-551-510	72.65	205023			Uniform Services		01409 SUSSEX SHERIFF
	DISC. TOTAL					8/16/2016			4100-051500-1244-551-510	204.00	205023			Uniform Services		01409 SUSSEX SHERIFF
	DISC. TOTAL					8/16/2016			4100-051100-1244-512-510	204.00	205023			Uniform Services		01409 SUSSEX SHERIFF
	DISC. TOTAL					669.75			.00 CPA PMT TOTAL	.00				669.75		

P.O. NO.	VENDOR	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000 001023	RICOH USA, INC.		21712050	8/12/2016		4100-051100-1252-512-510	87.18	205024		Equipment Lease/Rental	01409 ACCT# 4719771
00000 001023			5044012239	8/18/2016		4100-051500-1253-551-510	46.12	205024		Equipment Lease/Purchase	01409 ACCT# 4719771
00000 001023			5044012239	8/18/2016		4100-051100-1252-512-510	70.58	205024		Equipment Lease/Rental	01409 ACCT# 4719771
00000 001023			9017376143	8/13/2016		4100-051500-1253-551-510	194.54	205024		Equipment Lease/Purchase	01409 ACCT# 4719771
00000 001023			9017376143	8/13/2016		4100-051100-1252-512-510	194.54	205024		Equipment Lease/Rental	01409 ACCT# 4719771
							592.96				
							00				
00000 000068	SADLER BROS. OIL CO., INC		305255	7/20/2016		4100-051100-1264-512-510	47.55	205025		Gasoline/Mileage-Non Training	01409 ACCT# 12520019
00000 000068			342130	7/01/2016		4100-051100-1264-512-510	14.66	205025		Gasoline/Mileage-Non Training	01409 ACCT# 12520019
00000 000068			342176	7/29/2016		4100-051100-1264-512-510	25.13	205025		Gasoline/Mileage-Non Training	01409 ACCT# 12520019
00000 000068			342177	7/20/2016		4100-051100-1264-512-510	19.50	205025		Gasoline/Mileage-Non Training	01409 ACCT# 12520019
							106.84				
							00				
00000 000901	SIXTH CIRCUIT COURT OF VA		08 SEPTEMBER 2016	8/19/2016		4100-061100-1241-611-610	231.04	205026		Office Supplies	01409 OFFICE EXPENSES
							00				
							231.04				
00000 000968	SIXTH JUDICIAL CIRCUIT		SEPTEMBER 2016	8/19/2016		4100-061100-1241-611-610	231.04	205027		Office Supplies	01409 OFFICE EXPENSES
							00				
							231.04				
00000 000067	STONY CREEK PHARMACY		SCP 082316	8/23/2016		4100-051500-1293-551-510	1,612.50	205028		Inmate Medical Expenses	01409 JULY 2016
							00				
							1,612.50				
00000 000317	TOWN OF WAKEFIELD		1943 091516	9/15/2016		4100-021200-1276-221-210	54.02	205029		Electric	01409 ACCT# 1943
							00				
							54.02				
00000 000080	TRI CITY OFFICE PRODUCTS		0115916-001	8/18/2016		4100-051500-1241-551-510	144.19	205030		Office Supplies	01409 ACCT# SCSD-0
							129.55	205030		Office Supplies	01409 ACCT# SCSD-0
							00				
							273.74				
00000 000769	VERIZON		0232504072 0816	8/07/2016		4100-063100-1234-631-630	216.68	205031		Telecommunications	01409 ACCT# 000695890340
			0232504134 0816	8/07/2016		4100-063100-1234-631-630	216.68	205031		Telecommunications	01409 ACCT# 000749973011
			4342462427 0816	8/19/2016		4100-061100-1234-613-610	96.57	205031		Telecommunications	01409 ACCT# 000903616139
			4342463724 0816	8/07/2016		4100-063100-1234-631-630	57.68	205031		Telecommunications	01409 ACCT# 000966101725
			4342465436 0716	7/16/2016		4100-051100-1234-512-510	57.81	205031		Telecommunications	01409 ACCT# 000130999200
			4342465436 0816	8/16/2016		4100-051100-1234-512-510	62.68	205031		Telecommunications	01409 ACCT# 000130999200
			434246256 0816	8/07/2016		4100-051100-1234-512-510	57.68	205031		Telecommunications	01409 ACCT# 00077014348
			4345358364 0816	8/07/2016		4100-021200-1234-221-210	57.68	205031		Telecommunications	01409 ACCT# 0001308843684
			4346340705 0816	8/07/2016		4100-051500-1234-551-510	76.90	205031		Telecommunications	01409 ACCT# 000763493682
			4346341094 0816	8/07/2016		4100-061100-1234-613-610	76.90	205031		Telecommunications	01409 ACCT# 000770254016
			8048341302 0716	7/25/2016		4100-021300-1234-231-210	484.45	205031		Telecommunications	01409 ACCT# 00077088064
			8048341309 0716	7/25/2016		4100-081300-2110-822-810	122.71	205031		VA Cooperative Extension	01409 ACCT# 000635321520
							00				
							1,584.42				
00000 000039	VERIZON WIRELESS		9770263618	8/12/2016		4100-051500-1234-551-510	110.92	205032		Telecommunications	01409 #520620824-00001
			9770263618	8/12/2016		4100-051100-1234-512-510	810.69	205032		Telecommunications	01409 #520620824-00001
			9770263618	8/12/2016		4100-051100-1234-516-510	435.49	205032		Telecommunications	01409 #520620824-00001
							00				
							1,357.10				
00000 000806	VICK, EDDIE T		ETV 081916 01	8/19/2016		4100-021500-1244-253-210	24.00	205033		Uniform Services	01409 REIMBURSEMENT
							00				
							24.00				

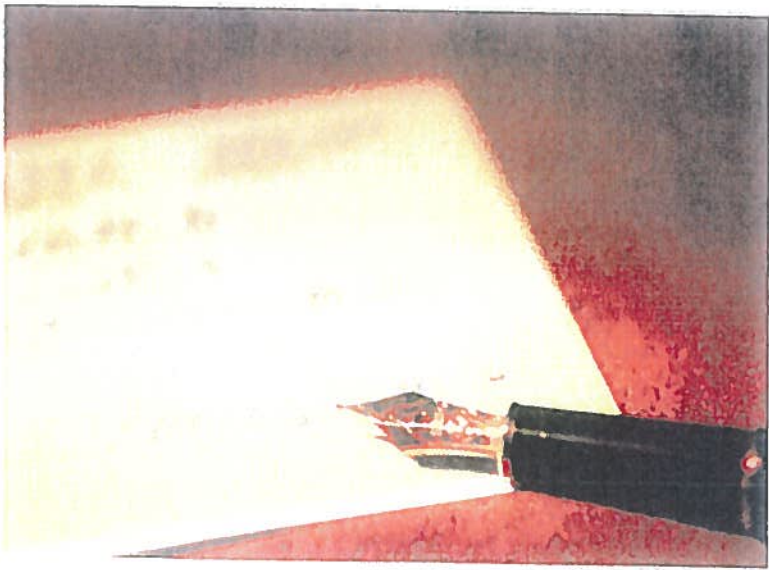
P.O. VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
00000 001076	VIRGINIA ASSOCIATION OF	VACO 2016 01	8/23/2016		4100-011100-1203-111-110	225.00	205034		Workshops and Conferences	01409 BLOWE, KEITH
00000 001076		VACO 2016 02	8/23/2016		4100-011100-1203-111-110	300.00	205034		Workshops and Conferences	01409 STRINGFIELD, JOHN A
00000 001076		VACO 2016 03	8/23/2016		4100-011100-1203-111-110	300.00	205034		Workshops and Conferences	01409 TYLER, RUFUS E
00000 001076		VACO 2016 04	8/23/2016		4100-011100-1203-111-210	225.00	205034		Workshops and Conferences	01409 JONES, VANDY V
00000 001076		VACO 2016 05	8/23/2016		4100-011100-1203-111-110	225.00	205034		Workshops and Conferences	01409 FUTRELL, ALFRED G
		CHECK TOTAL	1,275.00			00			1,275.00	TOTAL
00000 999999	WRIGHT, COLIN	CW 082316 01	8/23/2016		4100-051500-1207-551-510	261.66	205035		Mileage-Training/Conferences	01409 MILEAGE
		CHECK TOTAL	261.66			00			261.66	TOTAL
00000 000039	VERIZON WIRELESS	9770192406	8/10/2016		4100-011100-1234-111-110	190.00	205036		Telecommunications	01409 #805250394-00001
00000 000039		9770192406	8/10/2016		4100-021400-1234-221-210	89.96	205036		Telecommunications	01409 #805250394-00001
00000 000039		9770192406	8/10/2016		4100-021300-1234-231-210	87.97	205036		Telecommunications	01409 #805250394-00001
00000 000039		9770192406	8/10/2016		4100-021400-1234-241-210	127.41	205036		Telecommunications	01409 #805250394-00001
00000 000039		9770192406	8/10/2016		4100-021500-1234-251-210	114.98	205036		Telecommunications	01409 #805250394-00001
00000 000039		9770192406	8/10/2016		4100-021600-1234-261-210	40.01	205036		Telecommunications	01409 #805250394-00001
00000 000039		9770192406	8/10/2016		4100-021700-1234-271-210	89.95	205036		Telecommunications	01409 #805250394-00001
00000 000039		9770192406	8/10/2016		4100-021800-1234-281-210	309.89	205036		Telecommunications	01409 #805250394-00001
00000 000039		9770192406	8/10/2016		4100-021900-1234-291-210	234.02	205036		Telecommunications	01409 #805250394-00001
00000 000039		9770192406	8/10/2016		4100-061100-1234-613-610	49.95	205036		Telecommunications	01409 #805250394-00001
		CHECK TOTAL	1,374.16			00			1,374.16	TOTAL
		CHECK TOTAL	31,345.53			00			31,345.53	TOTAL
		CHECK TOTAL	31,345.53			00			31,345.53	TOTAL

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED  
 THE TOTAL 31,345.53 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE 8/26/2016  
 DATE 8/26/16  
 DATE

DIRECTOR OF FINANCE  
 DEBORAH DAVIS CO ADMIN  
 ONNIE L. WOODRUFF, TREAS


**PAYROLL  
DEDUCTION  
CHECKS**







DATE	DESCRIPTION	AMOUNT	CHECK NO.	BANK	BALANCE
01/01/18	OPENING BALANCE				00000
01/05/18	DEPOSIT	10000			10000
01/10/18	PAYROLL	(5000)			5000
01/15/18	DEPOSIT	20000			25000
01/20/18	PAYROLL	(1000)			24000
01/25/18	DEPOSIT	15000			39000
01/30/18	PAYROLL	(2000)			37000
02/05/18	DEPOSIT	30000			67000
02/10/18	PAYROLL	(1500)			65500
02/15/18	DEPOSIT	25000			90500
02/20/18	PAYROLL	(1000)			89500
02/25/18	DEPOSIT	18000			107500
02/28/18	PAYROLL	(800)			106700
03/05/18	DEPOSIT	22000			128700
03/10/18	PAYROLL	(1200)			127500
03/15/18	DEPOSIT	16000			143500
03/20/18	PAYROLL	(900)			142600
03/25/18	DEPOSIT	20000			162600
03/28/18	PAYROLL	(1100)			161500
04/02/18	DEPOSIT	28000			189500
04/05/18	PAYROLL	(1300)			188200
04/10/18	DEPOSIT	19000			207200
04/15/18	PAYROLL	(1000)			206200
04/20/18	DEPOSIT	24000			230200
04/25/18	PAYROLL	(1200)			229000
04/30/18	DEPOSIT	17000			246000
05/05/18	PAYROLL	(1100)			244900
05/10/18	DEPOSIT	21000			265900
05/15/18	PAYROLL	(1300)			264600
05/20/18	DEPOSIT	15000			279600
05/25/18	PAYROLL	(1000)			278600
05/30/18	DEPOSIT	23000			301600
06/05/18	PAYROLL	(1200)			300400
06/10/18	DEPOSIT	18000			318400
06/15/18	PAYROLL	(1100)			317300
06/20/18	DEPOSIT	26000			343300
06/25/18	PAYROLL	(1400)			341900
06/30/18	DEPOSIT	20000			361900
07/05/18	PAYROLL	(1300)			360600
07/10/18	DEPOSIT	16000			376600
07/15/18	PAYROLL	(1100)			375500
07/20/18	DEPOSIT	22000			397500
07/25/18	PAYROLL	(1200)			396300
07/30/18	DEPOSIT	19000			415300
08/05/18	PAYROLL	(1000)			414300
08/10/18	DEPOSIT	25000			439300
08/15/18	PAYROLL	(1300)			438000
08/20/18	DEPOSIT	17000			455000
08/25/18	PAYROLL	(1100)			453900
08/30/18	DEPOSIT	21000			474900
09/05/18	PAYROLL	(1200)			473700
09/10/18	DEPOSIT	15000			488700
09/15/18	PAYROLL	(1000)			487700
09/20/18	DEPOSIT	23000			510700
09/25/18	PAYROLL	(1300)			509400
09/30/18	DEPOSIT	18000			527400
10/05/18	PAYROLL	(1100)			526300
10/10/18	DEPOSIT	26000			552300
10/15/18	PAYROLL	(1400)			550900
10/20/18	DEPOSIT	19000			570900
10/25/18	PAYROLL	(1200)			569700
10/30/18	DEPOSIT	24000			593700
11/05/18	PAYROLL	(1300)			592400
11/10/18	DEPOSIT	16000			608400
11/15/18	PAYROLL	(1100)			607300
11/20/18	DEPOSIT	22000			629300
11/25/18	PAYROLL	(1200)			628100
11/30/18	DEPOSIT	17000			645100
12/05/18	PAYROLL	(1000)			644100
12/10/18	DEPOSIT	25000			669100
12/15/18	PAYROLL	(1300)			667800
12/20/18	DEPOSIT	18000			685800
12/25/18	PAYROLL	(1100)			684700
12/30/18	DEPOSIT	21000			705700
01/05/19	PAYROLL	(1200)			704500

  
 8/25/2018

**Board of Supervisors**

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



Post Office Box 1397  
 20135 Princeton Road  
 Sussex, Virginia 23884

Deborah A. Davis  
 County Administrator  
[ddavis@sussexcountyva.gov](mailto:ddavis@sussexcountyva.gov)

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

**Sussex County Board of Supervisors**  
**September 15, 2016**

**Item:** September 15, 2016

**Requested by:** Kelly Moore, Accounts Payable 

**Summary:** The Finance Department is requesting that the Board of Supervisors restore the following funds received from Margarito Calderon Rodriguez (receipt attached) to the appropriate line item:

\$1949.00 for Animal Control expenses to line item:  
 4-100-21600-1227-261-210

\$50.00 for Dog Pound Fund surrender fees to line item:  
 3-100-16060-001

**Recommendation:** **MOTION** Accept and appropriate the funds in the amount of \$1,999.00 from Margarito Calderon Rodriguez.



RECEIVED

AUG 26 2016

ACCOUNTING DEPARTMENT  
SUSSEX COUNTY

**OFFICE OF PUBLIC SAFETY**  
EDDIE T. VICK  
PUBLIC SAFETY COORDINATOR  
(434) 246-1044 – FAX (434)-246-6013  
EMAIL: [ETVICK@SUSSEXCOUNTYVA.GOV](mailto:ETVICK@SUSSEXCOUNTYVA.GOV)

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

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August 25, 2016

TO: KELLY MOORE, ACCOUNTY PAYABLE CLERK  
FROM: EDDIE T. VICK, PUBLIC SAFETY COORDINATOR ETV  
SUBJECT: ANIMAL CARE CASE INVOICES

Several weeks ago, we were involved in an animal care case in which we removed some animals from the owner until some conditions were met. The animals were transported to the veterinary for an evaluation and/or medical treatment. We were able to work with the owner and resolved these issues and, returned them back to the home or found homes for some of the animals.

This described process created some financial burden on the County and, we required the owner to reimburse us for that cost. Those moneys were submitted to the Treasurer Office in the amount of \$1,999.00 (see attached receipt). Below is the listed invoices we are going to pay from this incident. We also need to appropriate that funding back into the Medical Services Line of the Animal Control Budget to cover these cost. That line number is #021600-1227-261-210.

Keith and Rebecca Scott	\$130.00
Dr. Dale Cupp	\$1,719.00
PAJ Services	\$100.00
Surrender Fee (2 dogs)	\$50.00
Total:	\$1,999.00

T A X R E C E I P T

Ticket #: 00006950001

SUSSEX COUNTY  
ONNIE L. WOODRUFF, TREASURER  
ONNIE L. WOODRUFF, TREAS  
P. O. BOX 1399  
SUSSEX, VA 23884

Date : 8/17/2016  
Register: /T6  
Trans. #: 59371  
Dept # : DPND  
Acct# :

BOARD/ADOPT. & REST. ANIMALS  
SEIZURE EXPENSES/BOARD  
FEES/ SURRENDER FEE

Previous Balance \$ 1999.00

Principal Being Paid \$ 1999.00  
Penalty \$ .00  
Interest \$ .00

RODRIGUEZ MARGARITO CALDERON  
BY ROY POOLE  
4254 NEWVILLE ROAD  
WAVERLY VA 23890

Amount Paid \$ 1999.00

\*Balance Due \$ .00  
Cash 1999.00

Pd by RODRIGUEZ MARGARITO C/R POOLE  
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 8/2016

ORRILL L. WOODWARD  
TREASURER OF SUSSEX COUNTY  
140 WEST MAIN  
SUSSEX, VIRGINIA 22684

**RECEIPT**

DATE: 8/15/2016

011607

RECEIVED  
AUG 15 2016  
SUSSEX CO TREAS

RECEIVED FROM: Margarito Calderon Rodriguez

ADDRESS: 4254 Newville Road

One Thousand Nine Hundred Ninety Nine DOLLARS 1,999

FOR: Seizure Expenses/ Board Fees/ Surrender Fee

ACCOUNT		HOW PAID	
AMT. OF ACCOUNT		CASH	<input checked="" type="checkbox"/>
AMT. PAID		CHECK	<input type="checkbox"/>
BALANCE DUE		MONEY ORDER	<input type="checkbox"/>

BY: R. Poole

# Cow Care

Meith and Rebecca Scott  
18806 Courthouse Road  
P.O. Box 651  
Dinwiddie, Va 23841  
804 712-6480

Picked up 2 cows from Joe Gray on  
Friday, August 12, 2016.  
25 miles to pick cows up  
25 miles to bring them back  
to our farm.

Feed cows 2 buckets of feed  
each day they were on our  
farm and provided fresh  
water daily. The cows were  
on our farm for six days.

Delivered cows back to owner  
on Friday, August 19, 2016.

Fees ~~#21600-1227-261-210~~ ~~EU~~  
8/25/16  
\$5.00 per head per day - \$60.00  
\$10.00 hauling fee \$70.00  
\* Rebecca Scott August 24, 2016 \$130.00

**Cabin Point Veterinary Hospital**

Dr. Dale L. Cupp  
 22245 Cabin Pt. Rd.  
 Disputanta, VA 23842  
 (804) 834-8341

Sussex County Animal Services  
 ATTN: ACCOUNTS PAYABLE  
 P.O. Box 1397  
 Sussex, VA 23884

Client ID: 1707  
 Invoice #: 47546  
 Date: 8/15/2016

Patient ID: 16021		Species: CANINE	Weight:				
Patient Name	Jack Russel 8-10-16	Breed:	TERRIER/JACK RUSSELL	Birthday:	08/12/2014	Sex:	Male
	Description	Staff Name	Quantity	Total			
8/11/2016	EXAM (S.A)	Ashley E. Edge, D.V.M.	1.00	\$42.00			
	ANESTHESIA (ACE)		1.00	\$25.00			
	CONVENIA INJ. 10 to 15 lb s (.70ml)		1.00	\$43.00			
	EAR CLEANING		1.00	\$12.00			
	NAIL TRIM		1.00	\$6.00			
	Courtesy Discount		1.00	(\$6.00)			
	BATH UP TO 20 lb.s		1.00	\$20.00			
	HEARTWORM TEST (OCCULT)		1.00	\$26.00			
	FECAL EXAMINATION (FLOTATION)		1.00	\$15.00			
	Strongid-T (Dewormer - Syringe)		1.00	\$8.00			
	RABIES CANINE 1 YEAR BOOSTER		1.00	\$14.00			
	BORDETELLA FIRST VAC		1.00	\$18.00			
	HOSPITALIZATION (CANINE)		1.00	\$15.00			
8/10/2016	BOARDING (CANINE)		1.00	\$15.00			
<b>Patient Subtotal:</b>				<b>\$253.00</b>			

Reminder

09/11/2016 BORDETELLA SECOND VAC  
 08/11/2017 HEARTWORM TEST (OCCULT)  
 RABIES CANINE 3 YEAR BOOSTER  
 FECAL EXAMINATION (FLOTATION)

THANK YOU FOR ALLOWING US TO SERVE YOU AND YOUR ANIMALS- WE HOPE  
 YOU HAVE A NICE DAY!



**Cabin Point Veterinary Hospital**

Dr. Dale L. Cupp  
 22245 Cabin Pt. Rd  
 Disputanta, VA 23842  
 (804) 834-8341

Sussex County Animal Services  
 ATTN: ACCOUNTS PAYABLE  
 P.O. Box 1397  
 Sussex, VA 23884

Client ID: 1707  
 Invoice #: 47546  
 Date: 8/15/2016

Patient ID: 16022	Species: CANINE	Weight
Patient Name: Chihuahua Cross 8-10-16	Breed: CHIHUAHUA/MIX	Birthday: 08/12/2014
		Sex: Female

	<u>Description</u>	<u>Staff Name</u>	<u>Quantity</u>	<u>Total</u>
8/11/2016	EXAM (S.A.)	Ashley E. Edge, D.V.M.	1.00	\$42.00
	ANESTHESIA (ACE)		1.00	\$25.00
	CONVENIA INJ. 10 to 15 lb.s (.70ml)		1.00	\$43.00
	EAR CLEANING		1.00	\$12.00
	NAIL TRIM		1.00	\$6.00
	Courtesy Discount		1.00	(\$6.00)
	BATH UP TO 20 lb.s		1.00	\$20.00
	HOSPITALIZATION (CANINE)		1.00	\$15.00
	HEARTWORM TEST (OCCULT)		1.00	\$26.00
	FECAL EXAMINATION (FLOTATION)		1.00	\$15.00
	Strongid-T (Dewormer - Syringe)		1.00	\$8.00
	RABIES CANINE 1 YEAR BOOSTER		1.00	\$14.00
	BORDETELLA FIRST VAC		1.00	\$18.00
8/10/2016	BOARDING (CANINE)		1.00	\$15.00
<b>Patient Subtotal:</b>				<b>\$253.00</b>

Reminder

09/10/2016 BORDETELLA SECOND VAC  
 08/11/2017 HEARTWORM TEST (OCCULT)  
 RABIES CANINE 3 YEAR BOOSTER  
 FECAL EXAMINATION (FLOTATION)

THANK YOU FOR ALLOWING US TO SERVE YOU AND YOUR ANIMALS. WE HOPE  
 YOU HAVE A NICE DAY!

**Cabin Point Veterinary Hospital**

Dr. Dale L. Cupp  
22245 Cabin Pt. Rd.  
Disputanta, VA 23842  
(804) 834-8341

Sussex County Animal Services  
ATTN: ACCOUNTS PAYABLE  
P.O. Box 1397  
Sussex, VA 23884

Client ID: 1707  
Invoice #: 47546  
Date: 8/15/2016

Patient ID: 16023		Species: EQUINE	Weight:	
Patient Name: Pony Mare & Foal 8-10-16		Breed: PONY	Birthdate: 02/12/2006	Sex: Mare
	Description	Staff Name	Quantity	Total
8/11/2016	EXAM (L.A.)	Dale L. Cupp, D.V.M.	1.00	\$60.00
	Courtesy Discount		1.00	(\$30.00)
	HOSPITALIZATION EQUINE		1.00	\$15.00
	COGGINS TEST (Digital)		1.00	\$39.00
	FECAL EGG COUNT L/A		1.00	\$20.00
8/12/2016	WEST NILE & EEE		1.00	\$40.00
8/10/2016	HOSPITALIZATION EQUINE		1.00	\$15.00
<b>Patient Subtotal:</b>				<b>\$159.00</b>

Reminder

02/10/2017 E/W ENCEPHALO-WNV-TT  
08/11/2017 WEST NILE VACCINATION  
08/12/2017 FECAL EGG COUNT L/A  
COGGINS TEST (Digital)

Patient ID: 16024		Species: EQUINE	Weight:	
Patient Name: Stud Pony 8-10-16		Breed: PONY	Birthdate: 08/12/2012	Sex: Stallion
	Description	Staff Name	Quantity	Total
8/11/2016	EXAM (L.A.)	Dale L. Cupp, D.V.M.	1.00	\$60.00
	Courtesy Discount		1.00	(\$30.00)
	HOSPITALIZATION EQUINE		1.00	\$15.00
	COGGINS TEST (Digital)		1.00	\$39.00
	FECAL EGG COUNT L/A		1.00	\$20.00
	WEST NILE & EEE		1.00	\$40.00
8/10/2016	HOSPITALIZATION EQUINE		1.00	\$15.00
<b>Patient Subtotal:</b>				<b>\$159.00</b>

Reminder

02/11/2017 E/W ENCEPHALO-WNV-TT  
08/11/2017 FECAL EGG COUNT L/A  
COGGINS TEST (Digital)

THANK YOU FOR ALLOWING US TO SERVE YOU AND YOUR ANIMALS- WE HOPE  
YOU HAVE A NICE DAY!

**Cabin Point Veterinary Hospital**

Dr. Dale L. Cupp  
22245 Cabin Pt. Rd  
Disputanta, VA 23842  
(804) 834-8341

Sussex County Animal Services  
ATTN: ACCOUNTS PAYABLE  
P.O. Box 1397  
Sussex, VA 23884

Client ID: 1707  
Invoice #: 47546  
Date: 8/15/2016

Patient ID: 16025      Species: BOVINE      Weight:  
Patient Name: Cows/Sheep      Breed: OTHER BREED      Birthday: 08/12/2014      Sex: Male

	<u>Description</u>	<u>Staff Name</u>	<u>Quantity</u>	<u>Total</u>
8/11/2016	EXAM (L.A.)	Dale L. Cupp, D.V.M.	1.00	\$40.00
	Professional time- Tech- buliding fences		4.00	\$60.00
	Boarding of Cows/Sheep		1.00	\$50.00
	FECAL EGG COUNT L/A		2.00	\$30.00
<b>Patient Subtotal:</b>				<b>\$180.00</b>

Reminder

08/11/2017 FECAL EGG COUNT L/A

Patient ID: 16027      Species: OTHER LARGE      Weight:  
Patient Name: Professional Services      Breed: OTHER BREED      Birthday: 00/00/0000      Sex: Other

	<u>Description</u>	<u>Staff Name</u>	<u>Quantity</u>	<u>Total</u>
8/10/2016	Farm Inspection	Dale L. Cupp, D.V.M.	1.00	\$75.00
	Transporting Livestock		1.00	\$75.00
	Professional Time- Dr. Cupp \$75/hr		4.00	\$300.00
	Courtesy Discount		1.00	(\$150.00)
	Professional Time- Technican \$15/hr		6.00	\$90.00
	EMERGENCY FEE-DAY		1.00	\$65.00
	Medical Record & Write-up		1.00	\$75.00
<b>Patient Subtotal:</b>				<b>\$530.00</b>

**Invoice Total: \$1,534.00**  
**Total: \$1,534.00**  
**Invoice Balance Due: \$1,534.00**

**Balance Due:** XXXXXXXXXX

THANK YOU FOR ALLOWING US TO SERVE YOU AND YOUR ANIMALS- WE HOPE  
YOU HAVE A NICE DAY!

Cabin Point Veterinary Hospital

Dr. Dale L. Cupp  
22245 Cabin Pt. Rd.  
Disputanta, VA 23842  
(804) 834-8341

Sussex County Animal Services  
ATTN: ACCOUNTS PAYABLE  
P.O. Box 1397  
Sussex, VA 23884

Client ID: 1707  
Invoice #: 47563  
Date: 8/15/2016

Patient ID: 16023 Species: EQUINE Weight:  
Patient Name: Pony Mare & Foal 8-10-16 Breed: PONY Birthday: 02/12/2008 Sex: Mare

	Description	Staff Name	Quantity	Total
8/15/2016	HOSPITALIZATION EQUINE	Dale L. Cupp, D.V.M.	4.00	\$60.00
<b>Patient Subtotal:</b>				<b>\$60.00</b>

Reminder

02/10/2017 EW ENCEPHALO-WNV-TT  
08/11/2017 WEST NILE VACCINATION  
08/12/2017 FECAL EGG COUNT L/A  
COGGINS TEST (Digital)

Patient ID: 16024 Species: EQUINE Weight:  
Patient Name: Stud Pony 8-10-16 Breed: PONY Birthday: 08/12/2012 Sex: Stallion

	Description	Staff Name	Quantity	Total
8/15/2016	HOSPITALIZATION (FELINE) FARM INSPECTION	Dale L. Cupp, D.V.M.	4.00 1.00	\$60.00 \$65.00
<b>Patient Subtotal:</b>				<b>\$125.00</b>

Reminder

02/11/2017 EW ENCEPHALO-WNV-TT  
08/11/2017 FECAL EGG COUNT L/A  
COGGINS TEST (Digital)

Invoice Total: \$185.00  
Total: \$185.00  
Invoice Balance Due: \$185.00

Balance Due:

*Total for  
these animals  
comes to \$1,719.00*

THANK YOU FOR ALLOWING US TO SERVE YOU AND YOUR ANIMALS- WE HOPE YOU HAVE A NICE DAY!

PAJ SERVICES  
14364 COURTHOUSE ROAD  
WAVERLY, VA 23890  
434 246-3751 OR 804 943-3506

DATE 8-12-16

Sussex Co Animals Shelter  
Sussex

SEPTIC SERVICES

Hauling & Transporting Cattle & Sheep  
From Dr Cupp To Scott Farms

\$100.00

*Joe Gray*

#21500-1227-261 - 210

8/25/16

EU

**Board of Supervisors**

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



Post Office Box 1397  
 20135 Princeton Road  
 Sussex, Virginia 23884

Deborah A. Davis  
 County Administrator  
[ddavis@sussexcountyva.gov](mailto:ddavis@sussexcountyva.gov)

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

**Sussex County Board of Supervisors**  
**September 15, 2016**

**Item:** September 15, 2016

**Requested by:** Kelly Moore, Accounts Payable *K319m*

**Summary:** The Finance Department is requesting that the Board of Supervisors restore the following funds received from VACO (check attached) to the appropriate line item:

\$40.00 for the refund of payment for Mr. Keith Blowe's registration to the 2016 County Official's Summit to line item: 11100-1203-111-110

**Recommendation:** **MOTION** Accept and appropriate the funds in the amount of \$40.00 from VACO.

**Carol Cameron**

---

**From:** Shilton Ricks <sricks@sussexcountyva.gov>  
**Sent:** Monday, August 08, 2016 10:09 AM  
**To:** Carol Cameron  
**Subject:** Cancellation and Substitution for County Officials' Summit  
**Attachments:** Summit Registration 16.pdf

Good Morning,

Can you please cancel the registration for Mr. Keith Blowe for the 2016 County Officials' Summit as he will not be able to attend? Please substitute Mr. Alfred G. Futrell for Mr. Rufus E. Tyler, as Mr. Tyler will not be attending the Summit either.

ISSUE refund  
substitute cancelled

Mr. A. G. Futrell's registration form is attached in the event it is needed.

Thanks,

*Shilton R. Butts*  
Assistant to the County Administrator/  
Deputy Clerk to the Board of Supervisors  
PO Box 1397  
20135 Princeton Road  
Sussex, VA 23884  
434.246.1002 Phone  
434.246.6013 Fax  
[sricks@sussexcountyva.gov](mailto:sricks@sussexcountyva.gov)

SRP

8/8/16

Vicky,

Please issue refund check (\$40.00) to Sussex County for Keith Blowe's cancellation.

Thanks,  
Carol

**VIRGINIA ASSOCIATION OF COUNTIES**

210795

VENDOR ID		NAME		PAYMENT NUMBER	CHECK DATE	2107950		
SUSCOU		Sussex County		000014641	8/10/2016			
OUR VOUCHER NUMBER	YOUR VOUCHER NUMBER	DATE	AMOUNT	AMOUNT PAID	DISCOUNT	WRITE-OFF	NET	
000013492	080816	8/10/2016	\$40.00	\$40.00	\$0.00	\$0.00	\$40.00	
			\$40.00	\$40.00	\$0.00	\$0.00	\$40.00	

COMMENT

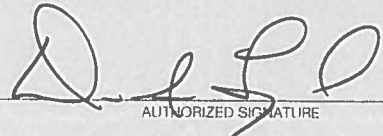
210795

**VIRGINIA ASSOCIATION OF COUNTIES**  
 1207 E MAIN STREET SUITE 300  
 RICHMOND, VA 23219 3627  
 (804) 788 6652

**SUNTRUST** ACH RT 061000104  
 68 2 510

DATE: 8/10/2016 AMOUNT: \$40.00

PAY TO THE ORDER OF: Sussex County  
 PO Box 1397  
 SUSSEX VA 23884-0397

   
 AUTHORIZED SIGNATURE

⑈02107950⑈ ⑆051000020⑆ 704742381⑈



TAX RECEIPT

Ticket #:00005370001

SUSSEX COUNTY  
ONNIE L. WOODRUFF, TREASURER  
ONNIE L. WOODRUFF, TREAS  
P. O. BOX 1399  
SUSSEX, VA 25884

Date : 8/26/2016  
Register : /T21  
Trans. #: 75736  
Dept # : EKOH  
Acct# :

E/R - OTHER  
REIMBURSEMENT OFFICIALS  
SUMMIT K BLOWE UNABLE TO  
ATTEND

Previous Balance \$ 40.00

Principal Being Paid \$ 40.00  
Penalty \$ .00  
Interest \$ .00

VIRGINIA ASSOCIATION OF COUNTIES  
1207 E MAIN ST  
SUITE 300  
RICHMOND VA 23219

Amount Paid \$ 40.00

\*Balance Due \$ .00

Pd by VIRGINIA ASSOCIATION OF COUNTIES Check 40.00 # 2107950 SUNTRST  
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 8/2016

2.05

**Board of Supervisors**

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



Post Office Box 1397  
20135 Princeton Road  
Sussex, Virginia 23884

Deborah A. Davis  
County Administrator  
[ddavis@sussexcountyva.gov](mailto:ddavis@sussexcountyva.gov)

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

**Sussex County Board of Supervisors  
September 15, 2016**

**Item:** September 15, 2016

**Requested by:** Kelly Moore, Accounts Payable

**Summary:** The Finance Department is requesting that the Board of Supervisors restore the following funds received from VACROP (check attached) to the appropriate line item:  
  
\$3,164.92 for the repair of VIN#3043 to line item 21600-1265-261-210

**Recommendation:** **MOTION** Accept and appropriate the funds in the amount of \$3,164.92 from VACORP.

RECEIVED  
JUN 07 2016  
ACCOUNTING DEPARTMENT  
SUSSEX COUNTY



VACORI

May 27, 2016

Sussex County  
P.O. Box 1397  
Sussex, VA 23884-0397

Attention: Deborah Davis

1315 Franklin Road, S  
Roanoke, Virginia 240  
540.345.85  
toll free 888.822.67  
fax 540.345.53  
toll free 877.212.85

Virginia Association of Counties Group Self-Insurance Risk Pool  
Member: Sussex County  
Claim Number: 1072016159913  
Date of Loss: 04-16-16

Dear Ms. Davis:

Enclosed please find a VACORP property damage check in the amount of \$3,164.92 to cover the repair cost to the 2015 Ford F250 Pickup Truck VIN#3043 that backed into a post. This amount was determined by adding together the following costs and applying the \$250.00 collision deductible:

- 1) \$340.00 Major Signs estimate
- 2) \$3,074.92 John's Auto Body & Painting estimate

If you should have any questions regarding this payment, please feel comfortable to call our office.

Sincerely,

A handwritten signature in blue ink that reads "Melissa Maddox".

Melissa Maddox, AIC, AIS  
Claims Specialist

Enc. - check

RECEIVED

JUN 07 2016

ACCOUNTING DEPARTMENT  
SUSSEX COUNTY

FIRST CITIZENS BANK

68-183/514  
412

VACORP CLAIMS  
1315 Franklin Road SW  
Roanoke, VA 24016-4607  
540-345-8500

DATE	CHECK NO.
5/31/2016	212730
AMOUNT	
\$	**3,164.92**

Three Thousand One Hundred Sixty-Four and 92/100 Dollars\*\*\*\*\*

PAY  
TO THE  
ORDER  
OF

Sussex County  
P.O Box 1397  
Sussex, VA 23884

*Stew L. Rawlings*

AUTHORIZED ACCOUNT SIGNER  
TWO SIGNATURES REQUIRED OVER \$30,000

SECURITY FEATURES INCLUDED: DETAILS OR BACK

⑆ 212730⑆ ⑆ 051401836⑆ 008921921150⑆

REMITTANCE STATEMENT - PLEASE DETACH BEFORE DEPOSITING

Description	From Date	To Date	Invoice #	Invoice Amt	Amount
Auto Collision			Repair	\$3,414.92	\$3,414.92
Auto Collision			Deductible	\$3,414.92	(\$250.00)

Claim Number: 1072016159913 Claimant: Sussex County Payee: Sussex County  
Check Number: 212730 Total Check Amt: \$3,164.92 Event Date: 4/16/2016 Department: 107 Sussex Date of Check: 5/31/2016  
Memo: 2015 Ford F250 Pickup Truck VIN#3043

**AGENDA ITEM #4.01**

**Public Hearing**

**Conditional Use Permit #2016-03, Virginia Solar LLC on behalf of Sappony Solar, LLC**

=====

This public hearing item was sent out under separate cover by the Community Development Department. Please remember to bring the information to the Board meeting along with the regular Board packet.

**AGENDA ITEM #4.02**

**Public Hearing**

**Ordinance No. 2016-05, Vacation of South Street Right-of-Way**

=====

This public hearing item was sent out under separate cover by the Community Development Department. Please remember to bring the information to the Board meeting along with the regular Board packet.

AGENDA ITEM #5.01

(Appointments)

Industrial Development Authority Board of Directors

=====

There is still a vacancy on the Industrial Development Authority Board of Directors. An appointment is needed to fill the term that will expire May 15, 2017.

A copy of the current roster follows this summary sheet.

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

(Updated July 2016)

D. Eugene Brittle, Chairman  
Post Office Box 461  
Wakefield VA 23888  
Office: 757 899 7310  
Home: 757-899 2381  
Cell: 757 377 6772  
Term expires: 05/15/2019

Bruce C. Spencer  
Vice Chairman  
Post Office Box 581  
Waverly VA 23890  
Office: 804 834 2322  
Term expires: 05/15/2017

Kevin Bracy  
18377 Courthouse Road  
Yale VA 23897  
Home 434 246 4720  
Term expires: 05/15/2018

L. Chester Carter  
Post Office Box 505  
Stony Creek, VA 23882  
Home: 434 634 3876  
Cell: 804 712 1250  
Term expires: 05/15/2020

Clyde Johnson  
427 Jasper Lane  
Waverly VA 23890  
Cell: 804 631 6742  
Term expires: 05/15/2018

Charles Ross  
23200 Moore's Lane  
Jarratt, VA 23867  
Cell: 434 378 3127  
Term expires: 5/15/2020

George O'N. Urquhart  
7201 Newville Road  
Waverly VA 23890  
Office: 804 897 6500, Ext. 6598  
Cell: 804 516 5775  
Term expires: 05/15/2017



**AGENDA ITEM #6.01**  
**(Action Items)**  
**2016 Board Priorities Update**

=====

The 2016 Board Priorities Updates will be offered by Deputy County Administrator, Vandy V. Jones, III. A copy of the update follows this summary sheet.

# SUSSEX COUNTY BOARD OF SUPERVISORS - PRIORITIES 2016

September Update

# Sussex BOS Priorities 2016



## Economic Development

- Identify Additional Funding Streams
- Shovel Ready Sites
- County Clean-up / Beautification Plan
- County Newsletter

- On-going
- Complete
- No Progress

# Sussex BOS Priorities 2016



## Broadband

- Options for County-wide Connectivity
- Technology Working Group
- Customer Service Satisfaction Survey
- County Cell Coverage
- Video-tape Board Meetings

● On-going  
● Complete  
● No Progress

# Sussex BOS Priorities 2016



## Strategic Plan

- BOS has re-scheduled a planning session for October 25-26, 2016

● On-going  
● Complete  
● No Progress

# Sussex BOS Priorities 2016



## FY 2017 Budget

- Paperless Strategy
- Vacant Positions/Restructuring
- Volunteers

- On-going
- Complete
- No Progress

Thank You



□ Questions ?

AGENDA ITEM #6.02

(Action Items)

VDOT - Resolution Route 626 – Courthouse Road

=====

Mr. Tommy Catlett, P. E., Area Land Use Engineer, advised staff that the Virginia Department of Transportation is in the process of finalizing some old projects and realized that the Route 626 (Courthouse Road) realignment was somewhat incomplete. (Project sketches are attached). VDOT is requesting that the Board adopt the following resolution:

**Courthouse Road Addition**

WHEREAS, the Virginia Department of Transportation has completed project 0626-091-705, C-501, and

WHEREAS, the project sketch and VDOT Form(s) AM 4.3, attached and incorporated herein as part of this resolution, defines adjustments required in the Secondary System of State highways as a result of construction, and

WHEREAS, certain segments identified on the incorporated Form AM 4.3 are ready to be accepted into the Secondary System of State Highways, and

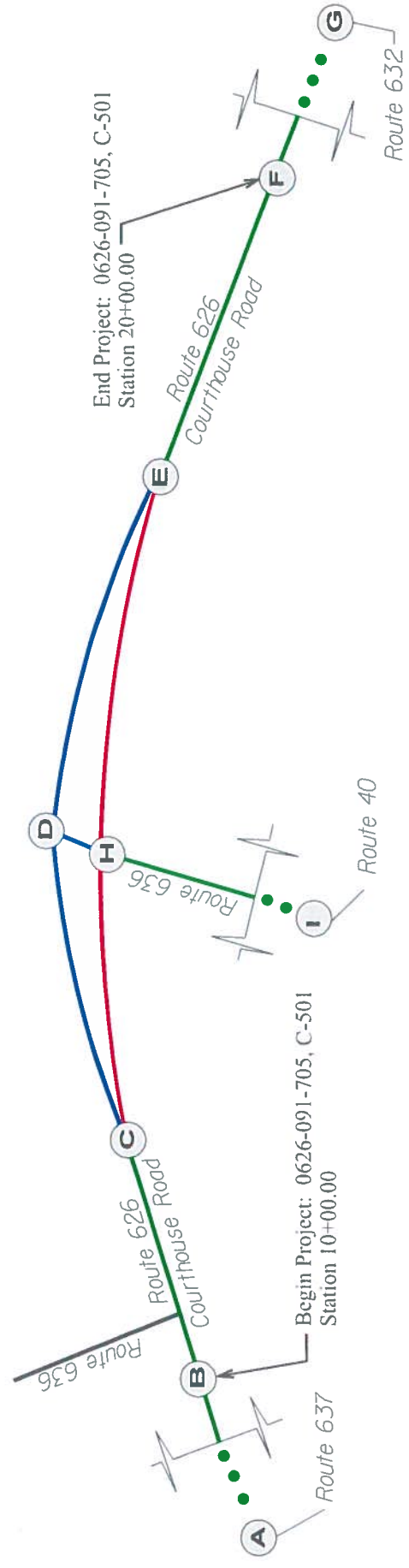
NOW THEREFORE, BE IT RESOLVED, this board hereby requests the Virginia Department of Transportation to take the necessary action to abandon those segments identified on the attached AM 4.3 Form and project sketch as a part of the Secondary System of State Highways, pursuant to §33.2-912, Code of Virginia, 1950, as amended, and

BE IT FURTHER RESOLVED, this Board requests the Virginia Department of Transportation to add the segments identified on the incorporated Form AM 4.3 to the Secondary System of State Highways, pursuant to §33.2-705 of the Code of Virginia, for which sections this Board hereby guarantees the right of way to be clear and unrestricted, including any necessary easements for cuts, fills, and drainage, and

BE IT FINALLY RESOLVED that a certified copy of this resolution to be forwarded to the Virginia Department of Transportation.



Using the DACHS application, please submit form AM-4.2 for each roadway segment and the entire project including the mileage and the pavement types, reflecting post-construction conditions.



Hampton Roads District  
Franklin Residency

UPC -- 85022

Legend

SUSSEX COUNTY

Changes in the Secondary Systems due to relocation and construction on

Route 626, Project: 0626-091-705, C-501

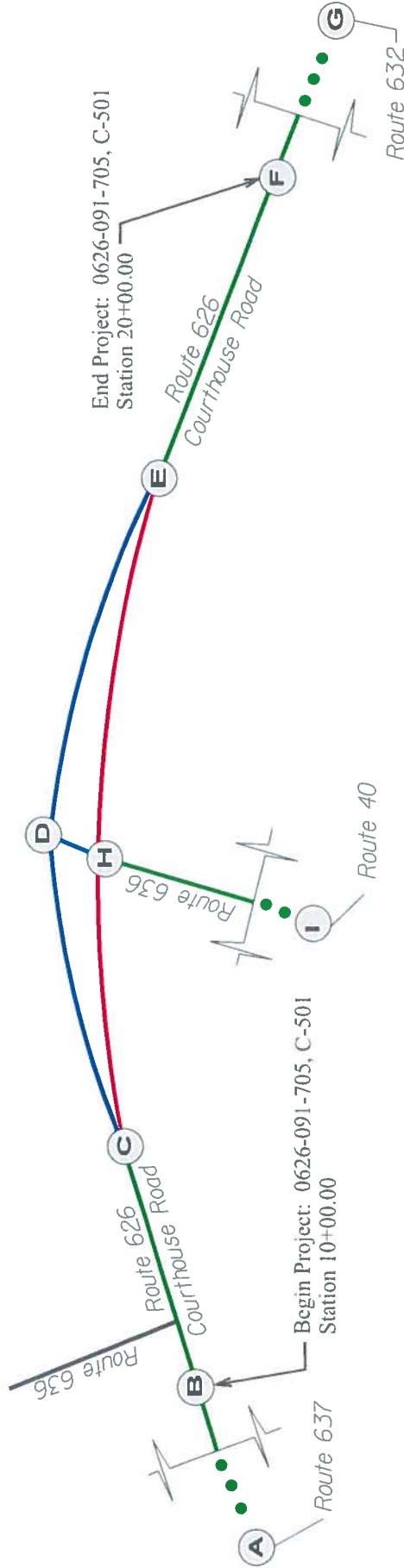
- █ Segment(s) of Secondary Road location to be abandoned.
- █ Segment(s) of new location to be added to the Secondary System.
- █ Data Correction - Adjustment to correct RIMS records also applies to Route Re-Numbering, an Administrative change.



Virginia Department of Transportation  
**VDOT**  
MAINTENANCE DIVISION  
May 24, 2016

Route	Action	Segment	Station	Length
626	Data Correction	A → B	Fr: Rte. 637 To: Beg. Proj. Sta. 10+00	1.25 Mi.
626	Data Correction	B → C	Fr: Beg. Proj. Sta. 10+00 To: Sta. 12+50	0.05 Mi.
626	Abandonment	C → E	Fr: Sta. 12+50 To: Sta. 17+50	0.10 Mi.
626	Data Correction	E → F	Fr: Sta. 17+50 To: End of Proj. 20+00	0.05 Mi.
626	Data Correction	F → G	Fr: End of Proj. 20+00 To: Rte. 632	0.81 Mi.
626	Addition	G → E	Fr: Sta. 12+50 To: Sta. 17+50	0.09 Mi.
636	Abandonment	D → H	Fr: Rte. 626 To: Sta. 10+00	0.01 Mi.
636	Data Correction	H → I	Fr: Sta. 10+00 To: Rte. 40	2.40 Mi.

Using the DACHS application please submit form AM-42 for each roadway segment and the entire project including the mileage and the pavement types, reflecting post-construction conditions.



Hampton Roads District  
Franklin Residency

UPC -- 85022

Legend

**SUSSEX COUNTY**  
Changes in the Secondary Systems due to relocation and construction on

**Route 626, Project: 0626-091-705, C-501**

- █ Segment(s) of Secondary Road location to be abandoned.
- █ Segment(s) of new location to be added to the Secondary System.
- █ Data Correction - Adjustment to correct RIMS records also applies to Route Re-Numbering, an Administrative change



Virginia Department of Transportation  
**VDOT**  
MAINTENANCE DIVISION  
May 24, 2016

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636	Abandonment	D → H	Fr: Rte. 626 To: Sta. 10+00	0.01 Mi.
636	Data Correction	H → I	Fr: Sta. 10+00 To: Rte. 40	2.40 Mi.

In the County of Sussex

By resolution of the governing body adopted September 15, 2016

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official): \_\_\_\_\_

Report of Changes in the Secondary System of State Highways

Project/Subdivision 626-091-705, C-501

Type Change to the Secondary System of State Highways:

Abandonment

The following facilities of the Secondary System of State Highways are hereby ordered abandoned, pursuant to the statutory authority cited:

Reason for Change: Abandonment, VDOT Project Related

Pursuant to Code of Virginia Statute: §33.2-912

Street Name and/or Route Number

◆ Courthouse Road, State Route Number 626

Old Route Number: 0

● From: Sta. 12+50 (C)

To: Sta. 17+50 (E), a distance of: 0.10 miles.

Street Name and/or Route Number

◆ Longevity Road, State Route Number 636

Old Route Number: 0

● From: Courthouse Road (Route 626) (D)

To: Sta. 10+00 (H), a distance of: 0.01 miles.



**AGENDA ITEM #6.03**  
**(Action Items)**  
**Personnel Committee Report**

---

The Personnel Committee (Supervisors Fly, Futrell, Tyler) met on September 1, 2016 and a report will be provided at the September 15 meeting.

**AGENDA ITEM #6.04**  
**(Action Items)**  
**Finance Committee Report**

=====

The Finance Committee (Supervisors Fly, Tyler, Stringfield) has a meeting scheduled for 5pm on September 15, 2016 and a report will be provided at the September 15<sup>th</sup> Board meeting.

AGENDA ITEM #6.05

(Action Items)

The Improvement Association's Request To Use Office Space

---

The Chairman of the Board of Directors, for the Improvement Association (Mr. Charlie E. Caple, Jr.) has forwarded a letter to staff requesting the use of office space at the county owned office building located 233 L South County Drive.

Currently, the office is occupied by the County Housing Programs staff (two employees) and Virginia Cooperative Extension (four employees). There are three vacant offices formerly used by Housing Staff (one office space may be used, should the vacant housing position be filled). In addition, there is one space leased by the Chowan Soil and Water Conservation District that is rarely used. County staff contacted Chowan staff and was advised that they were scheduled to have a Board meeting on Monday night (September 12) (after this writing) and would ask if they want to continue with the lease. County staff will provide an update at the Board meeting.

In addition, the Habitat for Humanity has an office space in the building that is rarely used.

**Recommendation:** That The Board authorizes the County Attorney to draft an agreement to allow the Improvement Association to lease office space in the County owned building located at 233 L South County Drive, Waverly, until the construction of their office space is completed and they no longer need the space; and further authorize the County Administrator to execute the agreement.



# The Improvement Association

Providing Community Action Services  
rmitland@impassoc.org

RUFUS TYLER  
Executive Director

1750 E. Atlantic Street  
Emporia, Virginia 23847  
434-336-9805/434-634-2490  
434-336-0405 Fax

P.O. Box 555  
233A South County Drive  
Waverly, Virginia 23890  
804-834-3522  
804-834-8050 Fax

Child Development Center  
434-848-3040  
P.O. Box 956  
100 College View Drive  
Lawrenceville, Virginia 23868  
434-848-9317  
434-848-2335 Fax

10305 Boydton Plank Road  
Dinwiddie, Virginia 23841  
804-469-4495  
804-469-4496 Fax

September 7, 2016

Board of Supervisors  
Sussex County  
P O Box 1397  
Sussex, VA 23882

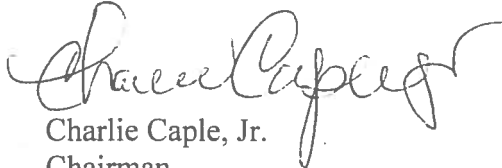
Dear Honorable Members,

As you are aware, The Improvement Association Board of Directors voted to construct an Education/Workforce Facility in Sussex County to serve our citizens. This facility will stimulate our local economy through the purchase of supplies locally for the construction, and attracting citizens to downtown Waverly. The projected date of completion of this project is May 2017.

The Improvement Association's lease on its existing facility in Waverly ends September 20, 2016. Consequently, The Improvement Association is requesting to utilize the four vacant offices in Sussex Housing Office until this new facility is completed in May 2017.

The Improvement Association Board of Directors would like to thank you for consideration in this matter.

Sincerely,



Charlie Caple, Jr.  
Chairman



# **Atlantic Waste Disposal**

**September 15, 2016  
Monthly Report**

AGENDA ITEM #7-01  
Reports of Departments/Agencies  
Atlantic Waste Disposal Update

---

Mr. Jason Williams, Senior District Manager (Atlantic Waste Disposal), will be providing a monthly update on Atlantic Waste Disposal.

# SUSSEX COUNTY

## FINANCIAL STATEMENTS

SUBMITTED BY ONNIE L. WOODRUFF, TREASURER

### AUGUST 31, 2016

<u>PAGE</u>	<u>TABLE OF CONTENTS</u>
1 – 1	BANK RECONCILIATION
2 – 5	999 TREAS. ACCT - 4 YR. COMP. BAL SHEET
6 – 6	BAL SHEETS – GEN FUND(100)
7 – 8	REVENUE/EXPENSE SUMMARY BY FUND
9 – 9	LANDFILL REVENUE SUMMARY – 10 YR REPORT
10 – 12	GEN FUND(100) REVENUE SUMMARY BY MAJOR
13 – 15	GEN FUND(100) EXPENDITURE SUMMARY BY DEPT
16 – 17	CIF(302) DETAIL REVENUE/EXPENSE SUMMARY



## TREASURER'S OFFICE

**ONNIE L. WOODRUFF**  
**TREASURER**  
**SUSSEX COUNTY**

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

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

Statement of money in the Banks to the credit of Sussex County as shown by the Treasurer's books at the close of business August 31, 2016.

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

Bank Balance - Money Market Checking-----	\$4,504,893.47	
Plus Cr Card Chg - July 2016 - in bank, not in office-----JE---	6.31	
Plus Bank Svc Chg - July 2016 - in bank, not in office---JE---	601.59	
Plus Deposits in Transit - in office, not in bank-----		
Plus Cr Card Deposits in Transit - in office, not in bank-----	213.50	
Plus NSF Check	316.44	
Plus checks not canceled in Aug.	5,878.42	
Less ACH Payroll Return - in bank, not in office-----		
Less Outstanding Checks not cleared bank-----	(387,170.20)	
Less Deposits in Transit - in bank, not in office-----	(30.00)	
Less Cr Card Deposits in Transit - in bank, not in office-----		
		\$4,124,709.53

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

Bank Balance-----	\$34,500.32	
Plus Bank Svc Chg - July 2016 - in office, not in bank-----	8.30	
Less Deposits in Transit - in bank, not in office-----		
Less Deposits in Transit - int earned, in bank, not in office---	(1.32)	
		34,507.30

**EVB #401- WAVERLY, VA**

Bank Balance-----	\$17,003.44	
Less Deposits in Transit - in bank, not in office-----		
Less Deposits in Transit - int earned, in bank, not in office---	(0.77)	
Investments and CD's-----		
#30342048 - EVB #451		\$2,210,398.24

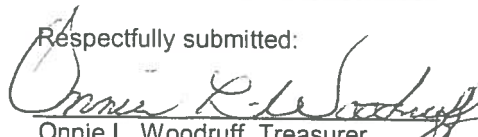
<b><u>QZAB -05 #701</u></b> Investment Balance-----	659,833.46	
<b><u>QZAB -06 #702</u></b> Investment Balance-----	1,101,659.42	
<b><u>LGIP INVESTMENT #803</u></b> Investment Balance-----	2,077,254.12	

TOTAL IN BANKS REC W/GL----- \$10,225,364.74

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.

kbe

Respectfully submitted:

  
 Onnie L. Woodruff, Treasurer

FUND # -999 TREASURER'S ACCOUNTABILITY FUND  
GL070C

MAJOR#	DESCRIPTION	FY/2014 Bal. Sheet 2013/07 Thru 2014/08	FY/2015 Bal. Sheet 2014/07 Thru 2015/08	FY/2016 Bal. Sheet 2015/07 Thru 2016/08	FY/2017 Bal. Sheet 2016/07 Thru 2016/08
000000-0000	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
000000-0000	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
000100-0000	ASSETS	.00	.00	.00	.00
000100-0101	Cash in Office - Treasurer	600.00	600.00	600.00	600.00
000100-0201	BB&T - MM Checking	3,259,260.93	2,307,191.70	2,676,270.16	4,124,709.53
000100-0251	BB&T - CD's	.00	.00	.00	.00
000100-0252	BB&T - Repos	.00	.00	.00	.00
000100-0301	BSV - MM Checking	25,075.16	235,017.46	434,789.41	34,507.30
000100-0351	BSV - CD's	.00	.00	.00	.00
000100-0352	BSV - Repos	.00	.00	.00	.00
000100-0401	BSS - MM Checking	138,611.51	1,356,905.13	212,870.40	17,002.67
000100-0451	BSS - CD's	7,105,834.03	6,104,668.55	6,127,325.28	2,210,398.24
000100-0452	BSS - Repos	.00	.00	.00	.00
000100-0701	Bank of America QZAB Acct	445,047.16	514,931.35	586,593.16	659,833.46
000100-0702	Bk of America QZAB 06 Escrow	707,861.76	836,003.18	967,375.20	1,101,659.42
000100-0803	IGIP - Investments	5,055,339.89	2,060,040.30	2,064,536.03	2,077,254.12
000100-0805	Mentor Snap - VPSA Bond Proceeds	.00	.00	.00	.00
000100-0806	Va.Snap/PFM-VPSA Int. Acct	.00	.00	.00	.00
000100-0901	NSF Checks	382.38	1,620.58	.30	.00
	ASSETS	16,738,012.82	13,416,978.25	13,070,359.94	10,225,964.74
	TOTAL ASSETS	16,738,012.82	13,416,978.25	13,070,359.94	10,225,964.74
000300-0000	FUND EQUITY	.00	.00	.00	.00
000300-0100	General Fund	3,613,665.28	3,845,908.06	4,021,917.16	2,501,387.43
000300-0105	VPA Fund	.00	.00	.00	.00
000300-0110	CSA Fund	52,847.54	136,957.43	170,791.95	48,565.52
000300-0115	BJA Trust Fund	.00	.00	.00	.00
000300-0120	IPR Loan Program Fund	9,783.58	.00	.00	.00
000300-0121	IPR Program Income Fund (11/02)	45,555.75	46,098.54	42,273.98	44,384.17
000300-0122	Disaster Recovery Relief Fund	.00	.00	.00	.00
000300-0123	CDBG Housing Program	39,644.91	44,109.66	49,695.99	53,711.99
000300-0124	Sussex Gardens Proj FD (Revl FD)	.00	.00	.00	.00
000300-0125	Drug Forfeiture Fund	19,613.12	20,441.40	15,344.73	11,534.15
000300-0135	Reserve for CP and DS	7,546,041.07	6,787,037.74	2,175,202.31	3,575,305.02
000300-0140	Criminal Justice Reserve Fund	.00	.00	.00	.00
000300-0201	Law Library Fund	25,745.76	26,283.68	26,823.48	27,524.13
000300-0251	School Fund	139,490.03	186,457.17	133,287.57	97,385.54
000300-0252	School Food Services Fund	52,956.67	21,781.53	44,078.72	6,593.63
000300-0253	Summer Food Service Fund	11,054.72	2,267.42	9,933.36	5,741.76
000300-0254	Title and Grant Fund	141,159.07	185,391.32	280,966.86	174,064.55
000300-0255	School Textbook Fund	172,078.51	45,544.40	74,068.59	192,635.86
000300-0256	Smart Beg. Early Childhood Dev	221.09	.00	.00	.00

\*See note 1. below

\*Note 1. Debt Service is now being paid out of the General Fund instead of the RCPF (135). \$728,607 debt service was paid in July and \$700,000 was transferred to RCPF #135. The \$1.429 million is the major difference between the August's balances of 2016. This will give you better understanding of the county's cash flow on a regular monthly basis and actually show you the lowest points of cash availability for July, August.

1/31/2016 Onnie L. Woodruff, Treasurer

SUSSEX COUNTY  
BALANCE SHEET - COMPARATIVE PERIODS  
2013/07 - 2016/08

FUND # - 999 TREASURER'S ACCOUNTABILITY FUND  
51070C

MAJOR#	DESCRIPTION	FY/2014 Bal. Sheet 2013/07 Thru 2013/08	FY/2015 Bal. Sheet 2014/07 Thru 2014/08	FY/2016 Bal. Sheet 2015/07 Thru 2015/08	FY/2017 Bal. Sheet 2016/07 Thru 2016/08
000300-0301	School Capital Projects Fund	241,647.05-	230,543.05-	230,688.05-	197,869.05-
000300-0302	General Capital Projects Fund	1,256,158.45-	27,948.80-	3,735,755.78-	845,991.15-
000300-0303	Elementary School Capital Proj Fund		6,300.00-	.00	.00
000300-0305	Mega Site - Industrial Park Fund	1,838,306.81-	29,476.67	6,574.79	44,923.12
000300-0306	Cabin Point - Industrial Park Fund	.00	.00	49,656.40	9,723.89
000300-0307	Henry - Industrial Park Fund	.00	.00	.00	.00
000300-0723	Robert Mitchell Scholarship Fund	29,220.17-	26,882.17-	26,218.17-	26,449.17-
000300-0724	Wav/Wak Rotary Scholarship Fund	26,894.86-	23,048.86-	22,665.86-	25,373.86-
000300-0725	RICHARD CLEMENTS MOORE III SCH FUND	28,253.83-	28,513.83-	28,680.83-	28,957.83-
000300-0726	Millard D. Stith Sch. Fund	56,694.00-	64,537.00-	72,886.00-	79,141.00-
000300-0733	Special Welfare Fund	2,095.34	1,241.73-	1,769.29-	1,963.97-
000300-0135-200	Restricted Res for Elem Loans	.00	.00	.00	.00
	FUND EQUITY	14,938,562.77-	11,453,902.26-	10,765,233.59-	7,781,318.21-
	TOTAL PRIOR YR FUND BALANCE	14,938,562.77-	11,453,902.26-	10,765,233.59-	7,781,318.21-
000400-0000	OTHER ACCOUNTS	.00	.00	.00	.00
000400-0001	Treasurer's Deferred Account	1,217.94-	1,269.03-	1,288.68-	1,288.68-
000400-0002	Cash Over and Short	13.52-	7.40-	23.93-	27.20-
000400-0011	Overpayments	.00	.00	.00	.00
000400-0012	Prepaid Taxes - PP	10,405.62-	9,229.88-	14,138.40-	12,168.55-
000400-0013	Prepaid Taxes - RE	18,573.42-	35,838.78-	48,140.02-	39,184.22-
000400-0014	Available PTR for Distrib \$1.093M	112,504.13-	65,236.37-	120,166.96-	.00
000400-0015	Escrow Acct. QZAB 2005	445,047.16-	514,931.35-	586,593.16-	659,833.46-
000400-0016	QZAB 2006 Escrow Acct.	707,861.76-	836,003.18-	967,375.20-	1,101,659.42-
000400-0021	Escrow Acct - Perf. Surety(ESCROW)	62,610.00-	62,610.00-	62,610.00-	64,235.00-
000400-0101	Commonwealth Current Credit Account	.00	.00	.00	.00
000400-0102	Commonwealth Current Debit Account	.00	.00	.00	.00
000400-0103	Commonwealth Cur C-DHCD Ln-Woodfue	3,841.50-	.00	.00	.00
000400-0104	Escrow Sheriff's Sales (SHSALE)	.00	.00	.00	.00
000400-0150	Health Insurance Cont. Fund (HINS)	575.00	.00	41,460.00	.00
	OTHER ACCOUNTS	1,361,500.05-	1,525,125.99-	1,758,876.35-	1,878,396.53-
000401-0000	ESCROW ACCTS. RESERVED CIF ACCTS	.00	.00	.00	.00
000401-0101	Escrow for Fire Dept. Vehicles	391,700.00-	391,700.00-	500,000.00-	500,000.00-
000401-0102	Escrow for Rescue Vehicles	46,250.00-	46,250.00-	46,250.00-	66,250.00-
	ESCROW ACCTS. RESERVED CIF ACCTS	437,950.00-	437,950.00-	546,250.00-	566,250.00-
	OTHER EQUITY & ESCROW ACCTS	1,799,450.05-	1,963,075.99-	2,305,126.35-	2,444,646.53-
000500-0000	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
	UNCOLLECTED TAXES - RE	.00	.00	.00	.00
000501-0000	Real Estate - 1990	.00	.00	.00	.00
000501-1990	Real Estate - 1991	.00	.00	.00	.00
000501-1991	Real Estate - 1992	.00	.00	.00	.00
000501-1992	Real Estate - 1993	725.28	.00	.00	.00

FUND # - 999 TREASURER'S ACCOUNTABILITY FUND  
GL070C

MAJOR#	DESCRIPTION	FY/2014 Bal. Sheet 2013/07 Thru 2014/08	FY/2015 Bal. Sheet 2014/07 Thru 2015/08	FY/2016 Bal. Sheet 2015/07 Thru 2016/08	FY/2017 Bal. Sheet 2016/07 Thru 2016/08
000501-1994	Real Estate - 1994	1,301.37	978.07	.00	.00
000501-1995	Real Estate - 1995	1,329.30	1,006.00	505.75	.00
000501-1996	Real Estate - 1996	1,479.28	1,130.11	546.22	176.80
000501-1997	Real Estate - 1997	1,683.35	1,301.84	663.87	193.17
000501-1998	Real Estate - 1998	2,412.03	2,009.04	734.82	256.14
000501-1999	REAL ESTATE - 1999	2,897.28	2,232.48	877.44	291.78
000501-2000	Real Estate - 2000	3,776.28	2,905.80	1,009.20	322.80
000501-2001	Real Estate - 2001	4,399.54	3,149.47	1,147.87	409.80
000501-2002	Real Estate - 2002	5,477.88	4,033.47	1,628.83	557.70
000501-2003	Real Estate - 2003	5,848.58	4,375.03	1,690.66	578.50
000501-2004	REAL ESTATE - 2004	6,430.37	4,763.85	1,715.35	584.35
000501-2005	Real Estate - 2005	6,871.75	4,968.36	1,906.86	584.35
000501-2006	Real Estate - 2006	7,779.97	4,920.46	1,780.80	427.68
000501-2007	Real Estate - 2007	9,841.42	5,456.40	1,849.44	427.68
000501-2008	REAL ESTATE - 2008	17,230.08	10,852.54	3,007.10	1,206.93
000501-2009	RE - 2009	24,325.23	14,054.74	4,032.88	2,030.94
000501-2010	Real Estate - 2010	39,270.50	18,495.32	5,754.32	3,474.05
000501-2011	Real Estate - 2011	69,788.55	29,241.75	12,304.10	7,156.19
000501-2012	Real Estate - 2012	156,308.47	71,839.43	24,001.08	12,719.00
000501-2013	Real Estate - 2013	.00	158,849.54	52,558.08	22,539.73
000501-2014	Real Estate - 2014	.00	.00	125,378.23	43,687.21
000501-2015	Real Estate - 2015	.00	.00	.00	136,832.06
000501-2016	Real Estate - 2016	.00	.00	.00	.00
000501-9999	Reserve - Real Estate Taxes	369,286.51	346,563.70	243,092.90	234,456.86
000502-0000	UNCOLLECTED TAXES - RE	.00	.00	.00	.00
000502-0005	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000502-2005	PP - 2005	.00	.00	.00	.00
000502-2006	PP - 2006	.00	.00	.00	.00
000502-2007	PP - 2007	.00	.00	.00	.00
000502-2008	PP - 2008	.00	.00	.00	.00
000502-2009	PP - 2009	19,005.80	.00	.00	.00
000502-2010	PP - 2010	19,279.12	17,765.61	.00	.00
000502-2011	PP - 2011	22,801.71	18,248.14	15,871.40	.00
000502-2012	PP - 2012	25,718.20	19,923.59	17,048.76	15,428.87
000502-2013	PP - 2013	68,398.84	29,930.23	21,633.22	18,910.59
000502-2014	PP - 2014	.00	277,638.44	22,424.28	14,489.66
000502-2015	PP - 2015	.00	.00	77,372.33	32,496.19
000502-2016	PP - 2016	.00	.00	.00	75,032.57
000502-9999	Reserve - PP Taxes	155,203.67	363,506.01	154,349.99	156,357.88
000503-0000	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000503-2006	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000503-2006	PSC - 2006	.00	.00	.00	.00

3/31/2016 Onnie L. Woodruff, Treasurer

SUSSEX COUNTY  
BALANCE SHEET - COMPARATIVE PERIODS  
2013/07 - 2016/08

PAGE # 5

FUND # - 999 TREASURER'S ACCOUNTABILITY FUND  
EL070C

MAJOR#	DESCRIPTION	FY/2014 Bal. Sheet 2013/07 Thru 2013/08	FY/2015 Bal. Sheet 2014/07 Thru 2014/08	FY/2016 Bal. Sheet 2015/07 Thru 2015/08	FY/2017 Bal. Sheet 2016/07 Thru 2016/08
000503-2007	PSC - 2007	.00	.00	.00	.00
000503-2008	PSC - 2008	.00	.00	.00	.00
000503-2009	PSC - 2009	.00	.00	.00	.00
000503-2010	PSC - 2010	.00	.00	.00	.00
000503-2011	PSC - 2011	.00	.00	.00	.00
000503-2012	PSC - 2012	.00	.00	.00	.00
000503-2013	PSC - 2013	.00	.00	.00	.00
000503-2014	PSC - 2014	.00	.00	58.63	.00
000503-2015	PSC - 2015	.00	.00	.00	.00
000503-2016	PSC - 2016	.00	.00	.00	.00
000503-9999	Reserve - PSC Taxes	.00	.00	58.63	.00
	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000504-0000	UNCOLLECTED TAXES - STATE	.00	.00	.00	.00
000504-2015	BL - 2015	.00	.00	6.56	.00
000504-2016	BL - 2016	.00	.00	.00	241.68
000504-9999	Reserve for Business License	.00	.00	6.56	241.68
	UNCOLLECTED BUSINESS LICENSE	.00	.00	.00	.00
000520-0000	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000520-0001	DMV Withholding Fees Receivable	8,161.00	9,426.04	7,673.90	11,331.70
000520-9999	Reserve for DMV Withholding Fees	8,161.00	9,426.04	7,673.90	11,331.70
	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000521-0000	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
000521-0001	Administrative Fees Receivable	12,211.98	14,074.00	11,488.79	15,378.62
000521-9999	Reserve for Administrative Fees	12,211.98	14,074.00	11,488.79	15,378.62
	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
000600-0000	UNCOLLECTED TAXES - STATE	.00	.00	.00	.00
	UNCOLLECTED TAXES - STATE	.00	.00	.00	.00
000601-0000	UNCOLLECTED TAXES - SI	.00	.00	.00	.00
000601-2009	State Income Tax - 2009	.00	.00	.00	.00
000601-2010	State Income Tax - 2010	.00	.00	.00	.00
000601-2011	State Income Tax - 2011	.00	.00	.00	.00
000601-2012	State Income Tax - 2012	5,102.10	.00	.00	.00
000601-2013	State Income Tax - 2013	.00	5,710.12	.00	.00
000601-2014	State Income Tax - 2014	.00	.00	13,378.70	.00
000601-2015	State Income Tax - 2015	.00	.00	.00	10,141.67
000601-9999	Reserve - State Income	5,102.10	5,710.12	13,378.70	10,141.67
	UNCOLLECTED TAXES - SI	.00	.00	.00	.00
000702-0000	IPR Loan Payments Receivable	1,935.00	3,030.98	3,380.98	2,934.48
000702-9999	Reserve for IPR Loan Payments	1,935.00	3,030.98	3,380.98	2,934.48
	IPR Loan Payments Receivable	.00	.00	.00	.00



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
<b>GENERAL FUND</b>					
<b>ASSETS</b>					
100-0100	Cash With Treasurer	2,983,425.22	1,119,430.20	1,601,467.99	2,501,387.43
	ASSETS	2,983,425.22	1,119,430.20	1,601,467.99	2,501,387.43
<b>OTHER ASSETS AND RESERVES</b>					
101-0050	Revl & In Due From Other Funds				
101-0051	Due From School Fund				
101-0235	Reserve for IDA Lease Agreement	1,019,581.25			1,019,581.25
101-0236	Reserve for VPSA99 Bonds High Sch.	3,612,703.00			3,612,703.00
101-0237	Res for Literary Loan - High Sch	4,201,514.00			4,201,514.00
101-0238	Res for Literary Loan - Mid Sch 07	1,109,742.50			1,109,742.50
101-0239	Res for IDA QZAB Bond Deposit	3,640,000.00			3,640,000.00
101-0240	Reserve for VPSA 2012 Bond Elem Sc	529,167.76			529,167.76
101-0241	Woodfuel Loan Receivable(DHCD Loan	24,583.37	55,126.86		79,710.23
101-0600	Commonwealth PTR avail. for distr.				
101-0900	Accrued Accounts Receivable				
101-0901	Reversion Due From School Fund	14,137,291.88	55,126.86		14,192,418.74
	OTHER ASSETS AND RESERVES	17,120,717.10	1,174,557.06	1,601,467.99	16,693,806.17
	<b>TOTAL ASSETS</b>				
<b>LIABILITIES</b>					
200-0100	Clearing Account - Payroll		245,659.40		
200-0200	Clearing Account - Accounts Payabl		326,333.97		
200-0235	IDA Lease Payable				
200-0236	VPSA99 Bonds Payable - High Sch	1,019,581.25			1,019,581.25
200-0237	Literary Loan Pay - High Sch.	3,612,703.00			3,612,703.00
200-0238	Literary Loan Pay - Middle Sch 07	4,201,514.00			4,201,514.00
200-0239	IDA QZAB Bond Deposit Payable	1,109,742.50			1,109,742.50
200-0240	VPSA 2012 Bond Payable - Elem Sch.	3,640,000.00			3,640,000.00
200-0241	DHCD Loan Payable (Woodfuel)	529,167.76			529,167.76
200-0300	Clearing Account - Jurors			55,126.86	
200-0600	Commonwealth PTR outstanding bal.	24,583.37			79,710.23
200-0900	Accrued Accounts Payable				
	LIABILITIES	14,137,291.88	571,993.37	627,120.23	14,192,418.74
	<b>TOTAL LIABILITIES</b>	14,137,291.88	571,993.37	627,120.23	14,192,418.74
<b>FUND EQUITY</b>					
300-0100	Fund Balance	4,008,355.50			4,008,355.50
	FUND EQUITY	4,008,355.50			4,008,355.50
	TOTAL PRIOR YR FUND BALANCE	4,008,355.50			4,008,355.50
	<b>TOTAL REVENUE</b>	924,881.56		1,102,172.75	2,027,054.31
	<b>TOTAL EXPENDITURE</b>	1,949,811.84		1,584,210.54	3,534,022.38
	<b>TOTAL CURRENT FUND BALANCE</b>	17,120,717.10	2,156,203.91	1,729,292.98	16,693,806.17
	TOTAL LIABILITIES AND FUND BALANCE				
					<b>Exp. over Rev.</b>

SUSSEX COUNTY  
REVENUE SUMMARY BY FUNDS  
7/01/2016 - 8/31/2016

8/31/2016 \*GL060B\* Onnie L. Woodruff, Treasurer

-FUND SUMMARY-

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% REMAIN.
100	REVENUE - GENERAL FUND	21,675,558.00	22,671,121.00	1,102,172.75	2,027,054.31	20,644,066.69	91.05
105	REVENUE - VPA/DSS FUND	2,099,652.00	2,099,652.00	152,360.37	306,743.38	1,792,908.62	85.39
110	REVENUE - CSA FUND	725,000.00	725,000.00	76,479.56	92,690.31	632,309.69	87.21
121	REV. - IPR PROG. INCOME FD (11/02)	.00	.00	189.87	379.74	379.74	100.00
123	REV - CDBG HOUSING PRG (4/09)	.00	.00	307.00	654.00	654.00	100.00
135	REVENUE - CP / DS RESERVE FUND	.00	700,000.00	700,000.00	700,000.00	.00	.00
201	REVENUE - LAW LIBRARY FUND	.00	.00	65.30	130.50	130.50	100.00
251	REVENUE - SCHOOL FUND	15,801,426.00	15,811,696.24	556,077.90	1,083,642.95	14,728,053.29	93.14
252	REVENUE - SUMMER FOOD SERVICES FUND	922,110.00	922,110.00	933.70	36,472.74	885,637.26	96.04
253	REVENUE - SCHOOL FOOD SERVICES FUND	.00	.00	582.50	4,964.12	4,964.12	100.00
254	REVENUE - TITLE & GRANT FUND	1,539,212.00	1,539,212.00	1,271.85	74,938.05	1,464,273.95	95.13
255	REVENUE - SCH. TEXTBOOK FUND	109,780.00	109,780.00	5,799.84	11,599.68	98,180.32	89.43
302	REVENUE - CAPITAL PROJECT FUND	193,000.00	633,000.00	.00	.00	633,000.00	100.00
305	REVENUE - MEGA SITE INDUST. PARK	.00	740,518.00	9,272.50	9,272.50	731,245.50	98.74
306	REVENUE - CABIN POINT INDUST. PARK	580,000.00	580,000.00	.00	.00	580,000.00	100.00
733	REVENUE - SPECIAL WELFARE FUND	43,645,738.00	46,532,089.24	1,130.00	1,740.00	1,740.00	100.00
	-- REVENUE TOTAL --			2,606,643.14	4,350,282.28	42,181,806.96	90.65

8/31/2016 \*GL060B\* Onnie L. Woodruff, Treasurer

SUSSEX COUNTY  
EXPENDITURE SUMMARY BY FUNDS

7/01/2016 - 8/31/2016

-FUND SUMMARY-

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
100	EXPENDITURES - GENERAL FUND	21,675,558.00	22,671,121.00	1,584,210.54	3,534,022.38	.00	19,137,098.62	84.41
105	EXPENDITURES - VPA/DSS FUND	2,099,652.00	2,099,652.00	152,360.37	306,743.38	.00	1,792,908.62	85.39
110	EXPENDITURES - CSA FUND	725,000.00	725,000.00	8,550.14	86,727.85	.00	638,272.15	88.03
125	EXPENDITURES - DRUG FORFEITURE FD	.00	12,105.16	571.01	571.01	.00	11,534.15	95.28
251	SCHOOL FUND EXPENDITURES	15,801,426.00	15,801,426.00	604,213.33	986,257.41	.00	14,815,168.59	93.75
252	EXPENDITURES - SCHOOL FOOD SERV	922,110.00	922,110.00	6,232.48	13,963.13	.00	908,146.87	98.48
253	EXPENDITURES - SUMMER FS FUND	.00	.00	10,598.39	19,905.01	.00	19,905.01	100.00
254	TITLE & GRANT REVOLVING FUND	1,539,212.00	1,539,212.00	46,964.23	110,240.86	.00	1,428,971.14	92.83
255	EXPENDITURES - TEXTBOOK FUND	109,780.00	109,780.00	2,885.00	2,885.00	.00	106,895.00	97.37
302	EXPENDITURES - CAPITAL PROJECT FD	193,000.00	2,063,375.00	519,443.62	519,443.62	.00	1,543,931.38	74.82
305	EXPENDITURES - MEGA SITE	.00	673,518.00	.00	.00	.00	673,518.00	100.00
306	EXPENDITURES - CABIN POINT PARK	580,000.00	580,000.00	.00	.00	.00	580,000.00	100.00
724	EXPENS. SUSSEX ENDOWM SCHSHP FD	.00	.00	1,500.00	3,000.00	.00	3,000.00	100.00
725	EXPS. - RICHARD CLEMENT MOORE S.FD.	.00	.00	500.00	500.00	.00	500.00	100.00
726	EXP. - MILLARD & FLORENCE STITH FSF	.00	.00	.00	1,000.00	.00	1,000.00	100.00
733	EXPENDITURES - SPECIAL WELFARE FD	.00	.00	680.00	1,398.45	.00	1,398.45	100.00
	-- EXPENDITURE TOTAL --	43,645,738.00	47,197,299.16	2,938,709.11	5,586,658.10	.00	41,610,641.06	88.16

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

MO. RECD	FYE2006	FYE2007	FYE2008	FYE2009	FYE2010	FYE2011	FYE2012	FYE2013	FYE2014	FYE2015	FYE2016	FYE2017	3Yr Ave
July	852,144	819,849	812,429	699,620	558,173	599,541	629,481	471,147	490,908	480,391	501,253	436,313	490,850
August	787,376	830,151	803,179	712,021	577,545	509,002	597,953	445,265	489,118	716,69	429,103	401,017	457,621
July Adj									23,595	454,641			7,865
September	749,215	808,986	796,329	669,685	475,125	503,372	592,764	479,789	432,466	350,607	324,276		369,116
Aug. Adj									10,179	399,043			3,393
October	699,786	752,231	715,269	683,656	500,954	545,971	514,347	408,069	401,828	308,871			369,914
Sept. Adj									20,337	382,450			6,779
November	712,291	889,097	790,715	670,320	481,954	567,260	476,176	430,052	405,430	334,371			374,084
December	689,609	798,459	714,193	537,570	455,412	541,780	415,797	534,057	322,278	335,460	339,298		332,346
January	665,109	650,791	667,328	504,874	449,831	479,350	441,254	488,614	343,461	389,239	390,132		374,277
February	724,022	713,718	719,697	486,201	437,417	484,712	432,349	542,928	377,628	403,443	342,709		374,593
March	690,792	582,539	632,047	449,975	419,355	472,753	404,675	403,559	317,919	290,654	341,827		316,800
April	798,204	790,823	739,381	507,925	493,043	586,694	403,647	426,530	338,922	459,688	389,559		396,056
May	748,483	799,360	711,795	544,548	507,140	572,823	441,761	480,225	390,339	544,490	360,063		431,631
June	814,725	768,332	724,680	518,084	571,595	578,670	458,093	473,070	399,471	508,752	400,137		436,120
Totals	8,931,755	9,204,335	8,827,042	6,984,479	5,927,545	6,441,927	5,808,297	5,583,306	4,763,878	4,999,574	4,461,599	837,331	4,741,684

Current Yr. Budget amou 4,600,000

-COST SUMMARY-		BUDGET		APPR.		CURRENT		Y-T-D		BALANCE		UNCOLLECTED	
ACCT#	DESCRIPTION	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	%
999	REVENUE - GENERAL FUND												
10000	REVENUE FROM LOCAL SOURCES												
11000	GENERAL PROPERTY TAXES	5,015,926.00	5,015,926.00	5,015,926.00	13,417.49	35,559.58	4,980,366.42	99.29					
11010	REAL PROPERTY TAXES	689,852.00	689,852.00	689,852.00	7,873.10	18,673.99	689,852.00	100.00					
11020	PUBLIC SERVICE CORP TAXES	2,311,318.00	2,311,318.00	2,311,318.00	209.07	398.27	2,292,644.01	99.19					
11030	PERSONAL PROPERTY TAXES	21,481.00	21,481.00	21,481.00	33.39	164.39	21,082.73	98.14					
11031	MOBILE HOME TAXES	9,000.00	9,000.00	9,000.00	52,105.72	48,624.40	8,835.61	98.17					
11032	FIRE AND RESCUE TAXES	1,280,777.00	1,280,777.00	1,280,777.00	27.45-	27.45-	1,232,152.60	96.20					
11040	MACHINERY AND TOOLS TAXES	120,000.00	120,000.00	120,000.00	5,828.18	16,572.64	120,027.45	100.02					
11050	MERCHANTS CAPITAL TAXES	208,500.00	208,500.00	208,500.00			191,927.36	92.05					
11060	PENALTIES, INTEREST & TREAS ADM FEES												
		9,656,854.00	9,656,854.00	9,656,854.00	79,439.50	119,965.82	9,536,888.18	98.75					
12000	GENERAL PROPERTY TAXES												
	OTHER LOCAL TAXES												
12010	LOCAL SALES USE AND TAXES	843,242.00	843,242.00	843,242.00	76,964.32	146,747.47	696,494.53	82.59					
12020	CONSUMER UTILITY TAXES	95,000.00	95,000.00	95,000.00	6,510.21	14,769.58	80,230.42	84.45					
12030	BUSINESS LICENSE TAXES	79,630.00	79,630.00	79,630.00	2,681.48	5,372.19	74,257.81	93.25					
12040	FRANCHISE LICENSE TAXES												
12050	MOTOR VEHICLE LICENSES	190,053.00	190,053.00	190,053.00	1,715.00	3,799.68	186,253.32	98.00					
12060	BANK STOCK TAXES	3,500.00	3,500.00	3,500.00			3,500.00	100.00					
12070	RECORDATION TAXES												
		1,211,425.00	1,211,425.00	1,211,425.00	87,871.01	170,688.92	1,040,736.08	85.91					
13000	OTHER LOCAL TAXES												
	PERMITS, FEES AND LICENSES												
13010	ANIMAL LICENSES	8,000.00	8,000.00	8,000.00	56.00	175.00	7,825.00	97.81					
13030	PERMITS AND OTHER LICENSES	4,882,560.00	4,882,560.00	4,882,560.00	424,761.24	884,519.33	3,998,040.67	81.88					
		4,890,560.00	4,890,560.00	4,890,560.00	424,817.24	884,694.33	4,005,865.67	81.91					
14000	PERMITS, FEES AND LICENSES												
	FINES AND FORFEITURES												
14010	FINES AND FORFEITURES	795,600.00	795,600.00	795,600.00	73,772.49	149,027.78	646,572.22	81.26					
		795,600.00	795,600.00	795,600.00	73,772.49	149,027.78	646,572.22	81.26					
15000	FINES AND FORFEITURES												
	REVENUE FROM USE OF MONEY/PROPERTY												
15010	REVENUE FROM USE OF MONEY	13,000.00	13,000.00	13,000.00	1,958.42	18,057.70	5,057.70-	38.90-					
15020	REVENUE FROM USE OF PROPERTY	76,000.00	76,000.00	76,000.00	5,643.26	13,266.90	62,733.10	82.54					
		89,000.00	89,000.00	89,000.00	7,601.68	31,324.60	57,675.40	64.80					
16000	REVENUE FROM USE OF MONEY/PROPERTY												
	CHARGES FOR SERVICES												
16010	COURT COSTS	201,215.00	201,215.00	201,215.00	16,667.55	31,118.77	170,096.23	84.53					
16020	COMMONWEALTH'S ATTORNEY FEES	1,650.00	1,650.00	1,650.00	125.15	258.44	1,391.56	84.33					
16050	CHARGES FOR CORRECTION/DETENTION	3,800.00	3,800.00	3,800.00	335.94	1,075.61	2,724.39	71.69					
16060	CHARGES FOR OTHER PROTECTION	1,600.00	1,600.00	1,600.00	2,009.00	2,159.00	559.00-	34.93-					
16080	CHARGES FOR SANITATION/WASTE REMVL												

/31/2016 Onnie L. Woodruff, Treasurer  
 UND #-100 REVENUE

SUSSEX COUNTY  
 GENERAL FUND - REVENUE SUMMARY BY MAJOR SOURCE  
 7/01/2016 - 8/31/2016

ACCT#	DESCRIPTION	-COST SUMMARY-		-COST SUMMARY-		Y-T-D AMOUNT	% BALANCE UNCOLLECTED	
		BUDGET AMOUNT	APPR. AMOUNT	AMOUNT	AMOUNT		BALANCE	UNCOLLECTED
16160	CHARGES FOR COMMUNITY DEVELOPMENT	25,000.00	25,000.00	198.27		25,000.00	100.00	
16210	CHG FOR CREDIT & DEBIT CARD USE	3,000.00	3,000.00	146.31		2,801.73	93.39	
	CHARGES FOR SERVICES	236,265.00	236,265.00	19,283.95		201,454.91	85.26	
18000	MISCELLANEOUS REVENUE	50,000.00	50,000.00	1,040.00		48,960.00	97.92	
18030	EXPENDITURE REFUNDS	19,500.00	19,530.00	26,907.26		8,742.28	44.76	
18990	MISCELLANEOUS							
19000	MISCELLANEOUS REVENUE	69,500.00	69,530.00	27,947.26		40,217.72	57.84	
19020	RECOVERED COSTS	93,438.00	93,438.00	7,786.49		77,865.02	83.33	
	RECOVERED COSTS - OTHER	171,500.00	171,500.00	17,192.66		143,336.61	83.57	
20000	RECOVERED COSTS	264,938.00	264,938.00	24,979.15		221,201.63	83.49	
21000	REVENUE FROM THE COMMONWEALTH PAYMENT IN LIEU OF TAXES	25,000.00	25,000.00			25,000.00	100.00	
22000	PAYMENT IN LIEU OF TAXES	25,000.00	25,000.00			25,000.00	100.00	
22010	NON-CATEGORICAL AID - STATE	446,653.00	446,653.00	117,021.47		307,723.72	68.89	
22011	LOCAL FINES FROM DOA TO BE DISTRIB							
23000	NON-CATEGORICAL AID - STATE	446,653.00	446,653.00	117,021.47		307,723.72	68.89	
23010	SHARED EXPENSES - CATEGORICAL COMMONWEALTH'S ATTORNEY	243,094.00	243,094.00	18,601.55		199,095.65	81.90	
23020	SHERIFF SHARED EXPENSE	1,317,850.00	1,317,850.00	73,023.54		1,133,033.82	85.97	
23030	COMMISSIONER OF REVENUE	75,502.00	75,502.00	5,720.00		62,683.31	83.02	
23040	TREASURER SHARED EXPENSE	86,858.00	86,858.00	5,799.63		73,239.97	84.32	
23050	MEDICAL EXAMINER SHARED EXP							
23060	REGISTRAR/ELECTORAL BD SHARED EXP	38,000.00	38,000.00			38,000.00	100.00	
23070	CLERK OF COURT SHARED EXP	191,909.00	191,909.00	14,011.60		162,102.86	84.46	
23080	JAIL SHARED EXPENSE	100,000.00	100,000.00	23,760.00		76,240.00	76.24	
24040	SHARED EXPENSES - CATEGORICAL OTHER CATEGORICAL AID - STATE	2,053,213.00	2,053,213.00	140,916.32		1,744,395.61	84.95	
30000	OTHER CATEGORICAL AID - STATE	1,450,242.00	1,450,242.00	98,522.68		1,334,494.55	92.01	
32000	OTHER CATEGORICAL AID - STATE	1,450,242.00	1,450,242.00	98,522.68		1,334,494.55	92.01	
32010	REVENUE FROM THE FEDERAL GOVERNMENT NON-CATEGORICAL AID - FEDERAL							
32010	CDBG COMMUNITY DEV. BLOCK GRANT							
32020	SOCIAL SECURITY ADM. BOUNTY - JAIL							
33000	CATEGORICAL AID - FED							

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	-COST SUMMARY-	BALANCE	UNCOLLECTED
33030	Emergency Ser. Grant - Res							
40000	OTHER FINANCING SOURCES							
41000	NON-REVENUE RECEIPTS							
41040	PROCEEDS FROM INDEBTNESS	3,308.00	3,308.00				3,308.00	100.00
41050	TRANSFERS FROM OTHER FUNDS							
41060	DESIGNATED USE OF FUND BALANCES	483,000.00	1,478,533.00				1,478,533.00	100.00
	*note: \$700,000 of this was transferred to RCPF #135							
	NON-REVENUE RECEIPTS	486,308.00	1,481,841.00				1,481,841.00	100.00
	---FUND TOTAL---	21,675,558.00	22,671,121.00	1,102,172.75	2,027,054.31		20,644,066.69	91.05

8/31/2016 Onnie L. Woodruff, Treasurer  
 FUND # - 100 EXPENDITURE

SUSSEX COUNTY  
 GENERAL FUND - EXPENDITURE SUMMARY BY DEPARTMENTS  
 7/01/2016 - 8/31/2016

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	-COST SUMMARY- UNENCUMBERED BALANCE	% REMAINING
999	EXPENDITURES - GENERAL FUND	136,582.00	136,582.00	12,645.01	26,452.27		110,129.73	80.63
11100-111	BOARD OF SUPERVISORS	136,582.00	136,582.00	12,645.01	26,452.27		110,129.73	80.63
	--MAJOR TOTAL--							
	BOARD OF SUPERVISORS	136,582.00	136,582.00	12,645.01	26,452.27		110,129.73	80.63
21100-211	ADMINISTRATOR	651,634.00	651,634.00	46,352.93	103,862.19		547,771.81	84.06
	--MAJOR TOTAL--	651,634.00	651,634.00	46,352.93	103,862.19		547,771.81	84.06
21200-221	BUILDING & GROUNDS	548,322.00	548,322.00	36,831.24	103,086.58		445,235.42	81.19
	--MAJOR TOTAL--	548,322.00	548,322.00	36,831.24	103,086.58		445,235.42	81.19
21300-231	HOUSING	176,921.00	176,921.00	10,679.47	24,637.57		152,283.43	86.07
	--MAJOR TOTAL--	176,921.00	176,921.00	10,679.47	24,637.57		152,283.43	86.07
21400-241	PLANNING	181,207.00	234,959.00	14,635.22	28,914.68		206,044.32	87.69
21400-242	BUILDING INSPECTIONS	222,354.00	222,354.00	11,108.82	33,831.30		188,522.70	84.78
21400-243	ZONING	1,743.00	1,743.00				1,743.00	100.00
	--MAJOR TOTAL--	405,304.00	459,056.00	25,744.04	62,745.98		396,310.02	86.33
21500-251	FIRE & RESCUE	184,289.00	194,289.00	1,121.02	28,268.68		166,020.32	85.45
21500-252	AMBULANCE & RESCUE	747,041.00	747,041.00	69,024.35	151,490.35		595,550.65	79.72
21500-253	EMERGENCY SERVICES	223,089.00	223,089.00	8,169.81	55,450.70		167,638.30	75.14
21500-255	FOREST FIRE EXTINCTION	24,000.00	24,000.00				24,000.00	100.00
	--MAJOR TOTAL--	1,178,419.00	1,188,419.00	78,315.18	235,209.73		953,209.27	80.20
21600-261	ANIMAL CONTROL	215,476.00	215,476.00	19,653.62	41,056.80		174,419.20	80.94
21600-262	ENVIRONMENTAL INSPECTIONS	225,000.00	225,000.00	16,060.54	40,620.18		184,379.82	81.94
21600-263	GENERAL WORKS	75,000.00	75,000.00	9,175.47	18,536.85		56,463.15	75.28
21600-266	REFUSE DISPOSAL	159,800.00	159,800.00	16,624.70	27,248.56		132,551.44	82.94
	--MAJOR TOTAL--	675,276.00	675,276.00	61,514.33	127,462.39		547,813.61	81.12
21700-271	IT AND CENTRAL ACCOUNTING AS400	70,795.00	70,795.00	2,317.00	18,283.93		52,511.07	74.17
	--MAJOR TOTAL--	70,795.00	70,795.00	2,317.00	18,283.93		52,511.07	74.17
	ADMINISTRATOR	3,706,671.00	3,770,423.00	261,754.19	675,288.37		3,095,134.63	82.08
22100-281	COUNTY ATTORNEY	75,000.00	75,000.00	6,250.00	6,631.82		68,368.18	91.15
	--MAJOR TOTAL--	75,000.00	75,000.00	6,250.00	6,631.82		68,368.18	91.15
	COUNTY ATTORNEY	75,000.00	75,000.00	6,250.00	6,631.82		68,368.18	91.15
23100-291	REGISTRAR/BOARD OF ELECTIONS	161,697.00	176,207.76	11,020.20	22,107.69		154,100.07	87.45
	--MAJOR TOTAL--	161,697.00	176,207.76	11,020.20	22,107.69		154,100.07	87.45
	REGISTRAR/BOARD OF ELECTIONS	161,697.00	176,207.76	11,020.20	22,107.69		154,100.07	87.45
31100-311	COMMISSIONER OF REVENUE	228,770.00	228,770.00	18,566.65	35,957.42		192,812.58	84.28



SUSSEX COUNTY  
**GENERAL FUND - EXPENDITURE SUMMARY BY DEPARTMENTS**  
 7/01/2016 - 8/31/2016

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	-COST SUMMARY- UNENCUMBERED BALANCE	% REMAINING
31100-312	REASSESSMENT SERVICES	228,770.00	378,770.00	18,566.65	35,957.42		150,000.00	100.00
	--MAJOR TOTAL--						342,812.58	90.50
41100-411	COMMISSIONER OF REVENUE	228,770.00	378,770.00	18,566.65	35,957.42		342,812.58	90.50
41100-412	TREASURER	341,324.00	341,324.00	23,748.38	55,319.02		286,004.98	83.79
	LICENSE BUREAU	43,700.00	43,700.00	1,060.00	4,887.54		38,812.46	88.81
	--MAJOR TOTAL--	385,024.00	385,024.00	24,808.38	60,206.56		324,817.44	84.36
51100-511	TREASURER	385,024.00	385,024.00	24,808.38	60,206.56		324,817.44	84.36
51100-512	COURTROOM SECURITY	187,250.00	187,250.00	16,300.92	32,255.25		154,994.75	82.77
51100-513	FIELD OPERATIONS	1,535,896.00	1,535,926.00	148,940.71	322,701.26		1,213,224.74	78.98
51100-514	SPOT OPERATIONS	32,295.00	32,295.00	5,290.86	9,072.53		23,222.47	71.90
51100-515	SELECTIVE ENFORCEMENT	241,830.00	241,830.00	17,397.67	34,265.29		207,564.71	85.83
51100-516	WAKEFIELD OPERATIONS	57,180.00	57,180.00	4,952.84	8,841.03		48,338.97	84.53
51100-517	E911	202,860.00	202,860.00	12,639.26	24,258.09		178,601.91	88.04
	SCHOOL RESOURCE OFFICERS	107,679.00	107,679.00	9,114.89	18,087.18		89,591.82	83.20
	--MAJOR TOTAL--	2,364,990.00	2,365,020.00	214,637.15	449,480.63		1,915,539.37	80.99
51500-551	CONFINEMENT OF INMATES	1,685,618.00	1,685,618.00	121,488.17	271,032.60		1,414,585.40	83.92
	--MAJOR TOTAL--	1,685,618.00	1,685,618.00	121,488.17	271,032.60		1,414,585.40	83.92
61100-611	SHERIFF'S DEPARTMENT	4,050,608.00	4,050,638.00	336,125.32	720,513.23		3,330,124.77	82.21
61100-612	CIRCUIT COURT	35,590.00	35,590.00	3,046.15	6,390.78		29,199.22	82.04
61100-613	GENERAL DISTRICT COURT	23,692.00	24,962.00	930.53	1,253.98		23,708.02	94.97
61100-614	SPECIAL MAGISTRATES	7,125.00	7,125.00	609.02	858.81		6,266.19	87.94
	JUV & DOM RELATIONS COURT	12,262.00	12,262.00	4,585.70	8,503.57		12,262.00	100.00
	--MAJOR TOTAL--	78,669.00	79,939.00	4,585.70	8,503.57		71,435.43	89.36
62100-621	CIRCUIT COURT	78,669.00	79,939.00	4,585.70	8,503.57		71,435.43	89.36
	CLERK OF COURTS	352,513.00	352,513.00	27,084.00	58,062.18		294,450.82	83.52
	--MAJOR TOTAL--	352,513.00	352,513.00	27,084.00	58,062.18		294,450.82	83.52
63100-631	CLERK OF COURTS	352,513.00	352,513.00	27,084.00	58,062.18		294,450.82	83.52
63100-632	COMMONWEALTH'S ATTORNEY	422,326.00	422,326.00	33,846.16	68,541.70		353,784.30	83.77
	VICTIM/WITNESS PROGRAM	68,427.00	68,427.00	5,993.51	14,132.85		54,294.15	79.34
	--MAJOR TOTAL--	490,753.00	490,753.00	39,839.67	82,674.55		408,078.45	83.15
1000	COMMONWEALTH'S ATTORNEY	490,753.00	490,753.00	39,839.67	82,674.55		408,078.45	83.15
1100-801	CONTRIBUTIONS TO OUTSIDE AGENCIES	176,489.00	176,489.00				176,489.00	100.00
1100-803	Cater Health District	982.00	982.00		982.00		32,249.50	50.00
1100-805	Old Dominion Emerg. Medical Serv.	64,499.00	64,499.00		33,231.50		208,738.50	86.26
	District 19 Community Services Bd	241,970.00	241,970.00					
	--MAJOR TOTAL--	241,970.00	241,970.00					

8/31/2016 Onnie L. Woodruff, Treasurer

**GENERAL FUND - EXPENDITURE SUMMARY BY DEPARTMENTS**  
 7/01/2016 - 8/31/2016

SUSSEX COUNTY

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	-COST SUMMARY- UNENCUMBERED BALANCE	% REMAINING
81300-811	Crater Area Aging	7,060.00	7,060.00		7,060.00		1,000.00	100.00
81300-812	Sussex SS Christmas Program	1,000.00	1,000.00				2,000.00	100.00
81300-814	The Improvement Assoc	64,000.00	64,000.00	64,000.00	64,000.00		70,584.29	99.74
81300-816	Red Cross	2,000.00	2,000.00				2,000.00	100.00
81300-822	VA Cooperative Extension	70,768.00	70,768.00	163.75	183.71		7,200.00	52.60
81300-823	Chowan Basin Soil & Water Conserv.	3,355.00	3,355.00				116,238.75	75.00
81300-824	South Centre Corr. Res Con & Dev Co	2,000.00	2,000.00				116,238.75	68.38
81300-829	Chowan Basin Proj. / City Franklin	7,200.00	7,200.00				1,000.00	100.00
	--MAJOR TOTAL--	157,383.00	157,383.00	64,163.75	74,598.71		1,000.00	20.00
81400-825	Wakefield Foundation	10,000.00	10,000.00				4,895.00	50.00
81400-826	Blackwater/Regional Library	154,985.00	154,985.00				500.00	100.00
81400-827	MBC Museum	5,000.00	5,000.00	5,000.00	5,000.00		1,000.00	20.00
	--MAJOR TOTAL--	169,985.00	169,985.00	5,000.00	53,746.25		1,000.00	60.32
81500-831	John Tyler Community College	1,000.00	1,000.00				495,288.37	67.49
81500-833	Southside Virginia Education Center	4,000.00	4,000.00				8,918,135.95	91.83
	--MAJOR TOTAL--	5,000.00	5,000.00				167,373.00	100.00
81600-840	Sussex Youth & Adult Recreation Ctr	6,000.00	6,000.00				9,085,508.95	91.97
81600-843	Senior Citizens, Eastern	10,000.00	10,000.00				1,296,743.03	63.29
	--MAJOR TOTAL--	16,000.00	16,000.00				60,106.17	52.42
81800-860	Crater Planning District Commission	9,790.00	9,790.00				60,106.17	52.42
81800-861	IDA	500.00	500.00				19,137,098.62	84.41
81800-862	Virginia's Gateway Region	27,050.00	27,050.00					
81800-863	Crater Criminal Justice/fr Sh Bud.	103,100.00	103,100.00	22,468.17	22,468.17			
81800-869	Crater Small Bus Dev Cent Longwood U	3,000.00	3,000.00					
	--MAJOR TOTAL--	143,440.00	143,440.00	22,468.17	56,913.17			
	CONTRIBUTIONS TO OUTSIDE AGENCIES	733,778.00	733,778.00	91,631.92	238,489.63			
93100	TRANSFERS TO OTHER FUNDS	8,933,479.00	9,710,749.24	749,899.50	792,613.29			
93200	EXP ACCOUNT NON DEPARTMENT	178,643.00	167,373.00					
	TRANSFERS TO OTHER FUNDS	9,112,122.00	9,878,122.24	749,899.50	792,613.29			
95000	DEBT SERVICE	2,048,710.00	2,048,710.00		751,966.97			
	DEBT SERVICE	2,048,710.00	2,048,710.00		751,966.97			
99900	NON DEPARTMENTAL	114,661.00	114,661.00		54,554.83			
	NON DEPARTMENTAL	114,661.00	114,661.00		54,554.83			
	--FUND TOTAL--	21,675,558.00	22,671,121.00	1,584,210.54	3,534,022.38			

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	7/01/2016 - 8/31/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	REMAIN.
999	REVENUE - CAPITAL PROJECT FUND						
10000	REVENUE FROM LOCAL SOURCES						
15000	REVENUE FROM USE OF MONEY/PROPERTY						
15010	REVENUE FROM USE OF MONEY						
16000	CHARGES FOR SERVICES						
16010	COURT COSTS						
20000	REVENUE FROM THE COMMONWEALTH						
24000	CATEGORICAL AID - STATE						
24040	CATEGORICAL AID - OTHER						
40000	OTHER FINANCING SOURCES						
41000	NON-REVENUE RECEIPTS						
41040	PROCEEDS FROM INDEBTNESS						
41050	FUND TRANSFERS						
0100	Transfer from General Fund	193,000.00	193,000.00	.00	.00	193,000.00	100.00
0999	Trf in fr Fd. 999 Escrow Acct	.00	440,000.00	.00	.00	440,000.00	100.00
	FUND TRANSFERS	193,000.00	633,000.00	.00	.00	633,000.00	100.00
	NON-REVENUE RECEIPTS	193,000.00	633,000.00	.00	.00	633,000.00	100.00
	--FUND TOTAL--	193,000.00	633,000.00	.00	.00	633,000.00	100.00

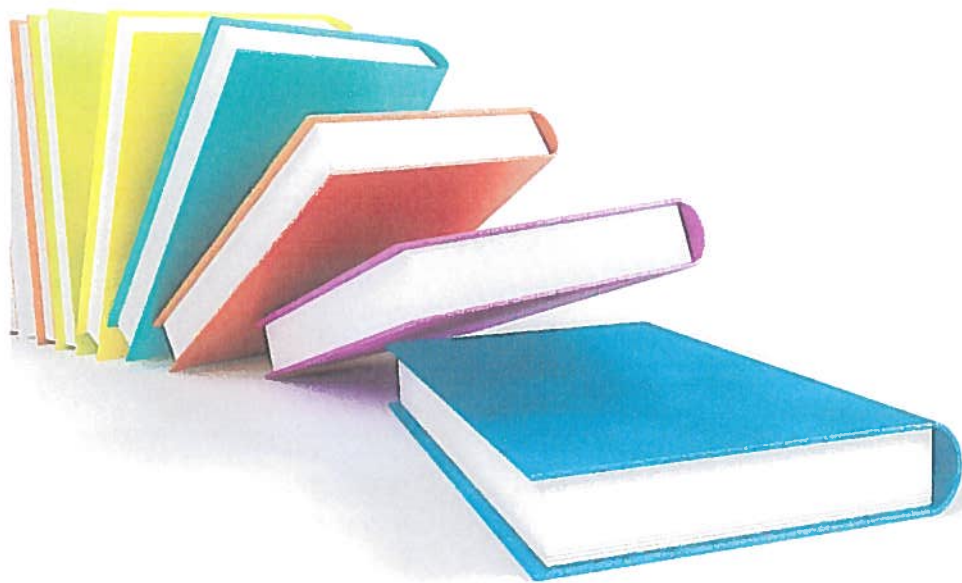
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/31/2016 *GL060+ Onnie L. Woodruff, Treasurer		SUSSEX COUNTY		PAGE #		
UND # -302 EXPENDITURES - CAPITAL PROJECT FD		EXPENDITURE SUMMARY				
-D E T A I L-		7/01/2016 -	8/31/2016	-D E T A I L-	%	
MAJOR ACCT #	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
999	EXPENDITURES - CAPITAL PROJECT FD					
90000	CAPITAL PROJECTS					
91000	CAPITAL IMPROVEMENT PLAN					
91100	NEW CONSTRUCTION, ADD. OR RE					
91200	TECHNOLOGY INFRASTRUCTURE					
91201	REPLACE E911 EQUIPMENT					
91300	VEHICLES & OTHER RELATED EQUIP.	.00	440,000.00	.00	440,000.00	100.00
0003	Fire Dept. SCBA Replacement	173,000.00	173,000.00	.00	173,000.00	100.00
0011	Sheriff Patrol Vehicle	173,000.00	613,000.00	.00	613,000.00	100.00
	VEHICLES & OTHER RELATED EQUIP.					
	MISCELLANEOUS PROJECTS					
91500		173,000.00	613,000.00	.00	613,000.00	100.00
93100	CAPITAL IMPROVEMENT PLAN					
94000	TRANSFERS TO OTHER FUNDS					
94000-120	CAPITAL PROJECTS					
	Jarratt Senior Center	.00	.00	.00	.00	.00
	--SUB TOTAL--					
94100	LANDFILL CLOSURE					
94250	COMMUNICATIONS	.00	1,166,261.00	519,443.62	646,817.38	55.46
8212	New Radio System Cost	.00	1,166,261.00	519,443.62	646,817.38	55.46
	COMMUNICATIONS					
94300	EMERG REPAIR JARRATT SENIOR CTR					
94400	RENOVATION OF COUNTY BLDGS	20,000.00	269,317.00	.00	269,317.00	100.00
8212	Renov/Repair Bldg/Phone Sys. Etc.	.00	14,797.00	.00	14,797.00	100.00
8216	Hist, Courthouse Roof Replacement	20,000.00	284,114.00	.00	284,114.00	100.00
	RENOVATION OF COUNTY BLDGS					
94500	SCHOOL PROJECTS					
94700	ANIMAL POUND BLDG & COMPLEX					
94800	WASTE SITE PURCHASE					
94900	COMMONWEALTH ATTNY OFFICE BLDG	20,000.00	1,450,375.00	519,443.62	930,931.38	64.18
	CAPITAL PROJECTS					
95300	STONY CREEK SCHOOL SITE	193,000.00	2,063,375.00	519,443.62	1,543,931.38	74.82
96000	PUBLIC PARK DEVELOPEMENT					
	--FUND TOTAL--					

# Blackwater Regional Library



September 15, 2016

Monthly Report

Library Director's Report  
September 14, 2016

**Bookmobile**

- Linda Felts hired as PT Senior Library Assistant effective 8/9/16

**Carrollton**

- PT Library Assistant vacancy
- Rosa Crump resigned as FT Senior Library Assistant effective 8/26/16
- Nicole Piland promoted as FT Senior Library Assistant effective 9/6/16

**Courtland**

- Rebecca Wyche resigned as PT Youth Services Programmer effective 8/31/16
- Tina Cooley hired as PT Youth Services Programmer effective 9/13/16

**Smithfield**

- Tabatha Rawls transferred from Windsor as FT Library Assistant 7/23/16

**Wakefield/Waverly**

- Robin McGee resigned as PT Senior Library Assistant effective 7/6/16

**Windsor**

- Bethany Hardy hired as PT Library Assistant effective 7/26/16

**Central**

- Substitute Courier vacancy

**All other branches fully staffed**

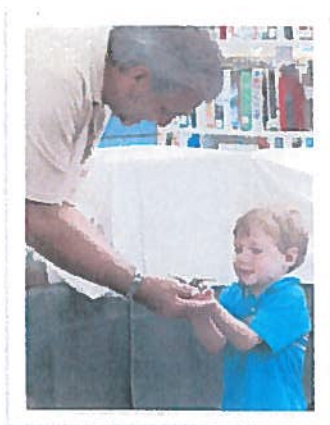
Training Sessions:

- 7/6/16- Webinar- **Developing Motivating Messages**- This course provides an interactive opportunity for any library staff member to develop a wide variety of messages for any program or service, targeted at the many audiences they want to reach. These messages may be for outreach opportunities, dealing with the media, press releases, flyers or Board meeting presentations. The course guides the learner through simple but powerful work sheets that aid in completing powerful, directed messages for your specific program/service and audience.
  - Bonnie Lauver
- 7/7/16-Webinar- **Before Bilingual Storytime: The Outreach Bridge to Engaging Latino and Spanish-speaking Families**- If you want to attract Latino and Spanish-speaking families to your library, the instinct is to launch a bilingual of Spanish-language storytime. It's the "if we build it they will come" logic for attracting community members who are not being served by the library. Libraries may be disappointed to discover that it doesn't necessarily work that way. In this webinar, recognize the critical role that outreach plays in bridging the gap between Latino and Spanish-speaking families and library services. Hear real-world examples of outreach strategies from librarians who successfully connected with their Latino and Spanish-speaking communities, and learn a basic outreach process that you can adapt for your own community.
  - Sarah Cook

- 7/15/16-Webinar- **Cataloging Utilities (Library Solution)**- This webinar on Cataloging Utilities was divided into three parts. The first part reviewed Batch Loading of bibliographic records, name & subject authority records and ebook records. Part two reviewed Extracting Records for Batch Loading or Deletion, Batch Delete and Global Edit. Part three reviewed Verify Uncontrolled Headings, Update Local Authorities, and Update OTF records. Handouts are available for Batch Loading, Batch Delete, Extracting Records, Verify Uncontrolled Headings, Upgrade Local Authorities and Upgrade OTF records.
  - Barbara Powell
- 7/18/16-Webinar- **Extreme Customer Service, Every Time**- Commitment to great customer service goes beyond “service with a smile”. It is a commitment to truly engage and communicate with patrons and to find ways to extend the experience above and beyond their expectations. Building on the success of the Darien Library, whose reputation is known internationally for providing “extreme customer service”, presenter Gretchen Caserotti will provide you with practical and actionable ideas that can help your library, whether small or large, commit to excellent customer service.
  - Bonnie Lauver
  - Jenny Bailey
- 7/27/16-Webinar- **Media Mentors & Libraries: Family Engagement in the 21<sup>st</sup> Century**- A webinar that discussed how to integrate technology in programming for children and their families. Much focus was placed on librarians as media mentors for parents who will in turn be mentors for their own children in a technologically advancing world.
  - Madison Whitehurst
- 7/27/16- Webinar- **Homework Help: Literati Public Credo**- A webinar that orients the attendees with Literati/Credo’s Homework Help program-it was short, sweet, and to the point. It gave me enough knowledge of the program and demonstrated how it works so I would be able to explain it to others who would like to take advantage of this great opportunity.
  - Madison Whitehurst
- 8/11/16- Webinar- **Ohio Library Council: New DOL Wage Hour Regulations**- This webinar was all about the new Department of Labor’s law restricting overtime exemption on employees making under \$47,000.00 per year. There are many variables to consider for our own staff regarding this new ruling, which will be effective December 1, 2016. It was great to hear all the information in a concise and clear way.
  - Jenny Bailey
- 8/12/16- Webinar- **Beyond the Job Description: Ten Practical Tips for the New Rural Library Director**- The presenter of this webinar is a current director of a small town library in Tennessee. She shared lots of tips to help any rural library director connect with their community; such as always put patron needs first, don’t try to do everything at once and take accountability for your mistakes. This sort of webinar is very helpful to recharge my spirit, and help keep me on track to be the best director for Blackwater I can be.
  - Jenny Bailey
- 8/16/16- Webinar- **eReader Detective: Solving the case for your library patrons**- This was a course about ebooks, using the Kindle Fire and iphones. It also taught how to download books to computer or Kindle.
  - Linda Felts

- 8/16/16- Webinar- **Social Media & Volunteer Engagement**- This webinar pointed out the different social media platforms that can be used to communicate with prospective volunteers, and recruit, train, and keep in touch with current volunteers.
  - Donna Pope
- 8/17/16- Webinar- **Fifty Shades of Banned Books Week**- This was a workshop about creating different displays for Banned Books other than the usual caution tape and simple display of banned books. Some good ideas I learned were:
  - Taking the banned books outside of the library, like pop-up storytime
  - Asking people who are not librarians to discuss banned books week, like skyping with an author
  - Book Club discussion on a banned book
  - Film festivals based on movies made from banned books
  - Art workshops
  - A pretend arrest of a library director (ok, I thought that was over the top)
  - Bingo with homemade cards of banned books
  - Have an adult discussion event about banned books, like a trivia night
  - Canva was mentioned, as a tool to make banned books graphics for social media
  - Un-displays where the banned books are wrapped up so people can't see them (Courtland did a similar display last year)
  - Contests & Games such as "guess the banned book"
    - Anita Rose

#### Youth Report:



Our six-week Summer Reading Program wrapped up in July with **33,017** books checked out by **1,105** children and teens ages 18 and under. Way to keep those brains working during the school vacation!

All staff reported amazing events for our annual programs that emphasized the core tenants of STEAM (Science, Technology, Engineering, Art and Math), as well as encouraging all participants socially. And, of course, there was lots of reading! For the sake of length, many of the Summer Reading Program activities are not listed under the Branch Activity Report.

#### Activity Report:

The **Bookmobile** continued its visits to Grace's Little Angels daycare in Sedley with two themed storytimes during the month of July and two story hours in August. Attendance at those events ranged from 20 – 30 participants. Also, the Bookmobile visited the Village at Woods Edge twice in July and twice in August with 8 to 10 patrons visiting at each Pop-Up Library event.

Throughout the month of July special events were held with the Isle of Wight History Museum, Surry Parks and Recreation, Kingdom Kids Kount Summer Camp in Newsoms, the Pork, Peanut and Pine Festival in Surry, Sussex Public Schools, Piney Grove Baptist Church in Franklin and the Smithfield Farmer's Market.

August was also a busy time for Outreach Services, with Bookmobile special events being held in partnership with Isle of Wight County, Smithfield Swim Club, Chippokes Junior Ranger Camp, and Sedley Community Day.





During the course of the two months, the normal routes were maintained in Isle of Wight, Southampton, Sussex and the City of Franklin, resulting in 1,110 visitors, 1950 items checked out and 18 new library cards!

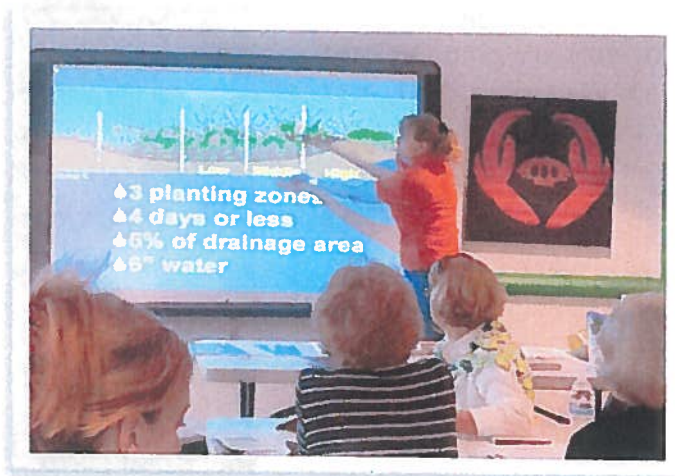


Carrollton's adult programs during July and August included the usual Stretch & Tone Class, Medicare Benefits Counseling, Knitting and Crocheting Class, Computer Tutoring, and Book Club. Bring Gardening Home has been on hiatus for the summer but it will be back on October 15<sup>th</sup> for the fall semester beginning with "Winterizing Your Beds and Lawn"

On August 1st the Summer Reading Program wrapped up with a cupcake bar. Children turned in their punch cards for the program and collected their certificates. Over 60 people enjoyed creating new flavor combinations with frosting, sprinkles, and candy.

Janet Johnson taught two successful craft classes to adults during July and August – the classes had a great time getting creative and making new friends.

The Carrollton Library partnered once again with the Isle of Wight Department of Economic Development to host a workshop for local businesses on August 16<sup>th</sup>. This all day event included a workshop on how to use the Virginia marketing portal where businesses can sell goods and services to state agencies. It also included the option for a one on one consultation and walk through of the website.



The Carrollton Library's partnership with the Western Tidewater Master Gardeners continues to grow. On August 21<sup>st</sup> the branch had a visit from Laurie Fox, a horticulturist from Virginia Tech with a Ph. D. in Phytoremediation.

She taught a class on how to create rain gardens that repurpose and clean standing water such as the water that pools around the library. This classes counts toward learning expectations from the Virginia Tech Extension Agency which students need to complete their certificates. Not only did these

20 Master Gardeners gain educational experience during this class, they will also be learning in a lab environment sometime in early 2017. Carrollton Manager, Shannon Conroy is proud to announce that this project will include the installation of a rain garden bed in the library learning garden! Master Gardeners will use this space to hone their skills, complete VT Extension requirements, and provide free education to the public through library programs.

Shannon Conroy, and the Branch Manager from the Smithfield Branch, Ben Neal, were able to meet with a potential partner as well. Vaughn Tech is a local technology company and store in Smithfield and the staff are excited to develop a relationship with the library to offer computer education to county residents.

The months of July and August were very busy for the **Claremont** Branch. The branch offered Board Game Days on Fridays from 3-5 p.m. Youth were encouraged to play with the games whenever they liked, not just Fridays.



Claremont Branch had the opportunity to have Sheriff Carlos Turner stop by on July 7<sup>th</sup> and present a bicycle safety class along with a bicycle parade through Claremont.

Two Pajama Story times were offered at Claremont Branch on Thursdays in July. One was attended by a few middle school age participants who requested specific books to be read.

On August 1<sup>st</sup> Claremont offered a Easyway Picture Craft where participants were able to choose a picture to paint.

Claremont's adult Book Club continued to be successful during July and August.

The **Courtland** Branch had a successful summer, including a book sale sponsored by the Friends of the Rawls Library. Funds generated through book sales are donated back to the library to help with programs and to purchase library materials.

Courtland's Summer Reading Wrap Up was held on August 3<sup>rd</sup> with the Sock Rockerz performing - Ready, Set, ROCK. The show began with a fun physical stretch routine and vocal warm-up before gearing into a rockin' dance party that got everyone moving! Presenters shared with kids how much fun physical fitness can be with music, dance, and singing—they didn't even realize they were exercising! 119 kids attended this fun-filled, energetic program.



The Super Hero Guessing game wrapped up on August 6<sup>th</sup> with 60 patrons submitting guesses. Amon G. won a County Fair pass for his correct entries.



On August 10<sup>th</sup>, the Courtland branch held its first Lego program. Staff were pleased with the amount of interest as 52 kids in all age groups had a blast building with the Lego blocks. A monthly Lego Club program is being scheduled in the upcoming months.

Residents of the East Pavillion nursing home continue to attend storytime each month.

Several new knitters have joined the SoCo Knitters & Crocheters group that meets weekly. They help one another with each other's project, stitch, share ideas and just chat.

Riptide from the Norfolk Tides baseball team finally made his way to the Courtland branch in August after being re-scheduled from July. Riptide autographed photos, & took pictures with everyone. Popcorn, sno-cones, & crafts were enjoyed by the 102 baseball enthusiasts in attendance.



Bonnie Roblin, Branch Manager of Franklin mentioned enjoying the Library Board's annual retreat held this past July. She says that "in her presentation to the assembly, Jenny had mentioned the shocking 25.89% poverty rate in Franklin, a figure that made our group take pause. With this in mind and in discussion about how the library could better serve the community, it was agreed unanimously that we should continue to offer programs for youth, particularly those involving new technology...with creative funding needed by the City of Franklin." Mr. Randy Martin, City of Franklin Manager, was in attendance and agreed to help Blackwater Library staff with the goal of funding more outreach programs to disadvantaged youth.

Bonnie continues to help Hillary Gunn, manager of the Bookmobile, during her visits to the Village Retirement home in Franklin.

Summer Reading wrapped up with performances of *Once Upon a Time* and *Aesop's Fables* by the Bright Star Touring Theatre. Two rapt audiences were treated to classic tales such as *Jack and the Beanstalk*, *Cinderella*, *The Fox & the Grapes* and *The Lion & the Mouse*, with a few creative twists.

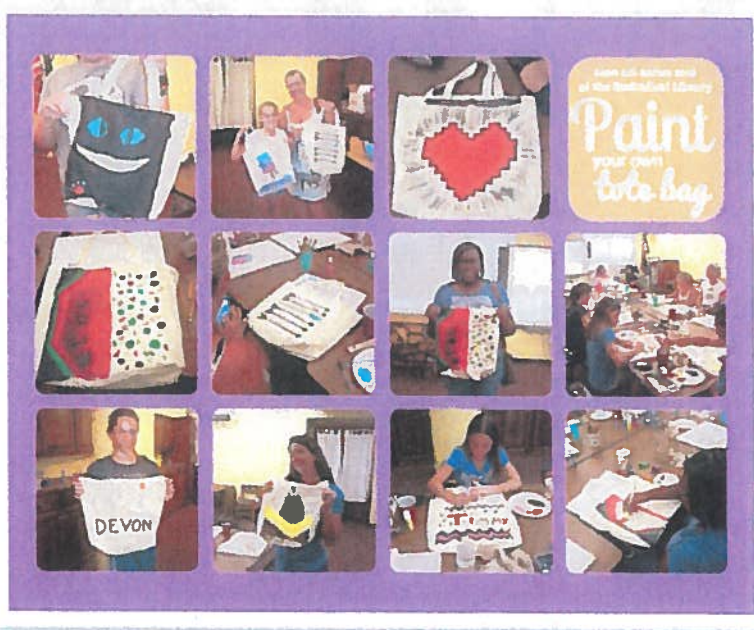


Several lucky Summer Reading Program participants won prizes of Amazon gift cards, Kindle Fire HD tablets, Bluetooth speakers and sturdy clip lights. They were all thrilled!

Seventeen teens from Sandy Creek Baptist Church in Henderson, NC, visited the branch late one afternoon to complete a specific task, then pick up the next clue to continue their Amazing Race event all over the Western Tidewater area. The four teams enjoyed "bookfacing," an activity which involved locating book covers, lining up their faces alongside the cover and snapping pictures with interesting results.

Bonnie R. submitted the Franklin branch's annual Camp Foundations request for funding to support collection development and programming.

Due to budget shortfalls, operational hours at the **Smithfield** Branch were reduced by about 7%, so staff was particularly proud that circulation had less than a 2% difference from July 2015. Staff worked hard to create dynamic displays, passive programming, and a customer-centric mentality to make the Smithfield Branch as vibrant as ever!



During the very busy month of July, Library Assistant Molly Lombard led a series of successful teen/tween arts programs for a "Teen Art Series".

Each of the weekly programs were at full capacity and provided a great learning, recreational, and social opportunity for the youth of the community.

Through the creativity of Eva Weisenburger, Youth Services Programmer and Library Assistant Molly Lombard, the library created a

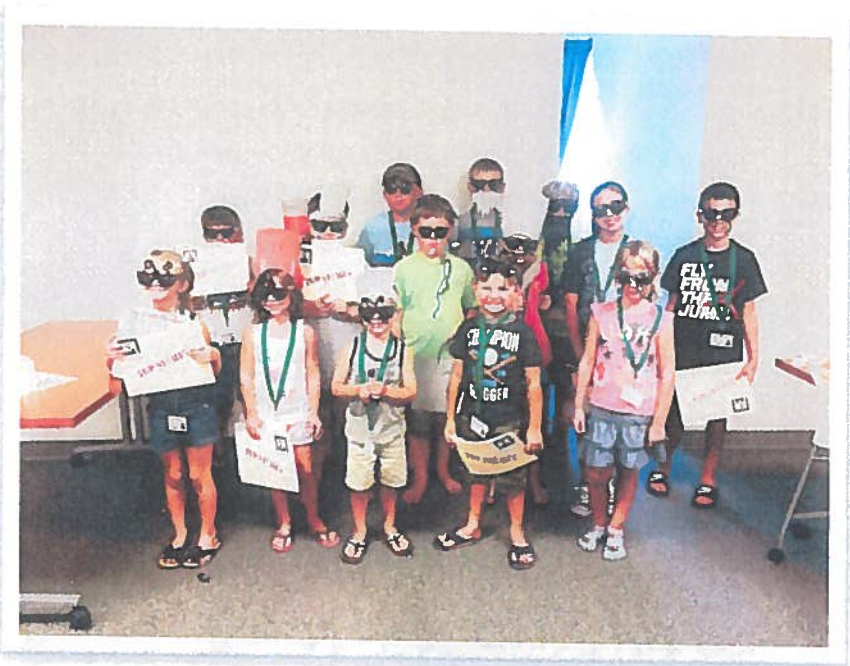
whole new atmosphere for the teen area, starting with (but not limited to) revamping the way some of the collection was displayed, particularly their Young Adult Graphic Novel collection, which Branch Manager Ben Neal has made a concerted effort to cultivate and grow in the last year, and as a result, circulation of this collection at Smithfield has grown nearly 400% over the same period a year ago.

Smithfield Staff introduced a passive Be a Book Traveler program where school aged children would pick up a "passport" and earned stamps for checking out books meeting certain criteria "Book about a Boy/Girl my age", "Historical Fiction", and "Learning about a new culture" and then received a prize at the end. It was an easy and fun way to encourage reading and checking out books!

The **Surry** Library celebrated Dr. Who Comic Day on July 9<sup>th</sup>. Patrons got to pick up coloring sheets, activity sheets, masks and Cubees to take and make. They also had a large selection of Dr. Who materials (books and dvds) to choose from in their display to check out.

Summer Reading ended in the Surry branch with a fantastic summer cookout with food, treats and games for everyone who participated at the beginning of August.

Secret Agent Training was very well attended and proved to be a hit with both kids and parents! Different stations were set up for the children to cycle through and earn a Secret Agent Badge.



Thanks to a grant from the Cameron Foundation and a lot of hard work from the Friends of the **Waverly** Library, the branch has a brand new HVAC system. Unfortunately, the branch was closed from July 5<sup>th</sup> through July 30 due to issues with inspection, which caused some confusion for our summer programming. The scheduled events were offered at the Wakefield Branch, but the attendance was down due to transportation issues for some families.

The Waverly Branch did host the July Farmer's Market on Wednesday, July 13<sup>th</sup>. Local vendors brought fresh produce, homemade baked goods, plants and many other items. The Friends of the Library cooked grilled chicken dinners, hamburgers and hot dogs. The Sussex Sheriff's Department and Waverly Police Department were on hand with important safety info for families.

The Waverly and **Wakefield** branches ended Summer Reading with ice cream socials during the first week of August. The grand prize winner for Waverly was Khalil Mason and Joseph Clarke won at Wakefield. Each received a \$50 Amazon gift card.

On August 4<sup>th</sup>, the Waverly branch participated in the National Night Out sponsored by the Waverly Police Department and the Sussex County Sherriff's Office. The library provided crafts for the kids to decorate. The event was held at the Ruritan Ballfield, and even though it rained, everyone enjoyed a wonderful community event.

Staff was also on hand to assist at the "Together We Stand" community event at the Wakefield Ballfield on Thursday, August 25<sup>th</sup>. This event was also sponsored by the local police departments.

The Waverly branch held their third Farmer's Market on Wednesday, August 31<sup>st</sup>. In addition to regular vendors, Relay for Life brought yummy baked goods. Team TA from Tidewater Academy served up hamburgers, hot dogs, bar-b-que and bologna burgers. There was a great turn out from the community, and staff are planning the next market for October.



Despite the heat, just over a hundred of **Windsor's** patrons and friends from the community came out to meet Rip Tide during the library's first ever Baseball night this past July. Attendees were able to see how fast they could pitch and enjoy the food and fellowship.

Windsor Branch computer guru and Fairy Garden master, Mark Campbell, has taken up a new hobby so the branch now offers an Adult Coloring Club on Wednesdays from 10-11. Mark is still active with computer tutoring, while the branch maintains their every popular knitting/crocheting class, *Hooks and Needles*.

Windsor staff also had a very successful passive Summer Bingo Program for kids of all ages.

Participants took a Bingo card home and when they had filled in the BINGO spaces, they came in for a free book or a toy from our Treasure Box. Children had to do things like "Read to a stuffed animal" or "Read Poetry". It was a big hit!

Staff turned the program up a notch by also teaming up with Power in Literacy and had 3 Bingo for Books programs to help kids avoid the "Summer Slide" by keeping fresh on their sight words!





# Animal Services – Public Safety

September 15, 2016

Monthly Report





OFFICE OF PUBLIC SAFETY  
EDDIE T. VICK  
PUBLIC SAFETY COORDINATOR  
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EMAIL: ETVICK@SUSSEXCOUNTYVA.GOV

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

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September 7, 2016

TO: VANDY JONES, DEPUTY COUNTY ADMINISTRATOR  
FROM: EDDIE T. VICK, PUBLIC SAFETY COORDINATOR  
SUBJECT: August 2016 MONTHLY REPORT

Enclosed is the July 2016 monthly report.

**Radio System (New):** The weekly conference calls are continuing with the radio vendor (Harris) about the project. Some final pieces of the radio equipment has being shipped and is sitting in the warehouse on the complex. We are continuing to install as much of the hardware for the radio system as possible. This includes microwave dishes, wiring, brackets and other related hardware. The current plan is to get all of the other transmitting sites ready for service while we are waiting for the courthouse tower to get the environmental studies completed and the tower erected. We are looking at all potential options to ensure some reliable coverage until we can cut over onto the new completed system.

**Radio System (OLD):** Our radio vendor has been able to continue to keep our current radio system up but, I want to caution you that this system has reached its last phase of usefulness. The parts (cards) that we once could send back for repairs can no longer be repaired. Any failure in the future will result in a loss of part of the system or worse, all of the system. I ask that we continue to move quickly without delay on installing the new system. We have gone



way beyond the life expectancy of the current system. A failure will result in catastrophic consequences without any quick fix.

**Animal Services Monthly Report:** Attached is the August 2016 Monthly Report. As you can see, we are attempting to adopt, rescue and return as many animals as possible.

This month, twelve (12) canines were rescued, one (1) canine was adopted and, one (1) canine were returned to owner. Two (2) canines were euthanized in August, one (1) due to its medical condition after a medical evaluation by our veterinary and one (1) due to extreme aggression toward the staff (safety reasons). Fourteen (14) felines were rescued this month.

Animal Services seizure some animals in August due to the conditions on the property. We worked with the owner to resolve those issues and returned the animals and/or found homes for some to correct all of the issues.

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

**Administration:** The Administration category is very broad and includes the officer's paperwork, time at the County Administration Office and taking moneys collected to the Treasurer's Office. Each animal that is picked-up and received at the shelter must have a report and paperwork throughout it's time there. This category also includes coping files, printing photographs for cases and court cases and written reports. **Total for August (25.5 Hours)**

**Patrol:** Each Officer is required to patrol a designated area of the County each month. They are looking for stray animals, code violations, and animal welfare checks and ensure the citizens have their County Licenses and Rabies shots just to mention a few task. **Total for August (110 Hours)**

**Complaints:** These are calls given to the Officers by the Dispatch Center or received from citizens by phone or word of mouth. **Total for August (83 Hours)**

**Welfare Checks:** These are either response from phone calls and/or while on patrol. These times are recorded since we need to understand how many hours are spent on this task. **Total for August (6 Hours)**

**Rabies/License Check:** While on Patrol or on-duty, if an animal, pen, kennel and/or evidence that an animal is present; the Officer will check to ensure the owner of the animals has their County License and their Rabies shots are current. **Total for August (4 Hours)**

**Phone Call/In/Out:** During their daily task, the Officers receive and return phone calls throughout the day. These could include communications with the staff members, answering questions for the citizens and addressing concerns, just to list a few examples. **Total in August (8 Hours)**

**Investigation:** While answering complaints and/or on patrol, the Officers may come across different situations such as animal cruelty, lack of care for the animals, neglect and lack of medical attention, improper care of the animals to list a few examples. The Officer will investigate the case to gather the facts, interview witnesses, communicate with the animal owner or caregiver, take photos to record the scene and gather evidence to present to the courts if needed. The Officer may have to return multiple times to gather the needed information. **Total in August (0 Hours)**

**Follow up Visit:** While on Patrol or addressing a complaint, if an Officer identifies a code violation with an animal, the Officer will attempt to work with the owner/caregiver to resolve the issue through education provide the code section information and explain the violation and possible way to resolve the problem. The owner will be given 10 days to resolve the issue unless they have been cited for the same violation before or it is a safety, health and/or animal Welfare issue. In these listed cases, a follow-up visit is required to ensure compliance on the identified issue. **Total in August (4 Hours)**

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

**After Hour Cases:** Since emergency animal complaints and bites occur all the time, the Officers will be required to respond to such emergency after hours and on weekends. **Total in August (8.5 Hours)**

**Training:** Each Officer is required to attend in-service hour each two (2) years. Also, the division provides training in-house during the month and also during our monthly staff meetings. **Total in August (0 Hours)**

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

**Equipment/Shelter Maintenance:** The Officers provide maintenance on the shelter, traps; vehicles (wash and disinfect vehicles) and grounds whenever possible. This reduces the cost of

operations and down time waiting on an outside vendor to respond to the request. **Total in August (5.5 Hours)**

**Veterinarian:** Our Officers from time to time must carry animals from the shelter to our veterinarian for medical reasons, injuries, medical treatment and other related issues. **Total in August (12 Hours)**

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

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

**Kennel Inspections:** Each week the Officers make kennel inspections within our shelter. They are looking for cleanliness, missing screws and/or hardware, sharp objects that could cut or injure the animals and/or possible safety and/or injury potentials to the staff and animals. **Total in August (4.5 Hour)**

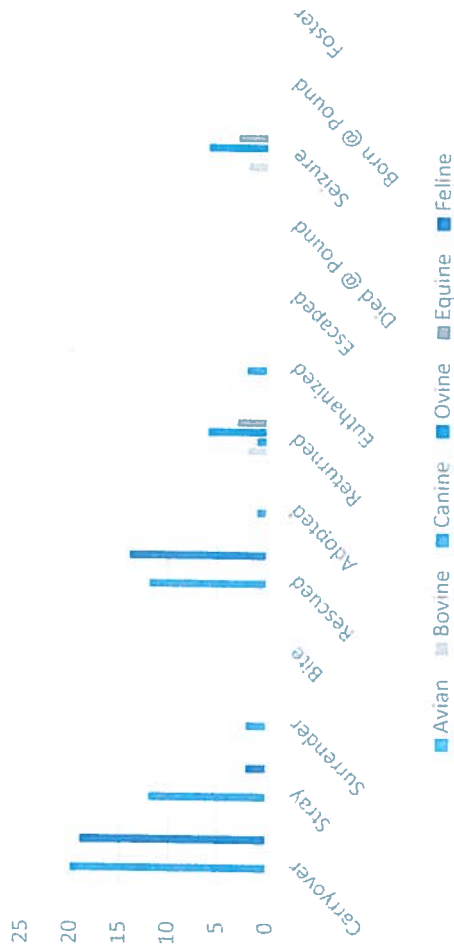
**Canine Shots:** Whenever needed, the Officers will provide shots to the canines within the shelter. This is based on the number of canines in the shelter. **Total in August (1.5 Hours)**

**Shelter Related:** The Officers provide support to the pound attendants and the Adoption/Rescue Coordinator at the shelter. This includes but not limited to animal transports, animal feed from the storage bins to the shelter, transfer cleaning chemicals from the outside building to inside the shelter and many other related issues as an example. **Total in August (46.5 Hours)**

# Sussex County Animal Control Monthly Intake Report

August  
2016

Chart Title



	Carryover	Stray	Surrender	Bite	Rescued	Adopted	Returned	Euthanized	Escaped	Died @ Pound	Seizure	Born @ Pound	Foster
Avian	0	0	0	0	0	0	0	0	0	0	0	0	0
Bovine	0	0	0	0	0	0	2	0	0	0	2	0	0
Canine	20	12	2	0	12	1	1	2	0	0	0	0	0
Ovine	0	0	0	0	0	0	6	0	0	0	6	0	0
Equine	0	0	0	0	0	0	3	0	0	0	3	0	0
Feline	19	2	0	0	14	0	0	0	0	0	0	0	0

ACTIVE CASES	CANINE	FELINE	EQUINE	Bovine	Ovine
	18	7	0	0	0

CALLS:	22	Disptach
CALLS:	13	In-House
TOTALS	35	Calls
MILEAGE		
UNIT 5	1,540	Diesel
UNIT 6	3,300.00	Gas
UNIT 7	1,290.00	Gas
TOTALS	6,130.00	

Note: seizure animals came from Newville Road on Aug 10, 2016

Note: canine "Apollo" 16081703 euthanized for severe case bacteria/fungus eating skin

Note: canine "Thigh Bone" 16072702 euthanized for extremely aggressive

Canines/**Felines** Rescued or Transferred  
August 2016

Total of 12 Canines  
Total of 14 Felines

Intake Number	Name	Rescue Organization/Animal Shelter
106 - 16041301	Jackie	HAPPE Inc., 6802 Paragon PL Ste 300, Richmond, VA 23230
117 - 16051102	Emma	HAPPE Inc., 6802 Paragon PL Ste 300, Richmond, VA 23230
181 - 16072401	Shadow	Angel Dog Rescue Inc, 311 S Blvd Third Flr, Richmond, VA 23220
182 - 16072501	Star	Prince George Animal Shelter, 8391 County Drive, Disputanta, VA 23842
183 - 16072601	Braylen	Prince George Animal Shelter, 8391 County Drive, Disputanta, VA 23842
184 - 16072701	Cindy	Richmond SPCA, 2519 Hermitage Road, Richmond, VA 23220
187 - 16080101	Peek a Boo	Tramps Rescue, 22511 Mt Cloud Rd, Bowling Green, VA 22427
188 - 16080401	Buttercup	Ring Dog, PO Box 28632, Richmond, VA 23228
189 - 16080402	Aleigha	Operations Paws for Homes, PO Box 90813, Alexandria, VA 22309
193 - 16080801	Jenna	Operations Paws for Homes, PO Box 90813, Alexandria, VA 22309
194 - 16080901	Sweetie Pie	Tramps Rescue, 22511 Mt Cloud Rd, Bowling Green, VA 22427
196 - 16081002	Kelly	Flag Inc., PO Box 115, Manakin Sabot, VA 23103
<b>11 - 16050201</b>	<b>Joey</b>	<b>Richardson's Rescue, 4037 Quinton Road, Quinton, VA 23141</b>
<b>15 - 16051101</b>	<b>Big Boy</b>	<b>Richardson's Rescue, 4037 Quinton Road, Quinton, VA 23141</b>
<b>24 - 16060904</b>	<b>Kitten 1</b>	<b>St. Francis Humane Association, 3620 Luckylee Crescent, Richmond, VA 23234</b>
<b>25 - 16060905</b>	<b>Kitten 2</b>	<b>St. Francis Humane Association, 3620 Luckylee Crescent, Richmond, VA 23234</b>
<b>26 - 16060906</b>	<b>Kitten 3</b>	<b>St. Francis Humane Association, 3620 Luckylee Crescent, Richmond, VA 23234</b>
<b>27 - 16060907</b>	<b>Kitten 4</b>	<b>St. Francis Humane Association, 3620 Luckylee Crescent, Richmond, VA 23234</b>
<b>28 - 16060908</b>	<b>Kitten 5</b>	<b>St. Francis Humane Association, 3620 Luckylee Crescent, Richmond, VA 23234</b>
<b>29 - 16060906</b>	<b>Kitten 6</b>	<b>St. Francis Humane Association, 3620 Luckylee Crescent, Richmond, VA 23234</b>
<b>30 - 16061701</b>	<b>Mitten</b>	<b>Richardson's Rescue, 4037 Quinton Road, Quinton, VA 23141</b>
<b>31 - 160621101</b>	<b>Snow White</b>	<b>Richardson's Rescue, 4037 Quinton Road, Quinton, VA 23141</b>
<b>34 - 16062701</b>	<b>Repunzal</b>	<b>Richardson's Rescue, 4037 Quinton Road, Quinton, VA 23141</b>
<b>37 - 16070601</b>	<b>Solo</b>	<b>Richardson's Rescue, 4037 Quinton Road, Quinton, VA 23141</b>
<b>38 - 16072502</b>	<b>Creamsicle</b>	<b>Richmond SPCA, 2519 Hemitage Rd, Richmond, VA 23220</b>
<b>39 - 16072503</b>	<b>Ice Cream</b>	<b>Richmond SPCA, 2519 Hemitage Rd, Richmond, VA 23220</b>

**Month: August , 2016**

Date	Admin	Patrol	Complaints	Welfare Check	Rabies/lic Check	Phone Calls In/Out	Invest	Follow up visit	Summons	After Duty Cases	Training	Rabies Clinic	Equip/Shelter Maint.	Vet	Landfill	Court	Kennel Inspect.	Canine Shots	Shelter Related
1		5	7			1													3
2	1	7	5	1						1								1	1
3		6	5.5			0.5							2						2
4		4	4																
5	0.5	2	2			1												0.5	2
6										0.5									
7																			
8		5.5	3.5														1.5		5.5
9	1	7.5	3	1		0.5													3
10	1	1	12							7									3
11	4	4.5	2					1						0.5			1		3
12		6.5	4.5			1								2					3
13																			2
14																			
15	2	1.5						3											
16	2	2	2											2					1
17	2	2	2											2					
18	1	3	1											2					
19		4	3										2	1					
20														1					
21																			
22	3.5	4.5	1										0.5	1					3
23		4	4.5	1															6
24	1	7.5	3.5			1.5								0.5					2
25	3	5	1			1											2		1
26		7.5	1.5			1							1						5
27																			
28																			
29		6	5.5	1	1														
30	2	6.5	4.5																2.5
31	1.5	7.5	5	2		0.5													1.5
Total	25.5	110	83	6	4	8	0	4	0	8.5	0	0	5.5	12	0	0	4.5	1.5	46.5



7.05

# Sussex County

## Environmental



### Monthly Report

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September 15, 2016  
Board Meeting



## Origin / Material Summary Report Atlantic Waste Disposal: S05136 (USA)

Date 07/01/2016 12:00 AM to 07/31/2016 11:59 PM  
Customer: All | Operation-Type: All | Ticket-Type: All | Customer-Type: All | PMT-Category: All | Profile:

Origin	Material	Loads	Yards	Tons	Material Rev	Tax Rev	Surch. Rev	Total
DE	Special Misc-Tons	11	0.0	89.26	\$2,677.80	\$0.00	\$0.00	\$2,677.80
<b>Origin Total</b>		<b>11</b>	<b>0.0</b>	<b>89.26</b>	<b>\$2,677.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,677.80</b>
MD	Sludge/Indus-Tons	48	0.0	1168.85	\$37,262.91	\$0.00	\$7,901.18	\$45,164.09
<b>Origin Total</b>		<b>48</b>	<b>0.0</b>	<b>1168.85</b>	<b>\$37,262.91</b>	<b>\$0.00</b>	<b>\$7,901.18</b>	<b>\$45,164.09</b>
NC	MSWT	81	0.0	1848.04	\$50,175.28	\$0.00	\$5,187.96	\$55,363.24
<b>Origin Total</b>		<b>81</b>	<b>0.0</b>	<b>1848.04</b>	<b>\$50,175.28</b>	<b>\$0.00</b>	<b>\$5,187.96</b>	<b>\$55,363.24</b>
NJ	Auto Fluff-Tons	210	0.0	16176.44	\$222,749.70	\$0.00	\$0.00	\$222,749.70
<b>Origin Total</b>		<b>210</b>	<b>0.0</b>	<b>16176.44</b>	<b>\$222,749.70</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$222,749.70</b>
NY	MSWT	2882	0.0	67273.41	\$1,532,385.3	\$0.00	\$16,505.93	\$1,548,891.3
<b>Origin Total</b>		<b>2882</b>	<b>0.0</b>	<b>67273.41</b>	<b>\$1,532,385.3</b>	<b>\$0.00</b>	<b>\$16,505.93</b>	<b>\$1,548,891.3</b>
PA	MSWT	1	0.0	22.07	\$855.87	\$0.00	\$180.93	\$1,036.80
<b>Origin Total</b>		<b>1</b>	<b>0.0</b>	<b>22.07</b>	<b>\$855.87</b>	<b>\$0.00</b>	<b>\$180.93</b>	<b>\$1,036.80</b>
SUSS BUS	MSWT	28	0.0	202.64	\$0.00	\$0.00	\$0.00	\$0.00
<b>Origin Total</b>		<b>28</b>	<b>0.0</b>	<b>202.64</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
SUSS RES	MSWT	227	0.0	629.39	\$0.00	\$0.00	\$0.00	\$0.00
<b>Origin Total</b>		<b>227</b>	<b>0.0</b>	<b>629.39</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
VA	Auto Fluff-Tons	80	0.0	1541.36	\$21,332.45	\$0.00	\$0.00	\$21,332.45
VA	CDTC	12	0.0	33.74	\$1,821.04	\$0.00	\$154.51	\$1,975.55
VA	MSWT	585	0.0	10373.46	\$195,116.99	\$0.00	\$24,923.89	\$220,040.88
VA	OLCHT	3228	0.0	89138.16	\$0.00	\$0.00	\$0.00	\$0.00
VA	Sludge/Indus-Tons	78	0.0	1755.21	\$58,082.46	\$0.00	\$11,875.13	\$69,957.59
VA	Special Misc-Tons	24	0.0	476.28	\$16,475.10	\$0.00	\$2,792.81	\$19,267.91
<b>Origin Total</b>		<b>4007</b>	<b>0.0</b>	<b>103318.21</b>	<b>\$292,828.04</b>	<b>\$0.00</b>	<b>\$39,746.34</b>	<b>\$332,574.38</b>
<b>icket Totals</b>		<b>7495</b>	<b>0.0</b>	<b>190728.31</b>	<b>\$2,138,934.9</b>	<b>\$0.00</b>	<b>\$69,522.34</b>	<b>\$2,208,457.3</b>





# Origin / Material Summary Report

## Atlantic Waste Disposal: S05136 (USA)

Date 08/01/2016 12:00 AM to 08/31/2016 11:59 PM  
 Customer: All | Operation Type: All | Ticket Type: All | Customer Type: All | PMT Category: All | Profile:

Origin	Material	Loads	Yards	Tons	Material Rev	Tax Rev	Surch. Rev	Total
	CLU	1	0.0	0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
<b>Origin Total</b>		<b>1</b>	<b>0.0</b>	<b>0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>
DE	Special Misc-Tons	12	0.0	89.35	\$2,689.25	\$0.00	\$7.20	\$2,696.45
DE	Spwaste Plant-Tons	1	0.0	8.08	\$252.10	\$0.00	\$0.00	\$252.10
<b>Origin Total</b>		<b>13</b>	<b>0.0</b>	<b>97.43</b>	<b>\$2,941.35</b>	<b>\$0.00</b>	<b>\$7.20</b>	<b>\$2,948.55</b>
MD	SludgeIndus-Tons	81	0.0	1917.41	\$61,127.01	\$0.00	\$12,869.74	\$73,996.75
<b>Origin Total</b>		<b>81</b>	<b>0.0</b>	<b>1917.41</b>	<b>\$61,127.01</b>	<b>\$0.00</b>	<b>\$12,869.74</b>	<b>\$73,996.75</b>
NC	MSWT	102	0.0	2336.84	\$63,884.00	\$0.00	\$6,679.93	\$70,563.93
<b>Origin Total</b>		<b>102</b>	<b>0.0</b>	<b>2336.84</b>	<b>\$63,884.00</b>	<b>\$0.00</b>	<b>\$6,679.93</b>	<b>\$70,563.93</b>
NJ	Auto Fluff-Tons	217	0.0	17285.23	\$238,017.67	\$0.00	\$0.00	\$238,017.67
<b>Origin Total</b>		<b>217</b>	<b>0.0</b>	<b>17285.23</b>	<b>\$238,017.67</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$238,017.67</b>
NY	MSWT	3002	0.0	70781.49	\$1,607,646.79	\$0.00	\$18,747.50	\$1,626,394.29
<b>Origin Total</b>		<b>3002</b>	<b>0.0</b>	<b>70781.49</b>	<b>\$1,607,646.79</b>	<b>\$0.00</b>	<b>\$18,747.50</b>	<b>\$1,626,394.29</b>
PA	MSWT	1	0.0	4.21	\$163.26	\$0.00	\$34.37	\$197.63
<b>Origin Total</b>		<b>1</b>	<b>0.0</b>	<b>4.21</b>	<b>\$163.26</b>	<b>\$0.00</b>	<b>\$34.37</b>	<b>\$197.63</b>
SC	MSWT	2	0.0	16.73	\$648.79	\$0.00	\$136.83	\$785.62
<b>Origin Total</b>		<b>2</b>	<b>0.0</b>	<b>16.73</b>	<b>\$648.79</b>	<b>\$0.00</b>	<b>\$136.83</b>	<b>\$785.62</b>
SUSS BUS	MSWT	35	0.0	182.73	\$0.00	\$0.00	\$0.00	\$0.00
<b>Origin Total</b>		<b>35</b>	<b>0.0</b>	<b>182.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
SUSS RES	CDTC	2	0.0	6.63	\$0.00	\$0.00	\$0.00	\$0.00
SUSS RES	MSWT	260	0.0	659.47	\$0.00	\$0.00	\$0.00	\$0.00
<b>Origin Total</b>		<b>262</b>	<b>0.0</b>	<b>666.10</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
VA	Auto Fluff-Tons	149	0.0	2867.80	\$39,690.37	\$0.00	\$0.00	\$39,690.37
VA	C&D-Tons	4	0.0	22.75	\$468.65	\$0.00	\$0.00	\$468.65
VA	CDTC	10	0.0	94.61	\$3,364.97	\$0.00	\$505.05	\$3,870.02
'A	MSWT	574	0.0	9874.95	\$181,009.97	\$0.00	\$25,472.45	\$206,482.42
'A	OLCHT	5192	0.0	139510.19	\$0.00	\$0.00	\$0.00	\$0.00
'A	SludgeIndus-Tons	60	0.0	1306.86	\$42,874.38	\$0.00	\$8,290.45	\$51,164.83
A	Special Misc-Tons	14	0.0	87.79	\$2,628.51	\$0.00	\$132.61	\$2,761.12
<b>Origin Total</b>		<b>6003</b>	<b>0.0</b>	<b>153764.95</b>	<b>\$270,036.85</b>	<b>\$0.00</b>	<b>\$34,400.56</b>	<b>\$304,437.41</b>



## Origin / Material Summary Report

### Atlantic Waste Disposal: S05136 (USA)

Date 08/01/2016 12:00 AM to 08/31/2016 11:59 PM  
 Customer: All | Operation Type: All | Ticket Type: All | Customer Type: All | PMT Category: All | Profile:

Origin	Material	Loads	Yards	Tons	Material Rev	Tax Rev	Surch. Rev	Total
WV	MSWT	1	0.0	19.22	\$1,004.25	\$0.00	\$98.97	\$1,103.22
<b>Origin Total</b>		<b>1</b>	<b>0.0</b>	<b>19.22</b>	<b>\$1,004.25</b>	<b>\$0.00</b>	<b>\$98.97</b>	<b>\$1,103.22</b>
<b>Ticket Totals</b>		<b>9720</b>	<b>0.0</b>	<b>247072.34</b>	<b>\$2,245,469.97</b>	<b>\$0.00</b>	<b>\$73,975.10</b>	<b>\$2,319,445.07</b>

**AGENDA ITEM #7.06**  
**Reports from Departments/Agencies**  
**Board Report – NACo Annual Conference**

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This item was tabled from the August 18, 2016 Board meeting.

**AGENDA ITEM #9.01**  
**(Unfinished Business)**  
**Housing Programs Updates**

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The Board requested that this item be placed back on the September 15<sup>th</sup> agenda for further discussion. The Personnel Committee met on September 1, 2016 and will provide a report to the Board at the meeting.

In addition, following this summary sheet is the proposed Memorandum of Understanding Between Virginia Housing Development Authority and Sussex County Housing Department. This item has been included on the July and August meeting agendas.

The County Administrator and Deputy County Administrator have discussed this issue and it is our desire to keep the Housing Program in Sussex County.

## Deborah Davis

---

**From:** Fairburn, Sharon <Sharon.Fairburn@VHDA.com>  
**Sent:** Thursday, August 04, 2016 3:31 PM  
**To:** Deborah Davis; 'Vjones@sussexco.va.gov'; Brenda Drew  
**Subject:** Administrative Fee Income

I wanted to follow-up with the three of you regarding the additional funding I mentioned in the email below and also at the BOS meeting. We are increasing the administrative fee rate by \$3.00 effective July 1<sup>st</sup>. Effective with the August fee checks we will pay you an additional \$3.00 per unit leased as well as sending you a payment to cover the increase for July as well. This will increase your monthly administrative fee payment @ \$600 per month by raising the Sussex rate from \$32 to \$35 per voucher leased.

It is my hope that this will help to offset the expenses to administer the program. Let me know if you have any additional questions.

Thanks

Sharon

Sharon B. Fairburn--Housing Choice Voucher Director  
Virginia Housing Development Authority (VHDA)  
P. O Box 4545  
Richmond, VA 23220  
Phone: 804-343-5920  
Fax: 804-343-8390  
sharon.fairburn@vhda.com

---

**From:** Fairburn, Sharon  
**Sent:** Monday, July 25, 2016 1:15 PM  
**To:** 'ddavis@sussexcountyva.gov'; Vjones@sussexco.va.gov; bhdrew@sussexcountyva.gov  
**Subject:** Reorganization of Waiting List

Hello All—

I wanted to follow-up with you regarding your local preferences. As I stated at the meeting we can restructure your waiting list and remove the point category for Sussex, Emporia and Greensville. That will not require board approval - only need an email from you indicating that due budget constraints your agency can no longer fund administrative costs on behalf of these 3 areas since the jurisdictions will not financially contribute to the expense of offering the program outside of Sussex.

Making this revision does not remove the applicants from the waiting list nor does it change their waiting list position. What is accomplished is the applicant must agree to move or work in Sussex to use the voucher at the point of the voucher being offered to them. This seemed to be a concern that can be easily addressed. Your leasing is over 100% and therefore it will be quite some time before you can pull applicants from the waiting list.

At the moment I do not have approval to pay you any additional funds to administer the program outside of Sussex but we can at least restructure the waiting list to begin the process of correctly identifying your local residency preference. At the point of a family not wanting to live/work In Sussex you can then decide whether to administer the program in other areas depending on your financial resources.

Please let me know if I can assist you or clarify any program issues.

Thank you.

Sharon

Sharon B. Fairburn--Housing Choice Voucher Director  
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[sharon.fairburn@vhda.com](mailto:sharon.fairburn@vhda.com)

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Fax: 804-343-8390  
sharon.fairburn@vhda.com



**MEMORANDUM OF UNDERSTANDING BETWEEN  
Virginia Housing Development Authority (VHDA) AND  
Sussex County Housing Department**

The Virginia Housing Development Authority ("VHDA") has created the Rental Unit Accessibility Modification Grant Program ("RUAM Grant Program") to support accessibility modifications to rental units for income qualified Virginia residents with disabilities. The availability of such program is contingent upon the availability of program funds from VHDA.

The Sussex County Housing Department (the "Assisting Organization") located in Waverly, wishes to facilitate the availability of the RUAM Grant Program in its service area.

The term of this Agreement is from July 1, 2016 through June 30, 2019, subject to the availability of the VHDA program funding as previously stated. VHDA may suspend or terminate this Agreement if the Assisting Organization fails to comply with the terms of this Agreement. If VHDA suspends or terminates this Agreement for the foregoing reason, or for any other reason, VHDA shall notify the Assisting Organization in writing setting forth the reason for such suspension or termination, its effective date, and, in the case of partial termination, the portion to be terminated.

Under this Agreement, VHDA's role is the following:

- 1) To receive referrals from the Assisting Organization for individuals with disabilities who are in need of home modifications on rental units;
- 2) To provide financial assistance up to \$2,800.00, contingent upon available funding, per eligible applicant;
- 3) To provide financial assistance up to \$10,000.00, contingent upon available funding, per applicant with an Intellectual Disability (ID) waiver or Developmental Disability (DD) waiver;
- 4) To provide an administrative stipend of \$300.00 to the Assisting Organization (this rate is subject to change with 30-day notice given by VHDA to the Assisting Organization) per eligible applicant upon the completion of the requested work;
- 5) Wherever VHDA deems it appropriate, to visit the site and conduct a review of the work where the accessibility modification has been completed.

Under this Agreement, the Assisting Organization's role is the following:

- 1) To receive referrals from individuals with disabilities requiring the modification of rental units;
- 2) To assist individuals with disabilities to complete a RUAM Grant Program Application;
- 3) To make the tenant and landlord aware of the Fair Housing Act's requirements regarding reasonable modifications such as those eligible for funding under the RUAM Grant Program;
- 4) To make the tenant and landlord aware of RUAM Grant Program rules including the explanation contained in VHDA's document entitled "What You Should Know Before Hiring a Contractor";
- 5) To make the tenant aware of the following Conflict of Interest Policy:  
By submitting this application for a grant, the Applicant certifies to VHDA that he or she (1) does not have any ownership interest in the contractor(s) bidding on the job, (2) has not received



anything, and has not received the promise of anything, from the contractor(s) bidding on the job that the Applicant has not already paid for in full, (3) does not have any personal or family relationship with the contractor(s) bidding on the job, and (4) has not given anything of value to any employee or agent of VHDA at any time prior to this application.

- 6) To grant extensions, pursuant to the RUAM Grant Program rules, to Applicants when their Contractors need more time, and to deliver to VHDA all associated documents and notices when such extensions are granted;
- 7) To provide VHDA with the following information:
  - A. Items Required for Award Approval:
    - a. Completed Application;
    - b. Proof of current year income for applicant and all those living in the household;
    - c. Contractor's estimate;
    - d. Contractor's W-9;
    - e. Copy of Contractor's license;
    - f. Applicable trade licenses;
    - g. Contractor's Certificate of Insurance;
    - h. ACH form (to be completed by contractor);
    - i. Statement whether a building permit or Certificate of Appropriateness is required;
    - j. Written documentation if additional funding is being provided from other sources;
    - k. Agent agreement for portable ramps (if applicable);
    - l. Rental lease agreement with both landlord and tenant signatures;
    - m. Applicant agreement;
    - n. Landlord/Owner agreement;
    - o. Copy of Intellectual Disability (ID) Waiver or Developmental Disability (DD) Waiver;
    - p. "Before" photos.
  - B. Items Required when Work is Complete:
    - a. Final Contractor invoice addressed to "VHDA, on behalf of [Applicant]" with building permit and Certificate of Appropriateness receipt attached (if applicable);
    - b. Copy of building permit (if applicable);
    - c. Copy of locality inspection approval (if applicable);
    - d. Copy of Certificate of Appropriateness for Historical Areas (if applicable);
    - e. Agent invoice addressed to VHDA;
    - f. "After" photos;
    - g. Inspection report signed by agent and applicant.

All terms not defined in this Agreement have the meaning given them in the RUAM Grant Program guidelines and documentation. The Assisting Organization shall inform and properly train their key staff on the requirements of this Agreement and certify that their staff has been trained and is in compliance by emailing [GPCompliance@VHDA.com](mailto:GPCompliance@VHDA.com) with a statement of such by January 31<sup>st</sup> of each year that this Agreement is in effect. The below signatures by the representatives of each party indicate the understanding of the above roles for each party and that this Agreement may be amended only by a written amendment that is signed by both parties. This Agreement is not exclusive in that each party may enter into other partnerships.

**Sussex County Housing Department**

**VHDA**

By:

By:

\_\_\_\_\_

\_\_\_\_\_

Date:

\_\_\_\_\_

Date:

\_\_\_\_\_



---

# **Rental Unit Accessibility Modification Grant Program Handbook**

## **Grants Programs and Initiatives** **Effective: July 1, 2016**

File last saved: 06/17/2016 11:05 AM

Trademarked names may appear throughout this document. Rather than list the names and entities that own the trademark or insert a trademark symbol ™ with each mention of the trademarked name, the names are used for editorial purposes only and to the benefit of the trademark owner with no intention of infringing upon it.

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# 1. Program Description

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VHDA's **Rental Unit Accessibility Modification Grant Program** makes funding available to assist with modifications to **rental units** to make them accessible for a specific tenant. The modifications made to the rental unit must relate to the tenants ability to function on a daily basis. These funds are available to persons earning 80% or less of the area median income, based on HUD Guidelines<sup>1</sup>.

Applications will be accepted from Agents on behalf of the tenant. Examples of approved Agents are Centers for Independent Living (CILs), Local Housing Authorities, or landlords in need of accessibility modifications to a rental unit for a specific tenant. Applications are processed on a first come, first served basis.

All communications for the work to be completed will be between the Agent, Contractor, Applicant, and Landlord. VHDA's Grant Programs Administrator does not intercede in this communication process unless requested by the Agent. **The Agent should be the only point of contact between the program participants and VHDA.**

The home or unit requiring modifications must be the primary principal residence of the individual with a disability. Typical modifications include, but are not limited to:

- Installation of ramps and chairlifts
- Widening of doorways and sidewalks
- Remote entry devices
- Alterations to bathrooms (tub cuts, grab bars, toilets, faucets, etc.) and kitchens

Applicants with modifications exceeding the maximum grant amount will need to find additional sources of funds to supplement the project cost (e.g. funds from local civic organizations, personal or family funds, or other government funded programs).

## 1.1. Eligibility Guidelines

There are two levels of grant assistance available.

The basic grant provides funds on a first come/first served basis, for a maximum of \$2,800. Funds can be used for any renovations that are needed to make the unit accessible for a person who is disabled. The funds do not pay for the cost of items that are required to be provided by the housing owner.

For qualified individuals holding Intellectual Disability (ID) waiver or Development Disability (DD) waivers, a grant of up to \$10,000 is available.

In recognition of an agent's assistance with these applications, an administrative stipend of \$300 will be paid only to the agents that work for CILs or Local Housing Authorities.

## 1.2. Restrictions

- Applicants are limited to one grant every five years unless the applicant moves to a new location which requires modification or if the modification was damaged due to natural causes (weather).
- Applicants paying rent to a family member that owns the residence are not eligible.

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<sup>1</sup> HUD Guidelines: <http://WWW.VHDA.COM/BusinessPartners/PropertyOwnersManagers/Income-Rent-Limits/Pages/HUDMedianIncome.aspx>

### **1.3. Freedom of Information Act**

VHDA is subject to, and will at all times comply with, the Virginia Freedom of Information Act ("FOIA"). VHDA will not disclose the personal financial information of the Applicant which is protected by law, but under the current version of FOIA, the rest of the file for this grant is entirely subject to disclosure.

### **1.4. Conflict of Interest**

By submitting this application for a grant, the Applicant certifies to VHDA that he or she (1) does not have any ownership interest in the contractor(s) bidding on the job, (2) has not received anything, and has not received the promise of anything, from the contractor(s) bidding on the job that the Applicant has not already paid for in full, (3) does not have any personal or family relationship with the contractor(s) bidding on the job, and (4) has not given anything of value to any employee or agent of VHDA at any time prior to this application.

## 2. Application Process

---

### 2.1. Application Requirements

To apply for a RUAM Grant, the Agent for the tenant must provide the following documentation. **All documentation must be completed in full and submitted in a single application package to [vhdagrants@vhda.com](mailto:vhdagrants@vhda.com).**

1. A completed application (download the latest form on VHDA.com<sup>2</sup>; be aware that this form may be revised at any time, so be sure you are using the latest form)
2. Copy of Intellectual Disability (ID) waiver or Development Disability (DD) waiver (if applicable)
3. Proof of all sources of current year income (pay stubs, copy of social security letter, bank statement, etc.) for applicant and **all others living in the household**.  
**Note:** Please mark out account numbers and social security numbers before submitting paperwork.
4. Written documentation for additional funding from other sources.
5. Written proof that the landlord has approved the work to be done, signed by the landlord and tenant. A detailed description of the work to be done must also be included on the application.
6. Landlord/Owner Agreement
7. Applicant Agreement
8. A copy of the Rental Lease Agreement (If the applicant is living with family members, the family member must provide a copy of a valid rental agreement. An applicant paying rent to a family member that **owns** a residence is **not eligible for this funding**.)
9. Contractor estimate with materials and labor separately itemized. Estimate must include statement from contractor that work will be completed within 120 days of approval.
10. Each contractor must provide a current Contractor's license, applicable trade licenses, and certification of insurance.
  - a. ACH form to be completed by the contractor.
  - b. Contractors must provide a W-9.
11. A statement as to whether or not a building permit is required by the locality. If so, this must be procured by the contractor.
12. A statement as to whether or not a Certificate of Appropriateness is required by the locality for work being proposed in a Historic District. If so, this must be procured by the contractor.
13. Digital photos of the specified work areas taken before work is started (email to VHDA's Grant Programs Administrator as attachments to the application package).
14. Agent Agreement (for portable ramps only)

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<sup>2</sup> <http://www.vhda.com/Renters/Pages/AccessibleRentalHousing.aspx>

## 2.2. Approval

Once a complete application has been received by the Grant Programs Administrator, it will be reviewed and if accepted, a Grant Acceptance Letter will be emailed to the Agent within 10 business days.

**Do not begin work until the Grant Award Letter has been received.**

If the application requires additional information, the Grant Programs Administrator will inform the Agent of missing content. If the application is rejected, the Grant Programs Administrator will notify the Agent and provide an explanation for the decision.

### 2.2.1. Denial

The following are possible reasons for denial of a modification grant.

- Requested modification is the legal responsibility of the landlord.
- Applicant has received an award within five years at the same residence, and did not cite destruction of the previous modification due to natural causes.
- Applicant did not have an Intellectual Disability (ID) waiver or Development Disability (DD) waiver necessary for the modification requested.
- Contractor has in the past 24 months failed to complete a contract to the satisfaction of an applicant or agent under this grant program. The applicant may submit all applicable documents for an alternate contractor within fifteen (15) days.

## 2.3. Completion of Work

From the date that the Grant Award Letter is issued, the Agent has 120 days to work with the applicant, the contractor, and other involved parties to have the work completed. The work completed must meet ADA guidelines and the building code requirements.

**Note:** The Grant Programs Administrator or other assigned VHDA associate may stop by any location to inspect the work that has been done. If the Grant Programs Administrator or other VHDA associate needs access to the housing unit, the Agent will be contacted in advance to schedule an appointment to visit the unit.

Once the work is completed and (if applicable) a building inspector has signed off on the work, the following must be submitted to the Grant Programs Administrator for payment.

1. Final Contractor invoice addressed to VHDA on behalf of the Applicant with full disclosure of the work performed in an itemized list. VHDA will disburse the amount of the grant directly to the Contractor for work approved by the Applicant and Agent
2. Copy of and receipt for the Building Permit and/or Certificate of Appropriateness (if required by locality).
3. Invoice from Agent **addressed and billed to VHDA** for administrative stipend of \$300. Please reference Agent and Applicant name on the invoice.
4. A completed Inspection Report signed by the VHDA-approved Agent and Applicant.
5. Digital photos of the specified work areas taken after work is completed.

If any of the required items are not received by the Grant Programs Administrator, payment could be delayed. **Please advise contractors of the required information.**

### 2.3.1. Extensions

Funds must be used within the 120-day period. If the work cannot be completed in the allotted time, a completed Contractor Request for Extension form must be sent to the Agent no later than 15 days prior to the deadline for completion of work. The request must explain the reason for the extension and how much time is required to complete the work.

If the work has not been completed by the deadline and the Agent has not issued an approval for an extension (copying VHDA), the Grant Programs Administrator will contact the Agent letting them know that the applicant's application will be voided.

Extensions may be granted for the following reasons:

- Weather hindered completion of work within 120 days
- Delay attributable to the manufacturer in delivery of materials needed for modification; written documentation of delay must be provided by contractor

**If for any reason an extension cannot be granted, the application will be voided.**

## 2.4. Disbursement

Payment to the contractor and the administrative stipend will not be issued until the job is complete and inspected, and final paperwork has been received and approved by the Grant Programs Administrator.

Once the required documentation has been received and approved, the Grant Programs Administrator will send the Agent an email confirmation.

The Grant Programs Administrator will complete the paperwork for payment and send it to VHDA's finance department for payment. Please allow 30 business days for payment to be made to the contractor. Payment to the contractor will be issued directly from VHDA to the contractor.



## 3. Program Documents

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The following program documents are part of the application package. Be sure you have the latest versions by downloading them from VHDA.com<sup>3</sup>.

### 3.1. Application

This is the official application required for a Rental Unit Accessibility Modification Grant.

### 3.2. Application Checklist

Agents should complete this checklist to ensure that all documentation is provided.

### 3.3. Applicant Agreement

This certifies that all applicant information is true, accurate, and complete to the best of the applicant's belief and knowledge.

### 3.4. Landlord/Owner Agreement

This certifies landlord/owner agreement to the modification, and stipulations of the grant.

### 3.5. Request for Contractor Information

This ensures the contractor is properly informed of his/her role and responsibilities concerning this program, and provides a checklist of required contractor information.

### 3.6. Final Inspection Report

This certifies that the applicant and Agent are satisfied with the work done to the residence and that it has been completed in a workmanship-like manner.

### 3.7. Contractor Request for Extension

This permits a contractor to request an extension to the construction timeframe necessary due to specific permissible conditions hindering completion of the work.

### 3.8. Agent Request for New Contractor

This permits an Agent to request a new contractor if the approved contractor has not completed work to the satisfaction of both the applicant and the Agent.

### 3.9. Sample Documents

These are provided as examples (not as templates) of certain documents required by the grant process.

#### 3.9.1. Contractor Estimate Sheet

Required as part of the grant application process.

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<sup>3</sup> <http://www.vhda.com/Renters/Pages/AccessibleRentalHousing.aspx>

**3.9.2. Contractor Invoice**

Required at the completion of the construction process.

**3.9.3. Lease Agreement**

Required to show that the applicant resides at the location where the work will be performed.

**3.9.4. Ramp Agreement**

Required to show that the applicant understands the conditions of an accessibility ramp installation.

**3.10.Resource Documents**

Additional information provided to assist renters and landlords.

**AGENDA ITEM 9.02**  
**UNFINISHED BUSINESS**  
**Meals Tax Discussion**

=====

This item was tabled from the August 18, 2016 Board meeting. The subject of a meals tax was brought up during the budget planning process. Per the County Attorney, the following must occur:

Section 58.1-3833: This tax shall be levied only if the tax is approved in a referendum within the county which shall be held in accordance with § 24.2-684 and initiated either by a resolution of the board of supervisors or on the filing of a petition signed by a number of registered voters of the county equal in number to 10 percent of the number of voters registered in the county, as appropriate on January 1 of the year in which the petition is filed with the court of such county. The clerk of the circuit court shall publish notice of the election in a newspaper of general circulation in the county once a week for three consecutive weeks prior to the election. If the voters affirm the levy of a local meals tax, the tax shall be effective in an amount and on such terms as the governing body may by ordinance prescribe. If such resolution of the board of supervisors or such petition states for what projects and/or purposes the revenues collected from the tax are to be used, then the question on the ballot for the referendum shall include language stating for what projects and/or purposes the revenues collected from the tax are to be used.

In addition, according to Beau Blevins, VACo's Director of Intergovernmental Affairs, the VACo Finance Steering Committee has been meeting to discuss issues surrounding meals tax. As a matter of fact, he stated that the Committee has requested that he start looking at the next steps and start drafting a potential statement to support legislative action giving counties the ability to adopt a meals tax without a referendum.

On July 19th, Mr. Blevins emailed me and stated that he is working to set up meetings with Delegate Lee Ware (Chair of the House Finance Committee) and Senator Emmett Hanger (co-chair of the Senate Finance Committee). He expects to have both attend VACo's August 18 Finance Steering Committee meeting so that committee members can discuss the meals tax issue directly with them. Also at this time, York County's board has been working on Senator Tommy Norment to talk to him about the meals tax w/o referendum and he verbally said he was in support.

Mr. Blevins provided a copy of an analysis of potential county meals tax using taxable sales from food and drinking establishments and a copy follows this summary sheet.

Since the August Board meeting, VACO advised that they support the platforms on the following page:

**Finance Steering Committee  
2017 DRAFT VACo Legislative Program**

**Priority**

**Local Finances**

VACo supports the authority of county governments to levy and collect revenue from local business taxes. VACo requests county government representation on all study or legislative commissions that impact local government revenues or services. VACo opposes mandated new or expanded funding requirements on counties.

**Meals and Tobacco Tax Authority**

VACo supports granting counties the authority to adopt a local meals tax without referendum. VACo proposes the county meals tax rate be raised to a cap of eight percent, which is consistent with current rates used by cities and towns. VACo also supports equal authority amongst all counties to levy and collect a tobacco tax.

**Positions**

**Equal Taxation Authority**

VACo supports granting counties equal taxing authority enjoyed by cities and towns to enact local excise taxes without referendum.

**Funding for State Mandated Positions and Jails**

VACo urges the Commonwealth to meet its full funding obligations and provide flexibility in the use of state funds for compensation of constitutional officers and state-supported local employees. VACo further requests that the state budget increase jail per diems in the FY 2015-2018 biennial budget to 2010 levels. Additionally, VACo requests the state reinstate the definition of state-responsible inmates to felons with sentences of one year or more, fully fund its share of per diem payments in the introduced budget, and pay the medical costs of inmates using a cost-effective program jointly funded at the federal and state levels.

**Line of Duty**

VACo calls on the General Assembly to fully fund the Line of Duty Act (LODA) obligations and adopt the recommendations proposed by JLARC to improve the administration of the act in order to ensure the long-term fiscal stability of the program.

### **Preserving Municipal Investment Options (Federal)**

VACo urges Congress to pass the Consumer Financial Choice and Capital Markets Protection Act. The legislation will preserve communities' access to capital and promote economic development by expressly permitting any money market fund with the choice to operate on a stable net asset value (NAV) basis if it adheres to certain requirements and restrictions. The legislation would not have any impact on the other changes to the regulation of money market funds that were adopted by the Securities and Exchange Commission (SEC) in 2010 and 2014.

### **Reimbursement for Prior "Local Aid to the Commonwealth"**

VACo commends the Governor and General Assembly for eliminating the "Local Aid to the Commonwealth" in the 2015 session of the General Assembly and opposes any reinstatement of this burden on local governments. Since 2009, local governments returned \$190 million in funding for state mandates services through "Local Aid to the Commonwealth". VACo requests the state consider reimbursement to localities for these past reductions that occurred during difficult budget times for the state and localities.

**Also, please review correspondence from Yok County Administrator, which follows.**

Analysis of Potential County Meals Tax Using Taxable Sales From Food and Drinking Establishments

	Food and Drinking Establishments		Food and Drinking Places	Meals Tax Rate 2015	Calculated 2015	APA Meals Tax FY 2015	Towns	Town Meals Tax Rate	Town APA Meals Revenue	Hypothetical County Rate	County Meals Tax	Est. Net Meals Tax
	Drinking Places	2015 #										
	<b>PDC</b>	<b>2015 #</b>	<b>2015 Taxable Sales</b>	<b>2015</b>	<b>2015</b>	<b>2015</b>						
Lee County	1	20	\$8,737,058		\$0	\$0				0.070	\$611,594	
Norton City	1	25	\$16,863,504	0.07	\$1,180,445	\$1,360,014				0.070	\$1,138,788	City
Scott County	1	30	\$16,268,402		\$0	\$0				0.070	\$1,001,714	
Wise County	1	47	\$29,390,011		\$0	\$0	Wise	0.070	1,055,587	0.070	\$1,001,714	
Buchanan County	2	25	\$12,193,755		\$0	\$0				0.020	\$243,875	
Dickenson County	2	18	\$6,025,180	0.02	\$120,504	n/a				0.020	\$426,858	existing
Russell County	2	35	\$21,342,914		\$0	\$0				0.020	\$426,858	existing
Tazewell County	2	75	\$48,780,710		\$0	\$0	Bluefield, Richlands	0.050	\$1,957,583	0.050	\$481,453	
Bland County	3	17	\$5,061,106	0.04	\$202,444	\$99,490				0.040	\$123,808	existing
Bristol City	3	70	\$68,280,311	0.07	\$4,779,622	\$5,749,073				0.040	\$1,027,106	City
Carroll County	3	34	\$18,424,336	0.04	\$736,973	\$384,398				0.040	\$1,328,128	existing
Galax City	3	44	\$22,928,170	0.07	\$1,604,972	\$1,949,064				0.040	\$1,328,128	City
Grayson County	3	19	\$3,095,199		\$0	\$0				0.040	\$123,808	
Smyth County	3	57	\$25,677,647		\$0	\$0				0.040	\$1,027,106	
Washington County	3	107	\$54,478,975		\$0	\$0	Abington	0.070	\$851,031	0.040	\$1,328,128	existing
Wythe County	3	56	\$38,529,546	0.04	\$1,541,182	\$772,865	Wytheville	0.070	\$2,516,774	0.040	\$1,328,128	existing
Floyd County	4	29	\$8,563,927		\$0	\$0				0.040	\$342,557	
Giles County	4	31	\$16,126,773		\$0	\$0				0.040	\$645,071	
Montgomery County	4	186	\$153,483,549	0.04	\$6,139,342	\$282,496	christiansburg	.06, .075	\$11,409,091	0.040	\$645,071	existing
Pulaski County	4	60	\$43,397,356	0.04	\$1,735,894	\$1,407,016	Pulaski	0.060	\$667,037	0.040	\$667,037	existing
Radford City	4	41	\$21,198,998	0.055	\$1,165,945	\$1,121,722				0.040	\$667,037	existing
Alleghany County	5	27	\$12,693,504	0.04	\$507,740	\$351,684	clifton forge	0.050	\$209,931	0.040	\$209,931	existing
Botetourt County	5	63	\$24,076,098	0.04	\$963,044	\$1,244,855				0.040	\$963,044	existing
Covington City	5	22	\$9,642,989	0.08	\$771,439	\$951,890				0.040	\$771,439	existing
Craig County	5	5	\$636,738	0.04	\$25,470	\$79,856				0.040	\$25,470	City
Roanoke City	5	294	\$230,485,877	0.05	\$11,524,294	\$13,856,899				0.050	\$915,818	existing
Roanoke County	5	151	\$119,915,024	0.04	\$4,796,601	\$4,015,526	Vinton	0.050	\$915,818	0.040	\$915,818	City
Salem City	5	101	\$67,684,052	0.06	\$4,061,043	\$4,464,873				0.060	\$4,061,043	existing

Analysis of Potential County Meals Tax Using Taxable Sales From Food and Drinking Establishments

	Food and Drinking Establishments			Calculated 2015	APA Meals Tax FY 2015	Townships	Town Meals Tax Rate	Town APA Meals Revenue	Hypothetical County Rate	Est. Net Meals Tax
	Food and Drinking Places	Drinking Places	Meals Tax Rate 2015							
Augusta County	102	6	0.04	\$1,764,944	\$2,320,903				0.040	existing
Bath County	6	6	0.04	\$102,162	\$691,592					existing
Buena Vista City	15	15	0.06	\$279,485	\$326,384					existing
Harrisonburg City	204	6	0.065	\$9,108,651	\$11,050,508					City
Highland County	9	6		\$0	\$0					City
Lexington City	29	6	0.06	\$1,001,697	\$1,073,777					\$35,648
Rockbridge County	37	6	0.04	\$884,543	\$1,341,603					City
Rockingham County	100	6	0.04	\$1,928,005	\$1,034,025	Bridgewater	0.060	\$466,633		existing
Staunton City	97	6	0.06	\$2,696,957	\$3,099,130					existing
Waynesboro City	78	6	0.06	\$3,380,410	\$4,040,759					City
Clarke County	27	7		\$0	\$0					\$269,009
Frederick County	130	7	0.04	\$3,624,638	\$4,533,520				0.040	existing
Page County	50	7	0.04	\$757,316	\$272,757	Luray	0.040	\$634,526		existing
Shenandoah County	93	7		\$0	\$0	woodsstock, strasburg	.05, .05	\$1,685,769	0.040	-\$165,422
Warren County	67	7	0.04	\$1,556,936	\$871,933	Front Royal	0.040	\$1,446,707		existing
Winchester City	151	7	0.06	\$6,248,055	7,456,044					City
Alexandria City	351	8	0.04	\$15,745,415	\$17,635,886					City
Arlington County	626	8	0.04	\$28,504,727	\$36,508,911					existing
Fairfax City	170	8	0.04	\$6,407,752	\$5,771,329					existing
Fairfax County	1,879	8		\$0	\$0	vienna, hernden	.03, .025	\$4,461,205	0.040	\$81,764,586
Falls Church City	118	8	0.04	\$2,536,586	\$2,820,872					City
Loudoun County	684	8	0.04	\$0	\$0	Leesburg, purcellville	.035, .05	\$6,628,677	0.040	\$20,647,947
Manassas City	117	8	0.04	\$3,629,949	\$3,406,893					City
Manassas Park City	19	8	0.04	\$278,426	\$344,444					City
Prince William County	609	8		\$0	\$0	dumfries	0.040	\$643,717	0.040	\$23,881,621
Culpeper County	88	9		\$0	\$0	culpeper	0.060	\$3,727,506	0.060	-\$241,880
Fauquier County	139	9		\$0	\$0	warrenton	0.040	\$2,265,639	0.040	\$1,259,658
Madison County	17	9	0.04	\$268,819	\$380,853					existing
Orange County	73	9	0.04	\$1,356,376	\$742,794	Orange	0.080	\$1,096,455		existing

Analysis of Potential County Meals Tax Using Taxable Sales From Food and Drinking Establishments

Food and

County	PDC	Drinking Places 2015 #	Food and Drinking Places 2015 Taxable Sales	Meals Tax Rate 2015	Calculated 2015	APA Meals Tax FY 2015	Towns	Town Meals Tax Rate	Town APA Meals Revenue	Hypothetical County Rate	County Rate	Est. Net Meals Tax
Rappahannock County	9	11	\$3,843,729	0.04	\$153,749	\$179,707						existing
Albemarle County	10	199	\$134,550,616	0.04	\$5,382,025	\$6,950,994						existing
Charlottesville City	10	293	\$192,139,787	0.05	\$9,606,989	\$8,703,398						existing
Fluvanna County	10	26	\$8,400,298		\$0	\$0						City
Greene County	10	35	\$14,594,343	0.04	\$583,774	\$697,086					0.040	\$336,012
Louisa County	10	53	\$27,656,887	0.04	\$1,106,275	\$853,460						existing
Nelson County	10	35	\$7,478,168	0.04	\$299,127	\$976,490						existing
Amherst County	11	44	\$25,986,742	0.04	\$1,039,470	\$918,812						existing
Appomattox County	11	22	\$10,819,626		\$0	\$0						\$432,785
Bedford County	11	129	\$42,789,664	0.04	\$1,711,587	\$1,409,267	Bedford	0.040	1,143,412		0.040	existing
Campbell County	11	106	\$48,964,574		\$0	\$28,916						existing
Lynchburg City	11	239	\$173,745,316	0.065	\$11,293,446	\$0					0.040	\$1,958,583
												City
Danville City	12	120	\$107,334,254	0.06	\$6,440,055	\$7,013,637						City
Franklin County	12	97	\$47,800,620	0.04	\$1,912,025	\$1,043,851	Rocky Mount	0.050	\$1,352,151		0.040	existing
Henry County	12	65	\$37,560,903	0.04	\$1,502,436	\$2,127,100					0.040	existing
Martinsville City	12	47	\$25,979,814	0.065	\$1,688,688	\$1,665,418					0.040	existing
Patrick County	12	35	\$8,359,673		\$0	\$0						City
Pittsylvania County	12	52	\$21,301,215	0.04	\$852,049	\$724,142					0.040	\$334,387
												existing
Brunswick County	13	17	\$5,061,106		\$0	\$0						\$202,444
Halifax County	13	60	\$33,556,701	0.04	\$1,342,268	\$288,339	South Boston	0.060	\$1,305,956		0.040	existing
Mecklenburg County	13	68	\$38,128,555		\$0	\$0	South Hill	0.055	\$1,753,774		0.055	\$343,297
Amelia County	14	18	\$5,973,537		\$0	\$0						\$238,941
Buckingham County	14	10	\$5,097,922		\$0	\$0						\$203,917
Charlotte County	14	19	\$3,492,863		\$0	\$0						\$139,715
Cumberland County	14	7	\$1,913,927		\$0	\$0						\$76,557
Lunenburg County	14	17	\$2,338,931		\$0	\$0						\$93,557
Nottoway County	14	32	\$12,151,069		\$0	\$0	blackstone	0.065	\$557,895		0.065	\$231,924
Prince Edward County	14	55	\$32,190,135		\$0	\$0	Farmville	0.070	\$2,348,315		0.070	-\$95,006



Analysis of Potential County Meals Tax Using Taxable Sales From Food and Drinking Establishments

	Food and Drinking Places		Food and Drinking Places 2015 Taxable Sales	Meals Tax		Calculated 2015	APA Meals Tax FY 2015	Towns	Town Meals Tax Rate	Town APA Meals Revenue	Hypothetical County Rate	Est. Net Meals Tax
	Drinking Places	2015 #		Rate	2015							
Charles City County												
Chesterfield County	15	502	\$485,100,158		\$0	\$0	\$0				0.040	n/a
Goochland County	15	52	\$27,487,365		\$0	\$0	\$0				0.040	\$19,404,006
Hanover County	15	198	\$142,549,007		\$0	\$0	\$0				0.040	\$1,099,495
Henrico County	15	672	\$664,826,274	0.04	\$26,593,051	\$26,783,247	\$0 Ashland	0.050	\$1,945,952		0.040	\$3,756,008
New Kent County	15	47	\$15,959,545	0.04	\$638,382	\$748,545						existing
Powhatan County	15	42	\$18,478,225		\$0	\$0	\$0				0.040	existing
Richmond City	15			0.06	\$0	\$0	30,444,280					\$739,129 City
Caroline County	16	50	\$25,146,554	0.04	\$1,005,862	\$1,109,995					0.040	\$565,014
Fredericksburg City	16	177	\$148,268,379	0.06	\$8,896,103	\$10,115,765						existing
King George County	16	39	\$17,650,440	0.04	\$706,018	\$999,806						City
Spotsylvania County	16	236	\$170,513,199	0.04	\$6,820,528	\$8,154,067						existing
Stafford County	16	189	\$149,700,757	0.04	\$5,988,030	\$7,102,018						existing
Lancaster County	17	38	\$14,125,340		\$0	\$0	\$0				0.040	\$565,014
Northumberland County	17	23	\$4,869,765		\$0	\$0	\$0				0.040	\$194,791
Richmond County	17	17	\$6,194,154		\$0	\$0	\$0				0.040	\$247,766
Westmoreland County	17	33	\$11,915,852		\$0	\$0	\$0 colonial beach	0.050	\$416,940		0.040	\$59,694
Essex County	18	32	\$18,751,378		\$0	\$0	\$0				0.040	\$750,055
Gloucester County	18	79	\$45,329,548	0.04	\$1,813,182	\$1,896,892					0.040	\$1,813,182
King and Queen County	18				\$0	\$0					0.040	n/a
King William County	18	33	\$12,581,378	0.04	\$503,255	\$288,588	west pt	0.040	\$268,396		0.040	existing
Mathews County	18	24	\$4,982,950		\$0	\$0	\$0				0.040	\$199,318
Middlesex County	18	36	\$8,522,032	0.04	\$340,881	\$349,873						existing
Colonial Heights City	19	87	\$95,426,452	0.06	\$5,725,587	\$6,321,168						City
Dinwiddie County	19	25	\$12,938,841	0.04	\$517,554	\$711,002					0.040	\$517,554
Emporia City	19	27	\$21,929,501	0.075	\$1,644,713	\$1,833,497						City
Greensville County	19	7	\$5,787,818	0.04	\$231,513	\$192,835					0.040	\$231,513

Analysis of Potential County Meals Tax Using Taxable Sales From Food and Drinking Establishments

	Food and Drinking Places		Meals Tax		Calculated 2015	APA Meals Tax FY 2015	Towns	Town Meals Tax Rate	Town APA Meals Revenue	Hypothetical County Rate	Est. Net Meals Tax
	2015 #	2015 Taxable Sales	Rate	2015							
Hopewell City	19	\$29,862,521	0.055	\$1,642,439	\$1,776,247						City
Petersburg City	19	\$45,936,126	0.06	\$2,756,168	\$2,571,793						City
Prince George County	19	\$16,969,448	0.04	\$678,778	\$998,751						existing
Surry County	19	\$1,420,460		\$0	\$0					0.040	\$56,818
Sussex County	19	\$5,386,026		\$0	\$0					0.040	\$215,441
Accomack County	22	\$38,490,236		\$0	\$0	chincoteague	0.050			0.040	\$1,539,609
Northampton County	22	\$19,084,834	0.04	\$763,393	\$294,727	cape charles	0.050				existing
Chesapeake City	23	\$376,970,529	0.055	\$20,733,379	\$24,523,112						City
Franklin City	23	\$17,657,380	0.065	\$1,147,730	\$1,439,601						City
Hampton City	23	\$220,210,597	0.075	\$16,515,795	\$19,470,911						City
Isle of Wight County	23	\$30,638,029	0.04	\$1,225,521	\$335,721	smithfield	0.060	\$1,448,159			existing
James City County	23	\$115,792,046	0.04	\$4,631,682	\$6,600,364						existing
Newport News City	23	\$287,581,178	0.075	\$21,568,588	\$24,136,927						existing
Norfolk City	23	\$419,447,279	0.065	\$27,264,073	\$27,618,544						City
Poquoson City	23	\$10,396,466	0.06	\$623,788	\$747,032						City
Portsmouth City	23	\$97,262,903	0.065	\$6,322,089	\$7,736,074						City
Southampton County	23	\$3,970,811	0.04	\$158,832	\$169,062						existing
Suffolk City	23	\$106,123,620	0.065	\$6,898,035	\$8,378,267						existing
Virginia Beach City	23	\$931,731,657	0.055	\$51,245,241	\$59,968,375						City
Williamsburg City	23	\$98,423,072	0.05	\$4,921,154	\$6,819,384						City
York County	23	\$122,365,520	0.04	\$4,894,621	\$5,804,260						existing

**COUNTY ADMINISTRATOR**

Neil A. Morgan



**BOARD OF SUPERVISORS**

- Walter C. Zaremba  
District 1
- Sheila S. Noll  
District 2
- W. Chad Green  
District 3
- Jeffrey D. Wassmer  
District 4
- Thomas G. Shepperd, Jr.  
District 5

August 26, 2016

**AUG 30 2016**

SUSSEX COUNTY  
ADMINISTRATION

Ms. Deborah A. Davis  
County Administrator  
Sussex County  
PO Box 1397  
Sussex, Virginia 23884

Dear Ms. Davis:

The York County Board of Supervisors has tasked me to develop and implement a legislative engagement strategy to seek General Assembly approval of changes to Section 58.1-3833 of the Code of Virginia that would equalize the meals taxation authority among cities, towns, and counties. We are well aware that requests for broader legislation to equalize all taxing authority of cities, towns, and counties have been proposed in the past and vigorously supported by the Virginia Association of Counties (VACo) and member counties, yet have been soundly defeated. Accordingly, our Board has decided that it wishes to focus on the meals tax authority with the objective of creating a coalition of counties and other constituencies that would support such an initiative. I'm happy to report that our preliminary discussions with the VACo Finance Committee and others concerning a focus on the meals tax alone have been productive and promising.

I am enclosing a short statement describing the current enabling statute, the application of meals taxes by cities, towns, and counties across the Commonwealth, and the specific factors that we believe make this initiative worthy of consideration for York and other counties. Our proposal would cap the opportunity at an 8 percent rate, which is consistent with the maximum rate established by any of the cities currently possessing the meals taxation authority, and would allow the authority to be exercised without need for a referendum.

Please consider identifying this as a potential legislative priority as you work with your Board to prepare for the 2017 General Assembly session. Of course, and as you well know, support for counties being granted such authority does not in any way obligate a governing body to actually adopt a new or increased meals tax, but would simply provide the opportunity to do so should the governing body of a county determine such an action to be an appropriate way to address revenue demands. Gaining that option, and having the opportunity to alleviate pressures on the real estate tax rate, is York's motivation.

Should you agree and wish to be involved or kept abreast of efforts to have this initiative introduced for consideration in the 2017 session of the General Assembly, please let me know either by letter, an email ([Neil.Morgan@yorkcounty.gov](mailto:Neil.Morgan@yorkcounty.gov)), or a phone call (757-890-3320). Thanks for your consideration.

Sincerely,

  
Neil A. Morgan  
County Administrator

Enclosure

224 Ballard Street • P.O. Box 532 • Yorktown, Virginia 23690-0532 • (757) 890-3320

Fax: (757) 890-4002 • TDD (757) 890-3621 • Email: [bos@yorkcounty.gov](mailto:bos@yorkcounty.gov)

*A Hampton Roads Community*

## Meals Tax Authority – Legislative Engagement

### Introduction

Section 58.1-3833 of the Code of Virginia (see attached) authorizes counties to levy a tax on the purchase of all prepared and ready to eat food and beverages, at a rate not to exceed 4%, if approved in a voter referendum. The referendum may be initiated by a resolution adopted by the governing body or by a petition signed by at least 10% of the registered voters in the county. Five counties (Arlington, Roanoke, Rockbridge, Frederick, and Montgomery) have been granted an exemption from the referendum requirement, so their governing bodies can act on their own initiative. Meals taxes are assessed in addition to the retail sales tax, which in Hampton Roads is 6%.

#### Meals tax applies to:

- Prepared food and beverages (ready-to-eat) at restaurants, lunchrooms, cafeterias, coffee shops, cafes, taverns, delis, food trucks, etc.
- Alcoholic and non-alcoholic beverages served with a meal

#### Meals tax does not apply to:

- Groceries
- Food sold through vending machines

According to information compiled by the Weldon Cooper Center for Public Service for 2014, 47 of Virginia's 95 counties assessed a meals tax in 2014. Forty-six (46) counties reported a tax rate of between 3.1% and 4%, while one (Dickenson) reported a rate of 2%.<sup>1</sup> There are no restrictions on the use of the revenue generated by the meals tax; however, some localities earmark a portion or all of the revenue for a specific purpose.

It is important to note that towns and cities are not subject to the referendum process or the 4% cap on the meals tax rate. All 38 of Virginia's cities assess a meals tax, with the lowest rate being 4%, the highest 7.5%, and the median being 6%. The median rate assessed by the 104 towns with a meals tax is 5%, with a minimum of 2% and a maximum of 8%.

York County's meals tax rate is 4%, which will generate projected revenues of \$5.9 million in FY17. Each of the jurisdictions bordering York County imposes a meals tax (Hampton-7.5%, Newport News-7.5%, Poquoson-6%, Williamsburg-5%, James City County-4%, Gloucester-4%).

### Issue

York County, like other Virginia counties, is heavily dependent on the real estate and personal property tax and, accordingly, has interest in alternative opportunities for revenue growth to meet increasing obligations and demands for County-funded programs and services. The constraint imposed by the current enabling legislation (4% rate cap) prevents the County from doing so and stands in contrast to the opportunities available to the four cities that border York

<sup>1</sup> Two other counties (Henrico and Middlesex) established a meals tax after the 2014 data was compiled, both at 4%.

## Meals Tax Authority – Legislative Engagement

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County. In a number of locations along those borders, restaurants are located on abutting properties (one in the county, one in the city) with differing meals tax rates. For many, and particularly in the case of the tourists and travelers, there likely is no awareness of the border or the different tax rate and, therefore, no impact (at least from a taxation standpoint) on which restaurant the prospective diner chooses to patronize (i.e., no competitive advantage or disadvantage). Undoubtedly, the same situation exists in many locations across the Commonwealth.

Real estate and personal property tax rate increases apply to all property-owning residents, regardless of their ability to pay. Conversely, dining out is largely a discretionary decision so the meals tax is paid by residents, as well as tourists and travelers, who dine out by choice, convenience, or other considerations.

As noted previously, York County's 4% meals tax is projected to generate \$5.9 million in revenue in FY2017. Increasing the County's rate from 4% to 5% (for example, to match the Williamsburg rate) would generate approximately \$1.4 million annually in additional revenue. If earmarked, for example, to enhance the Capital Improvements Program budget, the funding able to be devoted to County and School projects would be increased by almost 10%. In other words, a modest 5-cent increase in a \$5 fast food meal (20 cents meals tax @ 4% vs. 25 cents @ 5%) would help produce significant gains in the County's ability to address capital project needs.

York County has proposed and supported requests in past legislative sessions to amend the Code of Virginia to give counties the same taxing authority as towns and cities. This all-inclusive approach (which would add authority to tax cigarettes and admissions, and remove limitations on meals and transient occupancy) has not been supported by the General Assembly. Recognizing that opposition, the York County Board of Supervisors has determined that it would be prudent to focus on a proposal to provide counties with additional authority only for the meals tax.

Accordingly, the York County Board of Supervisors wishes to ascertain the interest of other counties and potential advocates in working cooperatively to engage, educate and influence members of the General Assembly regarding the disparity between cities/towns and counties regarding meals taxing authority with the objective of gaining support for legislation to equalize it in the 2017 session of the General Assembly. Specifically, the desired legislation would:

- Enable counties, on the initiative and action by their governing bodies (and without referendum), to establish a meals tax at a rate determined appropriate by the governing body, but not to exceed 8%.



# Meals Tax Parity for Counties

York County



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## Meals Tax Parity for Counties

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- Section 58.1-3833 of COV currently authorizes Counties to levy a tax on the purchase of prepared and ready to eat food and beverages:
  - *At a rate not to exceed 4%*
  - *If approved by a referendum initiated by the governing body or by petition of at least 10% of registered voters*
  - *Arlington, Roanoke, Rockbridge, Frederick and Montgomery Counties are exempt from referendum requirement*
- Cities and Towns are not capped at 4% and are not subject to a referendum requirement

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YorkCounty



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## Meals Tax Parity for Counties

- Meals Tax parity would provide a revenue enhancement option to relieve pressures on Real Estate and Personal Property
- Dining out is largely discretionary – by choice or convenience
- Meals Taxes are paid by residents and tourists / travelers
- Decisions on dining destinations are not dependent on meals tax rates

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YorkCounty





## Meals Tax Parity for Counties

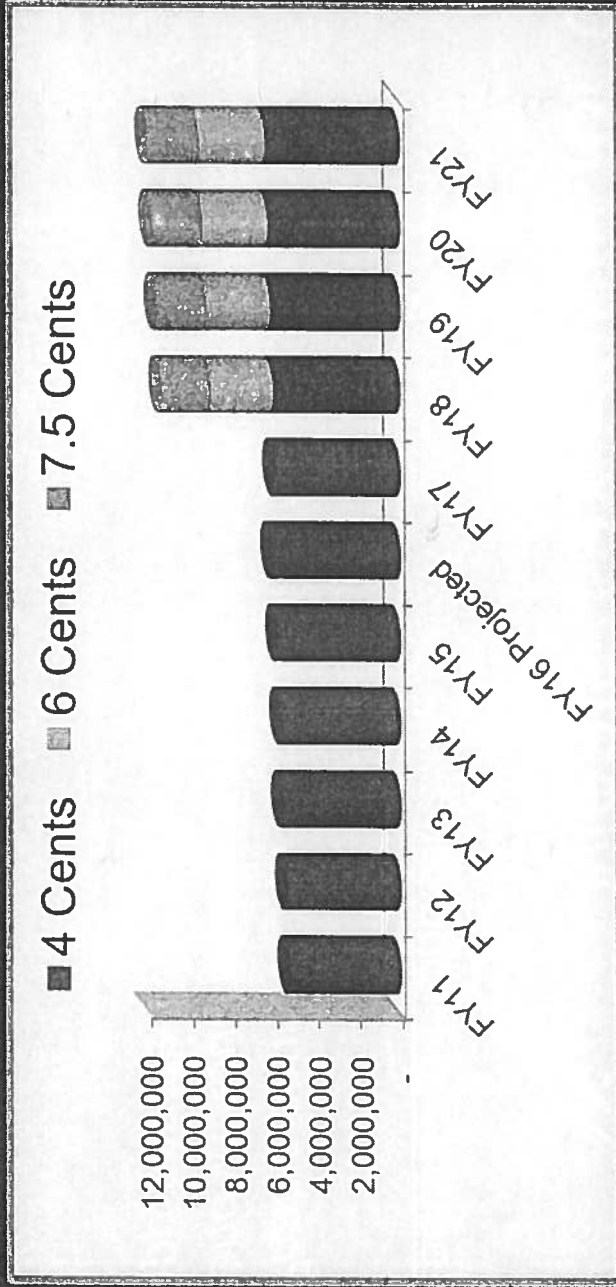
- 47 of Virginia's 95 counties assessed a Meals Tax in 2014
  - Rates ranged from 3.1% to 4% (*only one County had a 2% rate*)
- All Cities (38) assessed a Meals Tax
  - Lowest - 4%
  - Highest - 7.5%
  - Median - 6%
- Cities bordering York County
  - Hampton / Newport News – 7.5%
  - Poquoson – 6%
  - Williamsburg – 5%

YorkCounty



# Meals Tax Parity for Counties

## Impact of Potential Rate Increase for York County



Increasing the rate from 4 cents to 6 cents provides additional revenue of \$3 million.

Increasing the rate to 7.5 cents adds \$5.3 million of additional revenue.

Note: 50% of Meals Taxes are Shared with the School Division.





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# Meals Tax Parity for Counties

## Legislative Proposal

*Enable counties, on the initiative and action by their governing bodies (and without referendum), to establish a meals tax at a rate determined appropriate by the governing body, but not to exceed 8%.*

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YorkCounty

**AGENDA ITEMS #9.03**

**(Unfinished Business)**

**Recommendation of \$5,000 Allocation for Virginia's Gateway Region**

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This item was tabled from the July meeting. Chairman Blowe's letter follows this summary sheet.

June 23, 2016

Victor K. Branch and Robert C. Walker  
Global 3.0 Campaign Chairs  
Virginia's Gateway Region  
256 E. Ellerslie Ave, Suite D  
Colonial Heights, VA 23834

RE: Sussex County Letter of Confirmation for Driving Regional Growth-  
Embracing a Global Future 3.0

Dear Mr. Branch & Mr. Walker,

Sussex County is pleased to help underwrite Virginia's Gateway Region's (VGR) new, five-year economic development program *Driving Regional Growth-Embracing a Global Future 3.0* (Global 3.0!) in order to enhance the region's economic growth and quality of life.

VGR's proposed annual investment of \$27,050 will be reviewed during our normal budgeting process, and if approved will be made during the 2016-2017 fiscal year.

In future years, Sussex County intends to make additional annual investments in accordance with VGR's letter dated Oct. 19, 2015 contingent upon: (1) our satisfaction that the Global 3.0! five-year program is progressing towards reaching its objectives and goals; (2) the benefits realized by Sussex County as a result of the program; and (3) Sussex County's financial status.

Subject to these conditions, Sussex County reserves the right to review and approve, decline or adjust future years of funding on an annual basis and cannot, by law obligate itself beyond each current fiscal year.

This letter of confirmation is provided in lieu of a campaign pledge card.

Sincerely,



Keith C. Blowe  
Chairman, Sussex County Board of Supervisors

**AGENDA ITEM #9.04**

**(Unfinished Business)**

**Request For Waiver of Fees – The Improvement Association**

---

Following this summary sheet is correspondence regarding the request for a waiver of fees from The Improvement Association for the permits required for construction of a new office complex in Waverly.

The County Attorney has reviewed this matter and surmised that the County has no authority to waive fees. However, the Board of Supervisors could consider a grant of a like amount as a charitable contribution.

**Board of Supervisors**  
Keith C. Blowe, Chairman  
Susan M. Seward, Vice Chair  
C. Eric Fly, Sr.  
Alfred G. Futrell  
John A. Stringfield  
Rufus E. Tyler, Sr.

**COUNTY OF SUSSEX**



Post Office Box 1397  
20135 Princeton Road  
Sussex VA 23884

**Deborah A. Davis**  
County Administrator  
[ddavis@sussexcountyva.com](mailto:ddavis@sussexcountyva.com)

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

February 17, 2016

Mr. Charlie E. Caple, Jr.  
Chairman of the Board  
The Improvement Association  
1750 East Atlantic Street  
Emporia VA 23847

Re: Request for Waiver of Fees

Dear Mr. Caple:

We are in receipt of the Improvement Association's request to waive all building permit fees, plan review fees, land disturbance fees and site plan review fees as they relate to the proposed construction of an Education/Workforce Center in Sussex County.

While we are aware that the Improvement Association provides many needed services to Sussex County and other localities, the County Attorney (Mr. Michael F. Kaestner) reviewed the request and has determined that the County has no legal authority to waive fees.

However, the Board of Supervisors could consider appropriating a grant of a like amount as a charitable contribution. Should you desire to make that request to the Board, please provide a written request to have this item placed on the March 17, 2016 Board agenda. Please provide such request to County Administration, Attention: Shilton R. Butts, Assistant to the County Administrator, by the close of business, Wednesday, March 9, 2016. If we can be of further service, please let us know. Thank you.

Sincerely,

Deborah A. Davis  
County Administrator

Copy to: Randi Fajna, Administrative Assistant, The Improvement Association  
Shilton R. Butts, Assistant to County Admin, Sussex County  
Michael F. Kaestner, County Attorney, Sussex County  
Andre M. Greene, Director of Community Development, Sussex County  
Vandy V. Jones, III, Deputy County Administrator  
File



# The Improvement Association

Providing Community Action Services  
rmailto:maitland@impassoc.org

RUFUS TYLER  
Executive Director

1750 E. Atlantic Street  
Emporia, Virginia 23847  
434-336-9805/434-634-2490  
434-336-0405 Fax

P.O. Box 555  
233A South County Drive  
Waverly, Virginia 23890  
804-834-3522  
804-834-8050 Fax

Child Development Center  
434-848-3040  
P.O. Box 956  
100 College View Drive  
Lawrenceville, Virginia 23868  
434-848-9317  
434-848-2335 Fax

10305 Boydton Plank Road  
Dinwiddie, Virginia 23841  
804-469-4495  
804-469-4496 Fax

RECEIVED

FEB 08 2016

SUSSEX COUNTY  
ADMINISTRATION

Deborah Davis  
County Administrator  
Sussex County  
P O Box 1397  
Sussex, VA 23884

Dear Ms. Davis,

As you are aware, The Improvement Association is in the planning process of constructing an Education/Workforce Center in Sussex County. Per our discussion, The Improvement Association's Board of Directors believes the proposed facility will be an asset to Sussex County. To this end, as a local non-profit entity, The Improvement Association hereby request a waiver of all building permits, plans review fees, land disturbance fees and site plan review fees. Your approval of our request would be greatly appreciated.

Sincerely,

Charlie Caple, Jr.  
Board Chairman

Rufus Tyler  
Executive Director



**AGENDA ITEM #9.05**  
**(Unfinished Business)**  
**Court Request For Carpet Replacement**

---

This item was tabled from the August meeting. Supervisor Fly requested that it be placed on the September meeting agenda.

Following this summary sheet is Supervisor Fly's email dated August 19, 2016 and the supporting documentation from County staff daed August 9, 2016.

## Deborah Davis

---

**From:** Carl Fly <cefly@seamcorp.com>  
**Sent:** Friday, August 19, 2016 4:17 PM  
**To:** Deborah Davis; Shilton Ricks  
**Subject:** Agenda Item

Dear Deborah,

First I want to thank you and your staff for setting up the special Board meeting to discuss the communication system. I felt as if the meeting went well and was well worth the time and effort.

Second, please add the following to the September agenda:

### Courts Request For Carpet Replacement

Summary: At the last Board meeting the Clerk of the General District Court made a request for new carpet in the Clerks office. Ms. Yelverton request, as found in her letter, was due to the poor appearance of the carpet. The request did not come to the Board as a request to replace the carpet due to the fact that the carpet was creating an unsafe work environment.

However, the gentlemen representing the Waverly District informed the Board that the replacement was crucial and needed to take place immediately as the carpet was torn in multiple places and someone is going to trip an sue the County.

During the meeting I took a break and inspected the carpet with the Clerk and found no rips, tears or anything that would cause a dangerous work environment. However, the carpet is old, stained and unsightly but it is in no way dangerous. On Friday the following day Mr. Tyler also inspected the carpet in the Clerks office and found the same condition, no rips, tears or dangerous situation.

The allegation that the carpet was creating a public danger was simply false. However, the false statement that the carpet was dangerous created a very unprofessional movement for the Board and outrage from the public.

I ask that this be place back on the agenda for September meeting as I hope to work with you, your staff and Mr. Woodruff to locate the needed funds to replace the worn carpet.

I request audio visual equipment be made available at the September meeting as I will be presenting pictures and video of the existing carpet.

Thank You  
Eric Fly  
Courthouse District

(Please note this is a draft copy and I would greatly appreciate any spelling or grammar corrections.) ( I would also ask that my entire email be placed in the Board package staring with "Court Request For Carpet Replacement".)

Sent from my iPad



## Sussex County Ordinance, Resolution, and Agenda Request

**DATE:** August 9, 2016  
**TO:** The Honorable Chairman and Members of the Board of Supervisors  
**THROUGH:** Deborah Davis, County Administrator  
**FROM:** Vandy Jones, Deputy County Administrator  
**RE:** General District Court Carpet Replacement

---

**PURPOSE:** Replace carpet in General District Court.

**REASON:** Carpet is worn and stained.

**RECOMMENDATION:** Approve and appropriate \$8,700 for the replacement of carpet in the General District Court.

**BACKGROUND:** The carpet has become worn and stained. The stains are from adhesive seeping up into the carpet and cleaning has not been able to remove. The Clerk of General District Court has stated that she and the former Clerk have visited various carpet companies over the last couple of years and have approved the carpet choices that represent the three estimates that have been received.

**COST TO COUNTY:** \$8,700.00

**BUDGETED ITEM:** No

**REVENUE TO COUNTY:** None

**BOS HEARING DATE:** August 18, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO PROGRAMS:** N/A

**ATTACHMENTS: Letter from Clerk of Court Faye Yelverton. Three quotes for carpet replacement.**

**STAFF: Vandy Jones**



Stephan D. Bloom  
CHIEF JUDGE - GDC

COMMONWEALTH of VIRGINIA

Carson E. Saunders, Jr  
CHIEF JUDGE - JDR

C. Ridley Bain  
JUDGE

*Sixth Judicial District*  
SUSSEX GENERAL DISTRICT COURT  
AND

Jacqueline R. Waymack  
JUDGE

Bruce A. Clark, Jr.  
JUDGE

JUVENILE AND DOMESTIC RELATIONS DISTRICT COURT  
15098 COURTHOUSE ROAD - ROUTE 735  
P.O. BOX 1315  
SUSSEX, VIRGINIA 23884  
(434) 246-1096

Faye P. Yelverton  
CLERK

H. Lee Townsend, III  
JUDGE  
July 18, 2016

Sussex County  
Board of Supervisors  
Post Office Box 1397  
15080 Courthouse Road  
Sussex, Virginia 23884

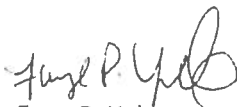
Dear Board Members

I am requesting that the carpet in the General District and Juvenile and Domestic Relation District Court Clerk's Office be replaced. The carpet has been in existence since the court building itself. It has been cleaned by your staff numerous times and by professional carpet cleaners. The carpet is worn thin, tattered and quite frankly an eye sore to the public as well as the staff. The carpet has served its purpose for twenty-one years.

At some point in the life of the interior of a courthouse, it becomes necessary to make changes to the appearance. Hopefully, the new carpet will last just as long as the old carpet. Carpet tiles will be more convenient. If one is ruined, we would be able to replace it.

Again I request that you consider strongly replacing the carpet. It is a necessary change for your beautiful building. I thank you for your prompt attention regarding this matter.

Sincerely

  
Faye P. Yelverton  
Clerk

Cc: Stephen Bloom, Chief Judge  
Carson E. Saunders, Chief Judge  
C. Ridley Bain, Judge

# PLAN 5 PAINT & DECORATING CENTER, INC.

Danny - John - Kevin - Melody

604 North Main Street

EMPORIA, VIRGINIA 23847

(434) 634-4444

**Tarkett**



Paint • Cabinets • Counter Tops • Windows  
Carpet • Floor Covering • Vinyl Fence & Rails

S.S. #

ACCT# \_\_\_\_\_ DATE 6-15 2016  
 NAME \_\_\_\_\_  
 ADDRESS Co County of SUSSEX PHONE \_\_\_\_\_  
Montague CITY 246-1096

CASH       CHARGE       MDSE. RET'D  
 C.O.D       QUOTE       PD. ON ACCT.

QUAN.	DESCRIPTION	PRICE	AMOUNT
1	Remove Carpet		
2	File cabinets + Desks		
3	Will not unhook		
4	Computers -		
5	INSTALL CARPET		
6	tiles - LABOR		
7	Phil -		7500 00
8	Chatterbox		
9	COLOR of choice		
10	Phil - AdH,		
11			
12	Judges Chamber		
13	Carpet Pad		1200 00
14	COVER BASE + LABOR		
15			
16			

RECEIVED BY X  
 TAX \_\_\_\_\_ TOTAL 8700 00

TERMS: Net amount due on receipt of invoice. A service charge of 2% per month (24% annual rate) on the unpaid balance will be added to all accounts past 30 days. In the event any action is necessary to collect the unpaid balance and charges thereon, customer agrees to pay an attorney's fee of 25% and any court costs incurred.

5175

*Thank You*

**Southpark Carpet & Flooring Outlet**

860 W. ROSLYN ROAD  
COLONIAL HEIGHTS, VA 23834

Phone 804-520-2763

Fax 804-520-6063

**Estimate**

Date	Estimate #
8/27/2015	3409

Name / Address
SUSSEX COUNTY MONTAQUE GILLIAM

Ship To
15098 COURTHOUSE RD SUSSEX 23884

Rep
SMN

Description	Qty	Cost	Total
MOTIF 12' MARITIME	266.67	18.95	5,053.40T
4 GAL MULTI PURPOSE	7	25.00	175.00
BURKE MERCER #701 BLACK	6	72.00	432.00
ROCKET 3100C COVE BASE ADHESIVE	12	7.00	84.00
STYLISH STORY 3 15' TROOPER	33.75	22.95	774.56
1/4 8LB PAD	33.75	3.50	118.13
BURKE 940 STANDARD EDGE T BLACK WITH TRACK	2	25.00	50.00
LABOR	1	2,500.00	2,500.00
M4263 GLUE DOWN CARPET SEAM SEALER 1QT	1	25.00	25.00
Sales Tax		5.30%	267.83
		<b>Total</b>	<b>\$9,479.92</b>



1927 S. SYCAMORE ST. • PETERSBURG, VA 23805  
 PHONE (804) 732-8181  
 FAX (804) 732-8207  
 THANK YOU FOR BEING OUR CUSTOMER!

"SERVING THE TRI-CITIES since 1970"

PAGE NO 1

WALLPAPER  
 CUSTOM FRAMING  
 BLINDS  
 CARPET  
 DRAPERIES  
 FABRICS  
 VINYL

FORM NO. PAD 2 MARKED 11/95

CUSTOMER NO	JOB NO.	PURCHASE ORDER NO	REFERENCE	TERMS	CLERK	DATE	TIME
#5				CASH/CHECK/BANKCARD	01	6/2/16	9:8

S  
O  
L  
D  
T  
O

\*\*\*\* CASH \*\*\*\*  
**ATTN Mike**

S  
H  
I  
P  
T  
O

SUSSEX COURT HOUSE  
 ATTN: MONTAQUE GILLIAM

DEL. DATE: 9/16/13  
 SLSR: 01 BRYANT PALMORE  
 TAX : VA VIRGINIA

DOCN 53272  
 \*\*\*\*\*  
 \* ORDER \*  
 \*\*\*\*\*  
 ORDR 83272

All claims and returned goods MUST be accompanied by this bill.

SHIPPED	ORDERED	UM	SKU	DESCRIPTION	LOCATION	UNITS	PRICE/PER	EXTENSION
				MATERIALS AND LABOR NEED TO CARPET CLERKS OFFICE AND COURT OFFICE				
	2035	SF	803	260Z HEAVY COMMERCIAL ON UNITARY BACKING BY MOHAWK		2035	1.25 /SF	2,543.75
	552	SF	803	12 X 185 COLOR 852 CHESTNUT 260Z HEAVY COMMERCIAL ON UNITARY BACKING BY MOHAWK		552	1.58 /SF	828.00
	2587	EA	LABOR	12 X 46 COLOR 832 PECAN REMOVE AND HAUL DOUBLE STICK CARPET AND PAD		2587	.98 /EA	2,328.38 N
	1	EA	LABOR	MOVE FURNITURE		1	750.00 /EA	750.00 N
	1	EA	LABOR	PREP DAMAGE FLOORS FOR CARPET		1	200.00 /EA	200.00 N
	2587	EA	LABOR	INSTALL NEW CARPET		2587	1.25 /EA	3,233.75 N
	2567	EA	804	620Z TREADMORE COMMERCIAL CARPET CUSHION FOR DOUBLE STICK SYSTEM		2567	.98 /EA	2,328.38
				ALL DESK MUST BE CLEARED, ALL ELECTRONICS MUST BE REMOVED				

CONT'D

**X**

RECEIVED BY





1927 S. SYCAMORE ST. • PETERSBURG, VA 23805  
 PHONE (804) 732-8181  
 FAX (804) 732-8207

"SERVING THE TRI-CITIES since 1970"

THANK YOU FOR BEING OUR CUSTOMER!

PAGE NO 2  
 WALLPAPER  
 CUSTOM FRAMING  
 BLINDS  
 CARPET  
 DRAPERIES  
 FABRICS  
 VINYL

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO	REFERENCE	TERMS	CLERK	DATE	TIME
#5				CASH/CHECK/BANKCARD	B1	6/ 2/16	9:0

S C L O  T O	**** CASH ****	S H I P  T O	SUSSEX COURT HOUSE ATTN: MONTAQUE GILLIAM	DEL. DATE: 9/16/13	DOCN# 83272 ***** * ORDER * *****
				SLSPR: B1 BRYANT PALMORE TAX : VA VIRGINIA	ORDR 83272

All claims and returned goods MUST be accompanied by this bill

SHIPPED	ORDERED	UM	SKU	DESCRIPTION	LOCATION	UNITS	PRICE/PER	EXTENSION
				BEFORE INSTALLATION. FAX- 434-246-6813				
<i>from Quota 9/16/13</i>								
<i>total price \$ 12,212.10</i>								

** ORDER **	ORDER **	0	RDER **	ORDER **	ORDER **	ORDER **	TAXABLE	5780.85
	** DEPOSIT AMOUNT **						NON-TAXABLE	6512.05
	** BALANCE DUE **					12,514.20	SUBTOTAL	12212.10

X

RECEIVED BY

\*\* PAYMENT RECEIVED \*\*

	8.00	
		8.00
TAX AMOUNT		<del>83272</del>
TOTAL AMOUNT		<del>12514.00</del>

**AGENDA ITEM #9.06**

**UNFINISHED BUSINESS**

**Planning Commission Membership**

---

This item was included on the July 21<sup>st</sup> and August 18<sup>th</sup> Board meetings and were tabled both times.

Please direct staff the direction the Board wish to take regarding this matter.



## MEMORANDUM

DATE: July 8, 2016

TO: Deborah A. Davis, County Administrator

FROM: Andre M. Greene, Director of Community Development

SUBJECT: Sussex County's Planning Commission Membership

---

At a budget work session with the Board of Supervisors a question was raised as to whether or not the Sussex County Planning Commission had too many members. I posed this question to the Planning Commission, as requested, at their regular meeting held on June 6<sup>th</sup>. The majority of the Planning Commission members stated that they do not feel the Commission is too large and as one Commissioner firmly stated, "they did not request to be enlarged as that decision was made by the Board of Supervisors." One Commissioner (Bracy) did articulate that he felt the Commission had too many members and stated that he would be willing to resign. Since the Planning Commission meeting, Commissioner Gurney Cowling, Jr. has called the office to verbally resign his position. I have requested his resignation in writing but, to date, I have not received it.

As requested by the Board, staff has compiled a summary which outlines the number of Planning Commission members that serve on the Planning Commission in various counties through-out Virginia (see attached). Also, for your review and convenience, I have attached Section 15.2-2212 of the Code of Virginia which outlines the Board's responsibility, as the governing body, as it relates to the Planning Commission.

It is staff's opinion that any decision(s) regarding the size and/or composition of the Planning Commission should be made by the Board of Supervisors.

PLANNING COMMISSION MEMBERSHIP IN VARIOUS VIRGINIA LOCALITIES

COUNTY	TOTAL # PLANNING COMMISSIONERS	TOTAL # ELECTION DISTRICTS
Amelia	11	5
Brunswick	10	5
Charles City	7	3
Clarke	12	5
Cumberland	9	5
Dinwiddie	7	5
Essex	11	4
Fairfax	12	10
Fredrick	13	7
Gloucester	13	7
Greensville	9	4
Isle of Wight	11	5
King George	10	5
King William	9	5
Lunenburg	8	7
Nottoway	14	5
Prince George	7	*2
Southampton	9	7
Surry	11	5
Sussex	13	6

- Prince George County has only two (2) elections districts but has a total of five (5) BOS members

## § 15.2-2212. Qualifications, appointment, removal, terms and compensation of members of local planning commissions

A local planning commission shall consist of not less than five nor more than fifteen members, appointed by the governing body, all of whom shall be residents of the locality, qualified by knowledge and experience to make decisions on questions of community growth and development; provided, that at least one-half of the members so appointed shall be owners of real property. The local governing body may require each member of the commission to take an oath of office.

One member of the commission may be a member of the governing body of the locality, and one member may be a member of the administrative branch of government of the locality. The term of each of these two members shall be coextensive with the term of office to which he has been elected or appointed, unless the governing body, at the first regular meeting each year, appoints others to serve as their representatives. The remaining members of the commission first appointed shall serve respectively for terms of one year, two years, three years, and four years, divided equally or as nearly equal as possible between the membership. Subsequent appointments shall be for terms of four years each. The local governing bodies may establish different terms of office for initial and subsequent appointments including terms of office that are concurrent with those of the appointing governing body. Vacancies shall be filled by appointment for the unexpired term only.

Members may be removed for malfeasance in office. Notwithstanding the foregoing provision, a member of a local planning commission may be removed from office by the local governing body without limitation in the event that the commission member is absent from any three consecutive meetings of the commission, or is absent from any four meetings of the commission within any 12-month period. In either such event, a successor shall be appointed by the governing body for the unexpired portion of the term of the member who has been removed.

The local governing body may provide for compensation to commission members for their services, reimbursement for actual expenses incurred, or both.

Code 1950, §§ 15-901, 15-916, 15-963; 1956, cc. 282, 497; 1960, c. 309; 1962, c. 407, § 15.1-437; 1973, c. 160; 1974, c. 521; 1986, c. 208; 1988, c. 256; 1997, c. 587; 2006, c. 687.

**AGENDA ITEM #10.01**

**(New Business)**

**Waverly and Wakefield Dumpsters**

---

Supervisor Futrell requested that this item be placed on the agenda. He will lead the discussion on this issue.

**AGENDA 10.02**

**(New Business)**

**Request For Donation of Land to Local Resident**

---

Following this summary sheet is a letter from Mr. Forrest G. White, III, Disaster Recovery Manager/UMVM Coordinator, from the Virginia Conference of the United Methodist Church requesting that the County donate one of its lots on Branch Street for the construction of a home for a local resident. The resident is a Sussex County citizen whose home was destroyed as a result of the February 24, 2016 tornado.

There is also correspondence from the county staff, Mr. Andre M. Greene, Director of Planning and Community Development relative to this request.

I emailed Mr. White on Sunday, September 11<sup>th</sup> to advise that this item is being placed on the agenda and that the Board may have questions of him.



P.O. Box 5606  
Glen Allen, VA 23058  
(804) 521-1100 • www.vaumc.org

September 2, 2016

Ms. Deborah Davis  
Sussex County Administrator  
PO Box 1397  
Sussex, VA 23884

Re: Lot for Trenika Stringfield

Dear Ms. Davis:

I hope this letter finds you well and blessed today.

As you may know, the Virginia Conference of the United Methodist Church plans to build a house for Trenika Stringfield, the young mother whose child was killed by the tornado in Waverly on Feb. 24, 2016. The mobile home in which she lived was destroyed by the storm.

I am writing on behalf of the Virginia Conference to request that Sussex County donate one of its lots on Branch Street outside the town of Wakefield, so that we may build a house for Ms. Stringfield. She does not want to rebuild in Waverly, where she suffered such great loss.

The United Methodist Church is the only outside organization at work repairing and building new homes for tornado survivors in Sussex County. We believe we are called to help all those who suffered harm, and we are committed to stay at work until all survivors who were either uninsured or underinsured return to safe, secure housing.

We gain nothing financially from our work, which is completed by volunteer teams (under professional supervision) from around Virginia and beyond.

Our funding is limited, so we rely on partnerships like the one proposed here to ensure we're able to help as many people as possible, not just in Sussex County but in Appomattox and Essex Counties as well.

Thank you for your consideration. Please don't hesitate to call on me with questions.

Wishing you all the best,

A handwritten signature in cursive script that reads 'Forrest G. White III'.

Forrest G. White III

**Forrest White**  
Disaster Recovery Manager/ UMMVIM Coordinator  
virginiaumvim@gmail.com  
(804) 938-1026 (cell)





## MEMORANDUM

TO: Deborah A. Davis, County Administrator

FROM: Andre M. Greene, Director of Community Development *AMG*

RE: Virginia Conference of the United Methodist Church – Request for a lot

DATE: September 9, 2016

CC: Vandy Jones, Deputy County Administrator

I have reviewed the letter dated September 2, 2016 from Mr. Forest G. White III, requesting the County's donation of a lot to assist the construction of a new home for Trenika Stringfield.

The County owns three (3) lots on Branch Street which are located just outside the Town of Wakefield. The Board of Supervisors, by resolution dated November 20, 2014, authorized the sale of these three (3) lots. In 2003, the County of Sussex acquired the lots as part of the Pocahontas Community Improvement (CDBG) Project (see attachments). The three (3) lots were purchased for a total of \$24,000.00.

### Background Information on the Lots:

Lot A – Tax Map Number (61A4-A-18) - Zoned R-1 – 18,600 s.f. – Public Water and Sewer

Lot B – Tax Map Number (61A4-A-18A) – Zoned R-1 – 9,300 s.f. – Public Water and Sewer

Lot C – Tax Map Number (61A4-A-15) – Zoned R-1 – 18,000 s.f. – Public Water and Sewer

### Assessed Values from the Commissioner of Revenue's Office

Lot A – \$ 5,800

Lot B - \$ 5,800

Lot C - \$11,700

### Staff Observation

Lot B does not meet the minimum lot width nor the minimum lot area requirement of the Zoning Ordinance. Lot B could be combined with Lot A to obtain a buildable lot area.

Lot C meets the current zoning regulations and is a buildable lot.

## Property Identification Card

**Property Address**  
10241 BRANCH ST

**Owner Name/Address**  
SUSSEX COUNTY  
POST OFFICE BOX 1397  
SUSSEX VIRIGNIA 23884

**Map ID:** 61A4 A 18

**Acct No:** 7112-1

**Legal Description:** BRANCH ST LOT A

**Plat Book/Page:** 16 / 114

**Deed Book/Page:** 191 / 718

**Occupancy:** VACANT

**Dwelling Type:**

**Use/Class:** NON-TAX LOCAL GOV'T

**Acreage:** 0.000

**Year Assessed:** 2012

**Year Built:**

**Land Use:** 0

**Zoning:**

**Year Remodeled:**

**Total Mineral:**

**District:** 06 WAKEFIELD

**Year Effective:**

**Total Land:** 5800

**MH/Type:**

**On Site Date:** 09/23/2010 **Total Improvements:**

**Condition:**

**Review Date:** 09/23/2010

**Total Value:** \$5,800

Improvement Description		
Exterior	Interior	Site
		STREET-PAVED
		TOPO-LEVEL
		UTIL-WELL
		UTIL-ELECTRIC

Land Valuation						
M Cls	Desc	G	Size	Dpth	Rate	FV/Pct Value
F 30	RESIDENTIA N		50	176	115.77	5788
<b>Total Land Value</b>						<b>5800</b>

Comments
HOUSE DEMOLISHED
<b>Total Property Value</b>
<b>5800</b>

Sec	Type	Str	Description	Area
			Cur. Value	Prev. Value %Inc.
	Land		5800	4400
	Improvements			200
	<b>Total</b>		<b>5800</b>	<b>4600</b>
<b>Average Price Per Acre</b>				
<b>Sale Date/Amount</b> 3/24/2003				

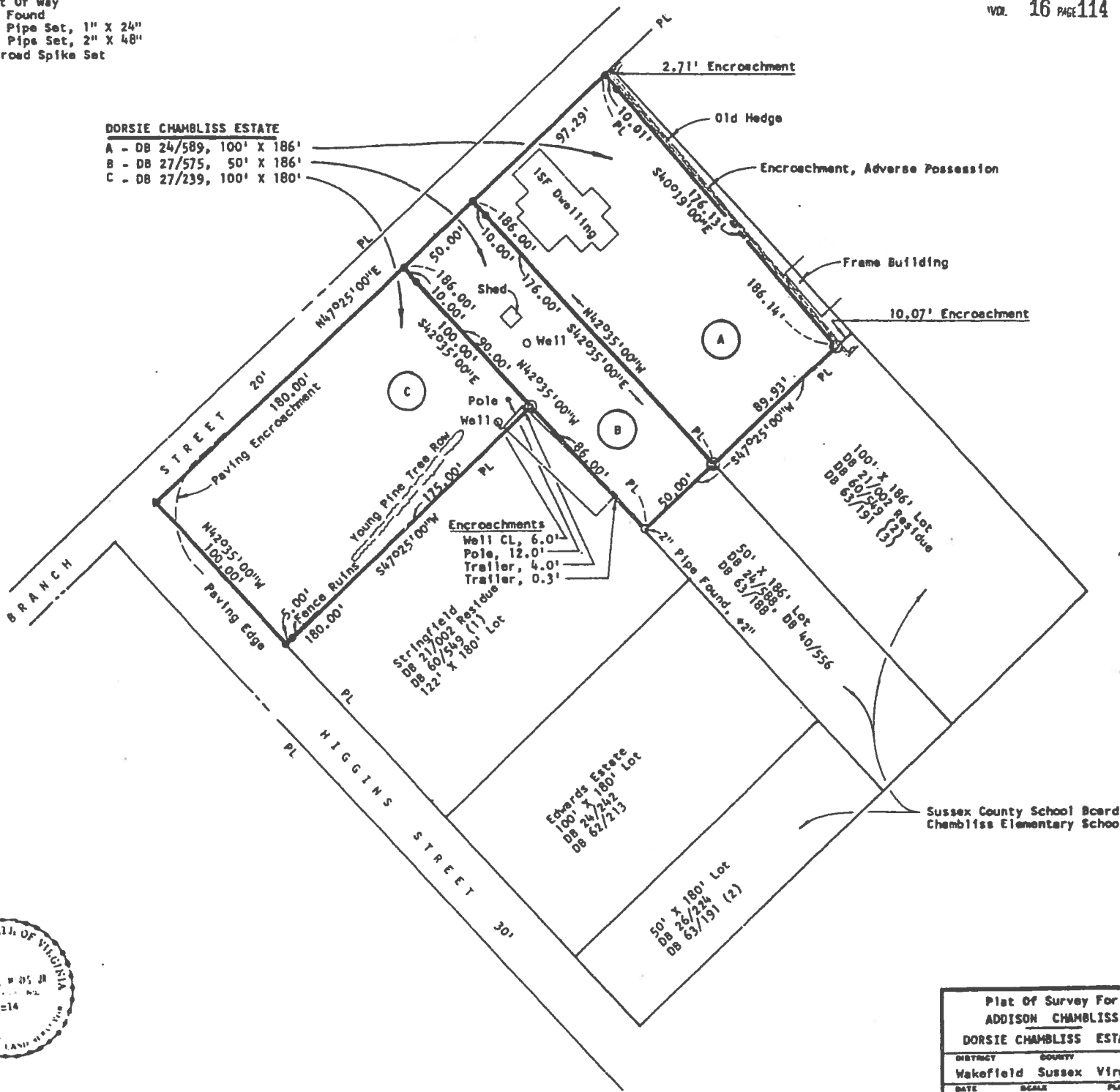




Property Line  
 Center Line  
 Right Of Way  
 Iron Found  
 Iron Pipe Set, 1" X 24"  
 Iron Pipe Set, 2" X 48"  
 Railroad Spike Set

**DORSIE CHAMBLISS ESTATE**

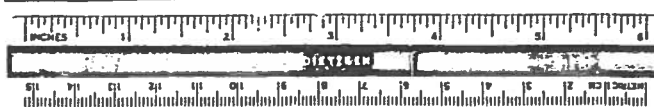
- A - DB 24/589, 100' X 186'
- B - DB 27/575, 50' X 186'
- C - DB 27/239, 100' X 180'



17,411 SF, 0.400 AC  
 9,300 SF, 0.213 AC  
 18,000 SF, 0.413 AC

Gay Subdivision Of Lot 130  
 Rose Hill - Presson Subdivision  
 Wakefield, Virginia PBI/22

Plat Of Survey For ADDISON CHAMBLISS DORSIE CHAMBLISS EST.			
DISTRICT	COUNTY		
Wakefield	Sussex Vir		
DATE	SCALE	PL	
10/20/82	1" = 40'	82	
CHARLES H. MARKS, J LAND SURVEYOR - CLARENDON			



VIRGINIA: In the Clerk's Office of the Circuit Court of Sussex County. The foregoing instrument was this day presented in the office aforesaid and is, together with the certificate of acknowledgment annexed, admitted to record this 27th day of October 19 82 at 11:00 A.M.

TESTE: *Clay M. Wilkerson* Clerk

**VIRGINIA: IN THE CIRCUIT COURT OF THE COUNTY OF SUSSEX**

**COUNTY OF SUSSEX,**  
( A political subdivision of the  
Commonwealth of Virginia )

**PETITIONERS**

v.

**THERISITA C. THOMAS**  
5107 Chancellor Street  
Philadelphia, Pennsylvania 19139

and

**HEIRS OF DORSIE CHAMBLISS,**  
**PARTIES UNKNOWN**

**DEFENDANTS**

**CERTIFICATE OF THE TAKE AND CERTIFICATE IN LIEU OF PAYMENT  
PURSUANT TO VIRGINIA CODE SECTIONS 15.2-1901-1906**

The County of Sussex, Virginia does hereby issue and adopts this Certificate,  
countersigned by the Treasurer of the County of Sussex, Virginia, and states and pledges that any  
sum or sums of money designated herein shall be paid pursuant to Order of this Court.

The County of Sussex, Virginia has or shall, pursuant to authorization duly given by the  
Board of Supervisors of Sussex County, Virginia, by duly adopted Resolution of March 06, 2003,  
a copy of which is attached hereto and incorporated herein by reference, shall or has instituted  
condemnation proceedings in this Court.

This certificate in lieu of payment shall be deemed and held for the purpose of this article to  
be payment into the custody of such court. Payment against any such certificate so issued and  
countersigned, when ordered by the court named therein, shall be paid by the County Treasurer on  
warrants of the County, issued on vouchers signed by the County Administrator. A duplicate of each  
such certificate so issued and countersigned shall be kept as a record in the office of the County  
Administrator and a copy thereof shall be filed with the County Treasurer.

Mailed: APR 3 2003  
Mary E. Jones, Co. Administrator  
Sussex, VA 23848

The County shall give notice to the owner or tenant of the freehold by registered mail, if known, that such certificate will and has been filed to Therisita Thomas at 5107 Chancellor Street, Philadelphia, Pennsylvania 19139.

In addition to the exercise of its power of eminent domain, the County, prior to conclusion of any condemnation proceeding, shall enter upon and take possession of such property and rights-of-way, for the purposes set out in § 33.1-89, as the County may deem necessary, and proceed to acquire such lands, structures, rights-of-way, easements and other interest in the land, including lands under water and riparian rights deemed to be necessary for the construction, reconstruction, alteration, maintenance and repair of the sidewalks and public streets of the designated area and for these purposes and all other purposes incidental thereto and may condemn property in fee simple and rights-of-way of such width and on such routes and grades and locations as the County may deem requisite and suitable for sidewalk construction on the roadways, including locations for permanent, temporary, continuous, periodical or future use, and rights or easements incidental thereto and lands, quarries, and locations, with rights of ingress and egress, containing gravel, clay, sand, stone, rock, timber and any other road materials deemed useful or necessary in carrying out the purposes aforesaid.

Property Location: Lots A, B and C of the Dorsie Chambliss estate on the plat of survey for Addison Chambliss of the Dorsie Chambliss estate in the Wakefield estate in the County of Sussex County dated October 20, 1982 and prepared by Charles M. Marks, Jr, Land Surveyor, Claremont, Virginia and recorded on October 27, 1982 at Plat Book 16 Page 114, in the Clerks Office of the Circuit Court of Sussex County, Virginia and is expressly incorporated herein as if the same was stated verbatim and textually herein.

County Tax Map Numbers: 61A4-A-15, 61A4-A18A & 61A4-A-18

Monetary Amount Pledged By County In This Certificate Of Payment: \$24,000.00

List of Heirs of Dorsie Chambliss, deceased: Will Book 11, Page 450

Source Deed: Deed Book 27, Page 575

ALL ARE FURTHER ADVISED THAT pursuant to Virginia Code § 33.1-128, in the event of an award in a condemnation proceeding being of a greater amount than that deposited by virtue of a certificate, the excess amount, together with interest accrued on such excess amount at the general account composite rate, compiled by the Department of the Treasury of Virginia for the month in which the award is rendered, computed from the date of such deposit to the date of payment into court, shall be paid into court for the person or persons entitled thereto, except that any interest which accrued before July 1, 1970, shall be paid at the rate of five percent, and interest accruing thereafter and prior to July 1, 1981, shall be paid at the rate of six percent, and any interest accruing thereafter and prior to July 1, 1994, shall be paid at the rate of eight percent. In the event of an award in a condemnation proceeding being of a lesser amount than that deposited with the court, and the person or persons entitled thereto have received the funds deposited with the court pursuant to § 33.1-124, the County shall recover the amount of such excess and interest on such excess at the general account composite rate and, if any person has been paid a greater sum than that to which he is entitled as determined by the award, judgment shall be entered for the County against such person for the amount of such excess and interest.

ALL ARE FURTHER ADVISED THAT pursuant to Virginia Code Section 33.1-127 at any time after the recordation of such certificate, but within sixty days after the completion of the construction of such project, if the County and the owner or owners of such lands or interest therein taken or damaged by the County are unable to agree as to the compensation or damages, if any, caused thereby, or such consent cannot be obtained due to the incapacity of the owners or one or more of them, or because such owner, or owners, be unknown or cannot with reasonable diligence be found within this County, the County shall institute condemnation proceedings, as provided in this article, unless said proceedings shall have been instituted prior to the recordation of such certificate. The amount of such compensation and damages, if any, awarded to the owner or owners in such proceedings shall be paid out of the appropriations to Sussex County, Virginia. The final order confirming the County's award shall confirm absolute and indefeasible title to the land, or interest therein sought, in the County and shall be spread in the current deed book.

COUNTY OF SUSSEX, VIRGINIA

BY: Mary E. Jones  
Mary E. Jones, County Administrator

COUNTY OF SUSSEX

BY: Onnie L. Woodruff  
Onnie L. Woodruff, County Treasurer

STATE OF VIRGINIA

COUNTY OF SUSSEX, to-wit:

Subscribed to before me, Jeanette Drileman, a Notary Public for the Commonwealth -At-Large on this 21st day of March, 2003, by Mary E. Jones, by and in her capacity as County Administrator for the County of Sussex, Virginia, a political subdivision of the Commonwealth of Virginia.

My Commission expires on the 31 day of October, 2005.

Jeanette Drileman  
Notary Public



BOOK 191 PAGE 721

STATE OF VIRGINIA

COUNTY OF SUSSEX, to-wit:

Subscribed to before me, Robert D. Lord, a Notary Public for the Commonwealth -At-Large on this 21<sup>st</sup> day of March, 2003, by Onnie L. Woodruff, by and in his capacity as County Treasurer for the County of Sussex, Virginia, a political subdivision of the Commonwealth of Virginia.

My Commission expires on the 31<sup>st</sup> day of December, 2003.

Robert D. Lord  
Notary Public

Prepared and approved as to form by:

[Signature]  
Henry A. Thompson, Sr.  
Sussex County Attorney  
108 Maifeld Avenue  
P. O. Box 342  
Waverly, Virginia 23890

**RESOLUTION FOR INITIATION OF CONDEMNATION  
PROCEEDINGS**

WHEREAS, SUSSEX COUNTY and its Board of Supervisors has been advised, and upon independent review, determined that Sussex County and one of the owners of record, to-wit: Therista Thomas whose last known address is 5107 Chancellor Street, Philadelphia, Pennsylvania and other possible unknown owners of record whose whereabouts are unknown and cannot agree as to the compensation to be paid for the property commonly designated on the County's tax map records as Tax Map parcel Numbers: 61A4-A-15, 61A4-A-18A& 61A4-A-18 and the part owner Therisita Thomas cannot convey valid title to said property, and

WHEREAS, SUSSEX COUNTY, pursuant to Virginia Code Section 15.2-1903 and other applicable statute, the governing body declares that the intent of and purpose for the acquisition of the property commonly designated as Tax Map Parcel Numbers: 61A4-A-15, 61A4-A-18A& 61A4-A-18 is for part of a public park to be constructed for and utilized by all county residents and the county residents in the Pocahontas section of Wakefield, Virginia in this county as part of its Indoor Plumbing and Housing Rehabilitation project in this area, and more particularly described as:

Property Location: Lots A, B and C of the Dorsie Chambliss estate on the plat of survey for Addison Chambliss of the Dorsie Chambliss estate in the Wakefield District in the County of Sussex County dated October 20, 1982 and prepared by Charles M. Marks, Jr, Land Surveyor, Claremont, Virginia and recorded on October 27, 1982 at Plat Book 16 Page 114, in the Clerks Office of the Circuit Court of Sussex County, Virginia.

County Tax Map Numbers: 61A4-A-15, 61A4-A18A & 61A4-A-18.

WHEREAS, SUSSEX COUNTY declares and confirms that it is necessary to acquire all or a substantial portion of said property to accomplish the previously stated intent and purpose of acquisition.

NOW THEREFORE, BE IT RESOLVED that the governing body of Sussex County,

Virginia, does hereby approve and adopt the declarations declared previously herein hereby directs the County Administrator, in conjunction with the County Attorney, to acquire said property for the public use by condemnation or otherwise and the County Administrator and County Treasurer be and are hereby authorized to sign the attached Certificate Of Taking and In lieu of Payment confirming that the monetary amount of \$24,000.00 shall be appropriated by this Board, upon Order of Court to pay all known and unknown property owners for the condemnation and taking of the foresaid real estate by the County for public use.

Adopted at a regular meeting of the Board of Supervisors held on the 6th day of March, 2003.

SUSSEX COUNTY, VIRGINIA

Charlie Caple, Jr.  
Charlie E. Caple, Jr./Chairman Pro-Tempore  
For Board of Supervisors Meeting of March 06, 2003

ATTEST: Mary E. Jones  
Mary E. Jones, Clerk/Secretary

VIRGINIA: In the Clerk's Office of the Circuit Court of Sussex County. The foregoing instrument was this day presented in the office aforesaid and is, together with the certificate of acknowledgment annexed, admitted to record this 24th day of March 2003 at 2:55 P.M.

TESTE: Joy Williams Clerk