

Sussex County Board of Supervisors Meeting
Thursday, August 20, 2020 – 6 pm
Sussex Elementary School Gymnasium
21392 Sussex Drive, Stony Creek VA 23882

1. Commencement

- 1.01 Call to Order/Determine Quorum
 - A. Approval of Board Member(s) Participating by Phone under Board Remote Participation Policy
- 1.02 The Invocation
- 1.03 The Pledge of Allegiance
- 1.04 Agenda Amendment(s)
- 1.05 Approval of Regular Agenda

2. Approval of Consent Agenda

- 2.01 Approval of Minutes: July 16, 2020 Special and Regular, July 31, 2020 Special and July 31, 2020 Finance Committee Meeting
- 2.02 Warrants and Vouchers

3. Recognitions/Awards/Presentation

- 3.01 RECOGNITION: Ms. Sarah Elizabeth Claiborne
- 3.02 RECOGNITION: Ms. Janette Johnson Retirement – Sheriff’s Office

4. Public Hearing

- 4.01 Sale of Real Property: Cabin Point Rd.
 - Public Comments
 - Board Comments
- 4.02 Action on Public Hearing (if any)

5. Appointments

- 5.01 Appointment to District 19 Community Services Board of Directors
- 5.02 Appointments to Social Services Board
- 5.03 Appointment to Industrial Development Board of Directors (2)

6. Action Items

- 6.01 Approval of Animal Control – Other Pay
- 6.02 Virginia Retirement System (VRS) FY21 Rate Increase
- 6.03 Approval of Updated Non-Discrimination Policy

7. Report of Departments

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

- 7.06 Public Safety Report – *for information only*
- 7.07 Sheriff’s Department Report – *for information only*

8. Citizens’ Comments

9. Unfinished Business

- 9.01 Traffic Analysis (Sussex Sand Mine) Waverly, Virginia – Mr. Cliff Bocchicchio

10. New Business – none

11. Board Members Comments

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

12. Closed Session

- 12.01 Convene to Closed Session
 - a. Personnel Matters, discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, applicable Va. Code Section §2.2- 3711(A)1
- 12.02 Reconvene to Open Session
- 12.03 Certification
- 12.04 Action Resulting from Closed Session (if any)

13. Recess/Adjournment

- 13.01 Recess/Adjournment
- 13.02 Next Regular Meeting, September 17, 2020 @ 6 p.m.

At a Special Joint Meeting of the
Board of Supervisors and Planning Commission
Held in the Social Services Conference Room on
Thursday, July 16, 2020 at 4:30 pm

BOARD MEMBERS PRESENT

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

PLANNING COMMISSIONERS PRESENT

Kevin Bracy
Brenda Burgess
M. Lafayette Edmonds
Dennis Mason

BOARD MEMBERS ABSENT

Marian D. Johnson

STAFF PRESENT

Larry Hughes, Interim County Administrator
Jeff Gore, County Attorney
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk

Item 1. Call To order/Determine Quorum (4:45 p.m.)

The July 16, 2020 Special Joint meeting of the Sussex County Board of Supervisors and Planning Commission was called to order by Chair Seward.

Item 2. The Invocation

The invocation was offered by Supervisor W. Jones.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Agenda Amendment

There were no agenda amendments.

Item 5. Approval of Agenda

ON MOTION OF SUPERVISOR D. JONES seconded by SUPERVISOR W. JONES and carried:
RESOLVED that the Sussex County Board of Supervisors hereby approves the July 16, 2020 Special Joint meeting of the Sussex County Board of Supervisors and the Planning Commission agenda as presented.

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

Voting nay: none
Absent during vote: Supervisor Tyler
Absent: Supervisor Johnson

Item 6. Informational Presentation by Cabin Point Solar, LLC

Orsted is a global renewable energy company with operations in North America and Europe. Orsted develops, constructs, owns and operates offshore and onshore utility-scale wind farms, solar, energy storage facilities and bioenergy plants and provides energy products.

Mr. Ryan Gilchrist, with Orsted, gave a brief presentation. Mr. Gilchrist stated that the Cabin Point Solar Project is a little more than 1,400 acres total; however, the solar project itself is +/- 700 acres. It is large enough to power the equivalent of 10,000 or 15,000 homes. The power purchaser will be the Old Dominion Electric Cooperative (ODEC). Mr. Gilchrist stated that the mobile utility will be actually purchasing the power and interconnecting with Dominion transmission grade. It's located in an area next to Waste Management and a State Prison where no commercial business is done. It's in an industrial area; however, the land itself has a lot of wetland area and the soil isn't great.

Mr. Gilchrist reviewed the site plan. He stated that they avoided major floodplains and turned them into wildlife corridors as prescribed by Planning. There is significant property setbacks of 200 feet and screening is in place. The site is flat.

There was discussion of putting a rolling exit into the property to handle the traffic flow at the landfill and the prison. There was also discussion of an entrance before the rail/train tracks.

The battery will be located next to the transmission lines.

Mr. Gilchrist explained Battery Energy Storage Systems (BESS) are utility-scale reservoirs of energy. The most common BESS consists of racks of lithium-ion batteries that store and transmit energy to the grid. BESS provides several functions that vary by project. One function is consistency which gives energy providers the ability to store renewable energy during peak production times for distribution later. Grid Services provides frequency regulation, voltage control, and reserve capacity to the grid. Emergency Blackstart provides in the case of an outage, BESS can serve as a fast-start generator to keep the grid running and/or get it online faster. Peak Shaving can lower energy costs for consumers by providing energy during peak demand times.

They handle Power T& D Systems (PSG) and Public Utilities (PUG). They build substations, power and generator circuit breakers; transformers.

An overview of Mitsubishi Electric Power Products Inc. (MEPPI) was given. MEPPI has been providing utility solutions since 1985. It was noted that it is a Japanese company. They have seven (7) substation projects in Virginia. They have turnkey projects in 27 states. They will be managing out of Pittsburgh; however, there is local personnel.

There was discussion of intermittent generation, energy storage, advance metering infrastructure, distributed generation to customers.

There was discussion of technology integration and testing. There was discussion in how battery systems are validated. There was discussion of understanding how the system will react to various circumstances such as heated up/overheated.

There was discussion of location, construction and maintenance; understanding the location of where batteries are and management safety; transparency with partners to help understand requirements of safely accessing site and property boundaries; and having people on site unpacking and setting equipment. There was discussion of having a plan in place for any type of emergency and how to handle new setting. There was discussion of preparing failure analyses and response plans on how anyone should enter a site in an emergency. There was discussion of a plan in place to monitor system and communicate with owner.

There was review of how fire can be suppressed and controlled and allow itself to run its course and burn out. There was also discussion of training and coordination; and, site inspection of battery in addition to remote communication through automated system. There was discussion of a meeting of all people to be considered first responders to the site so that they really understand hazards on the site; who the points of contact are and protocol. There was discussion of any special equipment for an emergency such as a fire and who would be responsible for purchasing. It was noted that it was anticipated that no special equipment would be needed.

Copies of PowerPoint presentations were provided to the Board.

Item 7. Citizens' Comments

There were no Citizens' Comments.

Item 8. Adjournment

ON MOTION OF SUPERVISOR D. JONES seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby adjourned the July 16, 2020 Special Joint Meeting of the Board of Supervisors and the Planning Commission at 5:50 p.m. All Board members present voted aye.

**At a Regular Meeting of the
Sussex County Board of Supervisors
Held in the Social Services Conference Room on
Thursday, July 16, 2020 at 6 pm**

BOARD MEMBERS PRESENT

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

STAFF PRESENT:

Larry Hughes, Interim County Administrator
Mark Flynn, County Attorney
Ellen G. Boone, Commissioner of the Revenue
Deste J. Cox, Treasurer
Brenda H. Drew, Housing Coordinator
Ernest Giles, Sheriff
Bart Nuckols, Interim Planning Director
K. W. Moore, Director of Finance
Vincent L. Robertson, Interim Commonwealth's Attorney
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board of Supervisors

1. Commencement

1.01 Call to Order/Determine Quorum (6:00 p.m.)

The July 16, 2020 regular meeting of the Sussex County Board of Supervisors was called to order by Chairman Seward.

1.02 The Invocation

The Invocation was offered by Supervisor Fly.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

Interim County Administrator Hughes requested to add under Item 6. Action Items, as Item 6.03 Prince George Electric Cooperative Release of Liability for Damage.

Chair Seward requested to add under Item 3. Recognitions, as Item 3.01 Continued Informational Presentation by Cabin Point Solar, LLC from the July 16, 2020 Board of Supervisors and Planning Commission Joint Special meeting; and as Item 3.02 Presentation by Officer David Hennaman, Department of Wildlife Resources.

1.05 Approval of Agenda

ON MOTION OF SUPERVISOR TYLER seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the July 16, 2020 regular agenda inclusive of adding under Item 6. Action Items, as Item 6.03 Prince George Electric Cooperative Release of Liability for Damage; and add under Item 3. Recognitions as Item 3.01 Continued Informational Presentation by Cabin Point Solar, LLC from the July 16, 2020 Board of Supervisors and Planning Commission Joint Special meeting; and as Item 3.02 Presentation by Officer David Hennaman, Department of Wildlife Resources. All Board members present voted aye.

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the July 16, 2020 Consent agenda inclusive of the following: (a) Minutes of June 4, June 10, June 18, 2020 Special and Regular, July 7, 2020 Board meetings and (b) the Approval of Warrants and Vouchers. All Board members present voted aye.

3. Recognitions/Awards/Presentation

3.01 Informational Presentation by Cabin Point Solar, LLC

This is a continued discussion about Cabin Point Solar, LLC and Utility Scale Land Use and Local Revenue Legislation presented by Chip Dicks and Ryan Gilchrist. Initial discussion began at the July 16, 2020 Special Meeting of the Board of Supervisors held at 4:30 p.m.

Mr. Dicks stated that he represents Cabin Point Solar, LLC. He gave an overview of legislation in the 2020 Virginia General Assembly relating to local land use and local revenues for utility-scale solar (“USS”) projects.

Mr. Dicks discussed Conditional Use Permits for Solar Projects. He stated that legislation provides the solar developer and a locality another toolbox to negotiate compensation to a locality as part of approval of a solar land use. He stated that on Conditional Use Permits that unless proffers were discussed, unless a complete rezoning was done, i.e. Agriculture to Industrial, then proffer didn’t apply. Mr. Dicks stated that the legislation clarifies that a County may accept cash payments for solar projects through a conditional use permit provided that such payments meet the nexus test. The payments need to offset the impacts of a particular solar project.

Mr. Dicks discussed Machinery and Tools tax. Legislation extends 80% exemption for solar projects from Machinery and Tools tax assessment from January 1, 2024 until June 30, 2030. This legislation also changes the trigger for the exemption date from when construction begins to when an application is filed with the locality. The bill creates a step down schedule that decreases the 80% exemption down to 60% for solar projects for which an interconnection request was filed after January 1, 2019.

Mr. Dicks discussed revenue share/local option by ordinance for solar projects. He stated that this legislation creates a local option for localities to adopt a revenue share ordinance to allow localities to assess \$1,400 per megawatt capacity to provide a meaningful and reliable revenue stream from the solar project to the localities without impacting their state education funding formula or being subject to a depreciation schedule otherwise applicable to a machine and tools tax regime. If locality adopts a revenue share ordinance, the legislation requires 100% M&T tax exemption.

Either revenue screening can go into the siting agreement. There was discussion of the locality negotiating compensation.

Mr. Dicks explained that in the conditional use permit, the compensation has to be related to the project—that's the nexus. In the siting agreement, there doesn't have to be a nexus. He stated that every solar project has to be economically viable. In the siting agreement, the money can go into the CIP budget, directly for broadband, operating budget or it can go into the reserves or any other legal use or lawful purpose.

There was discussion of solar projects and comprehensive plans. He stated that this legislation authorizes a County to waive the substantially in accord (SIA) determination with the comprehensive plan. Mr. Dicks stated that if the County enters a siting agreement, it automatically determines the projects substantially in accord.

There was discussion of use of National Standards for solar projects and battery storage in zoning ordinance for solar projects. However, this legislative authority does not allow a locality to create their own standards that vary from these national standards.

Mr. Dicks further discussed siting agreements for solar projects. Legislation creates another tool for localities and solar developers to negotiate business terms and conditions for approval of solar projects. Key points of this legislation are (1) a siting agreement may be used if a solar project is located on a parcel of real property in a census tract that meets the eligibility criteria to be designated as a federal opportunity zone; (2) approval of a siting agreement by the local governing body automatically deems the solar project in substantial accord with the locality's comprehensive plan; (3) a solar developer and a locality may provide funding for important local capital projects included in the locality's capital improvement plan or for deployment of broadband which is important in improving the quality of life in rural Virginia; (4) a solar developer still files land use applications with the locality regardless of whether an agreement is reached between the solar developer and locality in a siting agreement; and (5) a siting agreement may supersede provisions of the zoning ordinance, if agreement is reached between the solar developer and the locality.

The observation was made that a negotiated contract would be discussed in a Closed Session. A proposal was made to staff. Staff has made a counter proposal. The counter proposal is being evaluated.

A Summary of 2020 Utility Scale Solar Land Use and Local Revenue Legislation was provided to the Board members.

3.02 Department of Wildlife Resources – Officer David Hennaman

Mr. David Hennaman stated that he was a Conservation Police Officer with the Department of Wildlife Resources (DWR). He stated that he is assigned to Hanover, Henrico, gave a brief overview Chesterfield, the city of Richmond, Colonial Heights, Petersburg and Dinwiddie.

Officer Hennaman gave a brief overview using rifles general firearm deer season. He stated that in 2017, DWR was approached by Hanover regarding using rifles general firearm deer season. He stated that he reviewed a 10-year stretch of hunting accidents information. He stated from 2007 to 2017, there were 134 accidents in Virginia involving firearms during general firearm deer season. Out of 134, 112 involved shotguns and 22 involved rifles. The fatality rate is 50/50.

Deer and turkeys are the only species that are restricted to hunt with rifles in Sussex County.

There was discussion of concern of allowing rifle hunting with hunters outside the rural area. It was noted that there are more localities in the state that allow rifle hunting than disallow it. There are higher incidents of shotguns incidents than rifle incidents. There was discussion of distance.

4. Public Hearing

4.01 VDOT Upcoming Secondary Six Year Plan and Bud

Mr. Jerry Kee, with the Virginia Department of Transportation, gave a brief overview of the Proposed Secondary Six Year Plan and Budget. Mr. Kee stated that the plan was the same as last year. He noted that the Tele Fee for FY2021 is \$37,096. The District Grant for unpaved roads is \$183,104.

Mr. Kee stated that Longevity Road is still in the plan. It has been completed. However, the remainder of the road also qualifies to be done which can be reviewed at a later time. He stated that there was \$191,000 left on this project to transfer to another project. Mr. Kee reviewed the other roads on the plan. He noted that he had five (5) roads that qualified. He was still waiting on the study on Rte. 609 that Supervisor Tyler has identified. He has also identified another road, Millpath Road, in the Henry District, that qualified.

Chair Seward opened the Public Hearing.

The purpose of the public hearing is to receive public comment on proposed Secondary Six Year Plan for Fiscal Year 2021 through 2026 in Sussex County and on the Secondary System Construction Plan and Budget for 2021.

All projects in the Secondary Six Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Plan, which documents how Virginia will obligate federal transportation funds.

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

A copy of the proposed resolution, the Sussex County Construction Program Estimated Allocations, Secondary System Construction Plan and a copy of the advertisement were included in the Board packet.

Public Comments

There were no public comments.

Board Comments

There were no Board Comments.

Chair Seward closed the Public Hearing.

Action on Public Hearing

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Virginia Department of Transportation Proposed Secondary System Six Year Plan and budget, to-wit:

WHEREAS, Section 33.1-23 and 33.1-23.4 of the Code of Virginia, 1950, as amended, provides the opportunity for each County to work with the Virginia Department of Transportation in developing a Secondary Six Year Road Plan; and

WHEREAS, this Board has previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures and participated in a public hearing on the Proposed (FY2021/2022 through 2025/2026) on July 16, 2020, after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

WHEREAS, Gerald Kee, of the Virginia Department of Transportation, appeared before the Board and recommended approval of the Six Year Plan for Secondary Roads and the Construction Priority List for Sussex County; and

WHEREAS, the Priority List is as follows:

Priority #1: Route 735 (Courthouse Road) Reconstruction and drainage improvements on Route 735, to Route 660 (Gilliam Road) and Route 631 (Gray Road) (2.1 miles) from Route)

Priority #2: Route 636 (Longevity Road) Pave non-hard surface road, to Route 626 (Courthouse Road) (1.2 miles) from Route 626

Priority #3: Future unpaved roads: 4-6 Years, various locations in the County

Priority #4: Glyndon Lane and Carver Lane; Glyndon Lane and Carver Lane Rural Addition, Various

Priority #5: Unpaved roads balance entry statewide

NOW THEREFORE BE IT RESOLVED that since the plan appears to be in the best interest of the Secondary Road System, said Secondary Six Year Plan is hereby approved as presented at the public hearing.

All Board members present voted aye.

5. Appointments

5.01 Appointment to John Tyler Community College Board

This item is a carryover from a previous Board meeting agenda. The Board was advised that Dr. Mary Wilson's term as the representative for Sussex County on the John Tyler Community College (JTCC) Board expired June 30, 2020.

An appointment was needed to fill this vacancy. The member shall be a resident in the region to be served by the community college and shall include persons from various businesses, industries, and professions in the region being served by the community college.

Supervisor Tyler briefly discussed Dr. Lisa H. Winfield background. A copy of her resume was provided to the Board.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby appoints Dr. Lisa H. Winfield, 6256 Hunt Road, Jarratt, Virginia 23867 to the John Tyler Community College Board for a four (4) year term, effective immediately, expiring June 30, 2024.

All Board members present voted aye.

Item 6. Action Items

6.01 Results from RFP #2020-01 General Reassessment

Staff received three (3) responses to the RFP: Pearson Appraisal, Bright Minds, and Tyler Technologies, Inc.

Ms. Ellen Boone, Commissioner of the Revenue, stated that Mr. Hughes, the Interim County Administrator, instructed her to select a committee to review the proposals. The Proposals were reviewed and recommendations were made by the committee comprised of Ms. Boone, Ms. Cox (Treasurer) and Mr. Williams (Circuit Court Clerk).

The bids were as follows: (1) Bright Minds - \$10.90/parcel; (2) Pearson Appraisals Services, Inc. - \$13.90/parcel; and, (3) Tyler Technologies, Inc. - \$23.56/parcel.

The overall scores are: (1) Pearson Appraisals Service, Inc. – 72; (2) Tyler Technologies, Inc. – 54; and (3) Bright Minds – 39. Although Bright Minds’ price per acre is \$10.90 per parcel and Pearson's price per parcel is \$13.90, the Committee made their decision to recommend Pearson's Appraisal Services, based on experience, and familiarity with Sussex County.

A copy of the Request for Proposal #2020-01 General Reassessment Services, letter and bid amounts, and the advertisement were included in the Board packet.

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors accepts the Pearson's Appraisal Services Proposal for General Reassessment Services for Tax Year 2022 and authorizes the County Attorney to draft a contract for the General Reassessment Services by and between Pearson's Appraisal Services and the County of Sussex at a rate of \$13.90 per parcel; and

FURTHER RESOLVED that the County Administrator is authorized to execute said contract. All Board members present voted aye.

6.02 VDOT Project Resolution – Harrell Mills Road

Mr. Jason Fowler, Area Land Use Engineer for the Virginia Department of Transportation (VDOT) contacted staff and advised that during inventory cleanup, it appeared that a resolution is needed from the County to tie up loose ends for the VDOT Project on Route 621, Harrell Mills Road.

The purpose for the resolution is to bring up to date road changes made as part of a VDOT project. Route 621, Harrell Mill Road, was realigned some time ago as part of a VDOT project. Changes mostly consisted of straightening the road, and reducing the curvature of some sharp curves. The administrative changes, including abandoning the old sections of road, and adding the new sections of road, were never completed. These changes require a resolution from the Board prior to their formal execution.

VDOT is requesting a resolution from the Board so that changes can be finalized and bring the administrative records into agreement with the road as it currently exists.

A copy of the resolution for Addition to Secondary Route and Abandonment with Replacement Road and VDOT Form AM4.3 were included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the resolution for the

Addition to Secondary Route and Abandonment with Replacement Road as identified on the VDOT Form AM4.3, pursuant §33.2-705 & §33.2-912; to wit:

WHEREAS, a portion of Route 621 has been realigned and a new segment constructed by the Virginia Department of Transportation as Project 0621-091-P47, M-504; and

WHEREAS, the project sketch and VDOT Form AM 4.3, attached and incorporated herein as part of this resolution, define abandonments and additions required in the Secondary System of State Highways as a result of construction, and

NOW THEREFORE, BE IT RESOLVED, certain segments identified on the incorporated Form AM 4.3 are ready to be accepted into the Secondary System of State Highways, and

BE IT FURTHER RESOLVED by the Sussex County Board of Supervisors, this the 16th day of July, 2020, that the old segment(s) of Route 621, identified on the attached Form AM 4.3, are no longer needed as part of the Secondary System of State Highways as the new road serves the same citizens as the old road and is hereby requested to be abandoned by the Virginia Department of Transportation pursuant to §33.2-912, *Code of Virginia*, 1950 amended.

BE IT FURTHER RESOLVED, that the Virginia Department of Transportation be, and it hereby is, requested to add and maintain the new segment identified on the attached Form AM 4.3 as part of the Secondary System of State Highways, pursuant to §33.2-705, *Code of Virginia*, 1950 amended, and the regulatory requirements of VDOT.

BE IT FURTHER RESOLVED, the Sussex County Board of Supervisors does hereby guarantee unencumbered rights-of-way plus the necessary easements for cuts, fills, and drainage for this added segment;

BE IT FURTHER RESOLVED, a copy of this resolution be forwarded to the Virginia Department of Transportation.
All Board members present voted aye.

6.03 Prince George Electric Cooperative (RURALBAND) Release of Liability for Damage

Staff received a request for a Release of Liability for Damage from Mr. Glenn Horst of Prince George Electric Cooperative (Rural Broadband). Prince George Electric Cooperative is requesting a release of liability for damage for RURALBAND to provide internet services to Atlantic Waste Disposal at 3474 Atlantic Lane, Waverly, Virginia.

Mr. Horst was present to answer any questions.

A copy of the Release of Liability for Damage Form was provided to the Board members.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes staff to execute the Prince George Electric Cooperative (RURALBAND) Release of Liability for Damage Form for RURALBAND to provide internet services to Atlantic Waste Disposal at 3474 Atlantic Lane, Waverly, Virginia.

All Board members present voted aye.

7. Reports of Departments

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

7.02 Animal Services Report – *included in Board packet*

7.03 Community Development Report – *included in Board packet*

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

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

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

7.07 Public Safety Report – *included in Board packet*

Ms. Kelly Moore, Director of Finance, provided the list of encumbrances previously adopted at the June 2020 Board of Supervisors meeting from FY20 to the Board members.

8. Citizens' Comments

There were no citizens' comments.

9. Unfinished Business

9.01 Conditional Use Permit #2019-04, East Point Energy, LLC, Applicant

Mr. Andrew Foukal and Ms. Jane Guthorn, East Point Energy, LLC, Applicant, were present virtually to answer any questions.

Chair Seward stated that Conditional Use Permit #2019-04, East Point Energy, LLC, Applicant, is for the battery barn. This item is from the Public Hearing held at the June 18, 2020 regular Board of Supervisors meeting.

Chair Seward noted that this project doesn't have the 80% exemption. East Point Energy, LLC is paying 100% Machinery and Tools taxes. Chair Seward also noted that East Point Energy had met all the conditions added by the County. Chair Seward stated that the discussion of where they are now is the offering of \$50,000 towards the County's CIP for the fire truck purchase program.

County Attorney Flynn stated that where the County is now is to leave it to County Attorney Gore and Mr. Nuckols, Interim Planning Director, to evaluate what things can be negotiated and what is the best financial opportunity down the line. He expressed concerns and caution of Machinery and Tools tax and the depreciation schedule. He noted that overall negotiation should be something that the County Administration will be comfortable with providing to the Board.

Chair Seward shared that the issue that the Board has with the battery storage is the fire and rescue component of having these items in the County. For clarification, Chair Seward asked that Mr. Foukal share his understanding of the condition that County Attorney Gore has prepared.

Mr. Foukal stated that there has been recent changes to the past legislation this past session. He stated that changes were specific to solar energy projects and allowing for proffer agreements. He stated that the language is very specific to solar energy projects. He stated that there was not language (inaudible) to make a cash donation to this project. He stated that the language they are proposing basically says that in the event that the Code of Virginia is amended before July 1, 2022, that it will authorize contributions to localities at which the County has asked for a contribution of \$50,000; they will proffer \$50,000 towards fire and emergency services contingent upon the Virginia General Assembly addressing this in this Code of Virginia to make it clear that the County can accept the \$50,000 from East Point Energy, LLC because East Point Energy, LLC is not generation, but rather storage.

Ms. Denise Nelson, of the Berkley Group, provided an update to the conditions. Ms. Nelson stated that they did incorporate all the conditions discussed at the last meeting. She noted that after the Board packets were sent out, three (3) additional statements were added. She noted that it was added to the Construction Mitigation Section that damage to public roads from construction activities shall be repaired/rehabbed as soon as possible. In the section, there is discussion of the type of fences and writing in the conditions possibility of the Code of Virginia and contribution.

ON MOTION OF SUPERVISOR D. JONES, seconded by W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves Conditional Use Permit #2019-04, East Point Energy, LLC, Applicant. All Board members present voted aye.

9.02 Superb Solutions for You CDBG

Supervisor Fly requested this item to be placed on the agenda. Mr. Hughes stated that the County had spoken with the Department of Housing and Community Development (DHCD) and apparently Superb Solutions had made financial arrangements to receive their new project budget from DHCD. Mr. Hughes stated that the County is at the stage where the County, in order to accept the grant, the County will have to enter into an agreement with DHCD.

Mr. Hughes noted that one (1) of the main concerns of the Board was establishing a Letter of Credit or a Surety Bond. He stated that County Attorneys Flynn and Gore were working on this matter.

County Attorney Flynn stated that he had no problem with the Letter or the Surety Bond, his concern is the length (expiration) of the Surety Bond. Mr. Flynn discussed undefined terms of the Surety Bond and close out. County Attorney Flynn also discussed concerns regarding the length of time employees hired would work. There were some concerns with the way the agreement between the County, the Industrial Development Authority Board of Directors and Superb Solutions was written.

County Attorney Flynn stated that there were two (2) things he was concerned with, (1) the lawyering change in the agreement to make it an actual direct obligation to hire 15 employees; and (2) add a year to the Surety Bond to make it three (3) years instead of two (2) years.

It was discussed that the Surety Bond has three (3) conditions. The conditions include setting up the operation of the facility, investing \$375,000, and creating 15 jobs.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the County Attorney and Administration to meet with the Department of Housing and Community Development to explore, if necessary, the extension of one (1) year to the Surety Bond; and.

FURTHER RESOLVED that the Sussex County Board of Supervisors approves the Superb Solution project contingent upon resolving the Surety Bond term and the couple of legal details discussed.

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

Voting nay: Supervisor Fly

Abstained: Supervisor Seward

10. New Business

There was no New Business.

11. Board Member Comments

11.01 Blackwater District – none

11.02 Courthouse District – Crater Regional Workforce Development Board.

11.03 Henry District – Improvement Association security funds from Federal government to assist households at risk with mortgages on a first come, first serve basis.

11.04 Stony Creek District – Loss of Stony Creek Rescue Squad member.

11.05 Wakefield District – Housing Oversight Board – contractors; Wakefield Town Hall meeting – Waste Management dumpsters for yard debris.

11.06 Waverly District – Acknowledged Brenda Burgess (CDAAA) assisting elderly with getting masks; masks requirement for Walmart/Sam's Club; Ms. Sarah E. Claiborne's 91st birthday.

12. Closed Session

12.01 Convene to Closed Session

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session (1)

personnel matters, discussion, consideration, or interview of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, applicable Va. Code Section 2.2-3711(A)1, County Administrator position

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

Voting nay: none

12.02 Reconvene/Certification

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

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

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

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

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

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

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

Voting nay: none

Item 6d. Action Resulting from Closed Session

There was no action taken.

13. Adjournment

13.01 Adjournment

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR TYLER and carried: RESOLVED that the July 18, 2020 regular meeting of the Sussex County Board of Supervisors hereby adjourned at 9:38 p.m. All Board members present voted aye.

13.02 Next Meeting

The next regular Board of Supervisors meeting will be held on Thursday, August 20, 2020 at 6 p.m.

DRAFT

At a Special Meeting of the Board of Supervisors
Held in the Social Services Conference Room on
Friday, July 31, 2020 at 9 am

BOARD MEMBERS PRESENT

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

STAFF PRESENT

Larry Hughes, Interim County Administrator
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk

Item 1. Call To order/Determine Quorum (9:02 a.m.)

The July 31, 2020 Special meeting of the Sussex County Board of Supervisors was called to order by Chair Seward.

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

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of remoted participation of Supervisor W. Jones. All Board members present voted aye.

Item 2. The Invocation

The invocation was offered by Mr. Steve White, the Tie Breaker.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Agenda Amendment

There were no agenda amendments.

Item 5. Approval of Agenda

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the July 31, 2020 Special meeting agenda as presented. All members present voted aye.

Item 6. Closed Session

Item 6a. Convene to Closed Session

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

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

Voting nay: none

Item 6b/c. Reconvene to Open Session/Certification

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

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

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

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

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

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

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

Voting nay: none

Item 6d. Action Resulting from Closed Session

There was no action taken.

Item 7. Citizens' Comments

There were no Citizens' Comments.

Item 8. Adjournment

ON MOTION OF SUPERVISOR W. JONES seconded by SUPERVISOR TYLER and carried:
RESOLVED that the Sussex County Board of Supervisors hereby adjourned the July 31, 2020
Special Meeting at 12:20 p.m.
All Board members present voted aye.

DRAFT

August 20, 2020

WARRANTS & VOUCHERS SUMMARY

TOTAL ALL WARRANTS FOR APPROVAL	\$443,499.88
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TOTAL ALL VOID CHECKS FOR APPROVAL	\$14,767.61
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ACCOUNTS PAYABLE WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF JULY 2020	216430-216471		RUN DATE
	216483-216524	\$ 123,889.79	RUN DATE 7/16/20
	216525-216534	\$ 8,253.50	RUN DATE 7/21/20
	216545-216551	\$ 6,816.84	RUN DATE 7/28/20
	216552-216553	\$ 1,891.04	RUN DATE 7/28/20
	216554-216599	\$ 187,645.38	RUN DATE 7/29/20

Total Regular Warrants	\$328,496.55
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PAY. DEDUCTION WARRANTS:			
	216472-216482	\$ 58,073.66	RUN DATE 7/16/20
	216535-216544	\$ 56,929.67	RUN DATE 7/31/20

Total Deduction Warrants:	\$115,003.33
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<u>TOTAL VOUCHERS & WARRANTS FOR APPROVAL</u>	\$443,499.88
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VOID CHECKS	See attached	\$ 14,767.61
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ACCOUNTS PAYABLE CHECKS



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	A/P AMOUNT	ACCOUNT NO.	CPA PMT TOTAL	CPA PMT TOTAL	ACH PMT TOTAL	ACH PMT TOTAL	CHECK TOTAL	CHECK TOTAL	NET AMOUNT	CHECK NO.	ACH PMT TOTAL	DESCRIPTION	BATCH INV. DESCRIPTION
0000000	001435	ADVANCE AUTO PARTS	2860017747013	6/25/2020	6/25/2020	29.03	4100-021200-1254-221-210	.00	CPA PMT TOTAL	29.03	29.03	29.03	29.03	29.03	216483	29.03	Equipment Maintenance	01646 # 2860027805
0000000	999999	BAINES, WENDY	2	6/01/2020	6/01/2020	1,000.00	4100-021100-9004-231-210	.00	CPA PMT TOTAL	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	216484	1,000.00	UNOS-CDBG Housing Grt	01646 UNOS
0000000	000010	BANK OF SOUTHSIDE VA	0206 0620 01	5/15/2020	5/15/2020	495.00	4100-051100-1203-512-510	.00	CPA PMT TOTAL	495.00	495.00	495.00	495.00	495.00	216485	495.00	Workshops and Conferences	01646 J. HARRISON ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0206 0620 02	5/15/2020	5/15/2020	12.34	4100-051100-1254-512-510	.00	CPA PMT TOTAL	12.34	12.34	12.34	12.34	12.34	216485	12.34	Equipment Maintenance	01646 J. HARRISON ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0206 0620 03	5/16/2020	5/16/2020	139.96	4100-051100-1245-512-510	.00	CPA PMT TOTAL	139.96	139.96	139.96	139.96	139.96	216485	139.96	Law Enforcement Supplies	01646 J. HARRISON ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0206 0620 04	5/20/2020	5/20/2020	73.20	4100-051100-1251-512-510	.00	CPA PMT TOTAL	73.20	73.20	73.20	73.20	73.20	216485	73.20	Computer & Printer Purchase	01646 J. HARRISON ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0206 0620 05	5/20/2020	5/20/2020	269.91	4100-051100-1245-512-510	.00	CPA PMT TOTAL	269.91	269.91	269.91	269.91	269.91	216485	269.91	Law Enforcement Supplies	01646 J. HARRISON ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0206 0620 06	5/20/2020	5/20/2020	98.17	4100-051100-1245-512-510	.00	CPA PMT TOTAL	98.17	98.17	98.17	98.17	98.17	216485	98.17	Law Enforcement Supplies	01646 J. HARRISON ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0206 0620 07	5/20/2020	5/20/2020	89.99	4100-051100-1245-512-510	.00	CPA PMT TOTAL	89.99	89.99	89.99	89.99	89.99	216485	89.99	Law Enforcement Supplies	01646 J. HARRISON ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0206 0620 08	5/26/2020	5/26/2020	62.00	4100-051100-1224-512-510	.00	CPA PMT TOTAL	62.00	62.00	62.00	62.00	62.00	216485	62.00	Information System Services	01646 J. HARRISON ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0214 0620 01	5/19/2020	5/19/2020	339.79	4100-051100-1257-516-510	.00	CPA PMT TOTAL	339.79	339.79	339.79	339.79	339.79	216485	339.79	Furniture	01646 C. MYCHE ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0222 0620 01	5/10/2020	5/10/2020	6.50	4100-051500-1272-551-510	.00	CPA PMT TOTAL	6.50	6.50	6.50	6.50	6.50	216485	6.50	Building Maintenance & Repair	01646 V. GIVENS ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0222 0620 02	5/13/2020	5/13/2020	27.00	4100-051500-1246-551-510	.00	CPA PMT TOTAL	27.00	27.00	27.00	27.00	27.00	216486	27.00	Food Supplies	01646 V. GIVENS ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0222 0620 03	5/14/2020	5/14/2020	5.23	4100-051500-1299-551-510	.00	CPA PMT TOTAL	5.23	5.23	5.23	5.23	5.23	216486	5.23	Miscellaneous Others	01646 V. GIVENS ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0222 0620 04	5/15/2020	5/15/2020	.24	4100-051500-1246-551-510	.00	CPA PMT TOTAL	.24	.24	.24	.24	.24	216486	.24	Food Supplies	01646 V. GIVENS ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0222 0620 05	5/15/2020	5/15/2020	35.78	4100-051500-1246-551-510	.00	CPA PMT TOTAL	35.78	35.78	35.78	35.78	35.78	216486	35.78	Food Supplies	01646 V. GIVENS ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0222 0620 06	5/17/2020	5/17/2020	8.41	4100-051500-1265-551-510	.00	CPA PMT TOTAL	8.41	8.41	8.41	8.41	8.41	216486	8.41	Vehicle Maintenance & Repair	01646 V. GIVENS ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0222 0620 07	5/22/2020	5/22/2020	79.99	4100-051500-1272-551-510	.00	CPA PMT TOTAL	79.99	79.99	79.99	79.99	79.99	216486	79.99	Building Maintenance & Repair	01646 V. GIVENS ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0222 0620 08	5/26/2020	5/26/2020	32.40	4100-051500-1246-551-510	.00	CPA PMT TOTAL	32.40	32.40	32.40	32.40	32.40	216486	32.40	Food Supplies	01646 V. GIVENS ACCT
0000000	000010	BANK OF SOUTHSIDE VA	0222 0620 09	6/09/2020	6/09/2020	3.00	4100-051500-1246-551-510	.00	CPA PMT TOTAL	3.00	3.00	3.00	3.00	3.00	216486	3.00	Food Supplies	01646 V. GIVENS ACCT
0000000	001507	BARKSDALE OILS INC.	SUSSTCY 0620	6/30/2020	6/30/2020	66.38	4100-021600-1264-261-210	.00	CPA PMT TOTAL	66.38	66.38	66.38	66.38	66.38	216487	66.38	Mileage	01646 SUSSEX COUNTY
0000000	001507	BARKSDALE OILS INC.	SUSSTCY 0620	6/30/2020	6/30/2020	226.13	4100-021200-1264-221-210	.00	CPA PMT TOTAL	226.13	226.13	226.13	226.13	226.13	216487	226.13	Mileage	01646 SUSSEX COUNTY
0000000	001507	BARKSDALE OILS INC.	SUSSTCY 0620	6/30/2020	6/30/2020	42.53	4100-021400-1264-242-210	.00	CPA PMT TOTAL	42.53	42.53	42.53	42.53	42.53	216487	42.53	Mileage	01646 SUSSEX COUNTY
0000000	001507	BARKSDALE OILS INC.	SUSSTCY 0620	6/30/2020	6/30/2020	461.59	4100-021600-1264-262-210	.00	CPA PMT TOTAL	461.59	461.59	461.59	461.59	461.59	216487	461.59	Mileage	01646 SUSSEX COUNTY
0000000	001507	BARKSDALE OILS INC.	SUSSTCY 0620	6/30/2020	6/30/2020	81.95	4100-021400-1264-241-210	.00	CPA PMT TOTAL	81.95	81.95	81.95	81.95	81.95	216487	81.95	Mileage	01646 SUSSEX COUNTY
0000000	001507	BARKSDALE OILS INC.	SUSSTCY 0620	6/30/2020	6/30/2020	114.10	4100-021500-1264-253-210	.00	CPA PMT TOTAL	114.10	114.10	114.10	114.10	114.10	216487	114.10	Mileage	01646 SUSSEX COUNTY
0000000	001507	BARKSDALE OILS INC.	SUSSTCY 0620	6/30/2020	6/30/2020	3,548.57	4100-051100-1264-512-510	.00	CPA PMT TOTAL	3,548.57	3,548.57	3,548.57	3,548.57	3,548.57	216487	3,548.57	Mileage/Gas	01646 SUSSEX COUNTY
0000000	001507	BARKSDALE OILS INC.	SUSSTCY 0620	6/30/2020	6/30/2020	139.00	4105-071100-1264-711-710	.00	CPA PMT TOTAL	139.00	139.00	139.00	139.00	139.00	216487	139.00	Gasoline	01646 SUSSEX COUNTY
0000000	000300	BATTERY BARN OF VA INC	367523	6/25/2020	6/25/2020	66.00	4100-051100-1245-512-510	.00	CPA PMT TOTAL	66.00	66.00	66.00	66.00	66.00	216488	66.00	Law Enforcement Supplies	01646 SUSSEX SHERIFF
0000000	001767	BB&T	2338 0620 01	5/26/2020	5/26/2020	1,111.49	4100-021100-2120-211-210-203	.00	CPA PMT TOTAL	1,111.49	1,111.49	1,111.49	1,111.49	1,111.49	216489	1,111.49	COVID-19 Expenses	01646 # 404601119988233E
0000000	001767	BB&T	2338 0620 01	5/26/2020	5/26/2020	240.00	4100-041100-1203-411-410	.00	CPA PMT TOTAL	240.00	240.00	240.00	240.00	240.00	216489	240.00	Workshops and Conferences	01646 # 404601119988233E
0000000	001767	BB&T	2338 0620 02	5/27/2020	5/27/2020	15.74	4100-021100-2120-211-210-203	.00	CPA PMT TOTAL	15.74	15.74	15.74	15.74	15.74	216489	15.74	COVID-19 Expenses	01646 # 404601119988233E
0000000	001767	BB&T	2338 0620 03	6/09/2020	6/09/2020	220.33	4100-021100-2120-211-210-203	.00	CPA PMT TOTAL	220.33	220.33	220.33	220.33	220.33	216489	220.33	COVID-19 Expenses	01646 # 404601119988233E
0000000	001767	BB&T	2346 0620 01	5/20/2020	5/20/2020	64.22	4100-021400-1244-241-210	.00	CPA PMT TOTAL	64.22	64.22	64.22	64.22	64.22	216489	64.22	Uniform Services	01646 # 404601119988233E
0000000	001767	BB&T	2346 0620 02	6/10/2020	6/10/2020	12.64	4100-023100-1241-231-230	.00	CPA PMT TOTAL	12.64	12.64	12.64	12.64	12.64	216489	12.64	Office Supplies	01646 # 404601119988233E
0000000	001767	BB&T	2346 0620 03	6/10/2020	6/10/2020	252.72	4100-023100-1241-231-230	.00	CPA PMT TOTAL	252.72	252.72	252.72	252.72	252.72	216489	252.72	Office Supplies	01646 # 404601119988233E
0000000	001767	BB&T	2346 0620 04	6/11/2020	6/11/2020	86.43	4100-023100-1241-231-230	.00	CPA PMT TOTAL	86.43	86.43	86.43	86.43	86.43	216489	86.43	Office Supplies	01646 # 404601119988233E
0000000	001767	BB&T	2346 0620 04	6/11/2020	6/11/2020	1,525.57	4100-023100-1241-231-230	.00	CPA PMT TOTAL	1,525.57	1,525.57	1,525.57	1,525.57	1,525.57	216489	1,525.57	Office Supplies	01646 # 404601119988233E

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	CHECK TOTAL	ACH PNT TOTAL	NET AMOUNT	CHECK NO.	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001676 BERKLEY GROUP	W0#1 INV#10	7/01/2020		4100-021400-1225-241-210	6,079.07	216490	6,079.07	216490		Management Consulting Service01646 SUSSEX COUNTY	
0000000	001676 BERKLEY GROUP	W0#3 INV#10	7/01/2020		4100-021100-1225-211-210	9,335.13	216490	9,335.13	216490		Management Consulting Service01646 SUSSEX COUNTY	
	DISC. TOTAL					.00		.00				15,414.20
	DISC. TOTAL					15,414.20		.00				15,414.20
0000000	000002 BOB BARKER COMPANY	WEB00673734	6/15/2020		4100-051500-1244-551-510	1,177.61	216491	1,177.61	216491		Uniform Services	01646 ACCT# SUSVAs
0000000	000002 BOB BARKER COMPANY	WEB00673893	6/16/2020		4100-051500-1243-551-510	723.51	216491	723.51	216491		Linen Supplies	01646 ACCT# SUSVAs
0000000	000002 BOB BARKER COMPANY	WEB00674157	6/17/2020		4100-051500-1244-551-510	106.01	216491	106.01	216491		Uniform Services	01646 ACCT# SUSVAs
0000000	000002 BOB BARKER COMPANY	WEB00674523	6/22/2020		4100-051500-1243-551-510	61.74	216491	61.74	216491		Linen Supplies	01646 ACCT# SUSVAs
	DISC. TOTAL					.00		.00				2,068.87
	DISC. TOTAL					2,068.87		.00				2,068.87
0000000	000728 CARQUEST OF WAKEFIELD	15335-14960	5/28/2020		4100-051100-1265-512-510	44.86	216492	44.86	216492		Vehicle Maintenance & Repairs01646 ACCT# 5001	
0000000	000728 CARQUEST OF WAKEFIELD	15335-15001	5/29/2020		4100-051100-1265-512-510	151.16	216492	151.16	216492		Vehicle Maintenance & Repairs01646 ACCT# 5001	
0000000	000728 CARQUEST OF WAKEFIELD	15335-15042	5/30/2020		4100-051100-1265-512-510	127.05	216492	127.05	216492		Vehicle Maintenance & Repairs01646 ACCT# 5001	
0000000	000728 CARQUEST OF WAKEFIELD	15335-15118	6/02/2020		4100-051100-1265-512-510	10.00	216492	10.00	216492		Vehicle Maintenance & Repairs01646 ACCT# 5001	
0000000	000728 CARQUEST OF WAKEFIELD	15335-15131	6/03/2020		4100-051100-1265-512-510	27.51	216492	27.51	216492		Vehicle Maintenance & Repairs01646 ACCT# 5001	
0000000	000728 CARQUEST OF WAKEFIELD	15335-15141	6/05/2020		4100-051100-1265-512-510	412.42	216492	412.42	216492		Vehicle Maintenance & Repairs01646 ACCT# 5001	
0000000	000728 CARQUEST OF WAKEFIELD	15335-15214	6/05/2020		4100-051100-1265-512-510	438.96	216492	438.96	216492		Vehicle Maintenance & Repairs01646 ACCT# 5001	
0000000	000728 CARQUEST OF WAKEFIELD	15335-15334	6/09/2020		4100-051100-1265-512-510	41.13	216492	41.13	216492		Vehicle Maintenance & Repairs01646 ACCT# 5001	
0000000	000728 CARQUEST OF WAKEFIELD	15335-15339	6/09/2020		4100-051100-1265-512-510	412.42	216492	412.42	216492		Vehicle Maintenance & Repairs01646 ACCT# 5001	
0000000	000728 CARQUEST OF WAKEFIELD	15335-15537	6/15/2020		4100-051100-1265-512-510	131.06	216492	131.06	216492		Vehicle Maintenance & Repairs01646 ACCT# 5001	
	DISC. TOTAL					.00		.00				950.73
	DISC. TOTAL					950.73		.00				950.73
0000000	001630 CHENEY BROTHERS	10-919537854	6/26/2020		4100-051500-1247-551-510	116.29	216493	116.29	216493		Janitorial Supplies	01646 # 600307000
	DISC. TOTAL					.00		.00				116.29
	DISC. TOTAL					116.29		.00				116.29
0000000	000020 COMLING BROTHERS	149703	6/12/2020		4100-021200-1274-221-210	4.79	216494	4.79	216494		Grounds Maintenance & Repairs01646 ACCT# SC0006	
0000000	000020 COMLING BROTHERS	149709	6/12/2020		4100-021200-1274-221-210	18.24	216494	18.24	216494		Grounds Maintenance & Repairs01646 ACCT# SC0006	
0000000	000020 COMLING BROTHERS	149996	6/17/2020		4100-021200-1274-221-210	19.16	216494	19.16	216494		Grounds Maintenance & Repairs01646 ACCT# SC0006	
	DISC. TOTAL					.00		.00				42.19
	DISC. TOTAL					42.19		.00				42.19
0000000	000902 DOC FARMER'S MARKET	MKT76606	6/29/2020		4100-051500-1246-551-510	186.55	216495	186.55	216495		Food Supplies	01646 SUSSEX COUNTY JAIL
	DISC. TOTAL					.00		.00				186.55
	DISC. TOTAL					186.55		.00				186.55
0000000	001692 FERRELLGAS	1111731433	5/11/2020		4100-051500-1279-551-510	506.73	216496	506.73	216496		Propane Gas	01646 # 112364120
0000000	001692 FERRELLGAS	111213414	6/24/2020		4100-051500-1279-551-510	491.71	216496	491.71	216496		Propane Gas	01646 # 112364120
	DISC. TOTAL					.00		.00				998.46
	DISC. TOTAL					998.46		.00				998.46
0000000	001723 GARDAWORLD SECURITY SERVI	525983	6/19/2020		4100-021600-1229-264-210	994.50	216497	994.50	216497		Other Professional Services	01646 ACCT# SUS001
0000000	001723 GARDAWORLD SECURITY SERVI	525984	6/19/2020		4100-021600-1229-264-210	994.50	216497	994.50	216497		Other Professional Services	01646 ACCT# SUS001
0000000	001723 GARDAWORLD SECURITY SERVI	525985	6/19/2020		4100-021600-1229-264-210	994.50	216497	994.50	216497		Other Professional Services	01646 ACCT# SUS001
0000000	001723 GARDAWORLD SECURITY SERVI	525986	6/19/2020		4100-021600-1229-264-210	994.50	216497	994.50	216497		Other Professional Services	01646 ACCT# SUS001
0000000	001723 GARDAWORLD SECURITY SERVI	525987	6/19/2020		4100-021600-1229-264-210	994.50	216497	994.50	216497		Other Professional Services	01646 ACCT# SUS001
0000000	001723 GARDAWORLD SECURITY SERVI	525988	6/19/2020		4100-021600-1229-264-210	994.50	216497	994.50	216497		Other Professional Services	01646 ACCT# SUS001
0000000	001723 GARDAWORLD SECURITY SERVI	525989	6/19/2020		4100-021600-1229-264-210	994.50	216497	994.50	216497		Other Professional Services	01646 ACCT# SUS001
0000000	001723 GARDAWORLD SECURITY SERVI	525990	6/19/2020		4100-021600-1229-264-210	994.50	216497	994.50	216497		Other Professional Services	01646 ACCT# SUS001
0000000	001723 GARDAWORLD SECURITY SERVI	526231	6/26/2020		4100-021600-1229-264-210	994.50	216497	994.50	216497		Other Professional Services	01646 ACCT# SUS001
0000000	001723 GARDAWORLD SECURITY SERVI	526232	6/26/2020		4100-021600-1229-264-210	994.50	216497	994.50	216497		Other Professional Services	01646 ACCT# SUS001
	DISC. TOTAL					.00		.00				9,945.00
	DISC. TOTAL					9,945.00		.00				9,945.00
0000000	001723 GARDAWORLD SECURITY SERVI	526233	6/26/2020		4100-021600-1229-264-210	994.50	216498	994.50	216498		Other Professional Services	01646 ACCT# SUS001
0000000	001723 GARDAWORLD SECURITY SERVI	526234	6/26/2020		4100-021600-1229-264-210	994.50	216498	994.50	216498		Other Professional Services	01646 ACCT# SUS001

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	001723		528235	6/26/2020		4100-021600-1229-264-210	994.50	216498		Other Professional Services	01646 ACCT# SUS001
0000000	001723		528236	6/26/2020		4100-021600-1229-264-210	994.50	216498		Other Professional Services	01646 ACCT# SUS001
0000000	001723		528237	6/26/2020		4100-021600-1229-264-210	994.50	216498		Other Professional Services	01646 ACCT# SUS001
0000000	001723		528238	6/26/2020		4100-021600-1229-264-210	994.50	216498		Other Professional Services	01646 ACCT# SUS001
0000000	001723		531503	7/03/2020		4100-021600-1229-264-210	994.50	216498		Other Professional Services	01646 ACCT# SUS001
0000000	001723		531504	7/03/2020		4100-021600-1229-264-210	994.50	216498		Other Professional Services	01646 ACCT# SUS001
0000000	001723		531505	7/03/2020		4100-021600-1229-264-210	994.50	216498		Other Professional Services	01646 ACCT# SUS001
0000000	001723		531506	7/03/2020		4100-021600-1229-264-210	994.50	216498		Other Professional Services	01646 ACCT# SUS001
							.00		9,945.00	TOTAL	
0000000	001723	GARDAWORLD SECURITY SERVI	531507	7/03/2020		4100-021600-1229-264-210	994.50	216499		Other Professional Services	01646 ACCT# SUS001
0000000	001723		531508	7/03/2020		4100-021600-1229-264-210	994.50	216499		Other Professional Services	01646 ACCT# SUS001
0000000	001723		531509	7/03/2020		4100-021600-1229-264-210	994.50	216499		Other Professional Services	01646 ACCT# SUS001
0000000	001723		531510	7/03/2020		4100-021600-1229-264-210	994.50	216499		Other Professional Services	01646 ACCT# SUS001
							.00		3,978.00	TOTAL	
0000000	001637	HALEY FORD SOUTH	HALEY 062320	6/23/2020		4100-051100-1265-512-510	5,980.00	216500		Vehicle Maintenance & Repairs	01646 SUSSEX SHERIFF
0000000	001637		44428250	6/22/2020		4100-051100-1265-512-510	984.15	216500		Vehicle Maintenance & Repairs	01646 SUSSEX SHERIFF
							.00		6,964.15	TOTAL	
0000000	001685	HICKS, RONALD H., SR.	RWH 062920	6/29/2020		4100-023100-1264-291-230	625.12	216501		Gasoline/Mileage-Non Training	01646 MILEAGE
							.00		625.12	TOTAL	
0000000	001852	INMAR COATINGS CORP	200626	6/29/2020		4100-051500-1272-551-510	1,350.00	216502		Building Maintenance & Repair	01646 SUSSEX COUNTY JAIL
							.00		1,350.00	TOTAL	
0000000	001090	LABCORP	99860669	6/10/2020		4100-051100-1227-512-510	171.00	216503		Medical Services inc/k9	01646 SUSSEX COUNTY JAIL
							.00		171.00	TOTAL	
0000000	001433	LOWE'S	933185	6/16/2020		4100-021200-1247-221-210	55.02	216504		Janitorial Supplies	01646 # 99000502080
0000000	001433		920562	6/11/2020		4100-021200-1247-221-210	305.12	216504		Janitorial Supplies	01646 # 99000502080
							.00		360.14	TOTAL	
0000000	001046	MCI	4342462428	6/17/2020		4100-061100-1234-613-610	32.95	216505		Telecommunications	01646 ACCT# 2DG40965
0000000	001046		4342462453	6/17/2020		4100-061100-1234-613-610	32.95	216505		Telecommunications	01646 ACCT# 2DG40966
0000000	001046		4342462630	6/19/2020		4100-063100-1234-631-630	27.73	216505		Telecommunications	01646 ACCT# 2DH15052
							.00		93.63	TOTAL	
0000000	000051	MSAG LLC	C313256	7/01/2020		4100-021500-1255-253-210	496.67	216506		Maintenance Service Contract	01646 SUSSEX COUNTY
							.00		496.67	TOTAL	
0000000	001800	PALM TREE INN, LLC	F84192 RM215 7	4/03/2020		4100-021300-9003-231-210	856.80	216507		Pocahontas-CDBG Housing Grt	01646 ACCT# 58
							.00		856.80	TOTAL	
0000000	001655	PETA	1854156	6/22/2020		4100-021600-1227-261-210	40.00	216508		Medical Services	01646 SUSSEX ANML CONTRO
0000000	001655		1854752	6/25/2020		4100-021600-1227-261-210	120.00	216508		Medical Services	01646 SUSSEX ANML CONTRO
							.00		160.00	TOTAL	
0000000	001839	ROBERT G. DASHIELL JR PE, I	4632.2	5/12/2020		4100-021600-1229-261-210	673.50	216509		Other Professional Services	01646 SUSSEX ANML CONTRO
							.00		673.50	TOTAL	

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH TOTAL	BATCH INV. DESCRIPTION
0000000	RRS FOODSERVICE	2135989	6/25/2020		4100-051500-1246-551-510	2,485.38	216510	N	Food Supplies	01646 ACCT# 118626 2,485.38
0000000	000832 SAM'S CLUB DIRECT	1169	5/27/2020		4100-051500-1247-551-510	103.26	216511		Janitorial Supplies	01646 # 0402188473177
0000000	000832	4853	5/22/2020		4100-051500-1247-551-510	58.68	216511		Janitorial Supplies	01646 # 0402188473177
0000000	000832	8040	6/09/2020		4100-051500-1277-551-510	17.94	216511		Water Services	01646 # 0402188473177
0000000	000832	8040	6/09/2020		4100-051500-1247-551-510	100.62	216511		Janitorial Supplies	01646 # 0402188473177
0000000	000832	8041	6/09/2020		4100-051500-1293-551-510	24.86	216511		Inmate Medical Expenses	01646 # 0402188473177 305.36
0000000	000139 STONY CREEK HEALTH CENTER 172833		6/24/2020		4100-051500-1293-551-510	21.00	216512		Inmate Medical Expenses	01646 BOYKINS, CHARLIE 21.00
0000000	000672 STONY CREEK PHARMACY	SCP 063020	6/30/2020		4100-051500-1293-551-510	693.82	216513		Inmate Medical Expenses	01646 JUNE 2020 693.82
0000000	001176 TOWN GUN SHOP, INC.	R81170	6/16/2020		4100-051100-1245-512-510	106.48	216514		Law Enforcement Supplies	01646 ACCT# R-SXSO
0000000	001176	R81171	6/16/2020		4100-051100-1245-512-510	2,360.00	216514		Law Enforcement Supplies	01646 ACCT# R-SXSO 2,466.48
0000000	000317 TOWN OF WAKEFIELD	1943 071520	7/15/2020		4100-021200-1277-221-210	20.62	216515		Water Services	01646 ACCT# 01943.00 20.62
0000000	001567 UNITED STATES TREASURY	PCORI 2020	6/29/2020		4100-021100-1299-211-210	358.12	216516		Miscellaneous Others	01646 SUSSEX COUNTY 358.12
0000000	000087 VAN CLEEF AUTO PARTS INC 9133		6/09/2020		4100-021600-1265-262-210	877.72	216517		Vehicle Maintenance & Repairs	01646 ACCT# 27430 877.72
0000000	000769 VERIZON	0973062717 0620	6/27/2020		4100-021100-1234-211-210	215.44	216518		Telecommunications	01646 # 951295778000179
0000000	000769	0973062717 0620	6/27/2020		4100-021400-1234-241-210	47.87	216518		Telecommunications	01646 # 951295778000179
0000000	000769	0973062717 0620	6/27/2020		4100-021400-1234-242-210	71.80	216518		Telecommunications	01646 # 951295778000179
0000000	000769	0973062717 0620	6/27/2020		4100-021600-1234-261-210	23.93	216518		Telecommunications	01646 # 951295778000179
0000000	000769	0973062717 0620	6/27/2020		4100-021500-1234-253-210	23.93	216518		Telecommunications	01646 # 951295778000179
0000000	000769	0973062717 0620	6/27/2020		4100-023100-1234-293-230	71.80	216518		Telecommunications	01646 # 951295778000179
0000000	000769	0973062717 0620	6/27/2020		4100-041100-1234-411-410	95.74	216518		Telecommunications	01646 # 951295778000179
0000000	000769	0973062717 0620	6/27/2020		4100-031100-1234-311-310	95.74	216518		Telecommunications	01646 # 951295778000179
0000000	000769	0973062717 0620	6/27/2020		4100-063100-1234-631-630	119.67	216518		Telecommunications	01646 # 951295778000179
0000000	000769	0973062717 0620	6/27/2020		4100-062100-1234-621-620	143.61	216518		Telecommunications	01646 # 951295778000179
0000000	000769	0973062717 0620	6/27/2020		4100-063100-1234-632-630	23.93	216518		Telecommunications	01646 # 951295778000179
0000000	000769	0973062717 0620	6/27/2020		4105-071100-1234-711-710	646.24	216518		Telecommunications	01646 # 951295778000179 1,579.70
0000000	000039 VERIZON WIRELESS	9856548439	6/12/2020		4100-051100-1234-512-510	746.97	216519		Telecommunications	01646 # 52062082400001
0000000	000039	9856548439	6/12/2020		4100-051100-1234-515-510	746.97	216519		Telecommunications	01646 # 52062082400001
0000000	000039	9857000347	6/19/2020		4100-051100-1234-512-510	277.14	216519		Telecommunications	01646 # 74231408300002
0000000	000039	9857000347	6/19/2020		4100-051100-1234-516-510	277.13	216519		Telecommunications	01646 # 74231408300002
0000000	001209 VIRGINIA COOPERATIVE EXT	BILL SALRY 20/4	6/23/2020		4100-081300-2110-822-810	4,425.91	216520		VA Cooperative Extension	01646 FY 2020 4TH QUAMTE 4,425.91
0000000	001209	BILL SALRY 20/4	6/23/2020		4100-081300-2110-822-810	4,425.91	216520		VA Cooperative Extension	01646 FY 2020 4TH QUAMTE 4,425.91

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	DISC.	BATCH INV. DESCRIPTION
0000000	000090 WAVERLY MOTORS, INC	15867	6/23/2020	ACH PMT TOTAL	4100-021600-1265-262-210	20.00	216521	20.00	.00	Vehicle Maintenance & Repairs01646 SUSSEX ENVRM INSPE
DISC. TOTAL										TOTAL 20.00
0000000	000093 XEROX CORPORATION	010656457	7/01/2020	ACH PMT TOTAL	4100-063100-1252-631-630	65.42	216522	65.42	.00	Equipment Lease/Rental 01646 # 706994555
DISC. TOTAL										TOTAL 65.42
0000000	001848 4ALLPROMOS	768525	6/16/2020	ACH PMT TOTAL	4100-051100-1235-512-510	2,897.15	216523	2,897.15	.00	Advertising 01646 SUSSEX SHERIFF
DISC. TOTAL										TOTAL 2,897.15
0000000	001637 HALEY FORD SOUTH	FL1747	6/23/2020	ACH PMT TOTAL	4100-051100-1265-512-510	43,956.78	216524	43,956.78	.00	Vehicle Maintenance & Repairs01646 SUSSEX SHERIFF
DISC. TOTAL										TOTAL 43,956.78
										TOTAL 126,697.93
										TOTAL 126,697.93

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 126,697.93 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE 7.16.2020
 DATE 7/24/20
 DATE 7/22/20
 DATE

[Signature]
 DIRECTOR OF FINANCE

[Signature]
 COUNTY ADMINISTRATION
 DESTE J. COLE, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCL	ACCOUNT NO.	ACH DATE	ACH PMT TOTAL	NET AMOUNT	CHECK NO.	ACH PMT TOTAL	G/L ACCOUNT	DESC.	BATCH INV DESCRIPTION
0000000	001642	BANKERS INSURANCE, LLC	52578	6/05/2020		4100-021100-1225-211-210	6/05/2020	7,500.00	7,500.00	216525	.00	CPA	PMT TOTAL	Management Consulting Services 01647 ACCT# SUSSCOU-01
0000000	000738	BUTLER'S TOWING AND	6610	7/02/2020		4100-051100-1265-512-510	7/02/2020	253.00	253.00	216526	.00	CPA	PMT TOTAL	Vehicle Maintenance & Repairs 01647 SUSSEX SHERIFF
0000000	000738		6611	7/02/2020		4100-051100-1265-512-510	7/02/2020	19.95	19.95	216526	.00	CPA	PMT TOTAL	Vehicle Maintenance & Repairs 01647 SUSSEX SHERIFF
								272.95	.00					TOTAL 272.95
0000000	001449	CONVERGENT TECHNOLOGIES	23267	7/02/2020		4100-051100-1224-516-510	7/02/2020	359.00	359.00	216527	.00	CPA	PMT TOTAL	Information System Services 01647 SUSSEX SHERIFF
0000000	000902	DOC FARMER'S MARKET	MKT76760	7/06/2020		4100-051500-1246-551-510	7/06/2020	224.65	224.65	216528	.00	CPA	PMT TOTAL	Food Supplies 01647 SUSSEX COUNTY JAIL
0000000	001666	GILBERT, FULBRIGHT & RANDO	35030	7/08/2020		4100-021100-1228-211-210	7/08/2020	6,231.08	6,231.08	216529	.00	CPA	PMT TOTAL	Contractual Services 01647 SUSSEX COUNTY
0000000	001538	JIM WHELAN'S SERV. CENTER	94212	7/03/2020		4100-051100-1265-512-510	7/03/2020	49.95	49.95	216530	.00	CPA	PMT TOTAL	Vehicle Maintenance & Repairs 01647 SUSSEX SHERIFF
0000000	001787	SIMPLE COM	6332-OTS	7/08/2020		4100-021100-1228-211-210	7/08/2020	125.00	125.00	216531	.00	CPA	PMT TOTAL	Contractual Services 01647 SUSSEX COUNTY
0000000	000400	STONY CREEK VOLUNTEER	SCVRS 0720	7/02/2020		4100-051100-2120-211-210-203	7/02/2020	293.70	293.70	216532	.00	CPA	PMT TOTAL	COVID-19 Expenses 01647 REIMBURSEMENT
0000000	001833	TRANSUNION RISK & ALTERNIA	5687311-202006	7/01/2020		4100-051100-1229-512-510	7/01/2020	312.00	312.00	216533	.00	CPA	PMT TOTAL	Other Professional Services 01647 ACCT# 5687311
0000000	000080	TRI CITY OFFICE PRODUCTS	0136360-001	7/02/2020		4100-051100-1241-516-510	7/02/2020	22.80	22.80	216534	.00	CPA	PMT TOTAL	Office Supplies 01647 ACCT# SCSD-0
								15,391.13	.00					TOTAL 15,391.13
								15,391.13	.00					TOTAL 15,391.13

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 15,391.13 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

7/21/2020
 DATE
 [Signature]
 DIRECTOR OF FINANCE
 COUNTY ADMINISTRATION
 [Signature]
 DESTE J. COX, TREASURER
 7/22/20
 DATE

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	ACH ACH PNT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000000	001435	ADVANCE AUTO PARTS	2860017747013*	6/25/2020		4100-021200-1254-221-210	29.03	216545			Equipment Maintenance	01648 # 2860027805
							.00					29.03
00000000	999999	BAINES, WENDY	#2	6/01/2020		4100-021300-9004-231-210	1,000.00	216546			UNOS-CDBG Housing Grt	01648 UNOS
							.00					1,000.00
00000000	000010	BANK OF SOUTHSIDE VA	0206 0620 01-	5/15/2020		4100-051100-1203-512-510	495.00	216547			Workshops and Conferences	01648 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0620 02-	5/15/2020		4100-051100-1254-512-510	12.34	216547			Equipment Maintenance	01648 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0620 03-	5/16/2020		4100-051100-1245-512-510	139.96	216547			Law Enforcement Supplies	01648 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0620 04-	5/20/2020		4100-051100-1251-512-510	73.20	216547			Computer & Printer Purchase	01648 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0620 05-	5/20/2020		4100-051100-1245-512-510	269.91	216547			Law Enforcement Supplies	01648 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0620 06-	5/20/2020		4100-051100-1245-512-510	98.37	216547			Law Enforcement Supplies	01648 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0620 07-	5/20/2020		4100-051100-1245-512-510	89.99	216547			Law Enforcement Supplies	01648 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0620 08-	5/26/2020		4100-051100-1224-512-510	62.00	216547			Information System Services	01648 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0214 0620 01-	5/19/2020		4100-051100-1257-516-510	339.79	216547			Furniture	01648 C WTCHE ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0620 01-	5/10/2020		4100-051500-1272-551-510	6.50	216547			Building Maintenance & Repair	01648 V GIVENS ACCT
							.00					1,587.06
00000000	000010	BANK OF SOUTHSIDE VA	0222 0620 02-	5/13/2020		4100-051500-1246-551-510	27.00	216548			Food Supplies	01648 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0620 03-	5/14/2020		4100-051500-1299-551-510	5.23	216548			Miscellaneous Others	01648 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0620 04-	5/15/2020		4100-051500-1246-551-510	.24	216548			Food Supplies	01648 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0620 05-	5/15/2020		4100-051500-1246-551-510	35.78	216548			Food Supplies	01648 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0620 06-	5/17/2020		4100-051500-1265-551-510	8.41	216548			Vehicle Maintenance & Repair	01648 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0620 07-	5/22/2020		4100-051500-1272-551-510	79.99	216548			Building Maintenance & Repair	01648 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0620 08-	5/26/2020		4100-051500-1246-551-510	32.40	216548			Food Supplies	01648 V GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0620 09-	6/09/2020		4100-051500-1246-551-510	3.00	216548			Food Supplies	01648 V GIVENS ACCT
							.00					192.05
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-021100-1234-253-210	49.12	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-021100-1234-211-210	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-041100-1234-411-410	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
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00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
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00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-612-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
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00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-612-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
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00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
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00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-612-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
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00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
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00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
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00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620	6/21/2020		4100-061100-1234-611-610	49.09	216549			Telecommunications	01648 ACCT# 551692622000
00000000	000769	VERIZON	0130811997 0620									

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	R/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000769		060806077	0620		4100-061100-1234-612-610	69.32	216549		Telecommunications	01648 ACCT# 951326675000
0000000	000769		0635121520	0620		4100-081300-2110-822-810	92.81	216549		VA Cooperative Extension	01648 ACCT# 951350579001
0000000	000769		0641808907	0620		4100-061100-1234-612-610	271.33	216549		Telecommunications	01648 ACCT# 551326676000
0000000	000769		0695890340	0620		4100-063100-1234-631-630	368.73	216549		Telecommunications	01648 ACCT# 55133351000
0000000	000769		0749973011	0620		4100-063100-1234-631-630	368.73	216549		Telecommunications	01648 ACCT# 551692933000
			DISC. TOTAL			.00					
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			ACH PMT TOTAL			.00					
			CFA PMT TOTAL			.00					
0000000	000769	VERIZON	0763493682	0620		4100-051500-1234-551-510	86.76	216550		Telecommunications	01648 ACCT# 551337100000
0000000	000769		0777016136	0620		4100-061100-1234-241-210	46.76	216550		Telecommunications	01648 ACCT# 951692621001
0000000	000769		0777088064	0620		4100-021300-1234-231-210	169.08	216550		Telecommunications	01648 ACCT# 751902071000
0000000	000769		0790535026	0620		4100-051100-1234-516-510	70.55	216550		Telecommunications	01648 ACCT# 551333549001
0000000	000769		0837858428	0620		4100-021600-1234-261-210	138.63	216550		Telecommunications	01648 ACCT# 351326676000
			DISC. TOTAL			.00					
			CHECK TOTAL			511.78					511.78
			ACH PMT TOTAL			.00					
			CFA PMT TOTAL			.00					
0000000	000757	VERIZON BUSINESS	67168000	6/10/2020		4100-021100-1234-211-210	52.27	216551		Telecommunications	01648 # Y2694822
0000000	000757		67168000	6/10/2020		4100-021400-1234-241-210	52.23	216551		Telecommunications	01648 # Y2694822
0000000	000757		67168000	6/10/2020		4100-021400-1234-242-210	52.23	216551		Telecommunications	01648 # Y2694822
0000000	000757		67168000	6/10/2020		4100-021100-1234-411-410	52.23	216551		Telecommunications	01648 # Y2694822
0000000	000757		67168000	6/10/2020		4100-011100-1234-311-310	52.23	216551		Telecommunications	01648 # Y2694822
0000000	000757		67168000	6/10/2020		4100-023100-1234-291-230	52.23	216551		Telecommunications	01648 # Y2694822
0000000	000757		67168000	6/10/2020		4100-021500-1234-253-210	52.23	216551		Telecommunications	01648 # Y2694822
0000000	000757		67168000	6/10/2020		4100-051100-1234-516-510	52.23	216551		Telecommunications	01648 # Y2694822
0000000	000757		67168000	6/10/2020		4100-063100-1234-631-630	52.23	216551		Telecommunications	01648 # Y2694822
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			CFA PMT TOTAL			.00					
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			ACH PMT TOTAL			.00					
			CFA PMT TOTAL			.00					

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED. THE TOTAL 6,816.84 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

7-28-2020
 DATE
 7/29/20
 DATE
 7/31/2020
 DATE

[Signature]
 DIRECTOR OF FINANCE

[Signature]
 COUNTY ADMINISTRATION
 DESTE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	REGISTER A/P	ACCR	ACCOUNT NO.	TIME-15:55:12	ACTPRD	2020/07	NET AMOUNT	CHECK NO.	ACH PNT	ACH	AGH	BATCH INV. DESCRIPTION
00000000	001853	ADVANTUS STRATEGIES, LLC	FY2021	6/19/2020	6/19/2020	5,000.00		4100-011100-1201-111-110				5,000.00	216554	.00			01650 SUSSEX COUNTY
00000000	001855	AMERICAN CORRECTIONAL ASS	061720	6/17/2020	6/17/2020	700.00		4100-051500-1201-551-510				700.00	216555	.00			01650 SUSSEX SHERIFF
00000000	000981	ANTHEM BLUE CROSS AND	JJ AUGUST 2020	7/21/2020	7/21/2020	35.00		4100-051100-1201-512-510				35.00	216555	.00			01650 SUSSEX SHERIFF
00000000	001826	ARCHIVESOCIAL, INC	11179	7/01/2020	7/01/2020	843.00		4100-021200-1124-221-210				843.00	216556	.00			01650 JONES, JERONE
00000000	000915	BLACKWATER REGIONAL	89	7/01/2020	7/01/2020	2,388.00		4100-051100-1229-512-510				2,388.00	216557	.00			01650 SUSSEX SHERIFF
00000000	000738	BUTLER'S TOWING AND	6627	7/06/2020	7/06/2020	47,766.25		4100-081400-2110-826-810				47,766.25	216558	.00			01650 SUSSEX COUNTY
00000000	001620	C.W.WARTHEN INC.	54483	6/09/2020	6/09/2020	166.45		4100-051100-1265-512-510				166.45	216559	.00			01650 SUSSEX SHERIFF
00000000	001449	CONVERGENT TECHNOLOGIES	23239	6/30/2020	6/30/2020	264.16		4100-062100-1233-621-620				264.16	216560	.00			01650 SUSSEX SHERIFF
00000000	001173	COPY CAT PRINTING	73159	6/18/2020	6/18/2020	3,150.00		4100-051100-1224-512-510				3,150.00	216561	.00			01650 SUSSEX SHERIFF
00000000	000020	COMLING BROTHERS	280893	6/09/2020	6/09/2020	457.24		4100-051100-1233-512-510				457.24	216562	.00			01650 SUSSEX SHERIFF
00000000	000411	CRATER CRIMINAL JUSTICE	2254	7/01/2020	7/01/2020	3.32		4100-021600-1299-261-210				3.32	216563	.00			01650 # SC0006
00000000	000343	CRATER PLANNING DISTRICT	20-100-10.1	7/01/2020	7/01/2020	22,477.84		4100-051500-1229-551-510				22,477.84	216564	.00			01650 SUSSEX SHERIFF
00000000	000845	CROWN CASTLE GT COMPANY	31645397	7/01/2020	7/01/2020	4,895.00		4100-081800-2110-860-810				4,895.00	216565	.00			01650 # SC0006
00000000	000871	CRYSTAL SPRINGS	1352055 062520	6/25/2020	6/25/2020	1,277.18		4100-021500-1252-253-210				1,277.18	216566	.00			01650 # 106663
00000000	000871	CRYSTAL SPRINGS	6091788 062520	6/25/2020	6/25/2020	35.55		4100-061100-1277-612-610				35.55	216567	.00			01650 # 11421181352055
00000000	000871	CRYSTAL SPRINGS	7302164 062520	6/25/2020	6/25/2020	32.59		4100-062100-1277-621-620				32.59	216567	.00			01650 # 11421076091788
00000000	000028	DISTRICT 19 COMMUNITY	#20-07-01	6/09/2020	6/09/2020	98.88		4100-061100-1277-611-610				98.88	216567	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	38,117.50		4100-081100-2110-805-810				38,117.50	216568	.00			01650 # 11421076091788
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/22/2020	6/22/2020	81.55		4100-051500-1246-551-510				81.55	216569	.00			01650 # 37281837302164
00000000	000902	DOC FARMER'S MARKET	HKT76452	6/2													

PAYROLL DEDUCTION CHECKS



P/O NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040200716200700	7/16/2020	100-000200-0100-	886.78	216472 ✓			00000
00000	000245		DC040200716200700	7/16/2020	105-000200-0100-	182.61	216472			00000
00000	000245		DC041200716200700	7/16/2020	100-000200-0100-	653.21	216472			00000
00000	000245		DC041200716200700	7/16/2020	105-000200-0100-	207.17	216472			00000
					CHECK TOTAL	1,929.77				
00000	000881	ANTHEM BLUE CROSS AND	DC001200716200700	7/16/2020	100-000200-0100-	33,720.00	216473			00000
00000	000881		DC001200716200700	7/16/2020	105-000200-0100-	9,273.00	216473			00000
00000	000881		DC002200716200700	7/16/2020	100-000200-0100-	1,560.00	216473			00000
00000	000881		DC002200716200700	7/16/2020	105-000200-0100-	780.00	216473			00000
00000	000881		DC004200716200700	7/16/2020	100-000200-0100-	939.50	216473			00000
00000	000881		DC004200716200700	7/16/2020	105-000200-0100-	939.50	216473			00000
00000	000881		DC006200716200700	7/16/2020	100-000200-0100-	643.50	216473			00000
00000	000881		DC012200716200700	7/16/2020	100-000200-0100-	939.50	216473			00000
00000	000881		DC015200716200700	7/16/2020	100-000200-0100-	1,531.00	216473			00000
					CHECK TOTAL	50,326.00				
00000	001397	LEGAL SHIELD	DC097200716200700	7/16/2020	100-000200-0100-	11.98	216474			00000
00000	001397		DC097200716200700	7/16/2020	105-000200-0100-	31.90	216474			00000
					CHECK TOTAL	43.88				
00000	001021	MINNESOTA LIFE INS CO	DC200200716200700	7/16/2020	100-000200-0100-	366.54	216475			00000
00000	001021		DC200200716200700	7/16/2020	105-000200-0100-	125.06	216475			00000
					CHECK TOTAL	491.60				
00000	000872	NATIONWIDE RETIREMENT	DC090200716200700	7/16/2020	100-000200-0100-	1,215.00	216476			00000
00000	000872		DC090200716200700	7/16/2020	105-000200-0100-	220.00	216476			00000
					CHECK TOTAL	1,435.00				
00000	001851	NYS CHILD SUPPORT PROCESS	DC114200716200700	7/16/2020	100-000200-0100-	182.00	216477			00000
					CHECK TOTAL	182.00				
00000	001106	TREASURER OF GREENSVILLE	DC063200716200700	7/16/2020	100-000200-0100-	300.98	216478			00000
					CHECK TOTAL	300.98				
00000	000779	TREASURER OF SUSSEX CO.	DC067200716200700	7/16/2020	100-000200-0100-	227.12	216479			00000
					CHECK TOTAL	227.12				
00000	000247	TREASURER OF VIRGINIA	DC080200716200700	7/16/2020	100-000200-0100-	2,339.63	216480			00000
					CHECK TOTAL	2,339.63				
00000	000831	VACORP	DC035200716200700	7/16/2020	100-000200-0100-	125.98	216481			00000
00000	000831		DC035200716200700	7/16/2020	105-000200-0100-	106.70	216481			00000
					CHECK TOTAL	232.68				
00000	001027	VALIC RETIREMENT	DC091200716200700	7/16/2020	100-000200-0100-	490.00	216482 ✓			00000
00000	001027		DC091200716200700	7/16/2020	105-000200-0100-	75.00	216482			00000
					CHECK TOTAL	565.00				
					CLASS TOTAL	58,073.66				
					FINAL TOTAL	58,073.66-				

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 58,073.66

Handwritten:
 Gary M. Minixianis
 7/16/20
 1/11/2022

Handwritten:
 KPC

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040200731200700	7/31/2020	100-000200-0100-	866.78	216535		00000
00000	000245		DC040200731200700	7/31/2020	105-000200-0100-	182.61	216535		00000
00000	000245		DC041200731200700	7/31/2020	100-000200-0100-	653.21	216535		00000
00000	000245		DC041200731200700	7/31/2020	105-000200-0100-	207.17	216535		00000
					CHECK TOTAL	1,929.77			
00000	000881	ANTHEM BLUE CROSS AND	DC001200731200700	7/31/2020	100-000200-0100-	32,877.00	216536		00000
00000	000881		DC001200731200700	7/31/2020	105-000200-0100-	9,273.00	216536		00000
00000	000881		DC002200731200700	7/31/2020	100-000200-0100-	1,560.00	216536		00000
00000	000881		DC002200731200700	7/31/2020	105-000200-0100-	780.00	216536		00000
00000	000881		DC004200731200700	7/31/2020	100-000200-0100-	939.50	216536		00000
00000	000881		DC004200731200700	7/31/2020	105-000200-0100-	939.50	216536		00000
00000	000881		DC006200731200700	7/31/2020	100-000200-0100-	643.50	216536		00000
00000	000881		DC012200731200700	7/31/2020	100-000200-0100-	939.50	216536		00000
00000	000881		DC015200731200700	7/31/2020	100-000200-0100-	1,531.00	216536		00000
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00000	001397		DC097200731200700	7/31/2020	105-000200-0100-	31.90	216537		00000
					CHECK TOTAL	43.88			
00000	001021	MINNESOTA LIFE INS CO	DC200200731200700	7/31/2020	100-000200-0100-	366.54	216538		00000
00000	001021		DC200200731200700	7/31/2020	105-000200-0100-	125.06	216538		00000
					CHECK TOTAL	491.60			
00000	000872	NATIONWIDE RETIREMENT	DC090200731200700	7/31/2020	100-000200-0100-	1,215.00	216539		00000
00000	000872		DC090200731200700	7/31/2020	105-000200-0100-	220.00	216539		00000
					CHECK TOTAL	1,435.00			
00000	001851	HYS CHILD SUPPORT PROCESS	DC114200731200700	7/31/2020	100-000200-0100-	182.00	216540		00000
					CHECK TOTAL	182.00			
00000	000775	TREASURER OF SUSSEX CO.	DC067200731200700	7/31/2020	100-000200-0100-	227.11	216541		00000
					CHECK TOTAL	227.11			
00000	000247	TREASURER OF VIRGINIA	DC080200731200700	7/31/2020	100-000200-0100-	2,339.63	216542		00000
					CHECK TOTAL	2,339.63			
00000	000831	VACORP	DC035200731200700	7/31/2020	100-000200-0100-	125.98	216543		00000
00000	000831		DC035200731200700	7/31/2020	105-000200-0100-	106.70	216543		00000
					CHECK TOTAL	232.68			
00000	001027	VALIC RETIREMENT	DC091200731200700	7/31/2020	100-000200-0100-	490.00	216544		00000
00000	001027		DC091200731200700	7/31/2020	105-000200-0100-	75.00	216544		00000
					CHECK TOTAL	565.00			
					CLASS TOTAL	56,929.67			
					FINAL TOTAL	56,929.67			

56

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 56,929.67 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

Gracie Williams
 COUNTY ADMINISTRATOR

7/27/20
 DATE
 7/27/2020

BOARD ACTION FORM

Agenda Item: Recognition #3.01

Subject: RECOGNITION: Ms. Sarah Elizabeth Claiborne

Board Meeting Date: August 20 2020

=====
Summary: Staff received notice that Ms. Sarah Elizabeth Claiborne turned 91 years old on June 14th and wanted to take recognize Ms. Claiborne major accomplishment not seen by many. Ms. Claiborne, of Bryan Avenue, is a long time resident of Wakefield, Virginia who is admired and adored by her family as well as the church and Wakefield community.

Recommendation: That the Board approves and adopts the resolution honoring and recognizing Ms. Sarah Elizabeth on turning 91 years old on June 14th.

Attachments: (1) Copy of the Resolution Honoring Ms. Sarah Elizabeth Claiborne
=====

ACTION: That the Board approves and adopts the resolution honoring and recognizing Ms. Sarah Elizabeth on turning 91 years old on June 14th.

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

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

Resolution



Recognizing Ms. Sarah Elizabeth Claiborne

WHEREAS, Ms. Sarah Elizabeth Claiborne was born to the late Martha and Gurley Young; and

WHEREAS, Ms. Claiborne started out in Surry County and later moved to the Wakefield in the County of Sussex; and

WHEREAS, Ms. Claiborne enjoyed attending Christian Charity Deliverance Church; and

WHEREAS, Ms. Sarah represented leadership and was loved and most admired by her family and the Wakefield community; and

WHEREAS, on Sunday, June 14, 2020, Ms. Sarah Elizabeth Claiborne was blessed see her 91st birthday; and

BE IT RESOLVED that the Sussex County Board of Supervisors hereby recognizes Ms. Sarah Elizabeth Claiborne on major accomplishment of turning 91 years this year and wishes her to see many more.

NOW, THEREFORE BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the minutes of this Board meeting this 20th day of August, 2020.

*Susan B. Seward, Chair
Board of Supervisors*

BOARD ACTION FORM

Agenda Item: Recognition #3.02

Subject: RECOGNITION: Mrs. Janette Johnson’s Retirement – Sussex Sheriff’s Department

Board Meeting Date: August 20 2020

=====
Summary: Staff received a request from Sheriff Giles to have the Board of Supervisors to recognize and adopt a resolution for Mrs. Janette Johnson—after serving 16 years in the Sheriff’s Department.

Her fellow co-workers in the Sheriff’s Department, the Board, County Administration and complex staff would like to congratulate Ms. Johnson on this major accomplishment of retiring.

Recommendation: That the Board approves and adopts the resolution honoring Mrs. Janette Johnson on her retirement.

Attachments: (1) Copy of the Resolution Honoring Mrs. Janette Johnson

=====

ACTION: That the Board approves and adopts the resolution honoring Mrs. Janette Johnson on her retirement.

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

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

Resolution



In Recognition of the Retirement of Janette Johnson

WHEREAS, Janette Johnson retired July 1, 2020, after dedicating 16 years of service to the Sussex County Sheriff's Office; and

WHEREAS, Ms. Johnson began her employment with the Sussex County Sheriff's Office on November 1, 2014 under Sheriff E. S. Kitchen's administration as a deputy sheriff working patrol; and

WHEREAS, later working her way to Security in the Sussex Courthouse; and

WHEREAS, February 9, 2011, Janette Johnson was assigned to the Civil Process Division; and

WHEREAS, still working her way up, Ms. Johnson was promoted to Sergeant of the Civil Process Division; and

WHEREAS, during the 16 years of service, Ms. Johnson served under Sheriffs E. S. Kitchen, R. R. Bell, and E. L. Giles, Sr.

BE IT RESOLVED that the Sussex County Board of Supervisors hereby recognizes and extend congratulations to Ms. Janette Johnson on her retirement and wishes her the best in her future endeavors.

NOW, THEREFORE BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the minutes of this Board meeting this 20th day of August, 2020.

*Susan B. Seward, Chair
Board of Supervisors*

BOARD ACTION FORM

Agenda Item: Public Hearing Item #4.01

Subject: Sale of Real Property – Cabin Point Road

Board Meeting Date: August 20 2020

=====
Summary: A company named Gro52 plans to build a climate controlled facility to grow Hemp plants or the oil. They propose to build the facility on a 22.293-acre parcel, tax map number 7-A-7, in one of the county owned economic development parks at the intersection of Route 460 and Cabin Point Road.

The staff proposes selling them a parcel shown in the attached, for \$2,000 per acre or \$45,000 for the sale. They already are providing hemp plants to approximately 20 farms in Sussex. They will ultimately add a hemp oil production facility to the parcel. The parcel and the site plan are shown in the attachments. In order to sell county property, at public hearing must be scheduled, advertised and held.

The Phase 1 growing building will be 110,000 square feet and cost approximately \$17 Million. The Phase 1 facility will provide approximately 41 jobs and a payroll of \$2.8 Million per year. The phase 2 building will approximately 200,000 square feet and will cost approximately \$18 Million and will add approximately 100 full time jobs and an annual payroll of about \$6 million. These full time positions and do not include related contract personnel.

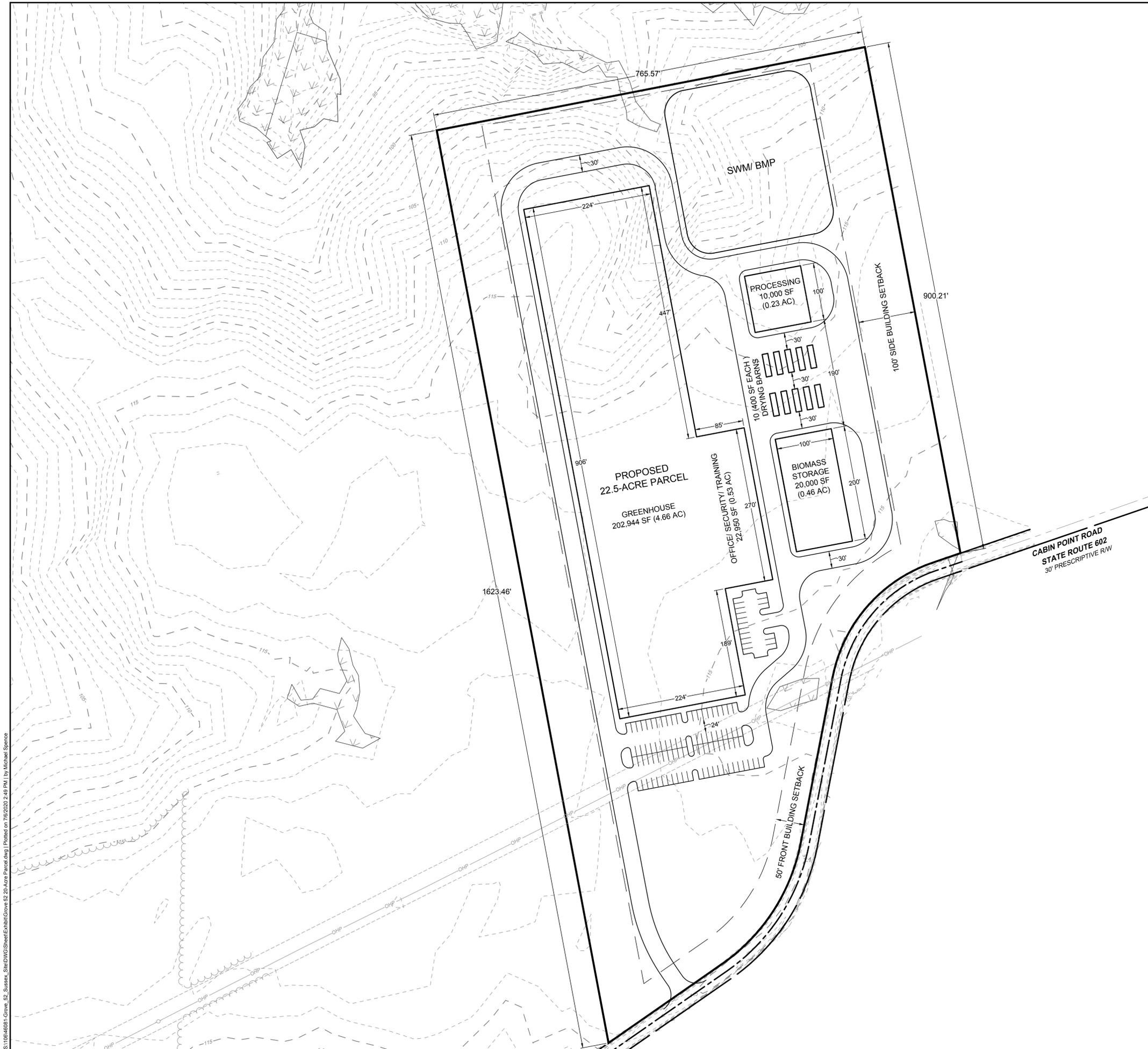
Recommendation: Staff recommends approval of the sale of this 22.293-acre parcel to Gro52.

Attachments: Parcel and Site Plan
Copy of Advertisement

=====
ACTION: That the Board of Supervisors hereby approves the sale of this 22.293-acre parcel to Gro52.

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

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



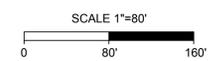
VICINITY MAP SCALE 1" = 2000'

ZONE: I-1
BUILDING SETBACK REQUIREMENTS:
 FRONT YARD:
 = 50' FROM ANY RIGHT-OF-WAY
 SIDE YARD:
 = 10' LANDSCAPE BUFFER
 = 100' FROM ANY ADJACENT PROPERTY ZONED IN AN AGRICULTURE OR RESIDENTIAL DISTRICT
 REAR YARD:
 = 10' LANDSCAPE BUFFER

PARKING REQUIREMENTS:
 REQUIRED REGULAR PARKING: 100 SPACES (PER OWNER)
 REQUIRED REGULAR PARKING: 53 SPACES (PER COUNTY)
 PROPOSED REGULAR PARKING: 104 SPACES

LOT INFORMATION:
 LOT AREA: 871,200 SF (20 AC)
 BUILDING INFORMATION: MAXIMUM HEIGHT = 35'
 NUMBER OF BUILDINGS: 13
 TOTAL BUILDING AREA: 259,894 SF (5.97 AC)
 PROPOSED USE: MANUFACTURE, PRODUCTION

CABIN POINT ROAD
 STATE ROUTE 602
 30' PRESCRIPTIVE R/W



THIS DRAWING PREPARED AT THE
TTC-CITIES OFFICE
 4701 Owens Way, Suite 900 | Prince George, VA 23875
 TEL 804-541-1600 FAX 804-436-1311 www.ttimmons.com

YOUR VISION ACHIEVED THROUGH OURS.

DATE: 7/6/2020
 DRAWN BY: M.SPENCE
 DESIGNED BY: T.TAVENNER
 CHECKED BY: D.JOHNSON
 SCALE: 1" = 80'

TIMMONS GROUP

GROVE 52 SUSSEX SITE
 SUSSEX COUNTY - VA
 SCHEMATIC PLAN

JOB NO. 46081
 SHEET NO. 1

S:\1004681-Grove_52_Sussex_Site\DWG\Schematic\Grove_52_20-AcreParcel.dwg | Printed on 7/6/2020 2:49 PM | by Michael Spence

These plans and associated documents are the exclusive property of TIMMONS GROUP and may not be reproduced in whole or in part and shall not be used for any purpose whatsoever, inclusive, but not limited to construction, bidding, and/or construction staking without the express written consent of TIMMONS GROUP.

**NOTICE OF PUBLIC HEARING
SUSSEX COUNTY BOARD OF SUPERVISORS**

Pursuant to Va. Code § 15.2-1800, the Sussex County Board of Supervisors will hold a Public Hearing on Thursday, August 20, 2020 at 6:00 p.m. in the Sussex Elementary School gymnasium located at 21392 Sussex Drive, Stony Creek, Virginia 23882. The purpose of the public hearing is to solicit input and receive comments concerning the sale of 22.293 acres of real property located at the intersection of Route 460 and Cabin Point Road and designated as Tax Parcel #7-A-7.

Due to the ongoing COVID health crisis and the limited space available due to social distancing practices, it is recommended that anyone wishing to comment on the siting agreement, may do so through written comment. Such comments may be forwarded to: Attention Mrs. Shilton R. Butts, P.O. Box 1397 Sussex, VA 23884 or email: sricks@sussexcountyva.gov . All comments must be received 3 days prior to the scheduled public hearing date. Anyone wishing to participate in the meeting may do so through the ZOOM meeting app. Invite information may be obtained by calling the Sussex County Administrative offices at 434-246-1000. If attending in person face coverings will be required and social distancing measures will be followed. Anyone needing assistance or accommodation under the provisions of the American Disabilities Act should call the County Administrator's Office at 434-246-1000.

**Authorized by:
Larry Hughes
Interim County Administrator
8/12/2020**

BOARD ACTION FORM

Agenda Item: Appointments #5.01

Subject: Appointment to District 19 Community Services Board

Board Meeting Date: August 20 2020

=====
Summary: On July 24, 2020, staff received notice of Ms. Judge’s resignation from the Department of Social Services. Because Ms. Judge is not a resident of Sussex, she is no longer eligible to represent Sussex on the District 19 Community Services Board. As a result, an appointment will need to be made to fill the unexpired term starting September 1, 2020, ending June 30, 2022.

Recommendation: That the Board appoints a representative for Sussex County to the District 19 Community Services Board to fill an unexpired term beginning September 1, 2020 and ending June 30, 2022.

Attachments: Roster of Board of Directors and Meeting Schedule
Code of Virginia Section 37.2-501 Appointments

=====
ACTION: That the Board appoints a representative for Sussex County to the District 19 Community Services Board to fill an unexpired term beginning September 1, 2020 and ending June 30, 2022.

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

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

Board of Directors

A volunteer Board of Directors provides oversight to District 19. Interested citizens are appointed by each of our participating localities for terms of three years. Our current officers are listed below, and Board members are named according to the localities they represent.

Brenda Ebron-Bonner, Chair — Dinwiddie County			
Ray Spicer, Vice-Chair — City of Hopewell			
Daphne Turner, Treasurer — City of Petersburg			
W. Joe Green, Jr.	City of Colonial Heights	Richard Yates	City of Colonial Heights
Rose Mastracco	Dinwiddie County	Sherry Saunders	City of Emporia
Mark Shifflitt	Greensville County	Shamika Lewis	City of Hopewell
Antonio Morgan	City of Petersburg	Gary Talley	City of Petersburg
Shel Bolyard-Douglas	Prince George County	Kenneth Robinson	Prince George County
Jean Grim	Prince George County	Frances Randolph	Surry County
Bertha Judge	Sussex County		

District 19 Board Meeting Schedule

Meetings are open to the public and are held in the District 19 Board Room, 20 W. Bank Street, Petersburg, Virginia. Public comments begin at 6:00 p.m. The December Board meeting is scheduled for the first Thursday in December. District 19 does not have scheduled meetings in June, July, August, and November.

- December 5, 2019
- January 23, 2020
- February 27, 2020
- March 26, 2020
- April 23, 2020
- May 28, 2020
- September 24, 2020
- October 22, 2020
- December 3, 2020

§ 37.2-501. Community services board; appointment; membership; duties of fiscal agent

A. Every city or county or any combination of counties and cities, before it shall come within the provisions of this chapter, shall establish a community services board with no less than six and no more than 18 members. When any city or county singly establishes a community services board, the board shall be appointed by the governing body of the city or county establishing the board. When any combination of counties and cities establishes a community services board, the board of supervisors of each county or the council of each city shall mutually agree on the size of the board and shall appoint the members of the community services board. Prior to making appointments, the governing body shall disclose the names of those persons being considered for appointment.

Appointments to the community services board shall be broadly representative of the community. One-third of the appointments to the board shall be individuals who are receiving or who have received services or family members of individuals who are receiving or who have received services, at least one of whom shall be an individual receiving services. One or more appointments may be nongovernmental service providers. Sheriffs or their designees also shall be appointed, when practical. No employee of the community services board or employee or board member of an organization that receives funding from any community services board shall be appointed a member of that board.

No community services board shall be composed of a majority of local government officials, elected or appointed, as members, nor shall any county or city be represented on a board by more than two officials, elected or appointed.

The board appointed pursuant to this section shall be responsible to the governing body of each county or city that established it.

B. The county or city or any combination of cities and counties that establishes an operating or administrative policy board shall receive an independent annual audit of the total revenues and expenditures of that board, a copy of which shall be provided to the Department, and designate an official of one member city or county to act as fiscal agent for the board. The county or city whose designated official serves as fiscal agent for the board in the case of boards established by more than one city or county shall review and act upon the independent audit of the board and, in conjunction with the other cities and counties, arrange for the provision of legal services to the board. When a single county or city establishes an operating or administrative policy board, it shall arrange for the provision of legal services to the board.

C. The county or city that establishes a policy-advisory board shall provide an annual audit of the total revenues and expenditures of the city or county government department to the board and the Department, carry out the responsibilities and duties enumerated in subsection A of § 37.2-504 and § 37.2-505, and provide legal services to the board. When any combination of cities and counties establishes a policy-advisory board, those cities and counties shall designate which local government shall operate the city or county government department. This local government shall provide an annual audit of the total revenues and expenditures of that department to the

board and the Department, carry out the responsibilities and duties enumerated in subsection A of § 37.2-504 and § 37.2-505, and, in conjunction with the other cities and counties, arrange for the provision of legal services to the board.

1968, c. 477, § 37.1-195; 1970, c. 346; 1972, c. 498; 1973, c. 78; 1976, c. 671; 1978, c. 11; 1980, c. 582; 1988, c. 285; 1989, c. 254; 1994, c. 939; 1996, c. 412; 1997, c. 323; 1998, cc. 667, 680; 1999, c. 653; 2005, c. 716; 2012, cc. 476, 507.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

BOARD ACTION FORM

Agenda Item: Appointments #5.02

Subject: Appointment to the Social Services Board

Board Meeting Date: August 20 2020

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

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

Attachment: None

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

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

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

BOARD PROTOCOL

Sussex County Department of Social Services

The following protocol is meant to supplement the adopted Bylaws of the Board of the Sussex County Department of Social Services, and is adopted by the Board as a guide to show how the Board shall interact with each other, staff of the agency and citizens of the community.

I. Board Member Attendance

Board members shall make a concerted effort to attend every Board meeting. If a Board member is unable to attend a meeting, the member shall contact the Director as soon as possible of that fact. As stated in the Bylaws, if a member misses two consecutive meetings, the Chairperson will contact the Board member to determine the reason for the absence and if the member desires to continue as a Board member.

II. Contacts Between Department Staff and Board Members

Board members who are contacted by Department staff (other than the Director) will first inquire as to whether the staff person has proceeded through the chain of command with his or her issue and suggest that the staff member do so. The Board member will indicate to the staff member that he or she cannot promise to keep any information given by the staff member confidential. The Board member will inform the Director of any such contact, unless the contact involves a complaint directly involving the Director and the Board member feels it would be inappropriate to contact the Director, in which case he or she will inform the Board chair. Board members shall not contact Department staff directly unless the Director is informed prior to the contact of the reason for such contact.

III. Citizen Complaints Received by Board Members

Board members who are contacted with complaints from citizens will first inquire as to whether the citizen has contacted agency staff or the Director, and suggest that the citizen do so. The Board member will inform the Director of any such contact. The Director will inform the Board member of the disposition of the complaint.

IV. Board Member Participation in Staff Functions

Board members are encouraged to attend staff functions such as receptions, trainings and staff meetings. Board members who would like to attend a particular event should contact the Director.

V. Orientation and Training Requirements of Board Members

New Board members shall participate in an orientation and facility tour within the first two months after their appointment. The orientation and tour will be facilitated by the Director. New Board members are also encouraged to attend the training for new local Board members sponsored by the Virginia Department of Social Services. The Director will advise

the Board of upcoming training dates and facilitate Board Members' attendance at such training.

VI. Confidentiality of Information

Board members may, in the course of their duties, become aware of information concerning cases being handled or investigated by the Department, including names of parents or children. The Board members understand that this information is confidential, and agree not to disclose any such information.

VII. Influencing Department Staff

Board members shall not attempt to influence Department staff regarding the outcome of any individual cases that are being handled within the Department.

BYLAWS OF THE
SUSSEX COUNTY
BOARD OF
SOCIAL SERVICES

BYLAWS OF THE SUSSEX COUNTY BOARD OF SOCIAL SERVICES

The following bylaws shall govern the conduct of meetings of the Sussex County Board of Social Services.

1. Officers.

The Board shall elect officers for a two-year term beginning July 1 of the appropriate fiscal year and ending June 30 of the second year following. Officers shall be a Chairman and a Vice-Chairman. The Director shall act as Secretary of the Board. In the event the Chairman and Vice-Chairman are not elected by July 1, the officers shall remain in office until their successors are chosen. Vacancies in the offices of Chairman or Vice-Chairman shall be filled by the Board for the remainder of the term.

The Chairman, or the Vice-Chairman, or in their absence a member of the Board chosen by the quorum, shall preside at all meetings of the Board. The Chairman shall determine all questions concerning the application of rules of procedure, subject to vote of the Board.

2. Quorum.

A quorum shall consist of a majority of the members of the Board. In the absence of a quorum, business shall be conducted and no votes may be taken.

3. Public Comment.

The Board shall allow for public comment at each meeting of the Board. Each public comment period shall be limited to 15 minutes and each speaker may speak for 3 minutes, unless additional time is allowed by the Chairman.

4. Minutes of Meeting.

The Secretary shall prepare and keep on file minutes of the attendance and transactions at all meetings of the Board in accordance with the requirements of the Code of Virginia. Minutes of the immediately prior meeting shall be approved by the Board at the next meeting, if possible, or at a subsequent meeting.

5. Regular Meetings.

The Board shall set the date, time and place of its regular meetings, and shall post notice of such regular meetings at the offices of the Department of Social Services. The Board shall meet at least monthly. The Chairman may cancel any meeting because of inclement weather or other unforeseen circumstance and reschedule the meeting by giving notice to each of the Board members as soon as possible.

6. Special Meetings.

Special meetings of the Board may be called by the Chairman or by a majority of the Board by providing written notice (including text or e-mail) to each of the Board members as soon as possible prior to the meeting. The notice shall specify what matters will be discussed at the special meeting. Only those matters identified in the notice of the special meeting may be considered by the Board at the special meeting unless the entire membership of the Board agrees to discuss other items.

7. Closed Session.

The Board may go into closed session pursuant to the Virginia Freedom of Information Act. A motion to go into closed session, citing the appropriate section of the Act allowing such closed session, shall be adopted prior to going into closed session. The Board may invite staff or others into the closed session. Following the closed session, the Board must certify, in accordance with the Freedom of Information Act, which to the best of each member's knowledge only those public business matters exempted from the open meeting requirements of the Freedom of Information Act and identified in the motion to go into closed session were heard, discussed or considered in the closed session.

8. Board Attendance.

In the event that a Board member is not present for two consecutive Board meetings, the Chairman will contact the Board member to determine the reason for the absences and if the Board member desires to continue as a Board member.

9. Amendment of Bylaws.

These bylaws may be amended at any time by action of the Board.

Adopted this 18 day of December, 2018.

Board Chair/Vice Chair Norfleet Givens
Norfleet Givens / Cynthia Pegram-Wyche

BOARD ACTION FORM

Agenda Item: Appointments #5.03

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

Board Meeting Date: August 20 2020

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

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

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

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

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

Attachments: (1) Copy of IDA Board of Directors Members
(2) Copy of IDA Bylaws

=====

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

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

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

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

ARTICLE I

Name, Purpose and Powers

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

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

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

ARTICLE II

Offices

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

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

ARTICLE III

Commission

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

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

ARTICLE IV

Directors

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

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

ARTICLE V

Officers

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

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

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

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

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

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

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

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

ARTICLE VI

Meetings

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

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

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

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

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

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

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

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

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

- 1) Call to Order

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

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

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

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

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

ARTICLE VII

Committees

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

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

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

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

ARTICLE VIII

Legal Counsel

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

ARTICLE IX

Staff

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

ARTICLE X

Official Seal

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

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

ARTICLE XI

Fiscal Year

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

ARTICLE XII

Compensation for Board of Directors

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

ARTICLE XIII

Amendments

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

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

(Updated June 2019)

L. Chester Carter, Chairman

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

George O’N Urquhart

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

UNFILLED

~~**Ann O. Dix, Vice Chair**~~

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

Thomas Jones

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

Kevin Bracy

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

Charles Ross

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

Clyde Johnson

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

BOARD ACTION FORM

Agenda Item: Action Item #6.01

Subject: Animal Control – Other Pay

Board Meeting Date: August 20 2020

=====

Summary: On June 30, 2020, County Administration approved an “On Call’ procedure/policy. The Payroll Clerk has calculated the financial impact of this procedure. Staff is recommending an approval and appropriation of \$8,946 to the Animal Control – Other Pay G/L on an annual basis.

Recommendation: That the Board approves and appropriates \$8,946 from Fund 135 to the General Fund.

Attachments: (1) Animal Control On-Call Procedures/Policy
(2) Finance Department Staff Report

=====

ACTION: That the Board approves and appropriates \$8,946 from Fund 135 to the General Fund.

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

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

STAFF REPORT

Board Meeting Date:	August 20, 2020
Agenda Title:	Animal Control – Other Pay
District Impact:	Countywide
Requested Action:	Approve and appropriate \$8,946 from Fund 135 to the General Fund
Department / Agency Lead:	Administration/Finance/Payroll
Staff Lead:	Kelly W. Moore, Director of Finance

EXECUTIVE SUMMARY

On June 30, 2020 County Administration approved an “On Call’ procedure/policy. The Payroll Clerk has calculated the financial impact of this procedure. Staff is recommending an approval and appropriation of \$8,946 to the Animal Control – Other Pay G/L on an annual basis.

Attached: Animal Control On-Call Procedures/Policy



Sussex County Animal Services

CECIL R STAINBACK

ANIMAL SERVICE OFFICER

(434) 246-2167 – FAX (434-246-2790)

EMAIL: CSTAINBACK@SUSSEXCOUNTYVA.GOV

COUNTY OF SUSSEX, VIRGINIA

14493 ROBINSON ROAD

STONY CREEK, VA 23882

1 of 2

June 30, 2020

TO: LARRY HUGHES, INTERIM COUNTY ADMINISTRATOR

FROM: CECIL STAINBACK, ANIMAL SERVICE OFFICER

RE: CALL OUT PROCEDURE

“On Call Definition”

“On Call” is considered to be a period of time when an employee is not required to remain at his or her work station and is free to engage in his or her own pursuits; subject to the understanding that he or she must be able to be reached and respond promptly to an emergency situation as outlined below.

“On Call Designation”

Employees shall be classified as “On Call” employees only when so designated in writing by the Department Head and approved by the County Administrator. A copy of the designation shall be forwarded to the employee’s personnel file in the Department of Human Resources and to the Payroll Office.

“On Call Time Frame”

“On Call” employees will be scheduled on a rotation basis, normally consisting of seven consecutive days per assignment. The time frame considered for this coverage will be 4 p.m. – 8 a.m. starting on Monday afternoon till Friday morning and 4 p.m. Friday afternoon till 8 a.m. the following Monday morning.

“On Call Employee Requirements”

The “On Call” employee must leave word at his/her home and/or with Sussex County Dispatch where he or she may be reached. “On Call” officer may request coverage by alternate officer if known to be



Sussex County Animal Services

CECIL R STAINBACK
ANIMAL SERVICE OFFICER
(434) 246-2167 – FAX (434-246-2790)
EMAIL: CSTAINBACK@SUSSEXCOUNTYVA.GOV

COUNTY OF SUSSEX, VIRGINIA
14493 ROBINSON ROAD
STONY CREEK, VA 23882

2 of 2

June 30, 2020

TO: LARRY HUGHES, INTERIM COUNTY ADMINISTRATOR
FROM: CECIL STAINBACK, ANIMAL SERVICE OFFICER
RE: CALL OUT PROCEDURE

unreachable for a period of time. Once agreement is made, officer taking coverage will notify Sussex County Dispatch.

“On Call Emergency Situations”

It is the objective of Sussex County Animal Services to handle emergency situations occurring outside of standard working hours. Emergency situations include but are not necessarily limited to:

1. Injured companion animals (canines/felines),
2. Animal bites on human or animal,
3. Arrest made/accidents involving animals,
4. Livestock attacks
5. Other incidents involving canines at discretion of Animal Services Officer

On Call Compensation

Unless otherwise governed, an “On Call” employee shall receive a supplement of one (1) hour pay for each day assigned to the 7-day “On Call” assignment. In addition, when an employee is called back to work after hours, compensation time (1.5 hours) will be given from time of notification until the completion of the assignment. All compensation will appear in the employee’s next scheduled paycheck that covers the on-call time period.

Any future changes in compensation will be determined by the County Administrator or Board of Supervisors.

Area highlighted in yellow would be a request. Since the officer has responsibilities to the County and its residents for seven days when "On Call", free to engage in his or her own pursuits limited.

ASO Cecil R. Stainback

BOARD ACTION FORM

Agenda Item: Action Item #6.02

Subject: Virginia Retirement System (VRS) Rate Increase

Board Meeting Date: August 20 2020

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Summary: The Virginia Retirement System (VRS) Board of Trustees adopted new retirement and group life insurance contribution rates. The VRS retirement employer percentage for Sussex County increased from 6.67% to 7.77%. The group life insurance percentage increased from 1.31% to 1.34%. These percentages increases were effective July 1, 2020.

Recommendation: That the Board approves the FY21 and FY22 VRS rate increase from 6.67% to 7.77% and appropriate \$67,157 from Fund 135 to Various Departments; and

Approves the FY21 and FY22 Group Life Insurance rate increase from 1.31% to 1.34% and appropriate \$2,286 from Fund 135 to Various Departments.

Attachments: (1) Finance and Payroll Department Staff Report

=====

ACTION: That the Board approves the FY21 and FY22 VRS rate increase from 6.67% to 7.77% and appropriate \$67,157 from Fund 135 to Various Departments; and

Approves the FY21 and FY22 Group Life Insurance rate increase from 1.31% to 1.34% and appropriate \$2,286 from Fund 135 to Various Departments.

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

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

STAFF REPORT

Board Meeting Date:	August 20, 2020
Agenda Title:	Contribution Rates for Political Subdivisions for FY2021 and FY2022
District Impact:	Countywide
Requested Action:	Approve the FY21 and FY22 VRS rate increase from 6.67% to 7.77% and appropriate \$67,157 from Fund 135 to Various Departments; Approve the FY21 and FY22 Group Life Insurance rate increase from 1.31% to 1.34% and appropriate \$2,286 from Fund 135 to Various Departments
Department / Agency Lead:	Administration/Finance/Payroll
Staff Lead:	Kelly W. Moore, Director of Finance

EXECUTIVE SUMMARY

The Virginia Retirement System (VRS) Board of Trustees adopted new retirement and group life insurance contribution rates. The VRS retirement employer percentage for Sussex County increased from 6.67% to 7.77% and the group life insurance percentage increased from 1.31% to 1.34%. These percentages increases are effective July 1, 2020.

BOARD ACTION FORM

Agenda Item: Action Item #6.03

Subject: The Sussex County Non-Discrimination Policy

Board Meeting Date: August 20 2020

=====

Summary: Staff received notice from Ms. Lauren White, Grant Management Consultant (Summit Design and Engineering Services) that on July 1, 2020, the Virginia Values Act went into effect. The Virginia Values Act added additional anti-discrimination protections in housing, employment, public spaces, and credit applications. Due to these recent changes, the Department of Housing and Community Development (DHCD) revised its non-discrimination policy to reflect the Virginia Values Act.

Sussex County is currently under contract for two (2) DHCD grants, the Pocahontas Neighborhood Improvement Project and the Sussex County Regional Urgent Need Project. DHCD issued guidance that stated that if a locality is under contract, the grantee can make a local decision whether or not to adopt the revised policy. If the locality does not adopt the revised policy, the locality must still abide by the Virginia Values Act. If a complaint is made under this new act, DHCD will support the complainant’s right to file it regardless if the revised policy is adopted.

Recommendation: That the Board adopts the revised non-discrimination policy to be in compliance with recommended Commonwealth of Virginia non-discrimination practices.

Attachments: (1) The Sussex County Non-Discrimination Policy
(2) Ms. Lauren White’s Memo, dated August 7, 2020, Update to Non-Discrimination Policy

=====

ACTION: That the Board adopts the revised non-discrimination policy to be in compliance with recommended Commonwealth of Virginia non-discrimination practices.

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

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

**NON-DISCRIMINATION POLICY
COUNTY OF SUSSEX, VIRGINIA**

The County of Sussex or any employee thereof will not discriminate in employment, housing or accommodations because of race, color, religion, national origin, sex or gender, age, familial status, source of income, veteran status, disability, sexual orientation or gender identity. Administrative and personnel officials will take affirmative action to insure that this policy shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; rates of pay or other forms of compensation; and selection for training.

Duly adopted at the regular meeting of the 20th on August, 2020.

Chair, Sussex County Board of Supervisors

Memo

To: Sussex County Board of Supervisors

From: Lauren White, Grant Management Consultant (Summit Design and Engineering Services)

Date: August 7, 2020

Re: Update to Non-Discrimination Policy

On July 1, 2020, the Virginia Values Act went into effect. The Virginia Values Act added additional anti-discrimination protections in housing, employment, public spaces, and credit applications. Due to these recent changes, the Department of Housing and Community Development (DHCD) revised its non-discrimination policy to reflect the Virginia Values Act. Sussex County is currently under contract for two DHCD grants, the Pocahontas Neighborhood Improvement Project and the Sussex County Regional Urgent Need Project. DHCD issued guidance that stated that if a locality is under contract, the grantee can make a local decision whether or not to adopt the revised policy. If the locality does not adopt the revised policy, the locality must still abide by the Virginia Values Act. If a complaint is made under this new act, DHCD will support the complainant's right to file it regardless if the revised policy is adopted.

I recommend the Sussex County Board of Supervisors adopt the revised non-discrimination policy to be in compliance with recommended Commonwealth of Virginia non-discrimination practices.

SUSSEX COUNTY

FINANCIAL STATEMENTS

SUBMITTED BY DESTE J. COX, TREASURER

July 31, 2020

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TREASURER'S OFFICE

DESTE JARRATT COX
TREASURER
SUSSEX COUNTY

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

Phone (434)246-1086 or
(434)246-1087
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Statement of money in the banks to the credit of Sussex County as shown by the Treasurer's books at the close of business July 31, 2020

BB&T #201- SUSSEX, VA

Bank Balance - Money Market Checking	\$60,881.92	
Plus Cr Card Merch Fee - in bank, not in office—JE	694.01	
Plus Bank Service Charge - in bank, not in office—JE	208.13	
Plus Cr Card Deposits in Transit - in office, not in bank		
Less Deposits in Transit		
Less Outstanding Checks not cleared bank	(14,906.84)	\$46,877.22

BSV #301- STONY CREEK, VA

Bank Balance	\$6,019,716.09	
Plus Cr Card Deposits in Transit - in office, not in bank		
Plus Bank Service Fees	\$11.89	
Less Outstanding Checks not cleared bank	(\$1,069,567.48)	
Less Deposits in Transit - in bank, not in office	(268.62)	4,949,891.88

SONA #401- WAVERLY, VA

Bank Balance	\$14,508.06	
Less Deposits in Transit - in bank, not in office	(\$0.62)	14,507.44
Investments and CD's		
#30371619 - SONA #451	\$2,290,736.82	
#30378750 - SONA #451	\$1,000,000.00	\$3,290,736.82

QZAB -05 #701 Investment Balance	971,498.75	
QZAB -06 #702 Investment Balance	1,672,752.17	
LGIP INVESTMENT #803 Investment Balance	4,381,798.05	
VA INV POOL #804 Investn Investment Balance	2,116,763.92	

TOTAL IN BANKS REC W/GL \$17,444,826.25

Letters or statements from each of the above mentioned banks are on file in the Treasurer's Office of Sussex County certifying the balance as listed above.

Respectfully submitted:

Deste J. Cox
Deste J. Cox, Treasurer

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BALANCE SHEET - COMPARATIVE PERIODS
2017/07 - 2020/07

FUND # - 999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018 Bal. Sheet 2017/07 Thru 2017/07	FY/2019 Bal. Sheet 2018/07 Thru 2018/07	FY/2020 Bal. Sheet 2019/07 Thru 2019/07	FY/2021 Bal. Sheet 2020/07 Thru 2020/07
000000-0000	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
000100-0000	ASSETS	.00	.00	.00	.00
000100-0101	Cash in Office - Treasurer	600.00	600.00	1,000.00	1,000.00
000100-0201	BB&T - MM Checking	4,747,015.27	2,441,169.37	3,621,914.05	46,877.22
000100-0251	BB&T - CD's	.00	.00	.00	.00
000100-0252	BB&T - Repos	.00	.00	.00	.00
000100-0301	BSV - MM Checking	113,291.88	10,202.08	40,964.88	4,949,891.88
000100-0302	BSV - Investment Acct	.00	.00	50,000.00	.00
000100-0351	BSV - CD's	.00	.00	.00	.00
000100-0352	BSV - Repos	.00	.00	.00	.00
000100-0401	SONA BANK (SB) CHECKING	57,496.77	11,541.48	16,532.30	14,507.44
000100-0451	SONA BANK (SB) CD'S	2,216,289.69	2,228,143.93	2,247,108.11	3,290,736.82
000100-0452	SONA BANK (SB) REPOS	.00	.00	.00	.00
000100-0701	Bank of America QZAB Acct	733,555.08	810,274.01	888,895.43	971,498.75
000100-0702	Bk of America QZAB 06 Escrow	1,237,014.75	1,377,642.25	1,521,534.51	1,672,752.17
000100-0803	LGIP - Investments	2,093,101.71	4,649,869.54	2,470,485.52	4,381,498.05
000100-0804	VIP - Investments	.00	514,236.03	4,572,913.21	2,116,763.92
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	923.09	234.00	583.90	746.31
	ASSETS	11,199,288.24	12,043,912.69	15,431,931.91	17,446,272.56
	TOTAL ASSETS	11,199,288.24	12,043,912.69	15,431,931.91	17,446,272.56
000300-0000	FUND EQUITY	.00	.00	.00	.00
000300-0100	General Fund	2,803,934.09-	2,984,042.24-	4,272,662.66-	5,263,758.21-
000300-0105	VPA Fund	.00	.00	91,947.04-	52,203.06-
000300-0110	CSA Fund	34,665.55-	34,177.64	55,772.01	59,320.07
000300-0115	BJA Trust Fund	.00	.00	.00	.00
000300-0120	IPR Loan Program Fund	.00	.00	.00	.00
000300-0121	IPR Program Income Fund (11/02)	35,979.74-	37,152.20-	39,269.92-	19,673.65-
000300-0122	Disaster Recovery Relief Fund	.00	.00	.00	.00
000300-0123	CDBG Housing Program	57,173.99-	58,918.99-	59,415.99-	59,928.99-
000300-0124	Sussex Gardens Proj FD (Revl FD)	.00	.00	.00	.00
000300-0125	Drug Forfeiture Fund	20,248.94-	16,408.49-	18,045.35-	13,996.26-
000300-0135	Reserve for CP and DS	3,578,423.02-	3,589,722.02-	5,604,103.02-	5,547,832.02-
000300-0140	Criminal Justice Reserve Fund	.00	.00	.00	.00
000300-0201	Law Library Fund	27,790.77-	28,327.94-	29,269.46-	30,468.40-
000300-0251	School Fund	714,217.40-	821,128.64-	598,229.25-	682,635.24-
000300-0252	School Food Services Fund	32,884.38-	30,998.92-	68,322.30-	78,574.73
000300-0253	Summer Food Service Fund	124.47	2,640.12	4,653.62-	112,806.84-
000300-0254	Title and Grant fund	714,199.64-	898,461.63-	883,304.28-	924,640.96-

BALANCE SHEET - COMPARATIVE PERIODS
2017/07 - 2020/07

FUND #-999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018 Bal. Sheet 2017/07 Thru 2017/07	FY/2019 Bal. Sheet 2018/07 Thru 2018/07	FY/2020 Bal. Sheet 2019/07 Thru 2019/07	FY/2021 Bal. Sheet 2020/07 Thru 2020/07
000300-0255	School Textbook Fund	256,429.22-	322,256.70-	202,293.28-	84,703.85-
000300-0256	Smart Beg.Early Childhood Dev	.00	.00	.00	.00
000300-0301	School Capital Projects Fund	197,982.05-	198,361.05-	202,117.05-	205,595.05-
000300-0302	GeneralC apital Projects Fund	556,729.69-	694,004.60-	702,590.60-	1,516,605.90-
000300-0303	Elementary School Capital Proj Fund	.00	.00	.00	.00
000300-0305	Mega Site - Industrial Park Fund	9,530.39	135,135.27	141,535.27	29,525.77
000300-0306	Cabin Point - Industrail Park Fund	170,822.99	31,009.76	17,098.88	45,814.50-
000300-0307	Henry - Industrial Park Fund	.00	113,991.84-	113,991.84-	153,980.77-
000300-0723	Robert Mitchell Scholarship Fund	25,851.17-	25,807.17-	25,216.17-	26,202.17-
000300-0724	Wav/Wak Rotary Scholarship Fund	32,338.86-	30,996.86-	35,209.86-	33,436.86-
000300-0725	RICHARD CLEMENTS MOORE III SCH FUND	29,958.83-	30,640.83-	32,358.83-	33,567.83-
000300-0726	Millard D. Stith Sch. Fund	87,496.00-	102,802.00-	103,057.00-	.00
000300-0733	Special Welfare Fund	995.89-	1,444.67-	13,407.23-	56,538.03-
000300-0135-200	Restricted Res for Elem Loans	.00	.00	.00	.00
	FUND EQUITY	9,026,821.38-	9,782,504.00-	12,885,058.59-	14,696,968.02-
	TOTAL PRIOR YR FUND BALANCE	9,026,821.38-	9,782,504.00-	12,885,058.59-	14,696,968.02-
000400-0000	OTHER ACCOUNTS	.00	.00	.00	.00
000400-0001	Treasurer's Deferred Account	1,344.51-	.00	.00	.00
000400-0002	Cash Over and Short	.88-	6.92	40.58-	77.42-
000400-0011	Overpayments	.00	.00	.00	.00
000400-0012	Prepaid Taxes - PP	19,124.03-	14,043.04-	7,225.20-	9,915.57-
000400-0013	Prepaid Taxes - RE	28,304.61-	34,875.31-	52,442.60-	30,200.63-
000400-0014	Available PTR for Distrib \$1.093M	.00	.00	.00	.00
000400-0015	Escrow Acct. QZAB 2005	733,555.08-	810,274.01-	888,895.43-	971,498.75-
000400-0016	QZAB 2006 Escrow Acct.	1,237,014.75-	1,377,642.25-	1,521,534.51-	1,672,752.17-
000400-0021	Escrow Acct - Perf. Surety(ESCROW)	70,610.00-	72,171.50-	76,735.00-	64,860.00-
000400-0101	Commonwealth Current Credit Account	.00	.00	.00	.00
000400-0102	Commonwealth Current Debit Account	.00	.00	.00	.00
000400-0103	Commonwealth Cur C-DHCD Ln-Woodfued	.00	.00	.00	.00
000400-0104	Escrow Sheriff's Sales {SHSALE}	.00	.00	.00	.00
000400-0150	Health Insurance Cont. Fund {HINS}	43,737.00	47,590.50	.00	.00
	OTHER ACCOUNTS	2,046,216.86-	2,261,408.69-	2,546,873.32-	2,749,304.54-
000401-0000	ESCROW ACCTS. RESERVED CIF ACCTS	.00	.00	.00	.00
000401-0101	Escrow for Fire Dept. Vehicles	60,000.00-	.00	.00	.00
000401-0102	Escrow for Rescue Vehicles	66,250.00-	.00	.00	.00
	ESCROW ACCTS. RESERVED CIF ACCTS	126,250.00-	.00	.00	.00
	OTHER EQUITY & ESCROW ACCTS	2,172,466.86-	2,261,408.69-	2,546,873.32-	2,749,304.54-
000500-0000	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
000501-0000	UNCOLLECTED TAXES - RE	.00	.00	.00	.00
000501-1990	Real Estate - 1990	.00	.00	.00	.00
000501-1991	Real Estate - 1991	.00	.00	.00	.00

BALANCE SHEET - COMPARATIVE PERIODS
2017/07 - 2020/07

FUND #-999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018 Bal. Sheet 2017/07 Thru 2017/07	FY/2019 Bal. Sheet 2018/07 Thru 2018/07	FY/2020 Bal. Sheet 2019/07 Thru 2019/07	FY/2021 Bal. Sheet 2020/07 Thru 2020/07
000501-1992	Real Estate - 1992	.00	.00	.00	.00
000501-1993	Real Estate - 1993	.00	.00	.00	.00
000501-1994	Real Estate - 1994	.00	.00	.00	.00
000501-1995	Real Estate - 1995	.00	.00	.00	.00
000501-1996	Real Estate - 1996	.00	.00	.00	.00
000501-1997	Real Estate - 1997	193.17	.00	.00	.00
000501-1998	Real Estate - 1998	256.14	86.04	.00	.00
000501-1999	REAL ESTATE - 1999	291.78	121.68	121.68	.00
000501-2000	Real Estate - 2000	322.80	168.00	168.00	168.00
000501-2001	Real Estate - 2001	409.80	168.00	168.00	168.00
000501-2002	Real Estate - 2002	557.70	182.00	182.00	182.00
000501-2003	Real Estate - 2003	578.50	182.00	182.00	182.00
000501-2004	REAL ESTATE - 2004	584.35	187.85	187.85	187.85
000501-2005	Real Estate - 2005	584.35	187.85	187.85	187.85
000501-2006	Real Estate - 2006	427.68	161.28	161.28	161.28
000501-2007	Real Estate - 2007	427.68	161.28	161.28	161.28
000501-2008	REAL ESTATE - 2008	574.11	274.41	264.55	264.55
000501-2009	RE - 2009	828.90	529.20	442.26	442.26
000501-2010	Real Estate - 2010	1,606.41	907.62	638.28	613.44
000501-2011	Real Estate - 2011	4,683.40	1,705.71	667.02	613.44
000501-2012	Real Estate - 2012	8,249.02	3,291.21	1,518.50	1,134.64
000501-2013	Real Estate - 2013	15,400.88	6,597.05	3,595.52	2,980.62
000501-2014	Real Estate - 2014	27,112.08	15,875.92	7,575.17	5,528.77
000501-2015	Real Estate - 2015	73,079.40	32,094.85	15,375.33	7,989.60
000501-2016	Real Estate - 2016	191,352.43	90,374.25	47,325.42	25,351.08
000501-2017	Real Estate - 2017	.00	182,765.80	99,869.85	51,011.95
000501-2018	Real Estate - 2018	.00	.00	196,625.23	89,077.26
000501-2019	Real Estate - 2019	.00	.00	.00	167,971.06
000501-2020	Real Estate - 2020	.00	.00	.00	.00
000501-9999	Reserve - Real Estate Taxes	327,520.58-	336,022.00-	375,417.07-	354,376.93-
	UNCOLLECTED TAXES - RE	.00	.00	.00	.00
000502-0000	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000502-2005	PP - 2005	.00	.00	.00	.00
000502-2006	PP - 2006	.00	.00	.00	.00
000502-2007	PP - 2007	.00	.00	.00	.00
000502-2008	PP - 2008	.00	.00	.00	.00
000502-2009	PP - 2009	.00	.00	.00	.00
000502-2010	PP - 2010	.00	.00	.00	.00
000502-2011	PP - 2011	.00	.00	.00	.00
000502-2012	PP - 2012	18,012.90	.00	.00	.00
000502-2013	PP - 2013	12,627.02	11,488.04	.00	.00
000502-2014	PP - 2014	24,555.89	21,761.62	19,147.15	.00

BALANCE SHEET - COMPARATIVE PERIODS
2017/07 - 2020/07

FUND # - 999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018 Bal. Sheet 2017/07 Thru 2017/07	FY/2019 Bal. Sheet 2018/07 Thru 2018/07	FY/2020 Bal. Sheet 2019/07 Thru 2019/07	FY/2021 Bal. Sheet 2020/07 Thru 2020/07
000502-2015	PP - 2015	32,799.86	22,876.05	18,918.21	15,354.09
000502-2016	PP - 2016	161,998.08	104,242.06	92,741.29	80,139.30
000502-2017	PP - 2017	.00	117,676.73	38,750.31	25,430.40
000502-2018	PP - 2018	.00	.00	91,564.10	30,322.62
000502-2019	PP - 2019	.00	.00	.00	106,364.46
000502-2020	PP - 2020	.00	.00	.00	.00
000502-9999	Reserve - PP Taxes	249,993.75-	278,044.50-	261,121.06-	257,610.87-
	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000503-0000	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000503-2006	PSC - 2006	.00	.00	.00	.00
000503-2007	PSC - 2007	.00	.00	.00	.00
000503-2008	PSC - 2008	.00	.00	.00	.00
000503-2009	PSC - 2009	.00	.00	.00	.00
000503-2010	PSC - 2010	.00	.00	.00	.00
000503-2011	PSC - 2011	.00	.00	.00	.00
000503-2012	PSC - 2012	.00	.00	.00	.00
000503-2013	PSC - 2013	.00	.00	.00	.00
000503-2014	PSC - 2014	.00	.00	.00	.00
000503-2015	PSC - 2015	.00	.00	.00	.00
000503-2016	PSC - 2016	44.88	.00	.00	.00
000503-2017	PSC - 2017	.00	.00	.00	.00
000503-2018	PSC - 2018	.00	.00	.00	.00
000503-2019	PSC - 2019	.00	.00	.00	3,661.87
000503-2020	PSC - 2020	.00	.00	.00	.00
000503-9999	Reserve - PSC Taxes	44.88-	.00	.00	3,661.87-
	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000504-0000	UNCOLLECTED BUISNESS LICENSE	.00	.00	.00	.00
000504-2015	BL - 2015	.00	.00	.00	.00
000504-2016	BL - 2016	401.68-	.00	.00	.00
000504-2017	BL - 2017	30.00-	.00	.00	.00
000504-2018	BL - 2018	.00	32.00-	.00	.00
000504-2019	BL - 2019	.00	.00	.00	.00
000504-2020	BL - 2020	.00	.00	.00	.00
000504-9999	Reserve for Buisness License	431.68	32.00	.00	.00
	UNCOLLECTED BUISNESS LICENSE	.00	.00	.00	.00
000520-0000	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000520-0001	DMV Withholding Fees Receivable	3,985.47-	.00	.00	50.00-
000520-9999	Reserve for DMV Withholding Fees	3,985.47	.00	.00	50.00
	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000521-0000	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
000521-0001	Administrative Fees Receivable	7,674.18-	.00	.00	.00
000521-9999	Reserve for Administrative Fees	7,674.18	.00	.00	.00

BALANCE SHEET - COMPARATIVE PERIODS
2017/07 - 2020/07

FUND # - 999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018 Bal. Sheet 2017/07 Thru 2017/07	FY/2019 Bal. Sheet 2018/07 Thru 2018/07	FY/2020 Bal. Sheet 2019/07 Thru 2019/07	FY/2021 Bal. Sheet 2020/07 Thru 2020/07
	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	.00	.00	.00	.00
000601-2013	State Income Tax - 2013	.00	.00	.00	.00
000601-2014	State Income Tax - 2014	.00	.00	.00	.00
000601-2015	State Income Tax - 2015	.00	.00	.00	.00
000601-2016	State Income Tax - 2016	4,673.80	.00	.00	.00
000601-2017	State Income Tax - 2017	.00	8,220.23	.00	.00
000601-2018	State Income Tax - 2018	.00	.00	11,406.00	.00
000601-2019	State Income Tax - 2019	.00	.00	.00	2,691.00
000601-9999	Reserve - State Income	4,673.80-	8,220.23-	11,406.00-	2,691.00-
	UNCOLLECTED TAXES - SI	.00	.00	.00	.00
		.00	.00	.00	.00
000702-0000	IPR Loan Payments Receivable	3,069.61	3,768.72	4,900.44	7,028.88
000702-9999	Reserve for IPR Loan Payments	3,069.61-	3,768.72-	4,900.44-	7,028.88-
	IPR Loan Payments Receivable	.00	.00	.00	.00
000703-0000	CDBG Loan Payments Receivable	307.00	.00	.00	.00
000703-9999	Reserve for CDBG Loan Payments	307.00-	.00	.00	.00
	CDBG Loan Payments Receivable	.00	.00	.00	.00
		.00	.00	.00	.00

FUND #-100 GENERAL FUND

BALANCE SHEET

7/31/2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
GENERAL FUND					
ASSETS					
100-0100	Cash With Treasurer	7,308,507.85		2,044,749.64	5,263,758.21
	ASSETS	7,308,507.85		2,044,749.64	5,263,758.21
OTHER ASSETS AND RESERVES					
101-0050	Revl & Ln Due From Other Funds				
101-0051	Due From School Fund				
101-0235	Reserve for IDA Lease Agreement				
101-0236	Reserve for VPSA99 Bonds High Sch.				
101-0237	Res for Literary Loan - High Schoo	2,167,623.00			2,167,623.00
101-0238	Res for Literary Loan - Mid Sch 07	2,801,006.00			2,801,006.00
101-0239	Res for IDA QZAB Bond Deposit	439,849.50			439,849.50
101-0240	Reserve for VPSA 2012 Bond Elem Sc	2,950,000.00			2,950,000.00
101-0241	Woodfuel Loan Receivable (DHCD Loan	227,506.68		21,570.75-	205,935.93
101-0600	Commonwealth PTR avail. for distr.	775.91		199,535.78-	198,759.87-
101-0900	Accrued Accounts Receivable				
101-0901	Reversion Due From School Fund				
101-0902	Taxes Receivable				
	OTHER ASSETS AND RESERVES	8,586,761.09		221,106.53-	8,365,654.56
	TOTAL ASSETS	15,895,268.94		2,265,856.17-	<u>13,629,412.77</u>
LIABILITIES					
200-0000	Clearing Account - Payroll	243,257.55		243,257.55-	
200-0200	Clearing Account - Accounts Payabl	347,546.97		347,546.97-	
200-0235	IDA Lease Payable				
200-0236	VPSA99 Bonds Payable - High Sch				
200-0237	Literary Loan Pay - High Sch.			2,167,623.00-	2,167,623.00-
200-0238	Literary Loan Pay - Middle Sch 07			2,801,006.00-	2,801,006.00-
200-0239	IDA QZAB Bond Deposit Payable			439,849.50-	439,849.50-
200-0240	VPSA 2012 Bond Payable - Elem Sch.			2,950,000.00-	2,950,000.00-
200-0241	DHCD Loan Payable (Woodfuel)	21,570.75		227,506.68-	205,935.93-
200-0300	Clearing Account - Jurors				
200-0600	Commonwealth PTR outstanding bal.	199,535.78		775.91-	198,759.87
200-0601	Deferred Revenue - Taxes				
200-0700	Deferred Revenue - Prepaid Taxes				
200-0800	Performance Surety				
200-0900	Accrued Accounts Payable				
	LIABILITIES	811,911.05		9,177,565.61-	8,365,654.56-
	TOTAL LIABILITIES	811,911.05		9,177,565.61-	8,365,654.56-
FUND EQUITY					
300-0100	Fund Balance			5,447,847.39-	5,447,847.39-
	FUND EQUITY			5,447,847.39-	5,447,847.39-
	TOTAL PRIOR YR FUND BALANCE			5,447,847.39-	5,447,847.39-
	TOTAL REVENUE			1,114,409.37-	1,114,409.37-
	TOTAL EXPENDITURE			1,298,498.55	1,298,498.55
	TOTAL CURRENT FUND BALANCE				184,089.18
	TOTAL LIABILITIES AND FUND BALANCE	2,110,409.60		15,739,822.37-	<u>13,629,412.77-</u>

REVENUE SUMMARY BY FUNDS
7/01/2020 - 7/31/2020

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	REMAIN.
100	REVENUE - GENERAL FUND	23,098,400.00	23,101,121.00	1,114,409.37	1,114,409.37	21,986,711.63	95.17
105	REVENUE - VPA/DSS FUND	2,140,958.03	2,140,958.03	125,535.26	125,535.26	2,015,422.77	94.13
110	REVENUE - CSA FUND	725,000.00	725,000.00	2,224.69	2,224.69	722,775.31	99.69
121	REV.- IPR PROG. INCOME FD (11/02)	2,025.00	2,025.00	.00	.00	2,025.00	100.00
123	REV - CDBG HOUSING PRG (4/09)	3,425.00	3,425.00	.00	.00	3,425.00	100.00
201	REVENUE - LAW LIBRARY FUND	766.00	766.00	13.40	13.40	752.60	98.25
251	REVENUE - SCHOOL FUND	17,790,292.00	17,790,292.00	639,853.76	639,853.76	17,150,438.24	96.40
252	REVENUE - SCHOOL FOOD SERVICES FUND	855,550.00	855,550.00	.00	.00	855,550.00	100.00
253	REVENUE - SUMMER FOOD SERVICES FUND	27,850.00	27,850.00	36,880.38	36,880.38	9,030.38-	32.42-
254	REVENUE - TITLE & GRANT FUND	1,403,848.00	1,403,848.00	143,898.03	143,898.03	1,259,949.97	89.74
255	REVENUE - SCH. TEXTBOOK FUND	110,049.00	110,049.00	5,976.75	5,976.75	104,072.25	94.56
302	REVENUE - CAPITAL PROJECT FUND	417,132.00	417,132.00	150,000.00	150,000.00	267,132.00	64.04
306	REVENUE - CABIN POINT INDUST. PARK	.00	.00	8,344.61	8,344.61	8,344.61-	100.00-
733	REVENUE - SPECIAL WELFARE FUND	.00	.00	27,306.00	27,306.00	27,306.00-	100.00-
--	REVENUE TOTAL --	46,575,295.03	46,578,016.03	2,254,442.25	2,254,442.25	44,323,573.78	95.15

EXPENDITURE SUMMARY BY FUNDS
7/01/2020 - 7/31/2020

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
100	EXPENDITURES - GENERAL FUND	23,098,400.00	23,099,247.72	1,298,498.55	1,298,498.55	.00	21,800,749.17	94.37
105	EXPENDITURES - VPA/DSS FUND	2,140,958.00	2,140,958.00	165,181.22	165,181.22	.00	1,975,776.78	92.28
110	EXPENDITURES - CSA FUND	725,000.00	725,000.00	9,320.00	9,320.00	.00	715,680.00	98.71
121	EXPEND. - IPR PROG. INCOME FD 11/02	2,025.00	2,025.00	.00	.00	.00	2,025.00	100.00
123	EXPEND. CDBG HOUSING PROGRAM	3,425.00	3,425.00	.00	.00	.00	3,425.00	100.00
125	EXPENDITURES - DRUG FORFEITURE FD	.00	13,996.20	.00	.00	.00	13,996.20	100.00
201	EXPENDITURES - LAW LIBRARY FUND	766.00	766.00	.00	.00	.00	766.00	100.00
251	SCHOOL FUND EXPENDITURES	17,790,292.00	17,790,292.00	551,998.54	551,998.54	.00	17,238,293.46	96.89
252	EXPENDITURES - SCHOOL FOOD SERV	855,550.00	855,550.00	23,337.52	23,337.52	.00	832,212.48	97.27
253	EXPENDITURES - SUMMER FS FUND	27,850.00	27,850.00	2,827.07	2,827.07	.00	25,022.93	89.84
254	TITLE & GRANT REVOLVING FUND	1,403,848.00	1,403,848.00	42,113.86	42,113.86	.00	1,361,734.14	97.00
255	EXPENDITURES - TEXTBOOK FUND	110,049.00	110,049.00	55,995.47	55,995.47	.00	54,053.53	49.11
302	EXPENDITURES - CAPITAL PROJECT FD	417,132.00	417,132.00	.00	.00	.00	417,132.00	100.00
733	EXPENDITURES - SPECIAL WELFARE FD	.00	.00	898.85	898.85	.00	898.85	100.00
	-- EXPENDITURE TOTAL --	46,575,295.00	46,590,138.92	2,150,171.08	2,150,171.08	.00	44,439,967.84	95.38

SUSSEX COUNTY
 REVENUE SUMMARY
 COMPARATIVE PERIODS
 2017/07 - 2020/07

FUND # -100 Revenue - General Fund

GL067HQ

MAJOR#	DESCRIPTION	FY/2018	FY/2019	FY/2020	FY/2021			Encumbrance Amount	Balance	Remain.
		Revenue 2017/07 Thru 2017/07	Revenue 2018/07 Thru 2018/07	Revenue 2019/07 Thru 2019/07	Adopted Budget	Amended Budget	Revenue 2020/07 Thru 2020/07			
011010-2012	RE Taxes - 2012	.00	.00	194.65-	.00	.00	62.90-	.00	62.90	.00
011010-2013	RE Taxes - 2013	199.36-	529.68-	136.79-	.00	.00	18.37-	.00	18.37	.00
011010-2014	RE Taxes - 2014	898.90-	116.32-	.00	.00	.00	59.17-	.00	59.17	.00
011010-2015	RE Taxes - 2015	616.17-	1,289.03-	1,167.08-	.00	.00	305.80-	.00	305.80	.00
011010-2016	RE Taxes - 2016	9,389.37-	4,268.31-	1,301.79-	2,000.00-	2,000.00-	1,399.78-	.00	600.22-	30.01
011010-2017	RE Taxes - 2017	.00	12,172.65-	4,068.02-	10,000.00-	10,000.00-	1,429.69-	.00	8,570.31-	85.70
011010-2018	RE Taxes - 2018	.00	.00	10,713.46-	20,000.00-	20,000.00-	7,806.13-	.00	12,193.87-	60.97
011010-2019	RE Taxes - 2019	.00	.00	.00	90,000.00-	90,000.00-	19,187.18-	.00	70,812.82-	78.68
011010-2020	RE Taxes - 2020	.00	.00	.00	4,993,400.00-	4,993,400.00-	.00	.00	4,993,400.00-	100.00
011010-9997	Unclaimed Funds - Bill in Equity	.00	.00	6,919.56-	.00	.00	.00	.00	.00	.00
	Real Property Taxes	11,103.80-	18,375.99-	24,501.35-	5,115,400.00-	5,115,400.00-	30,269.02-	.00	5,085,130.98-	99.41
011020-2020	FSC - 2020	.00	.00	.00	792,560.00-	792,560.00-	.00	.00	792,560.00-	100.00
	Public Service Corp Taxes	.00	.00	.00	792,560.00-	792,560.00-	.00	.00	792,560.00-	100.00
011030-2013	PP Taxes - 2013	.00	212.20-	.00	.00	.00	.00	.00	.00	.00
011030-2014	PP Taxes - 2014	184.46-	9.70-	124.14-	.00	.00	.00	.00	.00	.00
011030-2015	PP Taxes - 2015	462.94-	472.47-	295.22-	.00	.00	15.31-	.00	15.31	.00
011030-2016	PP Taxes - 2016	55,073.99-	2,391.96-	662.15-	.00	.00	317.61-	.00	317.61	.00
011030-2017	PP Taxes - 2017	.00	32,798.23-	1,151.99-	1,500.00-	1,500.00-	1,057.58-	.00	442.42-	29.49
011030-2018	PP Taxes - 2018	.00	.00	15,781.11-	7,000.00-	7,000.00-	1,934.79-	.00	5,065.21-	72.36
011030-2019	PP Taxes - 2019	.00	.00	.00	70,000.00-	70,000.00-	32,759.37-	.00	37,240.63-	53.20
011030-2020	PP Taxes - 2020	.00	.00	.00	2,650,400.00-	2,650,400.00-	.00	.00	2,650,400.00-	100.00
	Personal Property Taxes	55,691.39-	35,884.56-	18,014.61-	2,728,900.00-	2,728,900.00-	36,084.66-	.00	2,692,815.34-	98.68
011031-2014	MH Taxes - 2014	.00	11.61-	6.53-	.00	.00	.00	.00	.00	.00
011031-2015	MH Taxes - 2015	.00	11.61-	6.53-	.00	.00	12.93-	.00	12.93	.00
011031-2016	MH Taxes - 2016	178.56-	258.55-	7.02-	.00	.00	23.29-	.00	23.29	.00
011031-2017	MH Taxes - 2017	.00	327.20-	.00	.00	.00	29.09-	.00	29.09	.00
011031-2018	MH Taxes - 2018	.00	.00	129.82-	500.00-	500.00-	45.89-	.00	454.11-	90.82
011031-2019	MH Taxes - 2019	.00	.00	.00	1,000.00-	1,000.00-	204.04-	.00	795.96-	79.60
011031-2020	MH Taxes - 2020	.00	.00	.00	13,050.00-	13,050.00-	.00	.00	13,050.00-	100.00
	Mobile Home Taxes	178.56-	608.97-	149.90-	14,550.00-	14,550.00-	315.24-	.00	14,234.76-	97.83
011032-2016	FR Taxes - 2016	24.52-	.00	.00	.00	.00	.00	.00	.00	.00
011032-2017	FR Taxes - 2017	.00	48.33-	.00	.00	.00	.00	.00	.00	.00
011032-2018	FR Taxes - 2018	.00	.00	27.30-	.00	.00	.00	.00	.00	.00
011032-2019	FR Taxes - 2019	.00	.00	.00	500.00-	500.00-	118.14-	.00	381.86-	76.37
011032-2020	FR Taxes - 2020	.00	.00	.00	7,200.00-	7,200.00-	.00	.00	7,200.00-	100.00
	Fire and Rescue Taxes	24.52-	48.33-	27.30-	7,700.00-	7,700.00-	118.14-	.00	7,581.86-	98.47
011040-2020	MT Taxes - 2020	.00	.00	.00	1,118,800.00-	1,118,800.00-	.00	.00	1,118,800.00-	100.00
	Machinery and Tools Taxes	.00	.00	.00	1,118,800.00-	1,118,800.00-	.00	.00	1,118,800.00-	100.00
011050-2018	Merchants Cap. Taxes - 2018	.00	.00	.00	.00	.00	12.50-	.00	12.50	.00
011050-2019	Merchants Cap. Taxes - 2019	.00	.00	.00	.00	.00	12.50-	.00	12.50	.00
011050-2020	Merchants Cap. Taxes - 2020	.00	.00	.00	72,000.00-	72,000.00-	.00	.00	72,000.00-	100.00
	Merchants Capital Taxes	.00	.00	.00	72,000.00-	72,000.00-	25.00-	.00	71,975.00-	99.97
011060-0001	Penalties - All Property Taxes	6,971.12-	6,091.86-	3,920.20-	92,000.00-	92,000.00-	7,354.67-	.00	84,645.33-	92.01
011060-0002	Interest - All Property Taxes	854.00-	1,709.54-	1,704.36-	23,000.00-	23,000.00-	2,670.17-	.00	20,329.83-	88.39
011060-0010	DMV - Regist. Withholding Fee (DMVF)	1,270.48-	3,150.00-	2,284.60-	21,000.00-	21,000.00-	4,819.80-	.00	16,180.20-	77.05
011060-0011	Administrative Fees	3,489.64-	7,516.33-	4,563.42-	40,000.00-	40,000.00-	10,968.68-	.00	29,031.32-	72.58
011060-0012	Judicial Land Sale Fees (JLSF)	.00	.00	.00	6,000.00-	6,000.00-	.00	.00	6,000.00-	100.00
	Penalties, Interest & Admin Fees	12,585.24-	18,467.73-	12,472.58-	182,000.00-	182,000.00-	25,813.32-	.00	156,186.68-	85.82
	General Property Taxes	79,583.51-	73,385.58-	55,165.74-	10,031,910.00-	10,031,910.00-	92,825.38-	.00	9,939,284.62-	99.08
012010-0001	Local Sales Use and Taxes	91,046.18-	95,630.80-	103,930.44-	1,026,000.00-	1,026,000.00-	89,638.27-	.00	936,361.73-	91.26
012010-0002	Remittance to Towns - Waverly	10,772.58	10,940.64	11,890.16	115,220.00	115,220.00	10,066.38	.00	105,153.62	91.26
012010-0003	Remittance to Towns - Wakefield	4,675.22	4,738.03	5,149.23	49,248.00	49,248.00	4,302.64	.00	44,945.36	91.26
012010-0004	Remittance to Towns - Jarratt	738.38	218.04	236.96	2,411.00	2,411.00	210.65	.00	2,200.35	91.26
012010-0005	Remittance to Towns - Stony Creek	902.27	935.27	1,016.44	9,593.00	9,593.00	838.12	.00	8,754.88	91.26
	LOCAL SALES USE AND TAXES	73,957.73-	78,798.82-	85,637.65-	849,528.00-	849,528.00-	74,220.48-	.00	775,307.52-	91.26
012011-0010	Transit Occupancy Tax (TICIX)	6,364.60-	6,312.05-	5,711.21-	48,000.00-	48,000.00-	3,208.57-	.00	44,791.43-	93.32
	OCCUPANCY TAXES	6,364.60-	6,312.05-	5,711.21-	48,000.00-	48,000.00-	3,208.57-	.00	44,791.43-	93.32
012020-0001	Consumer Utility Taxes	3,168.37-	5,070.15-	6,514.62-	92,000.00-	92,000.00-	8,257.40-	.00	83,742.60-	91.02
	CONSUMER UTILITY TAXES	3,168.37-	5,070.15-	6,514.62-	92,000.00-	92,000.00-	8,257.40-	.00	83,742.60-	91.02
012030-0001	Business License Taxes - Sanitation	.00	.00	.00	100.00-	100.00-	.00	.00	100.00-	100.00
012030-0002	Business License Taxes - Utility	1,168.43-	1,987.82-	2,585.47-	32,000.00-	32,000.00-	2,897.63-	.00	29,102.37-	90.94

SUSSEX COUNTY
 - REVENUE SUMMARY -
 COMPARATIVE PERIODS
 2017/07 - 2020/07

FUND #100 Revenue - General Fund

GL067HQ

MAJOR#	DESCRIPTION	FY/2018	FY/2019	FY/2020	FY/2021			Encumbrance Amount	Balance	% Remain.
		Revenue 2017/07 Thru 2017/07	Revenue 2018/07 Thru 2018/07	Revenue 2019/07 Thru 2019/07	Adopted Budget	Amended Budget	Revenue 2020/07 Thru 2020/07			
012030-0003	Business Utility Lic. Tax (BTXUTL)	.00	.00	.00	14,000.00-	14,000.00-	.00	.00	14,000.00-	100.00
012030-0004	Business License Tax-BPOL (BL2015)	120.00-	157.60-	78.00-	15,200.00-	15,200.00-	9,781.26-	.00	5,418.74-	35.65
	Business License Taxes	1,288.43-	2,145.42-	2,663.47-	61,300.00-	61,300.00-	12,678.89-	.00	48,621.11-	79.32
012050-2014	Vehicle Reg. Lic. Tax - 2014	20.09-	75.00-	.00	.00	.00	.00	.00	.00	.00
012050-2015	Vehicle Reg. Lic. Tax - 2015	45.24-	21.00-	64.44-	.00	.00	.00	.00	.00	.00
012050-2016	Vehicle Reg. Lic. Tax - 2016	200.00-	175.00-	175.00-	.00	.00	50.00-	.00	50.00	.00
012050-2017	Vehicle Reg. Lic. Tax - 2017	2,224.73-	857.86-	125.00-	.00	.00	114.62-	.00	114.62	.00
012050-2018	Vehicle Reg. Lic. Tax - 2018	.00	4,414.54-	227.27-	500.00-	500.00-	340.00-	.00	160.00-	32.00
012050-2019	Vehicle Reg. Lic. Tax - 2019	.00	.00	2,917.65-	1,500.00-	1,500.00-	637.39-	.00	862.61-	57.51
012050-2020	Vehicle Reg. Lic. Tax - 2020	.00	.00	.00	15,000.00-	15,000.00-	7,160.38-	.00	7,839.62-	52.26
012050-2021	Vehicle Reg. Lic. Tax - 2021	.00	.00	.00	207,850.00-	207,850.00-	.00	.00	207,850.00-	100.00
	Motor Vehicle Licenses	2,490.06-	5,543.40-	3,509.36-	224,850.00-	224,850.00-	8,302.39-	.00	216,547.61-	96.31
012060-0001	Bank Stock Taxes	.00	.00	.00	6,000.00-	6,000.00-	.00	.00	6,000.00-	100.00
	BANK STOCK TAXES	.00	.00	.00	6,000.00-	6,000.00-	.00	.00	6,000.00-	100.00
	Other Local Taxes	87,269.19-	97,869.84-	104,036.31-	1,281,678.00-	1,281,678.00-	106,667.73-	.00	1,175,010.27-	91.68
013010-2017	Dog Tags - 2017 (DT2017)	28.00-	.00	.00	.00	.00	.00	.00	.00	.00
013010-2018	Dog Tags - 2018 (DT2018)	.00	84.00-	.00	.00	.00	.00	.00	.00	.00
013010-2019	Dog Tags - 2019 (DT2019)	.00	.00	42.00-	.00	.00	.00	.00	.00	.00
013010-2020	Dog Tags - 2020 (DT2020)	.00	.00	.00	.00	.00	56.00-	.00	56.00	.00
013010-2021	Dog Tags - 2020 (DT2021)	.00	.00	.00	5,000.00-	5,000.00-	.00	.00	5,000.00-	100.00
	Animal Licenses	28.00-	84.00-	42.00-	5,000.00-	5,000.00-	56.00-	.00	4,944.00-	98.88
013030-0005	Transfer Fees	26.10-	29.70-	36.00-	400.00-	400.00-	24.30-	.00	375.70-	93.93
013030-0007	Zoning and Subdivision Permits	5,045.00-	560.00-	910.00-	15,000.00-	15,000.00-	995.00-	.00	14,005.00-	93.37
013030-0008	Building Permits	3,033.12-	4,274.80-	2,529.96-	50,000.00-	50,000.00-	5,752.72-	.00	44,247.28-	88.49
013030-0024	Erosion and Sediment Control Permit	.00	600.00-	615.00-	1,000.00-	1,000.00-	.00	.00	1,000.00-	100.00
013030-0029	Build. Academy Fees Paid to DHCD	.00	238.53	.00	.00	.00	.00	.00	.00	.00
013030-0030	Build. Permit Academy Fee (BLAF)	59.69-	81.48-	49.59-	.00	.00	109.99-	.00	109.99	.00
013030-0031	Quality Control Fees	18,750.00-	.00	.00	375,000.00-	375,000.00-	.00	.00	375,000.00-	100.00
013030-0032	Landfill Tipping Fees	478,992.14-	513,861.83-	1,021,854.21-	5,536,489.00-	5,536,489.00-	479,916.35-	.00	5,056,572.65-	91.33
	Permits and Other Licenses	505,934.05-	519,169.28-	1,023,964.76-	5,977,889.00-	5,977,889.00-	486,798.36-	.00	5,491,090.64-	91.86
	Permits, Fees and Licenses	505,934.05-	519,253.28-	1,024,006.76-	5,982,889.00-	5,982,889.00-	486,854.36-	.00	5,496,034.64-	91.86
014010-0001	Court Fines and Forfeitures	113,834.58-	112,064.91-	87,749.12-	1,125,000.00-	1,125,000.00-	25,748.35-	.00	1,099,251.65-	97.71
014010-0002	Town Cost & Int. fr fines (TCOST)	.00	70.38-	.00	.00	.00	.00	.00	.00	.00
	Fines and Forfeitures	115,856.58-	112,135.29-	87,749.12-	1,125,000.00-	1,125,000.00-	25,748.35-	.00	1,099,251.65-	97.71
015010-0001	Interest on Bank Deposits	1,846.46-	17,967.89-	27,148.89-	85,000.00-	85,000.00-	2,768.67-	.00	82,231.33-	96.74
	Revenue From Use of Money	1,846.46-	17,967.89-	27,148.89-	85,000.00-	85,000.00-	2,768.67-	.00	82,231.33-	96.74
015020-0001	Rental of Property - General	6,778.74-	4,318.50-	3,967.63-	60,000.00-	60,000.00-	4,017.75-	.00	55,982.25-	93.30
015020-0002	Cleanup Deposit from Renter (CDEP)	50.00	.00	100.00	.00	.00	.00	.00	.00	.00
	Revenue From Use of Property	1,806.69-	2,359.34-	.00	.00	.00	.00	.00	.00	.00
015020-0003	Jail Inmate Telephone Com. (JITC)	8,535.43-	6,677.84-	3,867.63-	60,000.00-	60,000.00-	4,017.75-	.00	55,982.25-	93.30
	Revenue From Use of Money/Property	10,381.89-	24,645.73-	31,016.52-	145,000.00-	145,000.00-	6,786.42-	.00	138,213.58-	95.32
016010-0002	Courthouse Maintenance Fees (CHMF)	2,340.92-	2,163.63-	2,167.96-	25,000.00-	25,000.00-	844.16-	.00	24,155.84-	96.62
016010-0003	Sheriff's Fees	.00	.00	75.00-	665.00-	665.00-	.00	.00	665.00-	100.00
016010-0004	Court Room Security Fees (CRSF)	12,260.36-	11,487.70-	11,177.97-	125,000.00-	125,000.00-	4,644.91-	.00	120,355.09-	96.28
016010-0005	Jail Processing Assess Fee (JPAP)	257.67-	94.22-	283.69-	2,000.00-	2,000.00-	178.97-	.00	1,821.03-	91.05
016010-0006	DNA Fees	35.98-	.00	29.25-	100.00-	100.00-	30.00-	.00	70.00-	70.00
016010-0010	Project Lifesaver Serv Fees (LFSVR)	.00	.00	.00	.00	.00	60.00-	.00	60.00	.00
	Court Costs	14,894.93-	13,745.55-	13,733.87-	152,765.00-	152,765.00-	5,758.04-	.00	147,006.96-	96.23
016020-0001	Commonwealth's Attorney Fees	186.94-	194.81-	176.49-	1,800.00-	1,800.00-	152.77-	.00	1,647.23-	91.51
	Commonwealth's Attorney Fees	186.94-	194.81-	176.49-	1,800.00-	1,800.00-	152.77-	.00	1,647.23-	91.51
016050-0003	Medical Co-Pay - Jail	281.89-	255.64-	339.85-	4,300.00-	4,300.00-	373.08-	.00	3,926.92-	91.32
	Charges for Correction/Detention	281.89-	255.64-	339.85-	4,300.00-	4,300.00-	373.08-	.00	3,926.92-	91.32
016060-0001	Board of Animals	.00	355.00-	170.00-	3,800.00-	3,800.00-	570.00-	.00	3,230.00-	85.00
	Charges for Other Protection	.00	355.00-	170.00-	3,800.00-	3,800.00-	570.00-	.00	3,230.00-	85.00
016160-0003	IDA Fees	.00	.00	.00	9,500.00-	9,500.00-	.00	.00	9,500.00-	100.00
	Charges for Community Development	.00	.00	.00	9,500.00-	9,500.00-	.00	.00	9,500.00-	100.00

SUSSEX COUNTY
 REVENUE SUMMARY -
 COMPARATIVE PERIODS
 2017/07 - 2020/07

FUND 0-100 Revenue - General Fund

GL067HQ

MAJOR#	DESCRIPTION	FY/2018	FY/2019	FY/2020	FY/2021					
		Revenue 2017/07 Thru 2017/07	Revenue 2018/07 Thru 2018/07	Revenue 2019/07 Thru 2019/07	Adopted Budget	Amended Budget	Revenue 2020/07 Thru 2020/07	Encumbrance Amount	Balance	% Remain.
016210-0001	SER CHG FOR CREDIT CARD USE CHG FOR CREDIT & DEBIT CARD USE	69.23- 69.23-	360.08- 360.08-	464.20- 464.20-	7,400.00- 7,400.00-	7,400.00- 7,400.00-	550.45- 550.45-	.00 .00	6,849.55- 6,849.55-	92.56 92.56
	Charges for Services	15,432.99-	14,911.08-	14,884.41-	179,565.00-	179,565.00-	7,404.34-	.00	172,160.66-	95.88
018030-0051	E/R - Health Department	.00	.00	.00	30,000.00-	30,000.00-	.00	.00	30,000.00-	100.00
018030-0099	Expenditure Refunds - Other	114.00-	10,390.28-	.00	11,000.00-	11,000.00-	21.00-	.00	10,979.00-	99.81
	Expenditure Refunds	114.00-	10,390.28-	.00	41,000.00-	41,000.00-	21.00-	.00	40,979.00-	99.95
018990-0003	Gifts and Donations	.00	1,350.00-	.00	.00	.00	.00	.00	.00	.00
018990-0004	Gifts for Business Appr Banq(GIFTB)	.00	669.00-	.00	.00	.00	.00	.00	.00	.00
018990-0005	Sale of Materials and Supplies	443.40-	221.92-	345.45-	4,000.00-	4,000.00-	310.62-	.00	3,689.38-	92.23
018990-0006	Sale of Surplus Property	2,097.69-	1,178.50-	.00	1,000.00-	1,000.00-	.00	.00	1,000.00-	100.00
018990-0010	Insurance Adjustments	685.10-	.00	1,465.70-	.00	.00	.00	.00	.00	.00
018990-0011	Gifts/Dona. Animal Control(GIFTAC)	.00	.00	30.00-	.00	.00	100.00-	.00	100.00-	100.00
018990-0012	Gifts/Donations Sher Dept(GIFTSH)	.00	.00	2,250.00-	.00	2,721.00-	.00	.00	2,721.00-	100.00
018990-0020	Local Interest fr Clerk	4.90-	31.87-	41.92-	500.00-	500.00-	42.98-	.00	457.02-	91.40
018990-0099	Miscellaneous	171.11-	190.00-	308.91-	5,000.00-	5,000.00-	30.00-	.00	4,970.00-	99.40
	Miscellaneous	3,402.20-	3,641.29-	4,441.98-	10,500.00-	13,221.00-	483.60-	.00	12,737.40-	96.34
	Miscellaneous Revenue	3,516.20-	14,031.57-	4,441.98-	51,500.00-	54,221.00-	504.60-	.00	53,716.40-	99.07
019000-0101	Reimb.int. WoodFuel DHCD Ln(WOODFP)	1,282.60-	1,048.18-	805.32-	5,220.00-	5,220.00-	553.70-	.00	4,666.30-	89.39
	Recovered Costs									
019000-0102	Reimb.Prn. WoodFuel DHCD Ln(WOODFP)	6,503.89-	6,738.31-	6,981.17-	88,218.00-	88,218.00-	7,232.79-	.00	80,985.21-	91.80
	Recovered Costs	7,786.49-	7,786.49-	7,786.49-	93,438.00-	93,438.00-	7,786.49-	.00	85,651.51-	91.67
019020-0001	Clerk of Circuit Court	.00	.00	.00	1,000.00-	1,000.00-	.00	.00	1,000.00-	100.00
019020-0002	Wakefield Sheriff Patrol	4,495.86-	10,002.72-	4,744.43-	56,000.00-	56,000.00-	4,785.96-	.00	51,214.04-	91.45
019020-0003	Jail Clean UP	4,775.00-	2,835.00-	1,540.00-	13,000.00-	13,000.00-	.00	.00	13,000.00-	100.00
019020-0006	Jurors and Witnesses	.00	.00	.00	3,000.00-	3,000.00-	.00	.00	3,000.00-	100.00
019020-0008	Sch Res Officer Reim. by Sch (SROF)	.00	8,702.50-	8,705.00-	38,236.00-	38,236.00-	.00	.00	38,236.00-	100.00
019020-0010	Wav. Rescue Shared Cost-Med.(WRSCM)	.00	120,042.80-	.00	123,000.00-	123,000.00-	.00	.00	123,000.00-	100.00
	Recovered Costs - Other	9,270.86-	141,583.02-	14,989.43-	234,236.00-	234,236.00-	4,785.96-	.00	229,450.04-	97.96
	Recovered Costs	17,057.35-	149,369.51-	22,775.92-	327,674.00-	327,674.00-	12,572.45-	.00	315,101.55-	96.16
021000-0101	Service Charge (PILT)	.00	.00	.00	39,500.00-	39,500.00-	.00	.00	39,500.00-	100.00
	PAYMENT IN LIEU OF TAXES	.00	.00	.00	39,500.00-	39,500.00-	.00	.00	39,500.00-	100.00
	PAYMENT IN LIEU OF TAXES	.00	.00	.00	39,500.00-	39,500.00-	.00	.00	39,500.00-	100.00
022010-0005	Mobile Home Titling Tax	.00	.00	.00	14,000.00-	14,000.00-	.00	.00	14,000.00-	100.00
022010-0006	Tax on Deeds (Clerk)	3,829.26-	4,474.66-	4,833.83-	62,000.00-	62,000.00-	7,895.49-	.00	54,104.51-	87.27
022010-0007	Recordation Taxes (State)	2,343.83-	2,965.10-	4,407.97-	14,000.00-	14,000.00-	.00	.00	14,000.00-	100.00
022010-0008	Railroad Rolling Stock Tax	77,489.74-	3,992.71-	81,873.79-	82,000.00-	82,000.00-	76,601.81-	.00	5,398.19-	6.58
022010-0009	Auto Rental Tax	.00	.00	23.76-	100.00-	100.00-	.00	.00	100.00-	100.00
022010-0010	Communication Tax (COMT)	13,772.25-	12,819.84-	12,337.60-	150,000.00-	150,000.00-	11,815.58-	.00	138,184.42-	92.12
022010-0012	Timber Sold 25% For./Big W(TIMFOR)	.00	.00	13,509.43-	25,000.00-	25,000.00-	64,981.66-	.00	39,981.66-	159.93
	NON - CATEGORICAL AID	97,435.08-	24,252.31-	116,986.38-	347,100.00-	347,100.00-	161,294.54-	.00	185,805.46-	53.53
	Non-Categorical Aid - State	97,435.08-	24,252.31-	116,986.38-	347,100.00-	347,100.00-	161,294.54-	.00	185,805.46-	53.53
023010-0001	Commonwealth's Attorney	25,407.30-	25,381.01-	25,412.68-	252,800.00-	252,800.00-	25,010.51-	.00	227,789.49-	90.11
	COMMONWEALTH'S ATTORNEY	25,407.30-	25,381.01-	25,412.68-	252,800.00-	252,800.00-	25,010.51-	.00	227,789.49-	90.11
023020-0001	Sheriff	105,407.07-	116,429.07-	112,463.64-	1,373,600.00-	1,373,600.00-	119,544.08-	.00	1,254,055.92-	91.30
	SHERIFF SHARED EXPENSE	105,407.07-	116,429.07-	112,463.64-	1,373,600.00-	1,373,600.00-	119,544.08-	.00	1,254,055.92-	91.30
023030-0001	Commissioner of Revenue	7,098.69-	6,469.28-	6,469.36-	79,200.00-	79,200.00-	6,602.73-	.00	72,597.27-	91.66
	COMMISSIONER OF REVENUE	7,098.69-	6,469.28-	6,469.36-	79,200.00-	79,200.00-	6,602.73-	.00	72,597.27-	91.66
023040-0001	Treasurer	7,818.42-	7,818.34-	7,818.82-	83,100.00-	83,100.00-	7,818.26-	.00	75,281.74-	90.59
	TREASURER SHARED EXPENSE	7,818.42-	7,818.34-	7,818.82-	83,100.00-	83,100.00-	7,818.26-	.00	75,281.74-	90.59
023060-0001	Registrar/Electoral Boards	.00	.00	.00	37,706.00-	37,706.00-	.00	.00	37,706.00-	100.00
	REGISTRAR/ELECTORAL BD SHARED EXP	.00	.00	.00	37,706.00-	37,706.00-	.00	.00	37,706.00-	100.00
023070-0001	Clerk of Court	15,794.54-	17,009.64-	16,110.40-	199,000.00-	199,000.00-	16,593.76-	.00	182,406.24-	91.66
	CLERK OF COURT SHARED EXP	15,794.54-	17,009.64-	16,110.40-	199,000.00-	199,000.00-	16,593.76-	.00	182,406.24-	91.66
023080-0001	Jail	25,624.00-	27,644.00-	.00	100,000.00-	100,000.00-	26,712.00-	.00	73,288.00-	73.29
	JAIL SHARED EXPENSE	25,624.00-	27,644.00-	.00	100,000.00-	100,000.00-	26,712.00-	.00	73,288.00-	73.29
	Shared Expenses - Categorical	187,150.02-	200,751.34-	168,274.90-	2,125,406.00-	2,125,406.00-	202,281.34-	.00	1,923,124.66-	90.48

SUSSEX COUNTY

REVENUE SUMMARY
 ANALYTICAL PERIODS
 2017/07 - 2020/07

FUND # - 100 Revenue - General Fund

GL067HQ

MAJOR#	DESCRIPTION	FY/2018	FY/2019	FY/2020	FY/2021					
		Revenue 2017/07 Thru 2017/07	Revenue 2018/07 Thru 2018/07	Revenue 2019/07 Thru 2019/07	----- Revenue ----- 2020/07	----- ----- -----	----- ----- -----	----- ----- -----	----- ----- -----	----- ----- -----
					Adopted Budget	Amended Budget	Thru 2020/07	Encumbrance Amount	Balance	Remain.
024040-0008	Emergency Management Grants (EMGT)	.00	.00	3,500.00-	.00	.00	.00	.00	.00	.00
024040-0609	Animal Friendly Plates-EMV (AFPL)	.00	.00	.00	160.00-	160.00-	.00	.00	160.00-	100.00
024040-0010	E911 Wireless fr State (911W)	7,080.65-	7,184.27-	4,510.61-	54,000.00-	54,000.00-	4,645.86-	.00	49,354.14-	91.40
024040-0012	Fire Programs Fund	28,599.00-	.00	.00	30,000.00-	30,000.00-	.00	.00	30,000.00-	100.00
024040-0100	DHCD Grant - Housing Study (DHCDH)	.00	.00	27,375.75-	.00	.00	.00	.00	.00	.00
024040-0102	Victim Witness Program	.00	.00	.00	107,366.00-	107,366.00-	.00	.00	107,366.00-	100.00
024040-0121	Emergency Medical Services	.00	.00	.00	9,900.00-	9,900.00-	.00	.00	9,900.00-	100.00
024040-0141	Highway Safety Grant	.00	.00	.00	16,700.00-	16,700.00-	.00	.00	16,700.00-	100.00
024040-0151	VHDA Grant	6,616.00-	7,138.00-	7,748.78-	90,000.00-	90,000.00-	7,024.00-	.00	82,976.00-	92.20
024040-0152	Crim. Just. Sch Res Officer (CJSR)	.00	.00	.00	59,900.00-	59,900.00-	.00	.00	59,900.00-	100.00
024040-2999	PTR Tax Relief fr Commonwealth	.00	.00	.00	1,093,152.00-	1,093,152.00-	.00	.00	1,093,152.00-	100.00
	Other Categorical Aid - State	42,295.65-	14,322.27-	43,135.14-	1,461,178.00-	1,461,178.00-	11,669.86-	.00	1,449,508.14-	99.20
	Other Categorical Aid - State	42,295.65-	14,322.27-	43,135.14-	1,461,178.00-	1,461,178.00-	11,669.86-	.00	1,449,508.14-	99.20
032010-0002	Federal Funds Other Misc (FOTH)	.00	.00	3,150.00-	.00	.00	.00	.00	.00	.00
	CDBG COMMUNITY DEV. BLOCK GRANT	.00	.00	3,150.00-	.00	.00	.00	.00	.00	.00
	Non-Categorical Aid - Federal	.00	.00	3,150.00-	.00	.00	.00	.00	.00	.00
	--FUND TOTAL--	1,161,912.51-	1,244,927.80-	1,675,623.18-	23,098,400.00-	23,101,121.00-	1,114,409.37-	.00	21,986,711.63-	95.18

SUSSEX COUNTY
 EXPENDITURE SUMMARY
 COMPARATIVE PERIODS
 2017/07 - 2020/07

FUND # 100 Expenditures - General Fund

GL067HQ

MAJOR#	DESCRIPTION	FY/2018	FY/2019	FY/2020	FY/2021			Encumbrance Amount	Balance	% Remain.
		Expenditure 2017/07 Thru 2017/07	Expenditure 2018/07 Thru 2018/07	Expenditure 2019/07 Thru 2019/07	Adopted Budget	Amended Budget	Expenditure 2020/07 Thru 2020/07			
011100 111	BOARD OF SUPERVISORS	9,376.35	13,764.07	12,523.08	168,117.00	168,117.00	14,206.72	.00	153,910.28	91.55
	BOARD OF SUPERVISORS	9,376.35	13,764.07	12,523.08	168,117.00	168,117.00	14,206.72	.00	153,910.28	91.55
021100 211	ADMINISTRATOR	73,634.75	78,348.01	67,584.18	892,101.00	892,101.00	67,876.48	.00	824,224.52	92.39
021200 221	BUILDING & GROUNDS	32,699.70	65,420.72	68,662.55	586,063.00	586,063.00	36,382.27	.00	549,680.73	93.79
021300 231	HOUSING	8,481.24	12,878.33	12,306.13	127,920.00	127,920.00	11,852.80	.00	116,067.20	90.73
021400 241	PLANNING	12,142.24	15,087.02	14,711.45	216,365.00	216,365.00	10,957.08	.00	205,407.92	94.94
021400 242	BUILDING INSPECTIONS	18,466.67	15,482.71	15,179.33	238,933.00	238,933.00	16,695.57	.00	222,237.43	93.01
021400 243	ZONING	.00	.00	.00	1,875.00	1,875.00	.00	.00	1,875.00	100.00
021500 251	FIRE & RESCUE	13,778.84	8,180.78	8,419.75	162,400.00	162,400.00	114.99	.00	162,285.01	99.93
021500 252	AMBULANCE & RESCUE	69,902.47	74,400.34	13,834.68	1,151,300.00	1,151,300.00	8,000.00	.00	1,143,300.00	99.31
021500 253	EMERGENCY SERVICES	21,297.39	45,312.10	77,054.23	245,124.00	245,124.00	9,793.51	.00	235,330.49	96.00
021500 255	FOREST FIRE EXTENSION	.00	.00	.00	24,000.00	24,000.00	.00	.00	24,000.00	100.00
021600 261	ANIMAL CONTROL	15,933.26	25,429.06	19,642.15	289,980.00	289,980.00	14,131.75	.00	275,848.25	95.13
021600 262	ENVIRONMENTAL INSPECTIONS	18,132.61	47,879.44	29,994.63	225,827.00	225,827.00	9,955.79	.00	215,871.21	95.59
021600 263	GENERAL WORKS	12,307.71	10,212.79	3,238.48	92,400.00	92,400.00	6,131.79	.00	86,268.21	93.36
021600 264	CONVENIENCE CENTERS	.00	.00	8,132.51	491,550.00	491,550.00	24,949.21	.00	466,600.79	94.92
021600 266	REFUSE DISPOSAL	7,686.58	11,765.28	3,178.67	122,500.00	122,500.00	.00	.00	122,500.00	100.00
021700 271	IT AND CENTRAL ACCOUNTING	6,529.93	10,800.00	17,532.60	38,765.00	38,765.00	4,404.00	.00	34,361.00	88.64
		310,993.39	421,196.58	359,471.34	4,907,103.00	4,907,103.00	221,245.24	.00	4,685,857.76	95.49
022100 281	COUNTY ATTORNEY	22,119.18	12,491.52	23,301.03	150,000.00	150,000.00	3,750.00	.00	146,250.00	97.50
	COUNTY ATTORNEY	22,119.18	12,491.52	23,301.03	150,000.00	150,000.00	3,750.00	.00	146,250.00	97.50
023100 291	REGISTRAR/BOARD OD ELECTIONS	10,771.67	20,897.88	12,457.03	234,341.00	234,341.00	19,344.49	.00	214,996.51	91.75
	REGISTRAR/BOARD OD ELECTIONS	10,771.67	20,897.88	12,457.03	234,341.00	234,341.00	19,344.49	.00	214,996.51	91.75
031100 311	COMMISSIONER OF REVENUE	17,862.03	19,566.06	19,014.88	263,143.00	263,143.00	19,120.87	.00	244,022.13	92.73
031100 312	REASSESSMENT SERVICES	11,514.80	.00	.00	150,000.00	150,000.00	.00	.00	150,000.00	100.00
		29,376.83	19,566.06	19,014.88	413,143.00	413,143.00	19,120.87	.00	394,022.13	95.37
041100 411	TREASURER	27,589.13	25,332.20	26,378.04	365,431.00	365,431.00	25,151.66	.00	340,279.34	93.12
041100 412	LICENSE BUREAU	7,376.83	4,025.00	3,400.00	52,450.00	52,450.00	.00	.00	52,450.00	100.00
		34,965.96	29,357.20	29,778.04	417,881.00	417,881.00	25,151.66	.00	392,729.34	93.98
051100 511	COURTROOM SECURITY	14,999.36	14,993.75	14,836.82	230,210.00	230,210.00	15,160.75	.00	215,049.25	93.41
051100 512	FIELD OPERATIONS	129,941.50	137,360.59	138,144.80	1,776,889.00	1,777,736.72	160,726.27	.00	1,617,010.45	90.96
051100 513	SPOT OPERATIONS	3,439.42	2,266.50	8,874.36	59,208.00	59,208.00	2,605.19	.00	56,602.81	95.60
051100 514	SPECIAL OPERATIONS	13,175.08	12,599.83	14,307.78	203,800.00	203,800.00	8,085.83	.00	195,714.17	96.03
051100 515	WAKEFIELD OPERATIONS	4,309.82	4,342.97	4,499.46	60,133.00	60,133.00	4,553.12	.00	55,579.88	92.43
051100 517	SCHOOL RESOURCE OFFICER 1	9,373.30	9,501.62	10,297.95	121,542.00	121,542.00	14,800.01	.00	106,741.99	87.82
051500 551	CONFINEMENT OF INMATES	112,623.92	131,447.59	157,095.18	1,796,156.00	1,796,156.00	146,845.39	.00	1,649,310.61	91.82
		299,017.96	323,914.16	356,676.02	4,454,103.00	4,454,950.72	363,295.18	.00	4,091,655.54	91.85
061100 611	CIRCUIT COURT	3,101.34	4,441.00	3,543.35	36,285.00	36,285.00	941.71	.00	35,343.29	97.40
061100 612	GENERAL DISTRICT COURT	244.31	4,897.07	2,407.46	41,358.00	41,358.00	1,641.91	.00	39,716.09	96.03
061100 613	SPECIAL MAGISTRATES	246.63	805.46	723.65	8,400.00	8,400.00	65.90	.00	8,334.10	99.22
061100 614	JUV & DOM RELATIONS COURT	.00	.00	.00	12,262.00	12,262.00	.00	.00	12,262.00	100.00
		3,592.28	10,143.53	6,674.46	98,305.00	98,305.00	2,649.52	.00	95,655.48	97.30
062100 621	CLERK OF COURTS	31,781.61	33,039.81	32,589.51	403,114.00	403,114.00	29,089.11	.00	374,024.89	92.78
		31,781.61	33,039.81	32,589.51	403,114.00	403,114.00	29,089.11	.00	374,024.89	92.78
063100 631	COMMONWEALTH ATTORNEY	36,416.76	41,808.62	38,097.72	541,103.00	541,103.00	47,669.62	.00	493,433.38	91.19
063100 632	VICTIM/WITNESS PROGRAM	6,309.12	6,713.46	8,245.25	82,302.00	82,302.00	7,278.98	.00	75,023.02	91.16
		42,725.88	48,522.08	46,342.97	623,405.00	623,405.00	54,948.60	.00	568,456.40	91.19
	COMMONWEALTH ATTORNEY	42,725.88	48,522.08	46,342.97	623,405.00	623,405.00	54,948.60	.00	568,456.40	91.19

SUSSEX COUNTY
EXPENDITURE SUMMARY
 COMPARATIVE PERIODS
 2017/07 - 2020/07

FUND # 100 Expenditures - General Fund

GL067HQ

MAJOR#	DESCRIPTION	FY/2018	FY/2019	FY/2020	FY/2021			Encumbrance Amount	Balance	%	Remain.
		Expenditure 2017/07 Thru 2017/07	Expenditure 2018/07 Thru 2018/07	Expenditure 2019/07 Thru 2019/07	Expenditure 2020/07	Adopted Budget	Amended Budget				
081100 801	CRATER HEALTH DEPT	.00	.00	.00	148,317.00	148,317.00	.00	.00	148,317.00	100.00	
081100 803	Old Dominion Emerg. Medical Serv.	982.00	.00	1,000.00	982.00	982.00	.00	.00	982.00	100.00	
081100 805	District 19 Community Services Boar	32,249.50	34,859.50	35,905.50	76,235.00	76,235.00	38,117.50	.00	38,117.50	50.00	
081300 814	SSG IMPROVEMENT ASSOC	64,000.00	.00	64,000.00	64,000.00	64,000.00	.00	.00	64,000.00	100.00	
081300 816	RED CROSS	2,000.00	.00	.00	2,000.00	2,000.00	.00	.00	2,000.00	100.00	
081300 820	Virginia Legal Aid Society	1,135.00	1,135.00	.00	1,276.00	1,276.00	.00	.00	1,276.00	100.00	
081300 822	VA Cooperative Extension	6,428.35	125.46	10,477.35	65,613.00	65,613.00	4,518.72	.00	61,094.28	93.11	
081300 823	Soil & Water Conservation	.00	.00	.00	7,415.00	7,415.00	.00	.00	7,415.00	100.00	
081400 825	Wakefield Foundation	11,500.00	.00	.00	11,500.00	11,500.00	.00	.00	11,500.00	100.00	
081400 826	Blackwater/Regional Library	38,746.25	38,746.25	44,174.50	191,065.00	191,065.00	47,766.25	.00	143,298.75	75.00	
081400 827	MBC Museum	3,500.00	.00	3,500.00	1,500.00	1,500.00	.00	.00	1,500.00	100.00	
081500 831	JTCC	.00	.00	.00	982.00	982.00	.00	.00	982.00	100.00	
081500 832	VSU	1,000.00	.00	1,000.00	1,000.00	1,000.00	.00	.00	1,000.00	100.00	
081500 833	Southside VA Education Center	4,000.00	4,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.00	.00	.00	
081500 834	Richard Bland College Foundation	.00	.00	.00	1,500.00	1,500.00	.00	.00	1,500.00	100.00	
081600 840	Sussex Youth & Adult Rec Center	6,000.00	.00	.00	.00	.00	.00	.00	.00	.00	
081600 843	Senior Citizens, Eastern	.00	.00	.00	10,000.00	10,000.00	.00	.00	10,000.00	100.00	
081600 844	Southeast 4-H Center	.00	.00	.00	10,000.00	10,000.00	.00	.00	10,000.00	100.00	
081600 847	Recreation - Unallocated Acct.	.00	.00	.00	6,000.00	6,000.00	.00	.00	6,000.00	100.00	
081600 848	Jessica Ann Moore Foundation	.00	.00	5,000.00	5,000.00	5,000.00	.00	.00	5,000.00	100.00	
081600 849	Jarratt Senior Citizens Center	.00	.00	.00	5,000.00	5,000.00	.00	.00	5,000.00	100.00	
081800 860	Crater Planning District Commission	4,895.00	4,895.00	4,895.00	9,790.00	9,790.00	4,895.00	.00	4,895.00	50.00	
081800 862	Gateway	32,050.00	21,025.00	.00	21,025.00	21,025.00	.00	.00	21,025.00	100.00	
081800 863	Crater Criminal Justice Academy	.00	.00	.00	120,897.00	120,897.00	.00	.00	120,897.00	100.00	
081800 869	Crater SBDC	3,000.00	.00	.00	3,300.00	3,300.00	.00	.00	3,300.00	100.00	
093100	Economic and Community Development	211,486.10	104,786.21	170,952.35	765,397.00	765,397.00	96,297.47	.00	669,099.53	87.42	
093200	Transfers To Other Funds	30,540.21	16,692.49	2,013,666.71	8,920,850.00	8,920,850.00	152,224.69	.00	8,768,625.31	98.29	
093200	Exp Account Non Department	323.87	.00	.00	115,000.00	115,000.00	.00	.00	115,000.00	100.00	
095000	Transfers To Other Funds	30,864.08	16,692.49	2,013,666.71	9,035,850.00	9,035,850.00	152,224.69	.00	8,883,625.31	98.32	
095000	Debt Service	713,365.00	698,122.50	682,648.75	1,421,641.00	1,421,641.00	297,175.00	.00	1,124,466.00	79.10	
099900	Debt Service	713,365.00	698,122.50	682,648.75	1,421,641.00	1,421,641.00	297,175.00	.00	1,124,466.00	79.10	
099900	NON DEPARTMENTAL	3,780.00	.00	137.03-	6,000.00	6,000.00	.00	.00	6,000.00	100.00	
	NON DEPARTMENTAL	3,780.00	.00	137.03-	6,000.00	6,000.00	.00	.00	6,000.00	100.00	
	-- FUND TOTAL --	1,754,216.29	1,752,494.09	3,765,959.14	23,098,400.00	23,099,247.72	1,298,498.55	.00	21,800,749.17	94.38	
	- REVENUE FINAL -	1,161,912.51-	1,244,927.80-	1,675,623.18-	23,098,400.00-	23,101,121.00-	1,114,409.37-	.00	21,986,711.63-	95.18	
	- EXPENDITURE FINAL -	1,754,216.29	1,752,494.09	3,765,959.14	23,098,400.00	23,099,247.72	1,298,498.55	.00	21,800,749.17	94.38	

FUND #-302 REVENUE - CAPITAL PROJECT FUND

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	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						
18030	COURT COSTS						
20000	REVENUE FROM THE COMMONWEALTH						
24000	CATEGORICAL AID - STATE						
24040	CATEGORICAL AID - OTHER						
40000	OTHER FINANCING SOURCES						
41000	NON-REVENUE RECEIPTS						
41040	PROCEEDS FROM INDEBTNESS						
41050	FUND TRANSFERS						
0100	Transfer from General Fund	417,132.00	417,132.00	150,000.00	150,000.00	267,132.00	64.04
	FUND TRANSFERS	417,132.00	417,132.00	150,000.00	150,000.00	267,132.00	64.04
		-----	-----	-----	-----	-----	-----
	NON-REVENUE RECEIPTS	417,132.00	417,132.00	150,000.00	150,000.00	267,132.00	64.04
	--FUND TOTAL--	417,132.00	417,132.00	150,000.00	150,000.00	267,132.00	64.04

FUND #-302 EXPENDITURES - CAPITAL PROJECT FD

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	DNENCUMBERED BALANCE	% REMAIN.
999	EXPENDITURES - CAPITAL PROJECT FD							
90000	CAPITAL PROJECTS							
91000	CAPITAL IMPROVEMENT PLAN							
91100	NEW CONSTRUCTION, ADD. OR RE							
91200	TECHNOLOGY INFRASTRUTURE							
91201	REPLACE E911 EQUIPMENT							
91202	Replace AS400 Server							
91203	Replace Voting Machines							
0001	Replace Voting Machines	8,625.00	8,625.00	.00	.00	.00	8,625.00	100.00
	Replace Voting Machines	8,625.00	8,625.00	.00	.00	.00	8,625.00	100.00
91300	VEHICLES & OTHER RELATED EQUIP.							
0001	Fire Truck	150,000.00	150,000.00	.00	.00	.00	150,000.00	100.00
0011	Sheriff Patrol Vehicle	131,897.00	131,897.00	.00	.00	.00	131,897.00	100.00
0020	Courthouse VFD-Brush Truck	25,000.00	25,000.00	.00	.00	.00	25,000.00	100.00
	VEHICLES & OTHER RELATED EQUIP.	306,897.00	306,897.00	.00	.00	.00	306,897.00	100.00
91500	MISCELLANEOUS PROJECTS							
	CAPITAL IMPROVEMENT PLAN	315,522.00	315,522.00	.00	.00	.00	315,522.00	100.00
93100	TRANSFERS TO OTHER FUNDS							
94000	CAPITAL PROJECTS							
94000-120	CAPITAL PROJECTS							
	Jarratt Senior Center							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
94100	LANDFILL CLOSURE							
94250	COMMUNICATIONS							
8215	Waverly Radio Tower-A/C Unit (2)	20,000.00	20,000.00	.00	.00	.00	20,000.00	100.00
	COMMUNICATIONS	20,000.00	20,000.00	.00	.00	.00	20,000.00	100.00
94300	EMERG REPAIR JARRATT SENIOR CTR							
94400	RENOVATION OF COUNTY BLDGS							
8224	EOC Generator (Housing Office)	40,000.00	40,000.00	.00	.00	.00	40,000.00	100.00
	RENOVATION OF COUNTY BLDGS	40,000.00	40,000.00	.00	.00	.00	40,000.00	100.00
94500	SCHOOL PROJECTS							
0001	Lease Purchase - School Busses	27,000.00	27,000.00	.00	.00	.00	27,000.00	100.00
	SCHOOL PROJECTS	27,000.00	27,000.00	.00	.00	.00	27,000.00	100.00
94700	ANIMAL POUND BLDG & COMPLEX							
8103	Repairs ar Animal Shelter	14,610.00	14,610.00	.00	.00	.00	14,610.00	100.00
	ANIMAL POUND BLDG & COMPLEX	14,610.00	14,610.00	.00	.00	.00	14,610.00	100.00
94800	WASTE SITE PURCHASE							
94900	COMMONWEALTH ATTNY OFFICE BLDG							
	CAPITAL PROJECTS	101,610.00	101,610.00	.00	.00	.00	101,610.00	100.00

07/31/2020 *GL060* DESTE J. COX, TREASURER
 FUND # -302 EXPENDITURES - CAPITAL PROJECT FD

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

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FUND # -302 EXPENDITURES - CAPITAL PROJECT FD
 MAJOR

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
95300	STONY CREEK SCHOOL SITE							
96000	PUBLIC PARK DEVELOPEMENT							
	--FUND TOTAL--	417,132.00	417,132.00	.00	.00	.00	417,132.00	100.00

FYE21 LANDFILL TIPPING FEES

DESTE J. COX, TREASURER

PAGE #19

DATE REC'D	FOR MONTH	RATE/TON 0.00	NET/TON 0.00	CO. USED TONS	TOTAL REVENUE	CONSENT FEE ESCROW FD	CONSENT FEE BRAMBLES CR	BASE RENT	Ave need & Bal of Bud
									\$5,536,489.00 Budgeted
7/24/2020	June 2020	\$4.75	101,035.02	1,198.98	\$479,916.35				\$549,688.73
8/25/2020	July 2020	\$4.75			\$0.00				\$0.00
9/25/2020	Aug 2020	\$4.75			\$0.00				\$0.00
10/25/2020	Sept 2020	\$4.75			\$0.00				\$0.00
11/25/2020	Oct 2020	\$4.75			\$0.00				\$0.00
12/25/2020	Nov 2020	\$4.75			\$0.00				\$0.00
1/25/2021	Dec 2020	\$4.75			\$0.00				\$0.00
2/25/2021	Jan 2021	\$4.75			\$0.00				\$0.00
3/25/2021	Feb 2021	\$4.75			\$0.00				\$0.00
4/25/2021	Mar 2021	\$4.75			\$0.00				\$0.00
5/25/2021	Apr 2021	\$4.75			\$0.00				\$0.00
6/25/2021	May 2021	\$4.75			\$0.00				\$0.00
AC TOT FYE 2021 Bud		\$5,536,489	101,035.02	1,198.98	\$479,916.35	0.00	0.00	0.00	-\$5,056,572.66
G TOTAL PROJ			101,035.02	1,198.98	479,916.35	0.00	0.00	0.00	

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

1. Beginning 4/1/17, rate increases from \$4.03/ton to 4.53/ton. Summer 2018 - Rate increases from \$4.53/ton to 4.75/ton on the earlier of (1) first delivery of trash by railcar from NY contract or (2) July 1, 2018.
2. Adjustment to CPI on 10th anniversary of amendment (2028), not to exceed \$5.00/ton, but rate shall not be reduced if CPI is less than \$4.75.
3. Minimum Monthly Payments will be 1/12th of 50% of previous calendar year's tipping fees, but not below \$2,000,000/year
4. Beginning June 1, 2018, the County will be responsible for daily operations, acceptance of waste, & routine maintenance of Remote Convenience Centers.
5. Lump Sum pmt of \$150,000 to erect necessary improvements to man & manage operations of Remote Convenience Centers. (Received 8/23/17)
4. Inspection & Operations Fee paid by Waste Management to County for 2017 = \$250,000, increasing to \$375,000 January 1, 2018, and adjusted to CPI every 5 years thereafter based on the CPI for each of the five years. The fee shall not be reduced based on CPI adjustment and shall not exceed \$425,000.
5. Landfill Current Lease 1,315 Acres
6. Escrow Agreement: Escrow account/bond/letter \$5,000/acre with a max. of \$1,000,000 with interest earning to a gross max. of \$2,000,000. Amendment to Escrow Agreement allows for additions deposits of \$5,000/acre over 200 acres of landfill used with no maximum accumulation.

Note: Sup. Rent ended 12/02

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

MO. RECD	FYE2011	FYE2012	FYE2013	FYE2014	FYE2015	FYE2016	FYE2017	FYE2018	FYE2019	FYE2020	FYE2021	FY18-20 3Yr Ave.
July	599,541	629,481	471,147	514,503	480,468	501,253	436,313	478,992	513,862	484,545	479,916	492,466
August	509,002	597,953	445,265	499,297	454,641	429,103	401,017	433,259	527,100	552,838		504,399
September	503,372	592,764	479,789	452,803	350,607	324,276	424,719	492,106	671,682	494,825		552,871
October	545,971	514,347	408,069	401,828	399,043	308,871	367,365	417,047	602,719	471,021		496,929
November	567,260	476,176	430,052	405,430	382,450	334,371	441,841	459,048	771,203	532,914		587,722
December	541,780	415,797	534,057	322,278	335,460	339,298	353,495	475,139	613,451	467,628		518,739
January	479,350	441,254	488,614	343,461	389,239	390,132	343,788	493,320	689,112	502,056		561,496
February	484,712	432,349	542,928	377,628	403,443	342,709	375,933	458,704	747,024	489,357		565,028
March	472,753	404,675	403,559	317,919	290,654	341,827	314,512	490,123	667,723	397,492		518,446
April	586,694	403,647	426,530	338,922	459,688	389,559	393,938	458,270	679,997	456,070		531,446
May	572,823	441,761	480,225	390,339	544,490	360,063	383,640	373,837	556,306	376,441		435,528
June	578,670	458,093	473,070	399,471	508,752	400,137	467,027	432,824	536,509	370,664		446,666
Totals	<u>6,441,927</u>	<u>5,808,297</u>	<u>5,583,306</u>	<u>4,763,879</u>	<u>4,998,935</u>	<u>4,461,599</u>	<u>4,703,588</u>	<u>5,462,669</u>	<u>7,576,689</u>	<u>5,595,852</u>	<u>479,916</u>	<u>6,211,737</u>

Current Year Budget 5,536,489



Animal Services

August 2020 Monthly Report



OFFICE OF PUBLIC SAFETY
BROOKLYN CARPENTER
ANIMAL SERVICES OFFICER
(434) 246-2167 – FAX (434)-246-2790
EMAIL: BCARPENTER@SUSSEXCOUNTYVA.GOV



COUNTY OF SUSSEX, VIRGINIA
14493 ROBINSON ROAD
STONY CREEK, VIRGINIA 23882

August 5, 2020

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

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

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

This month, two (2) canines were rescued, two (2) canines were returned to owner and three (3) were adopted. Zero (0) canines were euthanized.

This month, zero (0) felines rescued, three (3) were adopted and zero (0) fostered. Zero (0) felines died in foster and zero (0) felines were euthanized.

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 July (15.5) Hour**

Patrol: Each Officer is required to patrol a designated area of the County each month. They are looking for stray animals, code violations, and animal welfare checks and ensure the citizens have their County Licenses and Rabies shots just to mention a few task. **Total for July (35.5) Hours**

Total Number of Calls for Service: A new category will be added to the report each month. This data is needed to understand the call volume within the Division. This number will be all calls received from the County Dispatch Center "# of calls" and, all "In house calls", those calls received at the shelter or direct calls to staffing. **Total for July (32) Calls**

Complaints: These are calls given to the Officers by the Dispatch Center or received from citizens by phone or word of mouth. **Total for July (29) 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 July (5) 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 July (5) 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 July (5) Hours**

Investigation: While answering complaints and/or on patrol, the Officers may come across different situations such as animal cruelty, lack of care for the animals, neglect and lack of medical attention, improper care of the animals to list a few examples. The Officer will investigate the case to gather the facts, interview witnesses, communicate with the animal owner or caregiver, take photos to record the scene and gather evidence to present to the courts if needed. The Officer may have to return multiple times to gather the needed information. **Total in July (16) 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 July (8) 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 July (1) 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 July (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 July (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 July (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 July (3) 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 July (0) Hours**

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

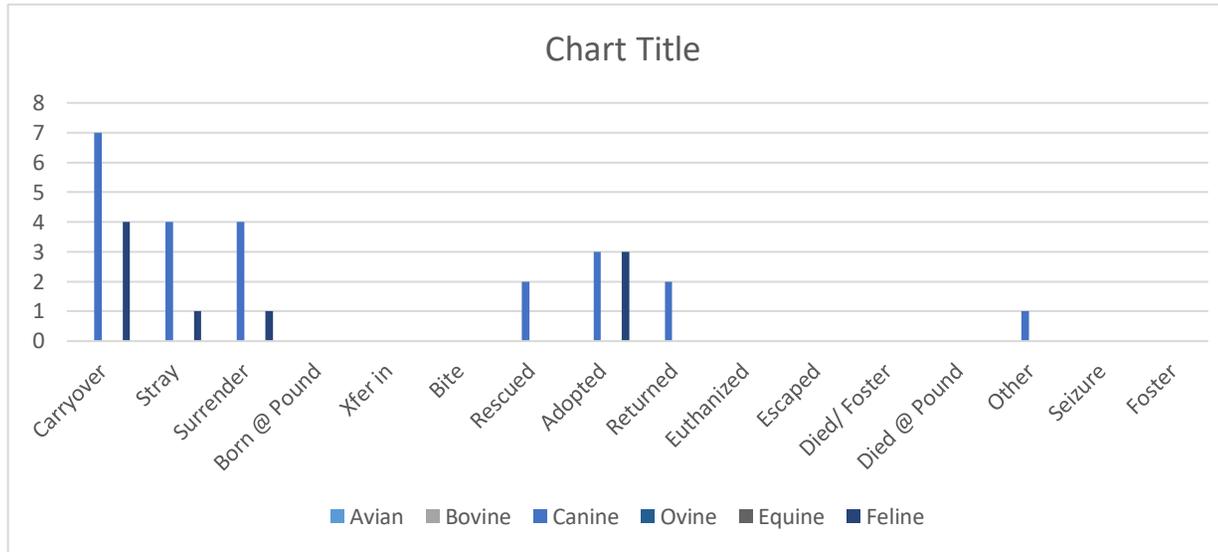
Court: In cases where the Officers attempt to resolve the animal code related issues fails, the animal owner/caretaker shall be issued a Summons to appear in court. **Total in July (2) Hours**

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 July (6) 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 July (0) Hours**

Shelter Related: The Officers provide support to the pound attendants and act as the Adoption/Rescue Supervisors at the shelter. This includes but not limited to animal transports, animal feed from the storage bins to the shelter, transfer cleaning chemicals from the outside building to inside the shelter and many other related issues as an example. **Total in July (203.5) Hours**

Sussex County Animal Control Monthly Intake Report July 2020



	Carryover	Stray	Surrender	Born @ Pound	Xfer in	Bite	Rescued	Adopted	Returned	Euthanized	Escaped	Died/ Foster	Died @ Pound	Other	Seizure	Foster
Avian	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bovine	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Canine	7	4	4	0	0	0	2	3	2	0	0	0	0	1	0	0
Ovine	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Equine	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Feline	4	1	1	0	0	0	0	3	0	0	0	0	0	0	0	0

ACTIVE CASES		CANINE	9	FELINE	3	Avian	0	Bovine		0		Ovine	0
---------------------	--	--------	---	--------	---	-------	---	--------	--	---	--	-------	---

TOTALS	32
MILEAGE	
UNIT 5	1,721
UNIT 6	1,597
UNIT 7	
TOTALS	3,318.00
SUMMONS	19

Calls

Gas

Diesel

Canines/Felines Rescued or Transferred

Jul-20
Total of 2 Canines
Total of 0 Felines

Intake Number	Name	Rescue Organization/Animal Shelter
106-20050801	Rosie	Furget Me Not Animal Rescue
128-20061801	Kelly	Augusta Dog Adoptions

Month: July 2020

Officers Man Hour Report

Date	Admin	Patrol	# of calls	In House calls	In House Assists	Complaints	Welfare Check	Rabies/Lic Check	Phone Calls In/Out	Invest	Follow up visit	Summons	After Duty Cases	Training	Rabies Clinic	Equip/Shelter Maint.	Vet	Landfill	Court	Kennel Inspect.	Canine Shots	Shelter Related
1	1	1.5		2		2.5	1	1														8
2	2	1	1			1			1	3												8
3		3.5							0.5											2		10
4																						
5																						
6			1										1.5									13
7																						8
8			1			2																6
9																						8
10										5.5			2.5									8
11																						
12																						
13	3	2								2												9
14		3	1	2		3	1	1											2			6
15		2	1	1		2	1	1		1		1										8
16	1	2	1	2		3			1	1												8
17	2	1		2		2.5				2.5												8
18			2										3									
19																						
20	1	3		1		1	0.5	0.5			1					1						8
21	1.5	1.5									1									2		10
22	2.5	3		2		2					0.5											8
23		1.5	1			1	1	1			1.5					1						8
24			1			2			1		2											11
25																						
26			1										1.5									
27	1.5	2		3		2	0.5	0.5	0.5													8
28		2																		2		12
29		2		2		2				1												11
30		3		3		3																9
31		1.5							1		2					1						10.5
Total	15.5	35.5	11	20	0	29	5	5	5	16	8	1	8.5	0	0	3	0	0	2	6	0	203.5

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

Training will include Monthly Meetings

Community Development

**Community
Development
Programs**



August 2020 Monthly Report

Community Development Office Monthly July 2020

Mr. Bart Nuckols, Interim Director of Community Development

Economic Development.

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

Community Development/Special Programs Grant Administration

- *The Fairfield Inn site is under construction and the building plans have been approved*
- *Management team meetings were held regarding the Waverly Tornado Recovery (UNOS) project and the Pocahontas Neighborhood project via Zoom.*
- *The Office of Community Development attended The Sussex County Housing Department's Oversight Board meeting via Zoom.*

Planning & Zoning

- *A Public Hearing was held with the Board of Supervisors on June 18, 2020*
- *Two (2) plats were processed and approved*
- *Two (2) address application was completed.*
- *Seven (7) Zoning Applications were reviewed and approved.*

Erosion & Sediment Control

- *Five (5) E&S projects are active with inspections being made after each rain event.*
- *Six (6) Agreement in Lieu of an Erosion & Sediment Control Plan Applications were completed.*
- *Two (2) Land Disturbance permit was approved and issued*



MEMORANDUM

DATE: July 31, 2020
 TO: Larry Hughes, Interim County Administrator
 FROM: Bart Nuckols, Interim Planning Director
 SUBJECT: July 2020 - Monthly Report

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

BUILDING ACTIVITY

- July 2020

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
13	18	6	12	86	\$1,004,714.00	\$5,499.92

- July 2019

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
14	6	3	3	66	\$477,019.00	\$3,225.44

- January 2020 – December 2020 (Yearly totals)

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
66	74	24	35	375	\$5,352,896.00	\$33,469.59





MONTHLY

HOUSING REPORT

“PROMOTING SAFE, SANITARY, DECENT
AND AFFORDABLE HOUSING”

August 10, 2020



MEMORANDUM

TO: Mr. Larry Hughes, County Administrator
FROM: Brenda H. Drew, Housing Programs Coordinator
SUBJECT: Housing Program Report
DATE: August 10, 2020

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

During the month of July, the following general work tasks were performed:

<i>Task and Training</i>	<i>No.</i>
<i>Annual Inspections</i>	12
<i>Annual Re-certifications</i>	18
<i>Initial Inspection</i>	5
<i>Other Certifications</i>	20
<i>Family Briefings</i>	10
<i>Executing HCV Contracts</i>	2
<i>Certificates of Satisfaction</i>	0
<i>Program Income Housing Rehab projects pending</i>	1
<i>Total HCV applicants living or working in Sussex County</i>	302
<i>Reports Submitted in CAMS</i>	2
<i>Training and Meetings Attended</i>	6

Environmental Inspections



August 2020 Monthly Report

Origin / Material Summary Report

Criteria: 07/01/2020 12:00 AM to 07/31/2020 11:59 PM

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

Origin	Material	Tons
DC	Special Misc-Tons	698.51
Origin Total		698.51
DE	MSWT	61.40
DE	Sandblast Grit-Tons	4.45
DE	Special Misc-Tons	7.95
Origin Total		73.80
MD	MSWT	729.65
MD	Sludge Indus-Tons	164.42
MD	SludgeIndus-Tons	99.86
MD	Special Misc-Tons	64.73
Origin Total		1,058.66
NC	CDTC	145.84
NC	MSWT	5,094.95
NC	Special Misc-Tons	2,708.17
Origin Total		7,948.96
NJ	Auto Fluff RGC-Tons	22,009.74
Origin Total		22,009.74
NY	MSWT	63,103.71
Origin Total		63,103.71
PA	MSWT	57.26
Origin Total		57.26
SUSS BUS	MSWT	6,682.67
SUSS BUS	Sludge Indus-Tons	1,589.13
Origin Total		8,271.80
SUSS RES	MSWT	567.68
Origin Total		567.68
VA	CDTC	787.12
VA	MSWT	12,356.21
VA	SludgeIndus-Tons	14.59
VA	Special Misc-Tons	19.49
VA	Special Misc-Tons	3,311.43
VA	Treated Wood-Tons	130.17
Origin Total		16,619.01
Totals		120,409.13

Public Safety



August 2020 Monthly Report

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



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

August 11, 2020

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

Enclosed you will find the monthly report for July 2020.

RADIO SYSTEM: Continue to work with Harris on paging system. Still having problems in Wakefield area and now we are seeing problems in the Jarratt and Courthouse area. Harris has been down, made some adjustments at the Greensville Tower and we are monitoring to see if that corrected the problem in Courthouse and Jarratt.

Waverly radio tower over-heated twice. Called in Rideout Electrical to get the system back up and running. Rideout Electrical is working up a quote to replace the two units that are in the CIP budget for this year. We are doing this under an emergency purchase order.

Waiting on Harris Communications to bring the maintenance contract down and review with me before bringing it before the board. Warranty runs out on radio system in October, 2020. I have asked for an extension due to the COVID19 because they couldn't get down with the draft maintenance contract.

The issue with the microwave has still not been resolved. Harris is still working to get it programmed correctly.

FIRE: Courthouse Fire Department's new brush truck is in service. Jarratt, engine 81, repairs have been made. Estimated costs of those repairs was \$9,000.

Stony Creek, Engine 410, was involved in an accident, truck was sent to Atlantic Emergency solutions for repairs, estimated cost is \$7,000. Insurance Adjustor has been out and approved repairs. County has a \$1,000 deductible.

There was an apartment fire at Birch Island in Wakefield. Displaced four apartments. Fire was under investigation which showed cooking on stove. One burn victim from fire was treated and transported. I was notified on Monday after the fire that one of the volunteers was positive for COVID. I worked with Crater Health and tested 19 volunteers and three deputy sheriffs that may have come in contact with the firefighter. As a result, we had two other volunteers test positive. We had followed the proper quarantine for these two volunteers. We filed insurance claims with the insurance company.

There have been several major accidents in the Stony Creek area, two being fatalities. Met with First Sgt. McCann about how we could get more enforcement on Route 40 for speed. There is a lot of truck traffic on Route 40 with three accidents involving tractor trailers, two of which were hazmat related and outside cleanup contractors had to be called in to the scene.

RESCUE: Received the three video Lorenza Scopes ordered off of the John Randolph Foundation Grant. Will be setting up training on this new equipment for putting on the units.

Waverly Rescue has received a grant for a new medic unit working with Captain Sheffield on getting radio for that unit.

Have met with Captain White and Captain Sheffield on issues over LifeStar Employees. Will be setting a meeting with LifeStar involving those issues.

EMERGENCY MANAGEMENT: Did COVID19 testing in Wakefield on July 18, 2020. Submitted paperwork for COVID19 firefighters from Wakefield.

Applied for Grants from VDEM.

Moved generator from Animal Shelter to Courthouse Fire Department.

Worked with Bart Nuckols on the tire dump on Walnut Hill Road. Provided pictures I had taken of the site. Have contacted State Fire Marshalls Office and DEQ about the site. Provided information to County Attorney about the site.

Brought Grant Writer back on August 1st so we can start working on FEMA Grants that starts opening on September 1st going through February, 2021. Will keep you informed on status of Grants as we progress.

Sheriff's Department



**SUSSEX COUNTY
SHERIFF'S
DEPARTMENT**



August 2020 Monthly Report



"ONE FAMILY, ONE MISSION, ONE GOAL"

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

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

**Sussex County Sheriff's Office Monthly Report
Month of July 2020**

PATROL

CALLS FOR SERVICE	
Type:	Total:
Sheriff	2301
Fire	120
Rescue	358
Animal Control	19
Traffic	
TOTAL	2798

COURTS

Court:	Days of Court:
Circuit Court	7
General District	12
JDR Court	5

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

CIVIL

Type:	Total:
Subpoenas Served	295
Jury Summoned	0
Criminal Warrants	40
DMV Notices	0
Levies	0

TDO	1
ECO	0
Other Civil	142

Fines and Forfeitures	\$55,086.22
Sheriff's Fees	\$471.00
Courthouse Security	\$6,543.81

JAIL

During the month of JULY 2020, our average daily population was 43 inmates. The jail booked in 36 individuals during JULY.

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

Pre- Trial	35 inmates, having been confined a total of 681 days.
Sentenced Misdemeanant	13 inmates, having been confined a total of 17 days.
Sentenced Felons	13 inmates, having been confined a total of 360 days.
Others	10 inmates, convicted but not sentenced.
Weekenders	6 inmates, serving misdemeanor sentences.

Transports of inmates for various reasons are listed below:

Court / Jail	10
Medical	10
Juvenile	0
Road Crew	0
TDO (Mental)	1
TOTAL	21

BOARD ACTION FORM

Agenda Item: Unfinished Business #9.01

Subject: Sussex Sand Mine Traffic Impact Analysis – Mr. Cliff Bocchicchio (Titan America)

Board Meeting Date: August 20 2020

=====

Summary: The Board asked Titan to provide the County with a Traffic Impact Analysis.

Mr. Cliff Bocchicchio of Titan America has provided a summary of roadways to handle the proposed site traffic and provide acceptable levels of service. The summary includes information regarding the proposed site entrance designed to accommodate unimpeded turning movements for the anticipated heavy vehicle traffic as evidenced by VDOT approving the entrance design drawing previously provided to all members of the BOS and the permit is to be issued pending Titan's receipt of the CUP from Sussex County.

The Traffic Analysis for Sussex Sand Mine, Waverly, Virginia is included.

MEMORANDUM

To: Cliff Bocchicchio
Titan Mid-Atlantic Aggregates LLC

From: Karen McPherson, PE, PTOE
Hunter Valdez, EIT
McPherson Consulting

Date: August 5, 2020

Subject: Traffic Analysis
Sussex Sand Mine – Waverly, Virginia

Introduction

A conditional use permit is being requested by The Sussex Sand Mine for a sand mining operation to be located in the southeast quadrant of the Courthouse Road (Rte. 626) and Jerusalem Plank Road (Rte. 35) intersection as shown in **Figure 1**. The 271.48-acre site located in Waverly, Virginia is currently zoned A-1.

McPherson Consulting, LLC was retained to perform a lower-tier traffic analysis to quantify the proposed trip generation and impacts generated by the increase in truck traffic. This technical memorandum has been prepared for submittal to Sussex County to summarize the proposed development impacts, if any, on the roadway network and the following intersections as identified by the County:

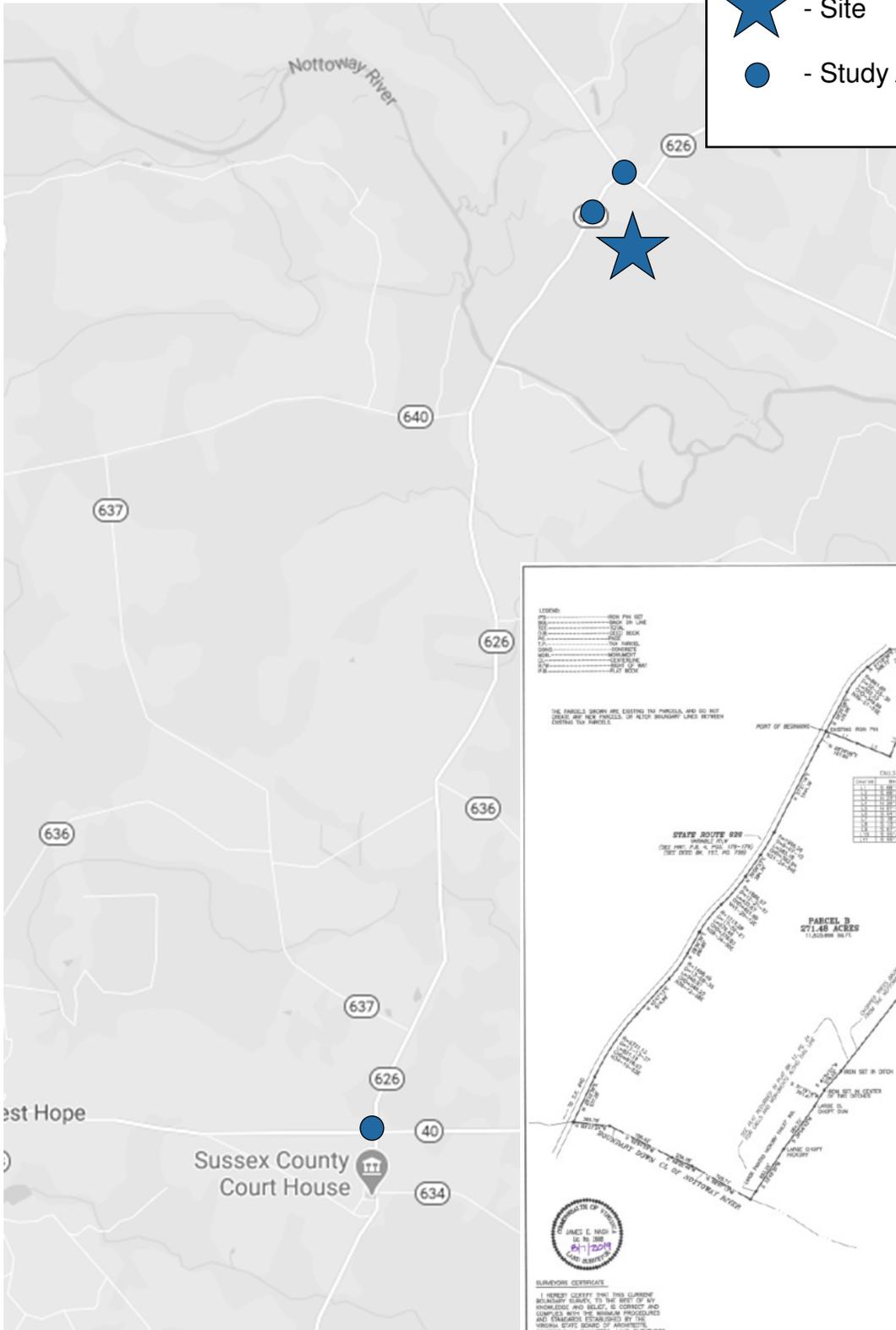
- Courthouse Road (Rte. 626) / Jerusalem Plank Road (Rte. 35)
- Courthouse Road (Rte. 626) / Sussex Drive (Rte. 40)
- Courthouse Road (Rte. 626 / Site Driveway)

While the County requested the intersection of Courthouse Road and Sussex Drive be included, it is anticipated that a significant portion of the development will be oriented to Jerusalem Plank Road, which is approximately 2,850 feet from the development. However, traffic destined to the south will use Sussex Drive, which is located over five miles south along Courthouse Road.

Study Area

Legend

-  - Site
-  - Study Area Intersections



Existing Conditions

Courthouse Road is a two-lane undivided roadway oriented in a north/south direction with ditches on each side of the road. Developments within the immediate vicinity of the proposed site include a few residential homes and farms.

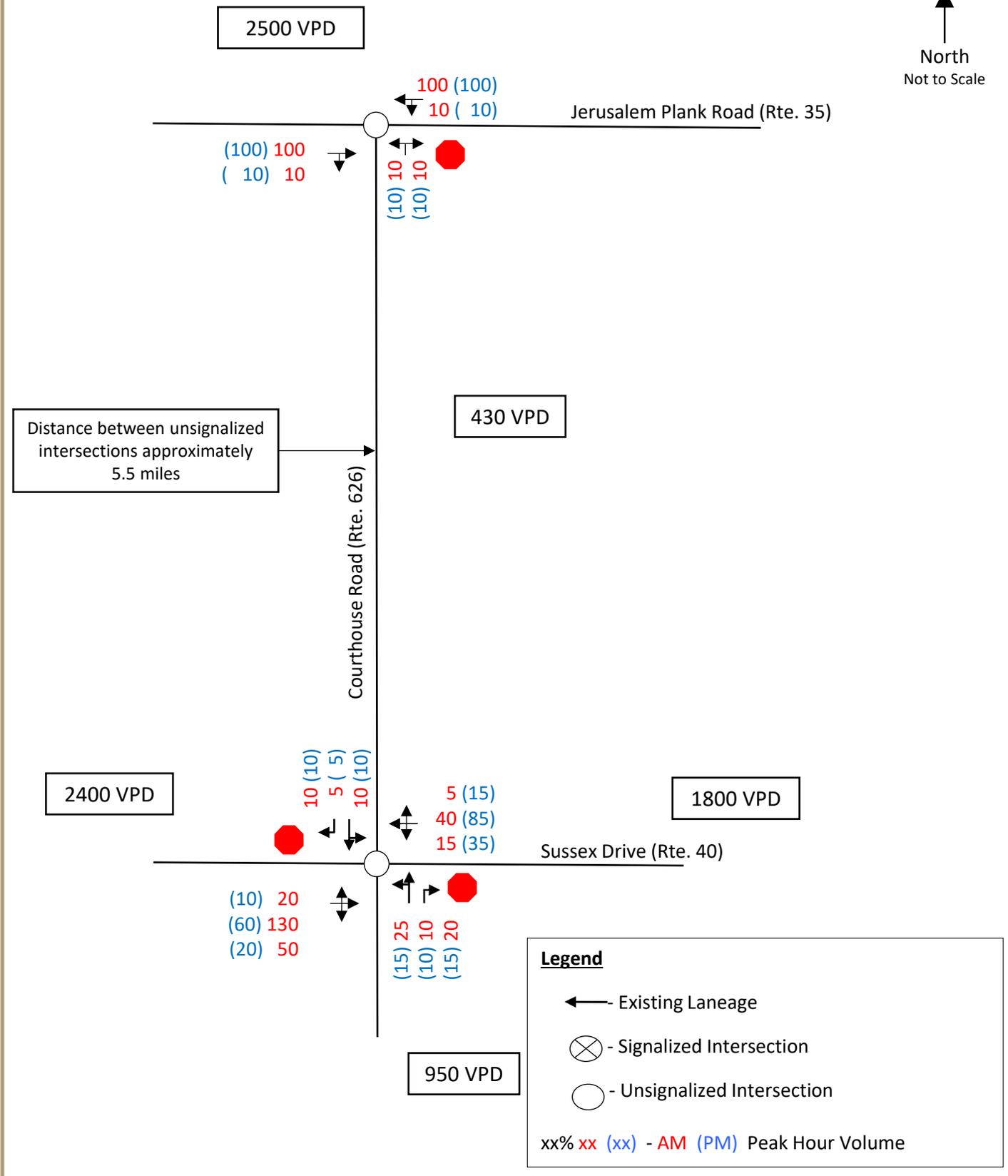
With the impacts associated with the COVID 19 travel restriction, new turning movement counts (TMC) were not obtain. Using the 2019 Virginia Department of Transportation (VDOT) average daily traffic (ADT) volumes, combined with K-factors and direction distributions, peak hour volumes were generated and rounded to the nearest 5-vehicle increment. These projected peak hour volumes are illustrated in **Figure 2**.

Proposed Development

The proposed development will have one access point along Courthouse Road, approximately 2,850 feet south of Jerusalem Plank Road, that will create a new T-intersection with Courthouse Road. The entrance is anticipated to provide access for all employees, delivery, and heavy truck traffic associated with the proposed Sussex Sand Mine development.

Existing Conditions: Peak Hour Traffic Volumes

North
Not to Scale



Trip Generation

The proposed site is currently vacant. Trip generation for the proposed land use is not included in *Institute of Transportation Engineers (ITE) Trip Generation Manual, 10th Edition, 2017*. However, specific site data was provided by the developer that estimated approximately 150 dump trucks per day, 15 passenger vehicles/pickup trucks per day, and 10 employees. Each of these trips generates two trips per day (one inbound / one outbound trip).

In order to determine AM and PM peak hour driveway trips, arrival rates were compared to similar land uses that operate with heavy vehicle movements. These various uses and rates are shown in **Table 1**.

Table 1: ITE Land Use Rates

Land Use (Code)	Average Rate								
	Daily			AM			PM		
	Total	In	Out	Total	In	Out	Total	In	Out
General Light Industrial (110)	4.96	50%	50%	0.7	88%	12%	0.63	13%	87%
Warehousing (150)	1.74	50%	50%	0.17	77%	23%	0.19	27%	73%
High-Cube / Short-Term Warehouse (154)	1.4	50%	50%	0.08	77%	23%	0.1	28%	72%

Based on the peak hour data illustrated in **Table 1** and information provided by the developer, it was assumed that within a 10-hour work day (6:00 AM – 5:00 PM), 10% of the daily traffic would occur during the peak periods with the following ingress/egress travel pattern:

- AM: 75% inbound / 25% outbound
- PM: 25% inbound / 75% outbound

Table 2 illustrates the proposed AM and PM peak hour driveway volumes using the site-specific information combined with ingress/egress travel patterns of similar uses.

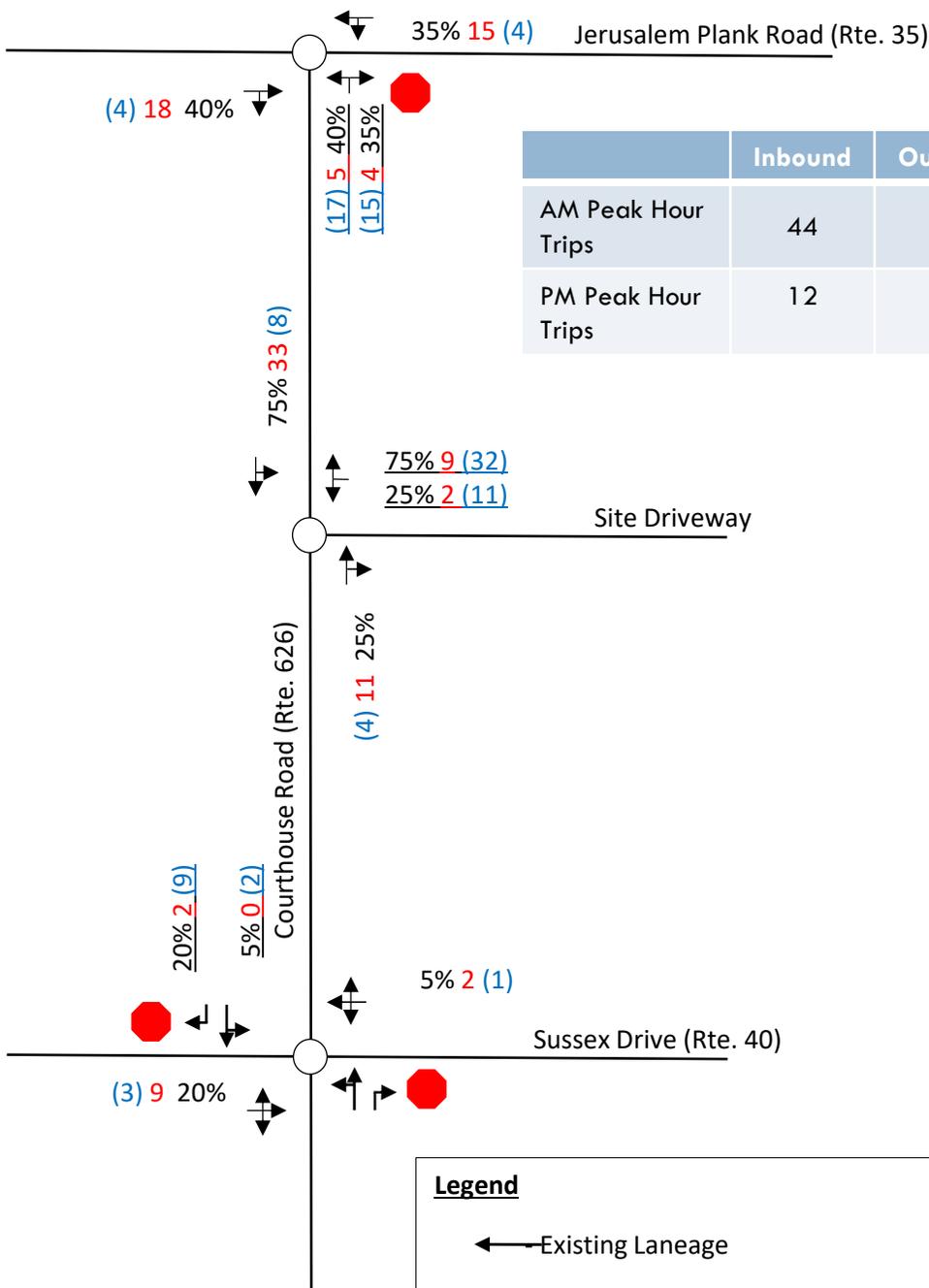
Table 2: Site Specific Trip Generation

Land Use Sussex Sand Mine	Daily		AM Peak		PM Peak	
	In	Out	In	Out	In	Out
Dump Trucks	150	150	23	7	8	22
Passenger Vehicle Trucks	15	15	11	4	4	11
Employees	10	10	10	0	0	10
Total	350		55		55	

Given the location of the site and surrounding roadway network and input from County staff, it is assumed that the majority of the site trips associated with the development will be destined north toward Jerusalem Plank Road (75%), with the remaining trips (25%) destined south towards Sussex Drive. This distribution was applied to the trip generation outlined in **Table 2** and resulting trip assignment is illustrated in **Figure 3** at the study area intersections. **Figure 4** illustrates the Full Build-out conditions at the study area intersections.

Trip Distribution and Trip Assignment

North
Not to Scale



	Inbound	Outbound	Total
AM Peak Hour Trips	44	11	55
PM Peak Hour Trips	12	43	55

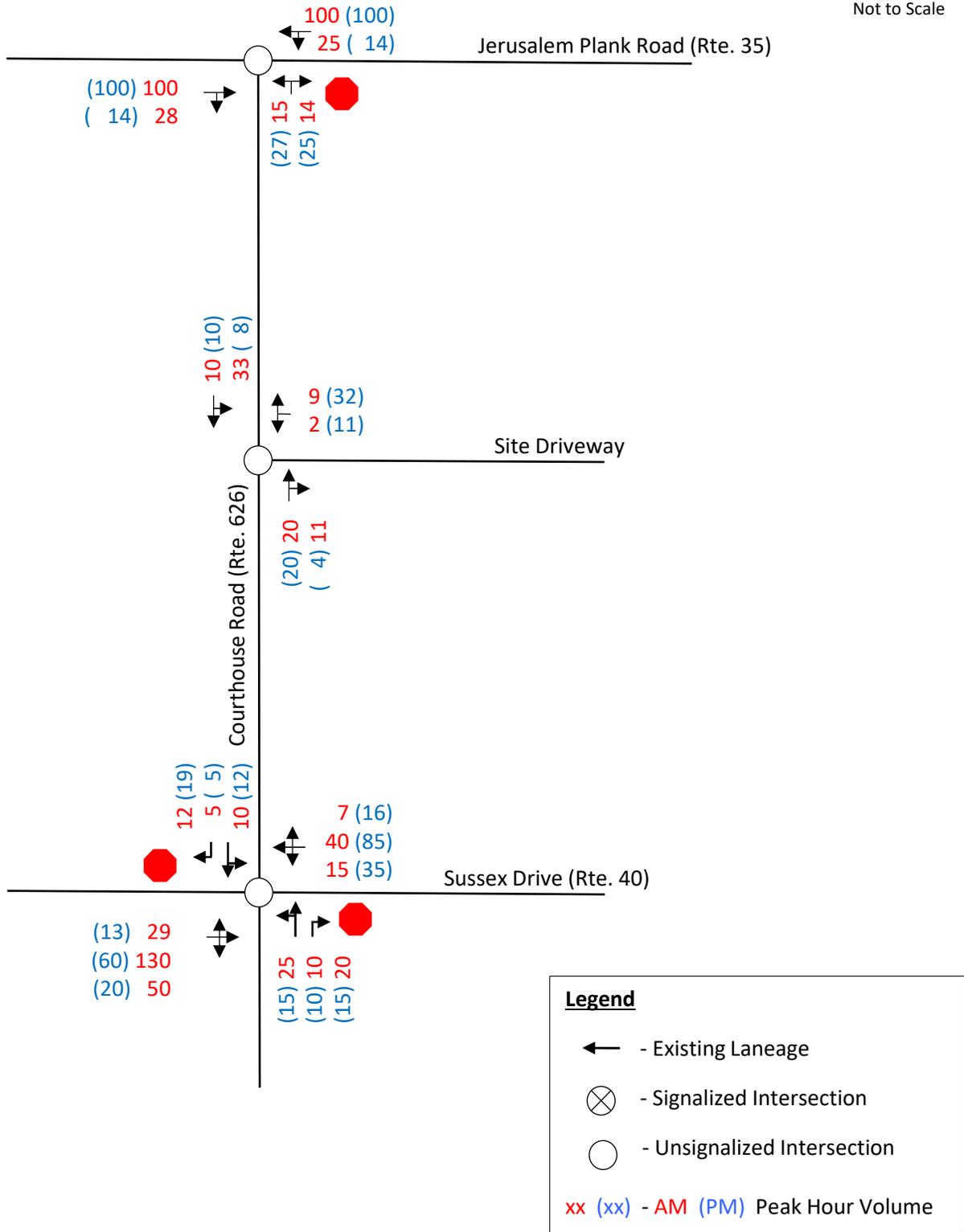
Legend

- ← Existing Laneage
- ⊗ Signalized Intersection
- Unsignalized Intersection

xx% xx (xx) - XX% AM (PM) Peak Hour Distribution/Volume

Build Conditions: Peak Hour Traffic Volumes

North
Not to Scale



Traffic Analysis

Level of service (LOS) was analyzed at the study area intersection for Existing and Build conditions, using *Synchro Professional 10.0*, which uses methodologies contained in the *2000 Highway Capacity Manual (HCM) [TRB Special Report 209, 2000]*. Under Full Build-out conditions, all study area intersections will operate at a LOS A, under the current unsignalized operations. Detailed Highway Capacity Software HCS analyses are attached for reference.

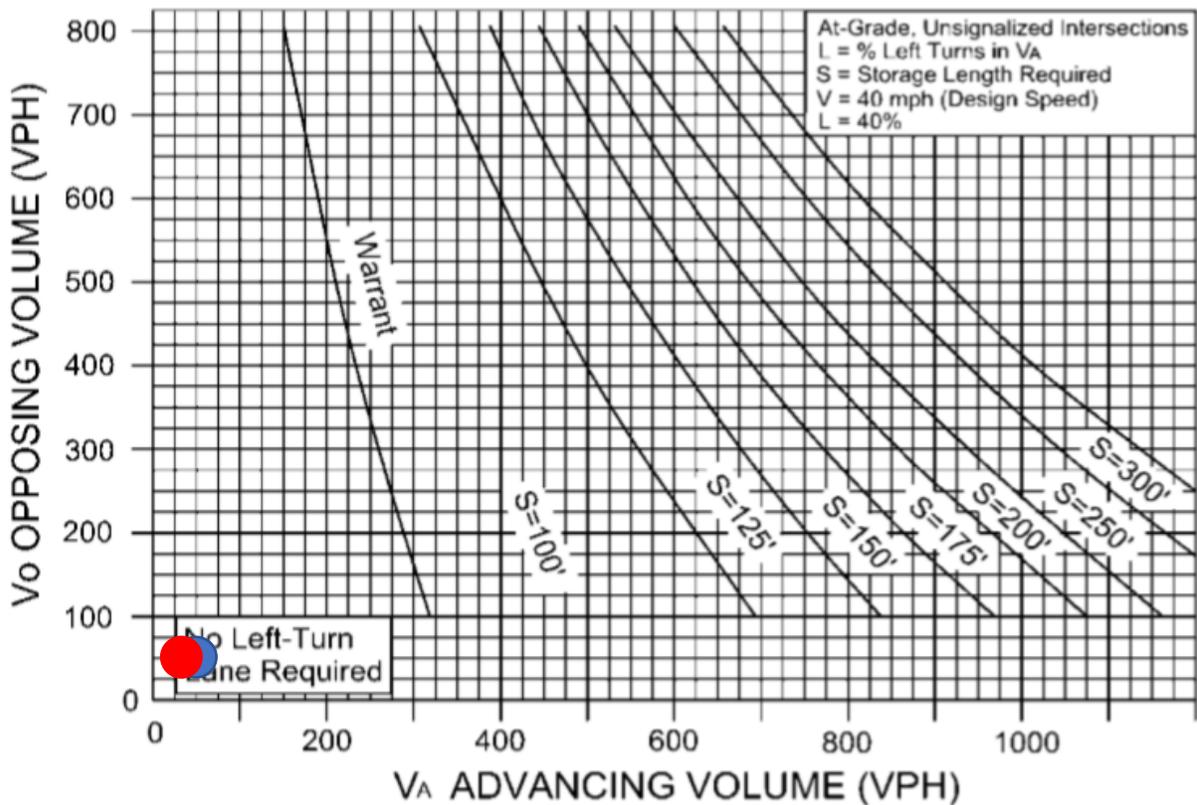
In addition to the intersection analysis, the turn lane warrants were also performed at the site entrance. Based on the projected traffic volumes, dedicated turn lanes are not required.

Conclusion and Recommendations

The proposed Sussex Sand Mine development is estimated to generate 350 trips per day, to include dump trucks, pick-up truck, and employees. Using projected traffic volumes, the existing intersection, geometry, and roadways are sufficient to handle the proposed site traffic and provide acceptable levels of service. The proposed site entrance should be designed to accommodate unimpeded turning movements for the anticipated heavy vehicle traffic.

Technical Appendix

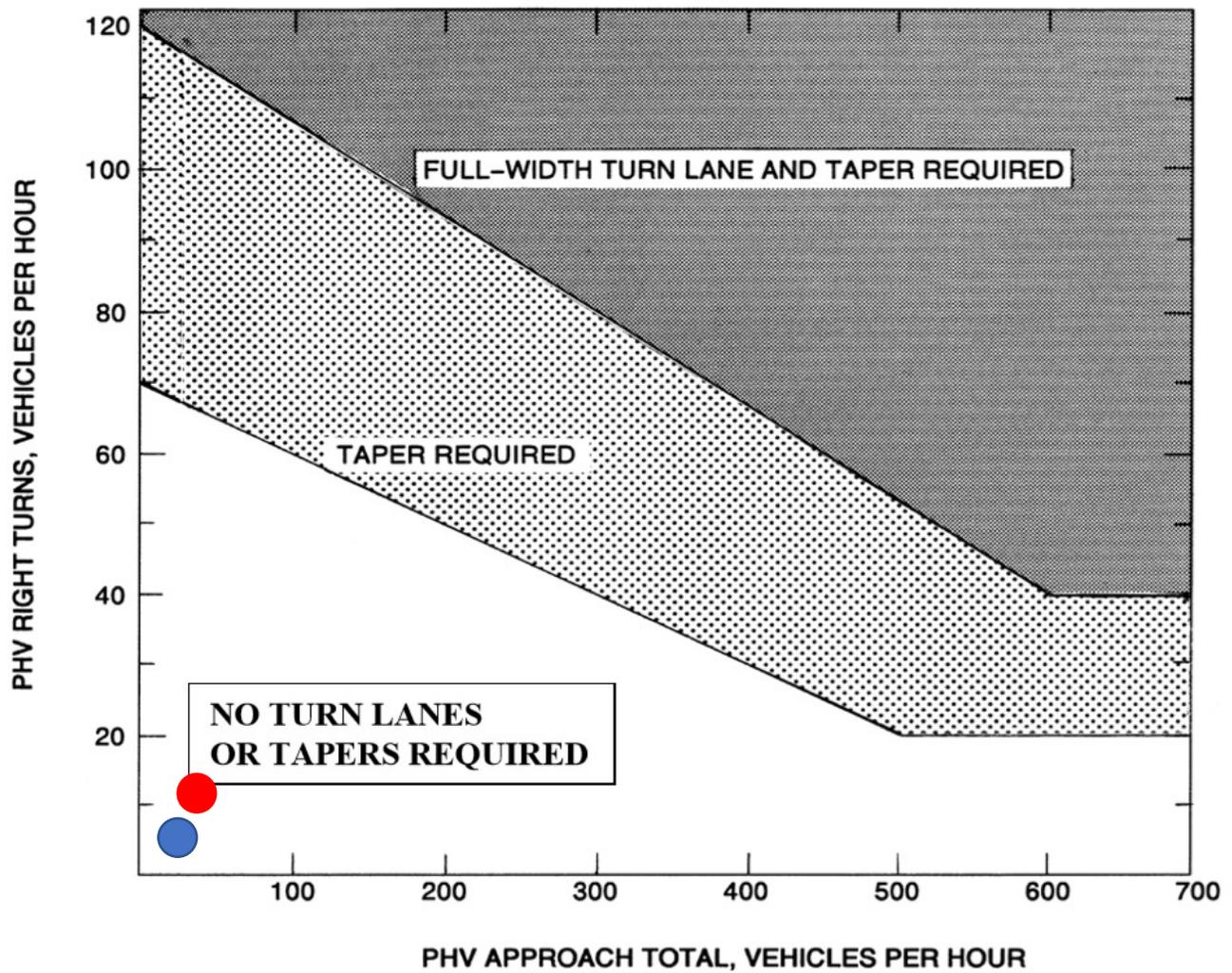
Courthouse Road and Site Entrance: Southbound Left Turn Warrant



Legend

- - AM Peak Hour Conditions
- - PM Peak Hour Conditions

Courthouse Road and Site Entrance: Northbound Right Turn Warrant



Legend

- - AM Peak Hour Conditions
- - PM Peak Hour Conditions

HCM Unsignalized Intersection Capacity Analysis

3: Courthouse Rd & Jerusalem Plank Rd.

AM Peak
Existing



Movement	EBT	EBR	WBL	WBT	NEL	NER
Lane Configurations	↖			↗	↘	
Traffic Volume (veh/h)	100	10	10	100	10	10
Future Volume (Veh/h)	100	10	10	100	10	10
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	109	11	11	109	11	11
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage (veh)						
Upstream signal (ft)						
pX, platoon unblocked						
vC, conflicting volume			120		246	114
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			120		246	114
tC, single (s)			4.1		6.4	6.2
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			99		99	99
cM capacity (veh/h)			1468		737	938
Direction, Lane #	EB 1	WB 1	NE 1			
Volume Total	120	120	22			
Volume Left	0	11	11			
Volume Right	11	0	11			
cSH	1700	1468	826			
Volume to Capacity	0.07	0.01	0.03			
Queue Length 95th (ft)	0	1	2			
Control Delay (s)	0.0	0.7	9.5			
Lane LOS		A	A			
Approach Delay (s)	0.0	0.7	9.5			
Approach LOS			A			
Intersection Summary						
Average Delay			1.1			
Intersection Capacity Utilization			22.5%	ICU Level of Service		A
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis

3: Courthouse Rd & Jerusalem Plank Rd.

AM Peak
Build



Movement	EBT	EBR	WBL	WBT	NEL	NER
Lane Configurations	↖			↗		↘
Traffic Volume (veh/h)	100	28	25	100	15	14
Future Volume (Veh/h)	100	28	25	100	15	14
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	109	30	27	109	16	15
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage (veh)						
Upstream signal (ft)						
pX, platoon unblocked						
vC, conflicting volume			139		287	124
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			139		287	124
tC, single (s)			4.1		6.4	6.2
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			98		98	98
cM capacity (veh/h)			1445		690	927
Direction, Lane #	EB 1	WB 1	NE 1			
Volume Total	139	136	31			
Volume Left	0	27	16			
Volume Right	30	0	15			
cSH	1700	1445	787			
Volume to Capacity	0.08	0.02	0.04			
Queue Length 95th (ft)	0	1	3			
Control Delay (s)	0.0	1.6	9.8			
Lane LOS		A	A			
Approach Delay (s)	0.0	1.6	9.8			
Approach LOS			A			
Intersection Summary						
Average Delay			1.7			
Intersection Capacity Utilization			26.9%	ICU Level of Service	A	
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis
 3: Courthouse Rd & Jerusalem Plank Rd.

PM Peak
 Existing



Movement	EBT	EBR	WBL	WBT	NEL	NER
Lane Configurations	↖			↗	↘	
Traffic Volume (veh/h)	100	10	10	100	10	10
Future Volume (Veh/h)	100	10	10	100	10	10
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	109	11	11	109	11	11
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage (veh)						
Upstream signal (ft)						
pX, platoon unblocked						
vC, conflicting volume			120		246	114
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			120		246	114
tC, single (s)			4.1		6.4	6.2
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			99		99	99
cM capacity (veh/h)			1468		737	938

Direction, Lane #	EB 1	WB 1	NE 1
Volume Total	120	120	22
Volume Left	0	11	11
Volume Right	11	0	11
cSH	1700	1468	826
Volume to Capacity	0.07	0.01	0.03
Queue Length 95th (ft)	0	1	2
Control Delay (s)	0.0	0.7	9.5
Lane LOS		A	A
Approach Delay (s)	0.0	0.7	9.5
Approach LOS			A

Intersection Summary			
Average Delay		1.1	
Intersection Capacity Utilization		22.5%	ICU Level of Service
Analysis Period (min)		15	A

HCM Unsignalized Intersection Capacity Analysis

3: Courthouse Rd & Jerusalem Plank Rd.

PM Peak
Build



Movement	EBT	EBR	WBL	WBT	NEL	NER
Lane Configurations						
Traffic Volume (veh/h)	100	14	14	100	27	25
Future Volume (Veh/h)	100	14	14	100	27	25
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	109	15	15	109	29	27
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage (veh)						
Upstream signal (ft)						
pX, platoon unblocked						
vC, conflicting volume			124		256	116
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			124		256	116
tC, single (s)			4.1		6.4	6.2
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			99		96	97
cM capacity (veh/h)			1463		726	936
Direction, Lane #	EB 1	WB 1	NE 1			
Volume Total	124	124	56			
Volume Left	0	15	29			
Volume Right	15	0	27			
cSH	1700	1463	814			
Volume to Capacity	0.07	0.01	0.07			
Queue Length 95th (ft)	0	1	6			
Control Delay (s)	0.0	1.0	9.8			
Lane LOS		A	A			
Approach Delay (s)	0.0	1.0	9.8			
Approach LOS			A			
Intersection Summary						
Average Delay			2.2			
Intersection Capacity Utilization		22.7%		ICU Level of Service		A
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis
 9: Courthouse Rd/Courthouse Rd. & Sussex Dr.

AM Peak
 Existing

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕	↗		↕	↗
Traffic Volume (veh/h)	20	130	50	15	40	5	25	10	20	10	5	10
Future Volume (Veh/h)	20	130	50	15	40	5	25	10	20	10	5	10
Sign Control		Free			Free			Stop			Stop	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	22	141	54	16	43	5	27	11	22	11	5	11
Pedestrians												
Lane Width (ft)												
Walking Speed (ft/s)												
Percent Blockage												
Right turn flare (veh)									3			3
Median type		None			None							
Median storage veh												
Upstream signal (ft)												
pX, platoon unblocked												
vC, conflicting volume	48			195			292	292	168	295	316	46
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	48			195			292	292	168	295	316	46
tC, single (s)	4.1			4.1			7.1	6.5	6.2	7.1	6.5	6.2
tC, 2 stage (s)												
tF (s)	2.2			2.2			3.5	4.0	3.3	3.5	4.0	3.3
p0 queue free %	99			99			96	98	97	98	99	99
cM capacity (veh/h)	1559			1378			636	603	876	620	584	1024
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total	217	64	60	27								
Volume Left	22	16	27	11								
Volume Right	54	5	22	11								
cSH	1559	1378	989	1027								
Volume to Capacity	0.01	0.01	0.06	0.03								
Queue Length 95th (ft)	1	1	5	2								
Control Delay (s)	0.8	2.0	10.4	10.0								
Lane LOS	A	A	B	B								
Approach Delay (s)	0.8	2.0	10.4	10.0								
Approach LOS			B	B								
Intersection Summary												
Average Delay			3.3									
Intersection Capacity Utilization			27.7%		ICU Level of Service				A			
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

9: Courthouse Rd/Courthouse Rd. & Sussex Dr.

AM Peak
Build

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	29	130	50	15	40	7	25	10	20	10	5	12
Future Volume (Veh/h)	29	130	50	15	40	7	25	10	20	10	5	12
Sign Control		Free			Free			Stop			Stop	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	32	141	54	16	43	8	27	11	22	11	5	13
Pedestrians												
Lane Width (ft)												
Walking Speed (ft/s)												
Percent Blockage												
Right turn flare (veh)									3			3
Median type		None			None							
Median storage (veh)												
Upstream signal (ft)												
pX, platoon unblocked												
vC, conflicting volume	51			195			314	315	168	316	338	47
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	51			195			314	315	168	316	338	47
tC, single (s)	4.1			4.1			7.1	6.5	6.2	7.1	6.5	6.2
tC, 2 stage (s)												
tF (s)	2.2			2.2			3.5	4.0	3.3	3.5	4.0	3.3
p0 queue free %	98			99			96	98	97	98	99	99
cM capacity (veh/h)	1555			1378			611	581	876	596	565	1022
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total	227	67	60	29								
Volume Left	32	16	27	11								
Volume Right	54	8	22	13								
cSH	1555	1378	952	1063								
Volume to Capacity	0.02	0.01	0.06	0.03								
Queue Length 95th (ft)	2	1	5	2								
Control Delay (s)	1.2	1.9	10.6	10.1								
Lane LOS	A	A	B	B								
Approach Delay (s)	1.2	1.9	10.6	10.1								
Approach LOS			B	B								
Intersection Summary												
Average Delay			3.5									
Intersection Capacity Utilization			28.6%		ICU Level of Service				A			
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

9: Courthouse Rd/Courthouse Rd. & Sussex Dr.

PM Peak
Existing

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	10	60	20	35	85	15	15	10	15	10	5	10
Future Volume (Veh/h)	10	60	20	35	85	15	15	10	15	10	5	10
Sign Control		Free			Free			Stop			Stop	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	11	65	22	38	92	16	16	11	16	11	5	11
Pedestrians												
Lane Width (ft)												
Walking Speed (ft/s)												
Percent Blockage												
Right turn flare (veh)									3			3
Median type		None			None							
Median storage (veh)												
Upstream signal (ft)												
pX, platoon unblocked												
vC, conflicting volume	108			87			276	282	76	280	285	100
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	108			87			276	282	76	280	285	100
tC, single (s)	4.1			4.1			7.1	6.5	6.2	7.1	6.5	6.2
tC, 2 stage (s)												
tF (s)	2.2			2.2			3.5	4.0	3.3	3.5	4.0	3.3
p0 queue free %	99			97			98	98	98	98	99	99
cM capacity (veh/h)	1483			1509			647	606	985	637	604	956
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total	98	146	43	27								
Volume Left	11	38	16	11								
Volume Right	22	16	16	11								
cSH	1483	1509	1004	1057								
Volume to Capacity	0.01	0.03	0.04	0.03								
Queue Length 95th (ft)	1	2	3	2								
Control Delay (s)	0.9	2.1	10.1	10.0								
Lane LOS	A	A	B	B								
Approach Delay (s)	0.9	2.1	10.1	10.0								
Approach LOS			B	B								
Intersection Summary												
Average Delay			3.5									
Intersection Capacity Utilization			28.6%		ICU Level of Service				A			
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

9: Courthouse Rd/Courthouse Rd. & Sussex Dr.

PM Peak
Build

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	13	60	20	35	85	16	15	10	15	12	5	19
Future Volume (Veh/h)	13	60	20	35	85	16	15	10	15	12	5	19
Sign Control		Free			Free			Stop			Stop	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	14	65	22	38	92	17	16	11	16	13	5	21
Pedestrians												
Lane Width (ft)												
Walking Speed (ft/s)												
Percent Blockage												
Right turn flare (veh)									3			3
Median type		None			None							
Median storage (veh)												
Upstream signal (ft)												
pX, platoon unblocked												
vC, conflicting volume	109			87			283	289	76	286	292	100
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	109			87			283	289	76	286	292	100
tC, single (s)	4.1			4.1			7.1	6.5	6.2	7.1	6.5	6.2
tC, 2 stage (s)												
tF (s)	2.2			2.2			3.5	4.0	3.3	3.5	4.0	3.3
p0 queue free %	99			97			97	98	98	98	99	98
cM capacity (veh/h)	1481			1509			633	600	985	629	598	955
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total	101	147	43	39								
Volume Left	14	38	16	13								
Volume Right	22	17	16	21								
cSH	1481	1509	987	1345								
Volume to Capacity	0.01	0.03	0.04	0.03								
Queue Length 95th (ft)	1	2	3	2								
Control Delay (s)	1.1	2.1	10.2	9.8								
Lane LOS	A	A	B	A								
Approach Delay (s)	1.1	2.1	10.2	9.8								
Approach LOS			B	A								
Intersection Summary												
Average Delay			3.8									
Intersection Capacity Utilization			27.3%		ICU Level of Service				A			
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

8: Site Driveway & Courthouse Rd

AM Peak
Build



Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (veh/h)	2	9	20	11	33	10
Future Volume (Veh/h)	2	9	20	11	33	10
Sign Control	Stop		Free			Free
Grade	0%		0%			0%
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	2	10	22	12	36	11
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type			None			None
Median storage (veh)						
Upstream signal (ft)						
pX, platoon unblocked						
vC, conflicting volume	111	28			34	
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	111	28			34	
tC, single (s)	6.4	6.2			4.1	
tC, 2 stage (s)						
tF (s)	3.5	3.3			2.2	
p0 queue free %	100	99			98	
cM capacity (veh/h)	866	1047			1578	

Direction, Lane #	WB 1	NB 1	SB 1
Volume Total	12	34	47
Volume Left	2	0	36
Volume Right	10	12	0
cSH	1012	1700	1578
Volume to Capacity	0.01	0.02	0.02
Queue Length 95th (ft)	1	0	2
Control Delay (s)	8.6	0.0	5.7
Lane LOS	A		A
Approach Delay (s)	8.6	0.0	5.7
Approach LOS	A		

Intersection Summary			
Average Delay		4.0	
Intersection Capacity Utilization		19.0%	ICU Level of Service
Analysis Period (min)		15	A

HCM Unsignalized Intersection Capacity Analysis

8: Site Driveway & Courthouse Rd

PM Peak
Build



Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	Y		T			T
Traffic Volume (veh/h)	11	32	20	4	8	10
Future Volume (Veh/h)	11	32	20	4	8	10
Sign Control	Stop		Free			Free
Grade	0%		0%			0%
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	12	35	22	4	9	11
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type			None			None
Median storage (veh)						
Upstream signal (ft)						
pX, platoon unblocked						
vC, conflicting volume	53	24			26	
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	53	24			26	
tC, single (s)	6.4	6.2			4.1	
tC, 2 stage (s)						
tF (s)	3.5	3.3			2.2	
p0 queue free %	99	97			99	
cM capacity (veh/h)	950	1052			1588	
Direction, Lane #	WB 1	NB 1	SB 1			
Volume Total	47	26	20			
Volume Left	12	0	9			
Volume Right	35	4	0			
cSH	1024	1700	1588			
Volume to Capacity	0.05	0.02	0.01			
Queue Length 95th (ft)	4	0	0			
Control Delay (s)	8.7	0.0	3.3			
Lane LOS	A		A			
Approach Delay (s)	8.7	0.0	3.3			
Approach LOS	A					
Intersection Summary						
Average Delay			5.1			
Intersection Capacity Utilization			17.6%	ICU Level of Service		A
Analysis Period (min)			15			