

**Sussex County Board of Supervisors Meeting
Thursday, December 19, 2024 – 6 pm
General District Courtroom – Sussex Judicial Center
15098 Courthouse Road, Sussex VA 23884**

AGENDA

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 October 24, 2024 Joint Public Hearing of the Sussex County Board of Supervisors and Planning Commission, November 21, 2024 Regular Meetings
- 2.02 Warrants and Vouchers
- 2.03 Treasurer's Report & Financial Update – *for information only*
- 2.04 Departmental Reports – *for information only*
- 2.05 Health Insurance/HRA Budget Amendment
- 2.06 Budget Appropriation for E-Summons Revenue in accordance with County Ordinance #22-01 – Treasurer Deste Cox
- 2.07 First Responders Budget Amendment

3. Recognitions/Awards/Presentation

- 3.01 Recognition of David Conmy, Deputy County Administrator – 2024 Cohort of the Virginia Rural Leadership Institute
- 3.02 Gun Lock Giveaway Event – Commonwealth's Attorney Regina Sykes
- 3.03 FY2024 Audit—Taylor Stover, Robinson, Farmer, Cox Associates
- 3.04 Health Insurance/Health Reimbursement Account Update—David Rowe, Bankers Insurance

4. Public Hearing – none

5. Appointments – none

6. Action Items

- 6.01 Prioritization of Eligible Unpaved Secondary Routes—Planner Michael Poarch
- 6.02 Obligation of Remaining ARPA Funds/Overview of ARPA Projects and Expenditures—Finance Director Kelly Moore
- 6.03 Courthouse HVAC Repair Request – Public Works Director Jeff Gary
- 6.04 Finance Committee Recommendation for the Chambliss Elementary School Property

7. Citizens' Comments

8. Unfinished Business – none

9. New Business

- 9.01 Requested Position Salary Increase for Commonwealth's Attorney Office—
Commonwealth's Attorney Regina Sykes
- 9.02 Supervisor Fly Concerns
 - a. Relocation of County Administration to another Location on the Campus.
 - b. Review and Revise the Short-Term and Long-Term EMS Plan

10. Board Members Comments

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

11. Closed Session

- 11.01 Convene into Closed Session
 - a. Consultation with the county attorney for legal advice pursuant to Va. Code Section 2.2-3711(A)8
 - b. Disposition of publicly held real property because in open meeting would adversely affect would adversely affect the bargaining positions or negotiating strategy, applicable Code Section 2.2-3711(A)3
- 11.02 Reconvene to Open Session
- 11.03 Certification
- 11.04 Action(s) Resulting from Closed Session, if any

12. Recess/Adjournment

- 12.01 Recess/Adjournment
- 12.02 Next Regular Meeting: January 16, 2025 @ 6 p.m.

**At a Joint Public Hearing of the
Sussex County Board of Supervisors & Planning Commission
Held at the Sussex Central High School Auditorium on
Thursday, October 24, 2024 at 6 pm**

BOARD MEMBERS PRESENT

Thomas W. Baicy, III
C. Eric Fly, Sr.
Alfred G. Futrell
Wayne O. Jones
Phyllis T. Tolliver
Steve E. White

BOARD MEMBERS ABSENT

Rufus E. Tyler, Sr.

PLANNING COMMISSIONERS PRESENT

Kevin Bracy
J. Lafayette Edmonds
Roger King
Dennis P. Mason
Terry Massenburg

PLANNING COMMISSIONER ABSENT

Elena Grinstead
Andrew Mayes
Rudolph Shands

STAFF PRESENT:

Richard Douglas, County Administrator
Jeff Gore, County Attorney
Ernest Giles, Sheriff
Michael Kessinger, Captain
Michael Poarch, Planner
Beverly H. Walkup, Planning Director
Shilton R. Butts, Asst. to the County Administrator/
Clerk to the Board of Supervisors (Virtual)

1. Call to Order/Determine Quorum

Chairman W. Jones determined a quorum and called the October 24, 2024 Joint Public Hearing to order for the Board of Supervisors.

Chair Massenburg determined a quorum called the October 24, 2024 Joint Public Hearing to order for the Planning Commission.

2. Overview of Process and Public Hearing Rules

Chairman Jones stated that the purpose of the October 24, 2024 joint public hearing of the Board of Supervisors and Planning Commission was to conduct a public hearing on the RWE/Big Pine Pine Solar, LLC application for a conditional use permit in the County.

He stated that the Public Hearing was to receive comments from the citizens. After the applicant's presentations, the Board and Planning Commission would then conduct the Joint Public Hearing where those in attendance would have the opportunity to provide their input. He clarified that it was not a question and answer (Q&A) session. Board members and Commissioners did not have to answer their questions. After everyone who wanted to speak had done so, he would close the joint public hearing. The Board and Commission may, at that time, ask questions of the applicant, consultant and staff. In addition, according to the Board's bylaws, the applicant would have a chance to respond to any public comments if they chose to do so. The Board of Supervisors would be taking action at that time.

3. Summary of Conditional Use Permit Application and Staff Findings/Recommendations – Planning Staff

Luke Peters, with The Berkley Group, provided a summary of Conditional Use Permit Application #2-24 Big Pine Solar, RWE Clean Energy, LLC, applicant.

The Applicant is seeking a Conditional Use Permit (CUP) to construct a 150 megawatt (alternating current) photovoltaic solar energy generation facility. The project is located on 6 parcels, or portions thereof, totaling 2,187 acres, while the fenced area of development/disturbance totals approximately 1,050 acres.

The Project is situated northwest of the intersection of Route 625 (Newville Road) and Route 626 (Neblett Mill Road and Beef Steak Road). It's zoned General Agricultural (A-1). It's comprised of six parcels: 4-A-2, 25-A-3, 25-A-4, 25-A-6, 39-A-31, 39-A-32. The Project land totals 2,187 acres and is entirely zoned A-1, General Agricultural. There are areas of steep slopes (8% or greater) within the Project site.

The project is also adjacent to and/or in close proximity to Sussex I and II Correctional Facility, Sussex Service Authority, Atlantic Waste Management landfill, Waverly Solar, and the proposed Cabin Point Solar project. The project is located west of the Town of Waverly with project parcels and active developed areas located over 3 miles from the Town's boundaries.

There are environmental and natural resources.

- Historic Virginia Land Conservancy Conservation Easement: Situated 0.6 miles west of the site.

- Cherry Orchard Bog State Natural Area Preserve: Managed by the Virginia Department of Conservation and Recreation, located 2.1 miles west of the site.
- Neblett Millpond – Joseph Swamp – Dobie Swamp Stream Conservation Site: Located in the western portion of the site, this area has a biodiversity ranking of B3, indicating it is a high-priority stream conservation site supporting significant aquatic natural resources.
- Joseph Swamp Conservation Site: Situated at the northwestern corner of the site, also ranked B3, this site provides essential habitat and buffers for natural heritage resources.
- The state threatened loggerhead shrike has been observed within three miles of the site, leading to potential tree and shrub clearing restrictions from April 1 to July 31.
- According to the VDCR’s model, Bachman’s sparrow, Rafinesque’s eastern big-eared bat, and red-cockaded woodpecker are potential residents of the site.

Mr. Peters stated that the proposed development the applicant is seeking is a The Applicant is seeking a Conditional Use Permit (CUP) to construct a 150 megawatt (alternating current) photovoltaic solar energy generation facility. The project is located on 6 parcels, or portions thereof, totaling 2,187 acres, while the fenced area of development/disturbance totals approximately 1,050 acres.

The project infrastructure will consist of approximately 311,640 solar photovoltaic modules (PV panels) mounted on steel racking structures, inverters, a transformer, and control cabinet, switch gear, meter, interconnection, and security fencing. PV panels will be approximately 27% of the total project area.

The Big Pine Solar project is located in Sussex County, Virginia, bisected by Route 625 (Newville Road), north of the intersection of Route 625 and Route 626 (Neblett Mill Road and Beef Steak Road).

He stated that the project will be screened from view at ground level at all locations. A 150-foot buffer of existing vegetation will be maintained around the exterior of the Project’s fencing. There are several locations where a berm will be built, and screening trees will be planted. Screening will be no less than 50 feet wide.

There are several locations where a berm will be built, and screening trees will be planted. Screening will be no less than 50 feet wide. The trees planted as part of this screening will be no less than five (5) to six (6) feet tall at planting and be in at least three staggered rows, no more than fifteen (15) feet apart.

Construction is anticipated to commence in Q2 2026 with the Project being energized and commercial operation being achieved by Q2 2027. The Application’s Traffic & Route Evaluation Study indicates haul routes for construction traffic; the proposed haul routes indicate traffic from US Route 460, travelling to Route 602/Cabin Point Road, traffic would then access the site from Route 625/Newville Road or Route 626/Beef Steak Road and private roads therefrom.

Mr. Peters stated the County’s Comprehensive Plan identifies the Project to be located within the Waverly Small Area Plan (SAP) area. (A map was included in the presentation).

It was noted that the Comprehensive Plan was amended in February 2022 to amend policies for solar and battery storage facilities.

He reviewed policies for Utility-Scale Solar Facilities and Battery Energy Storage Facilities.

The County will consider utility-scale solar facilities as a primary use in districts zoned agricultural or industrial with preference for brownfields and County-owned capped landfills. The total size shall be 100 acres or more but less than 5,000 contiguous acres.

Large contiguous projects are preferred over small decentralized or large discontinuous projects to prevent land fragmentation.

Laid out approximately on the project parcels.

Laid out with no more than 65% equipment and building coverage. L

Located outside planning areas or community hubs.

Located outside forested areas to preserve forest resources. Located outside prime agricultural land.

Further than three (3) miles from any village or town boundary.

Further than two miles from other existing or permitted solar facilities.

Located to minimize negative impacts in proximity to residences; historic, cultural, recreational, or environmentally-sensitive areas; and scenic viewsheds.

Located less than or equal to one mile from a transmission line

BESS is a primary use on a parcel contiguous to utility-scale solar facilities, other energy generation facilities, and substations.

Staff reviewed based on conformity with the Comprehensive Plan, specifically the Waverly Small Area Plan, and the Comprehensive Plan's policies for Utility-Scale Solar Facilities and Battery Energy Storage Facilities, as well as the purposes for the Zoning Ordinance.

With respect to the Waverly Small Area Plan:

- Impacts the agricultural economy or rural character of the area;
- Reduces the potential for the expansion of farm related activities or the preservation of agricultural lands from being developed for other land uses;
- Preserves environmentally sensitive areas; or

- Maintains the rural character of the Waverly Planning Area, supports existing farming operations, and protects productive agricultural lands from encroachment by industrial or commercial development.
- Based upon the existing use of Project parcels and adjacent parcels, as well as the use proposed and its size (perhaps specifically as it relates to areas of the Project within the Waverly Planning Area), Staff is of the opinion that it may not be fully in accord with the policies of the Comprehensive Plan and the specific Waverly Planning Area, if not be entirely contrary to such policies given the industrial nature of the use and the impact on agricultural and the rural character of the area.

With respect to Utility-Scale Solar Facilities Policies:

- The County's Comprehensive Plan identifies the Project to be located within the Waverly Small Area Plan (SAP) area
- Based upon information provided by the Applicant, the development area consists of Emergent Forests, Forests, Open Water, and Scrub or shrubbed areas. According to the Application materials, of the development area, approximately 40 acres or 2.4% consists of active agriculture production. The amount of prime farmland that is currently being used for agriculture that is impacted by the Project (within the fence) is .88% (40 acres) of the total Project area.
- The Project parcels and active developed area are located more than 3 miles from the Town of Waverly.
- Project parcels and active developed area are located more than 2 miles from the Waverly Solar project. The Cabin Point Solar project was formerly located in the area of the Project, however, the permit for the Cabin Point Solar project has expired and it is no longer relevant to this policy.
- The Project is located within 1 mile of a transmission line, being bisected by an existing 500kV transmission line.
- The project's proposed 150' perimeter buffer/setback, as well as 300' setback from residences, work to ensure consistency with this criteria. As noted, the Applicant has proposed wetland buffers and setbacks of varying widths, but no less than 50'. To ensure the protection of wetland resources, Staff is additionally recommending that there be a setback of 200' from wetlands and streams (proposed Condition #7).

The strengths to be: (1) Large, contiguous Project; (2) Will provide another source of energy to the transmission grid; (3) No direct impact to any known cultural and/or historical resources; (4) No endangered species were present within the project limits based on surveys that were conducted. (5) Located greater than 3 miles from the Town of Waverly; (6) Located more than 2 miles from the Waverly Solar facility; (7) The project serves to expand the base of tax-paying businesses in this area as opposed to the correctional facility and the service authority.

The weaknesses include the project is located within a DCR designated conservation site of high significance. . Significant amount of highly important wetlands throughout the project area.

Based upon a review of the Application and the Staff comments provided herein, Staff recommends approval of the requested Conditional Use Permit with conditions. Generally, Staff is of the opinion that the Project is consistent with the policies of the Comprehensive Plan and the purposes of the Zoning Ordinance with the imposition of reasonable conditions to mitigate any anticipated negative impacts.

Should the Planning Commission consider a recommending approval of the CUP, and should the Board of Supervisors consider approval of the CUP, Staff has provided 45 recommended conditions.

RWE Clean Energy, LLC, (the “Applicant”) has applied (the “Application”) to the Sussex County Board of Supervisors (the “County”) for a Conditional Use Permit (the “CUP”) to construct a Utility Scale Solar Facility (the “Solar Facility”) and associated overhead and underground lines (collectively the “Project”) as defined by Article 1, Section 34-1 of the Sussex County Zoning Ordinance (the “Ordinance”) and permitted by Chapter 34, Section 34-907 of the Ordinance. The following conditions, which upon approval of the CUP, shall be in full force and effect. As used in these conditions, the term “Applicant” shall include the terms “Applicant, Owner, Developer, or Operator,” and the successors and assigns thereof. The term “Zoning Administrator” shall include the designee of the Zoning Administrator. The terms “Project” and “Solar Facility” shall include the facility in its entirety.

The proposed CUP conditions (the “Conditions”) are consistent with the Ordinance which shall apply to the Project. In the event of any conflict between the Ordinance and Conditions, the Conditions shall control. All terms and phrases used and not otherwise defined herein shall have the meanings ascribed to them in the Ordinance. The CUP, including any approved plans and CUP Conditions, shall run with the land and shall not be affected by a change in ownership of the Applicant or the Project, nor by any change in the Ordinance.

1. The Applicant shall develop, construct, operate, and maintain the Project in substantial conformance with the conceptual plans (titled “Concept Plan, Big Pine Solar,” plan sheets 1 thru 3.2, dated June 5, 2024, Revised October 10, 2024), inclusive of the Application revision dated “Revised October 11, 2024”, the “Concept Plan”, with the area shown thereon referred to herein as the “Site”), and all assurances and commitments made within the Application materials, and the conditions imposed on the issued conditional use permit, as determined by the Zoning Administrator. Substantial conformance will be determined by the Zoning Administrator based on his/her review of the record. Deviations determined not to be in substantial conformance with the conceptual plans, or consistent with these Conditions as may be necessary or required, require review and approval as an amendment to the conditional use permit, following the process for the granting of a conditional use permit.
2. Project capacity shall be limited to a maximum of 150 MW for the solar facility. The CUP permits the active developed area of the Site, within the fence line, to consist of up to 1,050 acres on Sussex County Tax Map Parcels: 14-A-2, 25-A-3, 25-A-4, 25-A-6, 39-A-31, 39-A-32 (the “Project Parcels”).

3. The Applicant shall give the County written notice of any change in ownership or entities responsible for operations or asset management of the project within thirty (30) days after the change.
4. Prior to or in conjunction with Site Plan review, the Applicant shall submit details on the linear facilities (access roads, medium voltage collector systems, and telecom equipment) and associated easements which connect noncontiguous portions of the project, including secured easements, to the Zoning Administrator for approval. Approval of the Site Plan shall not be granted without prior approval of these connections by the Zoning Administrator, or without the existence of executed easements for the connections.
5. To accommodate wildlife crossing of the site, the Applicant shall refer to the Virginia Department of Wildlife Resources Commission's most recent Solar Energy Facility Guidance in the design of the Site Plan, working with the Zoning Administrator to meet the intent, if not the letter of the Guidance.
6. Setbacks shall be as required by the Ordinance, except where they exceed the requirements of the Ordinance, as shown on the Concept Plan or as may be included in the Site Plan. In all cases, setbacks shall be no less than the perimeter setback required by the Ordinance for the Project. There shall be no setbacks required between the internal lot lines of parcels in the Site.
7. For all streams and wetlands there shall be a minimum setback of 200' for all installed equipment. Setbacks from wetlands shall include a minimum of 150' undisturbed buffer. Greater setbacks from these features may be required to address specific site conditions with final setbacks to be determined in coordination with the Zoning Administrator at Site Plan approval, accounting for final detailed site and environmental studies and analysis. In no case shall these setbacks be required to exceed 300' unless otherwise required by applicable regulations, statutes or ordinances. Erosion control and stormwater control measures may be placed within the required setback, but shall not be placed in the undisturbed buffer, except for necessary stormwater outfall structures, as depicted and approved on the approved Site Plan. Required buffers shall remain undisturbed for the life of the project.
8. The project shall provide for a 150' perimeter setback, as defined by the Ordinance, with encroachments allowed only where generally depicted on the Concept Plan. The setbacks areas shall include visual buffers to shield the Project from view. Visual buffers shall be comprised of 150' of existing natural vegetation, and there shall be minimal removal of existing buffer vegetation adjacent to road entry points. As a condition of approval of the Final Site Plan, Applicant will conduct a boundary tour with the Zoning Administrator to determine the locations of gaps in existing natural vegetation within a required buffer area and determine the necessary supplemental plantings to facilitate effective screening of the Project which shall be depicted on the Final Site Plan. All security fencing shall be installed on the interior of the vegetated buffer.

9. The Zoning Administrator may, in connection with Site Plan review and approval, require buffers to be supplemented with additional plantings of native and/or pollinator species where compatible with site conditions. Supplemental plantings of trees (approximately six (6) feet in height and 2.5 inches in caliper at time of planting) and shrubs shall be installed as required by the Zoning Administrator. The trees planted as part of this screening will be no less six (6) feet tall at planting and be in at least three staggered rows, no more than fifteen (15) feet apart. Tree and shrub seedlings shall be planted in the remaining screening area. Other perimeter plantings that effectuate sufficient visual screening may be approved by the Zoning Administrator, including, but not limited to native evergreen trees. Buffer plantings, both existing and supplemental planting, shall be maintained in good health to ensure sufficiency of the screening, as determined by the Zoning Administrator; damaged or deceased plant materials shall be replaced within a reasonable time, dictated by best practices, as determined by the Zoning Administrator.
10. Applicant shall post a separate security for the ongoing maintenance of the Project's land cover and vegetative buffers in an amount deemed sufficient by the Zoning Administrator and provided by an issuer in an amount reasonably acceptable to the Zoning Administrator (who may rely on the opinion of a third-party) and in a form reasonably acceptable to the County Attorney. For areas of the Project Parcels that remain undeveloped and which are forested, prior to approval of the certificate of occupancy (or equivalent) the Applicant shall submit a forest management plan outlining how these areas will be actively managed by the Applicant during the operation of the facility consistent with best practices to limit the wildfire risk.
11. As part of the Site Plan review, the Applicant shall submit a Construction Management Plan ("CMP") with the final site plan, to include all entrances, in compliance with all Virginia Department of Transportation regulations and requirements during construction and decommissioning of the Solar Facility and in compliance with the Ordinance.
12. As part of the site plan review, the Applicant shall be required to submit a construction management/construction mitigation plan, to be reviewed and approved by the Zoning Administrator. At a minimum this plan shall address and/or include:
 - a. A schedule for two (2) public open houses prior to the commencement of construction activities.
 - b. A construction schedule.
 - c. Traffic control methods for all public roads to be used for ingress/egress (in coordination with the VDOT prior to initiation of construction) shall include, at a minimum, plans and procedures for lane closures, signage, flagging, and site entrance design.
 - d. Coordination with VDOT prior to initiation of construction on the appropriateness of the speed limit on any public access road and support a speed limit reduction, if necessary.

- e. Site access planning, including procedures for directing and coordinating employee and delivery traffic. Construction Traffic shall be limited to 7:00 am to 9:00 pm, Monday through Saturday, or as may be approved by the County Administrator upon good cause shown by the Applicant.
 - f. Site security; security measures shall be implemented prior to commencement of construction activities.
 - g. Lighting; during construction of the facility, any temporary construction lighting shall be positioned downward, inward, and shielded to eliminate glare from all adjacent properties. Emergency and/or safety lighting shall be exempt from this construction lighting condition.
 - h. Hours of construction. Driving of posts shall be limited to 7:00 am to 6:00 pm, Monday through Saturday. Driving of posts shall be prohibited on state and federal holidays. The Applicant may request permission from the County Administrator to conduct post driving activity on Sunday, but such permission will be granted or denied at the sole discretion of the County Administrator, after consulting with the Board of Supervisors. All other construction activity shall be permitted Monday through Saturday. The Applicant may conduct construction activity on Sunday, in accordance with the County's Noise Ordinance, so long as such activity does not occur within 500 feet of any residential dwelling.
 - i. Plans for staging and storage of materials and parking. During construction, the setback may be used for staging of materials and parking. No material and equipment laydown area, construction staging area, or construction trailer shall be located within 200 feet of any property containing a residential dwelling.
 - j. Mitigation of dust.
 - k. Mitigation of burning operations.
13. The Applicant shall submit a Construction Traffic Management Plan (CTMP) to include entrances and comply with all Virginia Department of Transportation conditions for the traffic management plan during construction and decommissioning of the Solar Facility.
14. The Applicant shall submit a Road Repair Plan applicable to the routes contained in the CMP, in conjunction with the Site Plan application, to include procedures for maintenance and repair of applicable roadways during construction and decommissioning. Applicant shall be responsible for repairing any damage to roadways occurring during construction or following decommissioning of the project, or any portion thereof. The Road Repair Plan shall include a survey, including video documentation of pre-construction condition of applicable roadways for review and approval by the County. During construction, the roadways shall be monitored for damage caused by construction activity or traffic. The Applicant, once notified by the County of damages caused by Applicant or upon discovery of damage by Applicant during regular inspections, shall make repairs caused by construction traffic at the direction and in consultation with the County Administrator and VDOT within 30 days of written notice, subject to any required delays resulting from coordination with VDOT. After Project construction activities are completed, Applicant will provide a post-construction survey of roadways, including video documentation of the condition of the

routes covered by the CMP, for review and approval by the County; the Applicant shall be required to repair any damage necessary to restore such roadways to equivalent or better condition as contained in the pre-construction survey.

15. Prior to approval of the Site Plan and commencement of construction, the Applicant shall provide a bond or other security, in an amount reasonably acceptable to the Zoning Administrator (who may rely on the opinion of a third-party) to cover 100% of the estimated costs of anticipated pre-construction improvements to be made to the public roads and/or public rights-of-way included in the CMP, as well as the anticipated cost of repairs to be necessary during construction and in a form reasonably acceptable to the County Attorney. After pre-construction improvements have been completed, the amount of the bond/security shall be reduced equivalent to the costs of the pre-construction improvements. County will release bond once all construction is complete upon review and consent of VDOT.
16. The Applicant shall coordinate with the County's Sheriff Department prior to initiation of construction on speed monitoring plans and devices.
17. As part of the site plan review, the Applicant shall be required to submit a grading plan ("Grading Plan"), to be reviewed and approved by the Zoning Administrator. The Applicant shall post a bond or other security for grading operations, from an issuer amount reasonably acceptable to the Zoning Administrator (who may rely on the opinion of a third-party) and in a form reasonably acceptable to the County Attorney. The Project shall be constructed in compliance with the Grading Plan. At a minimum this plan shall address:
 - a. Clearly show existing and proposed contours;
 - b. Note the locations and amounts of topsoil to be removed (if any) and the percent of the site to be graded;
 - c. Limit grading to the greatest extent practicable, and except as may be necessary to accommodate anticipated and required stormwater management, by avoiding development of steep slopes (those greater than 15%);
 - d. An earthwork balance will be achieved on-site with no import or export of soil except for importing specific quality soils required for construction. Excavated materials may be used for landscaping, berming/screening, or similar, or may otherwise be stockpiled on site and stabilized;
 - e. For any areas of the Project Parcels that are in agricultural production (the production of crops or livestock) at the time of Final Site Plan approval, grading shall be minimized, and where grading is necessary, all topsoil shall be retained and reapplied to the areas from which it was removed.
 - f. In areas proposed to be permanent access roads which will receive gravel or in any areas where more than a few inches of cut are required, topsoil will first be stripped and stockpiled on-site to be used to increase the fertility of areas intended to be seeded;

- g. Take advantage of natural flow patterns in drainage design and keep the amount of impervious surface as low as possible to reduce storm water storage needs.
 - h. Provide for the installation of all stormwater and erosion and sediment control infrastructure ("Stormwater Infrastructure") at the outset of the project to ensure protection of water quality. Once all Stormwater Infrastructure is complete and approved by the VESCP authority, no more than 300 acres of the land disturbance areas as reflected on the Site Plan shall be disturbed without soil stabilization at any one time. Stabilization, for purposes of erosion and sediment control, shall mean the application of seed and straw to disturbed areas, which shall be determined by the VESCP authority.
18. The Applicant shall coordinate with state and federal agencies to avoid or limit impacts to the maximum extent practicable to any state and federally listed threatened and endangered species that may occur and have suitable habitats in the project area.
19. The Erosion and Sediment Control plan shall comply with the most recent version of the Virginia Erosion and Sediment Control Handbook at the time of construction. The County will have a third-party review with corrections completed prior to the County review and approval. The Applicant shall construct, maintain, and operate the project in compliance with the approved plan. The Applicant shall post an E&S performance bond (or other security) for the construction portion of the project, to be provided by an issuer in an amount reasonably acceptable to the Zoning Administrator (who may rely on the opinion of a third-party) and in a form reasonably acceptable to the County Attorney.
- a. To the maximum extent practicable, trees and stumps removed during the course of development shall be mulched on site, with such mulch to be used to mitigate and control stormwater runoff during construction.
 - b. To the maximum extent practicable, topsoil from the site should be maintained on site for use in areas where grading occurs that exposes unsuitable soils where erosion and sediment control vegetation will not take; soil analysis shall be performed to assess the adequate seed mix for exposed soils.
 - c. The stormwater control plan shall comply with the most recent State policies and regulations at the time of design and construction. The County shall have a third-party review with corrections completed prior to submittal for DEQ review and approval. The Applicant shall construct, maintain, and operate the project in compliance with the approved plan. Applicant shall post a stormwater control bond (or other security) provided by an issuer in an amount reasonably acceptable to the Zoning Administrator (who may rely on the opinion of a third-party) and in a form reasonably acceptable to the County Attorney.
20. Ground cover shall be native vegetation where compatible with site conditions and, in all cases, shall be approved by the Zoning Administrator, who may rely on the assistance of a third-party reviewer.

21. The Applicant shall submit a final Vegetation Management Plan for County approval as part of the building permit application. Only EPA approved herbicides shall be used for vegetative and weed control at the solar energy facility by a licensed applicator. No herbicides shall be used within 150 feet of the location of an approved ground water well. The Vegetation Management Plan shall include an herbicide land application plan, which shall specify the type of herbicides to be used, the frequency of land application, the identification of approved groundwater wells, wetlands, streams, and the distances from land application areas to features such as wells, wetlands, streams, and other bodies of water. The Applicant shall notify the County prior to application of pesticides and fertilizers if such applications are not approved in the Vegetation Management Plan. The County may require soil and water testing at the Applicant's cost.
22. The Vegetation Management Plan and Landscaping Plan shall conform with requirements necessary for the Project to achieve Certified VA Pollinator-Smart designation, as defined in the Virginia Pollinator-Smart/Bird Habitat Scorecard.
23. The security for permanent security fencing shall be maintained as required by the Ordinance. The security shall be provided by an issuer in an amount acceptable to the Zoning Administrator (who may rely on the opinion of a third-party) and in a form reasonably acceptable to the County Attorney.
24. No fence or similar barrier shall cross the main channel of any stream or through a wetland flagged by County staff on the Site Plan.
25. Permanent entrance roads and parking areas, as designated in the building permit application, will be stabilized with gravel, asphalt, or concrete to minimize dust, and impacts to adjacent properties. Roads internal to the site that are not part of ingress/egress to the site may be compacted dirt.
26. All physically damaged panels or any portion or debris thereof shall be collected by the solar facility operator and removed from the site or stored on site in a location protected from weather and wildlife and from any contact with ground or water until removal from the site can be arranged; storage of damaged panels or portion or debris thereof shall not exceed thirty (30) days.
27. The Applicant shall provide a bank letter of credit, surety bond, or other form of security (the "Decommissioning Security") for the Project as a means of assuring payment of decommissioning costs provided by an issuer in an amount reasonably acceptable to the Zoning Administrator and in a form reasonably acceptable to the County Attorney. The Applicant shall post the Decommissioning Security prior to the Commercial Operation Date. The Decommissioning Security shall include language that failure to renew the current commitment, or provide a new guarantor acceptable to the County, at least ninety (90) days prior to the termination date of the current commitment, will constitute an event of default. If the County receives notice that of the Decommissioning Security has been revoked and Applicant fails to reestablish adequate Decommissioning Security in

compliance with this Condition within thirty (30) days after receipt of written notice of such revocation from the County or financial institution providing the letter of credit or surety bond, the County may revoke the Conditional Use Permit and shall be entitled to take all action to obtain the rights to the form of security.

28. The Applicant shall submit a final Decommissioning Plan to the County for approval in conjunction with the building permit. The Applicant shall reimburse the County's reasonable costs for an independent review and analysis by a licensed engineer of the initial decommissioning cost estimates. The Applicant will update the decommissioning costs estimate every five (5) years and reimburse the County's reasonable costs for an independent review and analysis by a licensed engineer of each decommissioning cost estimate revision.
29. Upon decommissioning of the Solar Facility, all physical improvements, materials, and equipment related to the Project, both surface and subsurface components, shall be removed in their entirety. The soil grade shall also be restored following disturbance caused in the removal process in accordance with applicable Ordinance provisions.
30. Upon decommissioning, all access roads shall be removed, including any geotextile material beneath the roads and granular material. Topsoil shall be redistributed within areas that were previously used for agricultural purposes to provide substantially similar growing media as was present within the areas prior to access road construction. If the current or future landowner requests in writing that the access roads and associated culverts or their related material be exempt from removal, the Applicant shall provide an itemized list of exempt items and copies of request letters in the decommissioning land disturbance application for review and approval by the County.
31. Within twelve (12) months after the cessation of use of the Solar Facility for electrical power generation or transmission, the Applicant, at their sole cost and expense, shall commence decommissioning of Project in accordance with the Decommissioning Plan approved by the County.
32. If the Applicant fails to timely decommission the Project within twenty-four (24) months from the cessation of use of the Project, the County shall have the right, but not the obligation, to commence decommissioning activities and shall have access to the property, access to the full amount of the decommissioning security, and the right to dispose of the equipment and materials on the property, without incurring any financial liability to the owner of the Project or the property owner, and the County shall use reasonable efforts to secure salvage value (if any) for the property disposed of. Following the completion of decommissioning the Project arising out of a default by the Applicant, any remaining Decommissioning Surety held by the County shall be released by the County to the designated beneficiary as identified in the Decommissioning Surety. Upon completion of decommissioning and approval by the County, the County shall sign documentation releasing the decommissioning security.

33. Upon a violation by the Applicant in their decommissioning obligations, the County may enter the Site in accordance with Code of Virginia Section §15.2-2241.2. Nothing herein shall limit other rights or remedies that may be available to the County to enforce the obligations of the Applicant, including under the County's zoning powers.
34. In the event decommissioning is triggered for a portion of the Project and Applicant successfully completes decommissioning for that portion in accordance with the Decommissioning Plan, then the remaining portions may continue in operation as long as otherwise in compliance with the CUP and Ordinance.
35. Subject to the requirement that the County provide the Applicant with an estimate of the third-party costs prior the expense being incurred and comply with applicable Virginia public procurement laws and regulations, the Applicant shall reimburse the County its reasonable costs in obtaining independent third-party reviews (when applicable County permit fees do not cover assumed costs) as required by these conditions and for the review of the site plan (including all specific plans thereof), Erosion and Sediment Control plan, road repair and improvement, decommissioning cost estimates, and bi-annual inspections during operations to verify compliance with all permits and approvals. The Applicant shall also fully fund any temporary or permanent signage as requested or required by the County or the Virginia Department of Transportation (VDOT), as well as any costs associated with traffic planning or traffic mitigation.
36. The design, installation, maintenance, and repair of the Project shall be in accordance with the most current National Electric Code (NFPA 70) available (2014 version or later as applicable) and State Building Code at the time of construction.
37. Inspections.
 - a. The Applicant will allow designated County representatives or employees access to the facility for inspection purposes during normal business hours with 24-hour notice.
 - b. The Applicant shall reimburse the County its reasonable costs by obtaining an independent third-party to conduct inspections required by local and state laws and regulations when those costs exceed the Applicant's building permit fee.
38. Emergency Access, Response, and Training.
 - a. The Applicant shall submit an Emergency Response Plan (the "ER Plan") with the submission of the Site Plan. The ER Plan shall include fire suppression methods that can be immediately deployed during both the construction and operation of the project and shall include other measures external to the facility, but on the project site, developed in consultation with the County Fire Chief and intended to further mitigate any risk of spread of fire beyond the project site. The ER Plan shall also include a program of education and training to be provided for County emergency response staff covering onsite emergency response, as well as information on how the

- facility will be designed, constructed, operated, and maintained to allow for access by County emergency response staff in the event of an emergency.
- b. Prior to the end of construction of the Project Site, the Applicant, shall hold training classes with the County's first responders (Fire and Rescue) to provide materials, education, and training on responding to on-site emergencies, to include the provision of information and any necessary equipment to allow first responders to gain access to any part of the facility in the event of an emergency. The training classes shall be scheduled with the assistance of the County's Public Safety Coordinator or designee.
 - c. The Applicant shall provide on-going training as deemed necessary by the Public Safety Coordinator or designee.
 - d. In the event any upgrades or changes in technology associated with the Solar Facility results in any change in emergency procedure, including the manner of access to the facility, the Applicant will notify the County Public Safety Coordinator, who may, at their discretion, schedule an additional training on the new equipment.
39. Compliance. The Solar Facility shall be designed, constructed, and tested to meet relevant local, state, and federal standards as applicable.
40. The CUP shall terminate if the solar facility does not receive a building permit within 18 months after the Applicant receives all of the following: (a) any required state approvals; (b) any approvals of the regional transmission organization; and (c) any approvals required by the State Corporation Commission, but in no event more than 24 months of approval of the CUP. The County Administrator, with a written request from the Applicant detailing the reasons for a requested extension, may approve an extension based upon his/her determination that any delay was not the result of actions of, or the inaction of, the Applicant.
41. If the Solar Facility is declared to be unsafe, due to a violation of building or electrical codes, as determined by the fire marshal or building official, and the Applicant of the Facilities fails to respond in writing to such official within thirty (30) days after receipt of a written determination by the fire marshal or building official, the County may revoke the right for the Solar Facilities to continue operation until the unsafe condition is brought into compliance with the applicable building or electrical code. Any such written determination by the fire marshal or building official applicable to this Condition shall include what is required of Applicant to remedy or bring into compliance the unsafe condition at issue. If the unsafe condition cannot be remedied within six (6) months after receipt of a written determination by the fire marshal or building official, the Conditional Use Permit shall be terminated, and the Solar Facility shall be decommissioned.
42. The County may engage a professional construction project manager with demonstrated experience in the development of utility-scale solar projects. Reasonable costs of engaging the construction project manager shall be reimbursed by the Applicant so long as the County complies with the Virginia Public Procurement Act. The role of this project manager will be to serve as a primary point of contact between the County and the Applicant with respect to all aspects of the construction and development of the facility, to

provide for Erosion and Sediment Control monitoring and inspection reports, and to assist the County and its staff and any associated third-party consultants in coordinating the compliant development of the facility consistent with all applicable local, state, and federal permits, ordinances, codes, regulations.

43. The Applicant shall provide an individual responsible for performing daily inspections of stormwater and erosion and sediment control practices and devices installed throughout construction. This individual shall coordinate with any professional engaged by the County for the purpose of inspecting or monitoring the Project and shall also coordinate, as necessary, with the local Soil and Water Conservation District, and the Virginia Department of Environmental Quality, to resolve any stormwater and erosion and sediment control issues that occur on site. Upon request, said individual shall provide a status report to the County.
44. Posting and release of bonds shall be in accordance with the procedures set forth in the Sussex County Zoning Ordinance, Subdivision Ordinance, Erosion & Sediment Control Ordinance and any other applicable local, state laws or regulations.
45. Applicant shall comply with the terms of the Siting Agreement and any violations thereof shall be a violation of this CUP.

Beverly Walkup, Planning Director, provided the Board and Commission with a copy of the revised condition. She noted that the only change that staff requested from the applicant is that GWR also be inserted in the Condition 7 and the consultant in regards to the wetlands.

4. Applicant Comments Regarding Conditional Use Permit Application

RWE provided comments regard Big Pine Solar location and site plan. She discussed solar operations and benefits.

5. Joint Public Hearing on Conditional Use Permit Application

A. Board of Supervisors Action to Open Public Hearing

ON MOTION OF SUPERVISOR BAICY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby open the Public Hearing on the public hearing on the on the RWE/Big Pine Solar Conditional Use Permit Application #2024-04.

Inaudible

B. Planning Commission Action to Open Public Hearing

ON MOTION OF COMMISSIONER BRACY, seconded by COMMISSIONER EDMONDS and carried: RESOLVED that the Sussex County Planning Commission hereby open the Public

Hearing on the public hearing on the on the RWE/Big Pine Solar Conditional Use Permit Application #2024-04.

C. Public Comments

1. Larry Diehl – Opposes project due to performance and track record of RWE; and Comprehensive Plan guidance as follows:
 - a. Protect forest resources
 - b. Remain rural in nature
 - c. Timber land – directly contradictory
 - d. Distance from Waverly & Waverly Solar
 - e. Money is irrelevant to CUP
 - f. Georgia project – environmental issues
2. Lynn Norton – 22377 Cabin Point – Opposes project due to following:
 - a. Hideous solar panels
 - b. Lots of Clearing
 - c. Pollutes clean county air
 - d. Increases traffic
 - e. Not good for peace of mind
3. Molly Dowless – Opposes project for environmental reasons and 45 conditions are too many.
4. David Tucker – 6251 Old Stage Hwy, IOW County, VA – Opposes project due to the following:
 - a. School bus and fire incident in IOW County
 - b. Money is being used as a bartering tool
 - c. NC average project size 8.8 mw vs. VA at 38 mw
 - d. Panel position loses energy
 - e. Nuclear is better – referenced Surry and Chesapeake stations
5. Curtis Stancil – Adjacent Landowner - Approval recommended – majority of property is in timberland, except small portion.
6. Chase Dovall – Opposes project due to the following:
 - a. Active gravesite on property
 - b. DWR decommissioning of Mill Pond
 - c. Home values will decrease
 - d. Does not want to see solar farm
7. Lisa Garrison – Cabin Point Road – Opposes due to the following:
 - a. Lives near access point
 - b. Adjacent to land with endangered fish
 - c. Safety on Cabin Point Road
 - d. Truck traffic has increased
 - e. Two to three year process
 - f. What is the future of industrial solar facilities with regard to decommissioning and impact on land
8. Candy Spire (23530 Cabin Point) – Opposes due to the following:
 - a. Half mile from Cabin Point/Newville

- b. Safety concern with traffic
 - c. Agrees with other speakers
 - d. Production will go to other areas – how much will go to local residents
 - e. Will it drop her taxes
 - f. Where will solar panels go
 - g. Did not get a letter
9. Nathan Young (Stony Creek) – Approval recommended for the following:
- a. Energy comes from grid like now
 - b. Anything developed in County brings traffic
 - c. Does not impact timber jobs that last 1 week
 - d. Screening required
 - e. Changed boundaries to be in compliance
10. Leon Dillard Sr. – Approval recommended for the following:
- a. Born and Raised here; left and came back; still no progress/things are actually worse
 - b. Old Jefferson School closed, auto parts, super market
 - c. Still dodging same pot holes – no road improvements
11. Seth Adams – Opposes due to the following:
- a. Adverse environments affects
 - b. No benefit to citizens
 - c. Do not believe solar is the answer
 - d. Traffic from landfill, corrections facility has increased current traffic
 - e. Money spent to protect wetlands
 - f. 45 conditions are too many
12. Pete Stith (Chesterfield but has property interests in Jarratt with the Old Jefferson School) – Approval recommended –believes solar is good for the County and will bring much needed revenue to sustain itself instead of spending reserves to balance budget
13. Leroy Hardy, Jr. – Southampton (Nottoway Indian Tribe of VA) – would like to be consulted concerning potential archeological sites
- 14.

The applicant asked for a rebuttal. Planning Commission Chair Massenburg inquired as to whether this was appropriate.

15. Kerrine Bryan and Steve Romine – RWE Rebuttal – 1) Panels are safe and not toxic (80% recyclable); 2) No impact to property values; 3) Generating extra revenue with no burden.

D. Planning Commission Action to Close Public Hearing

ON MOTION OF COMMISSIONER EDMOND, seconded by COMMISSIONER MASON and carried: RESOLVED that the Sussex County Planning Commission hereby close the public hearing on the on the RWE/Big Pine Solar Conditional Use Permit Application #2024-04. All Commissioners present voted aye.

E. Board of Supervisors Action to Close Public Hearing

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR WHITE and carried: RESOLVED that the Sussex County Board of Supervisors hereby close Public Hearing on the Conditional Use Permit Application #2024-04. All Board Members present voted aye.

16. BOS Comments:

- a. Why Sussex?
- b. Will leases be maintained on property that is removed from the application?
- c. If portion is decommissioned, will it reduce the long-term revenue?
- d. Condition 41?
- e. How will complaints be resolved?

Some discussion was inaudible.

F. Planning Commission Action on Public Hearing Item

ON MOTION OF COMMISSIONER BRACY, seconded by COMMISSIONER MASON and carried: RESOLVED that the Sussex County Planning Commission hereby deny the RWE/Big Pine Solar Conditional Use Permit Application #2024-04.

The staff report and a copy of the

6. Adjournment

A. Planning Commission

ON MOTION OF COMMISSIONER EDMOND, seconded by COMMISSIONER MASON and carried: RESOLVED that the Sussex Planning Commission hereby adjourn the October 24 2024 Joint Public Hearing of the Board of Supervisors and the Planning Commission at 7:54 p.m. All Commissioners present voted aye.

B. Board of Supervisors

ON MOTION OF SUPERVISOR FLY, second by SUPERVISOR WHITE and carried: RESOLVED that the Sussex County Board of Supervisors hereby adjourn the October 24, 2024 Joint Public Hearing of the Board of Supervisors and the Planning Commission at 7:54 p.m. All Commissioners present voted aye.

**At a Regular Meeting of the
Sussex County Board of Supervisors
Held in the General District Courtroom on
Thursday, November 21, 2024 at 6 pm**

BOARD MEMBERS PRESENT

Wayne O. Jones, Chairman
Steve E. White, Vice Chairman
Thomas W. Baicy, III
C. Eric Fly, Sr.
Alfred G. Futrell
Phyllis T. Tolliver
Rufus E. Tyler, Sr.

STAFF PRESENT:

Richard Douglas, County Administrator
David J. Conmy, Deputy County Administrator/
Director of Economic Development
Jeff Gore, County Attorney
Ellen G. Boone, Commissioner of the Revenue
Debbie Broughton, Animal Services Director
Deste J. Cox, Treasurer
Jeffrey Gary, Public Works Director
Ernest Giles, Sheriff
Kelly W. Moore, Finance Director
Keith Mueller, Solid Waste Department
Titiana D. Nicholson, CSA Coordinator
Lee Pulliam, Building & Grounds
Regina Sykes, Commonwealth's Attorney
Beverly Walkup, Planning Director
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board of Supervisors

1. Commencement

1.01 Call to Order/Determine Quorum

Chairman Jones called the November 21, 2024 regular meeting of the Sussex County Board of Supervisors to order.

1.02 The Invocation

Supervisor Tolliver offered the Invocation.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

Supervisor Fly requested to move Consent Agenda Item 2.03 Treasurer's Report & Financial Update; Item 2.06 Stony Creek WWTP Preliminary Engineering Report Budget Amendment; Item 2.09 Senior Center Meals Budget Amendment; and Item 2.11 FY24 Reimbursements Budget Amendment to Item 6. Action Items, as Item 6.01, 6.02, 6.03, and 6.04, respectively.

Chairman Jones requested to remove Consent Agenda Item 2.01 October 24, 2024 Minutes of the Joint Public Hearing of the Sussex County Board of Supervisors and Planning Commission meeting.

Supervisor Futrell requested to move Consent Agenda Item 2.05 to Item 6. Action Items as 6.05.

1.05 Approval of Regular Agenda

ON MOTION OF SUPERVISOR TOLLIVER, seconded by SUPERVISOR WHITE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approve the November 21, 2024 agenda with the amendments as noted. All Board members present voted aye.

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR WHITE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Consent agenda inclusive of the following: (a) October 17, 2024 Regular Meeting minutes; (b) the Approval of Warrants and Vouchers; (c) Departmental Reports; (d) Southside Regional Jail/Crater Youth Care Commission Budget Amendment; (e) Waste Management Contract Amendment for Recycling Services; and (f) FY24 Reimbursements Budget Amendment. All Board members present voted aye.

3. Recognitions/Awards/Presentation

Chairman Jones advised that Supervisor Tyler was en route. This item was moved until his arrival at 6:23 p.m.

3.01 Resolution in Recognition of the Late Calvin C. Tyler, Sr.

Supervisor Tyler's father, the late Calvin C. Tyler, Sr. was recognized by resolution at the Board's regular meeting on July 18, 2024 for his centennial birthday in June—turning 100 years old—such a major milestone. The County sorrowfully received the news of his passing in November.

Supervisor Tyler thanked the Board and the County for the current resolution and the resolution previously presented to his father three months earlier.

By general consensus, the Board of Supervisors approved of presenting a resolution honoring the life of Mr. Calvin C. Tyler, Sr., to the Honorable Rufus E. Tyler, Sr.. The following resolution was presented, to-wit:

WHEREAS, Calvin Coolidge Tyler, Sr. was born on June 11, 1924, in Greenville County to the late Clara Joyner and Deacon Judge Tyler, Sr.; and recently celebrated his milestone centenary birthday on June 11, 2024.

WHEREAS, Mr. Tyler was named after Calvin Coolidge, the 30th President of the United States, serving from 1923 to 1929; and

WHEREAS, Mr. Tyler was the last surviving sibling and was preceded in death by Judge Tyler, Jr.; Charlie Tyler; Roosevelt Tyler; Sue Tyler; Omelia Rowe; and Cornelia Jefferson; and married Virginia Mozelle Jefferson on November 26, 1945, celebrating nearly 79 years of marriage; and was the father of seven children—Calvin Tyler, Jr., of Emporia; Linrod Tyler, of Fort Washington, Maryland; Rochelle Tyler, of Jarratt; Rufus Tyler, Sr., of Jarratt; Welton Tyler, of Freeman; Rita Nathan, of Camp Springs, Maryland; and Nathelia Wyche, of Emporia; and leaves behind 16 grandchildren, 20 great-grandchildren, and four great-great-grandchildren; and

WHEREAS, Mr. Tyler joined the Little Shiloh Baptist Church in Emporia at an early age before joining Morning Star Baptist Church in Jarratt, where he served on the Usher Board for 70 years; and

WHEREAS, Mr. Tyler was well-known for his gospel singing and proud of his family’s musical legacy, joining his brothers in an a cappella group, The Tyler Brothers of Jarratt, before joining his sons and nephews for over 30 years in the Gospel Tears of Jarratt, then finally joining his grandchildren in The Gospel T’s of Jarratt until November 2004; and

WHEREAS, Mr. Tyler’s occupational skills included carpentry, farming and concrete finishing; and he retired from Tredgar Steel Company as a Crew Supervisor in 1975; and

THEREFORE BE IT RESOLVED that the Sussex County Board of Supervisors hereby extends its sincere sympathy to the family of Calvin Coolidge Tyler, Sr.; and

BE IT FURTHER RESOLVED that the Sussex County Board of Supervisors hereby recognizes Calvin Coolidge Tyler, Sr. for his contributions and positive impacts on Sussex County and its residents over the past 100 years, and for a remarkable life well-lived; and

BE IT FURTHER RESOLVED that a copy of this resolution be spread upon the minutes of this meeting of the Sussex County Board of Supervisors, this 21st day of November, 2024.

A copy of the resolution was provided to the Board members.

3.02 Recognition of 2024 VACo Achievement Award for Jackson’s Walking Trail and Dog Play Area

Dean Lynch, Executive Director of the Virginia Association of Counties (VACo) presented a 2024 VACo Achievement Award (Parks and Recreation Category) to Sussex County for Jackson's Walking Trail and Dog Play Area. In 2024, the review committee selected 45 winning submissions out of 145 entries. This is the second VACo Achievement Award for Sussex County, and the second in the past three years.

Administrator Douglas recognized Public Works Director Jeff Gary, Keith Mueller, Lee Pulliam, and retired Melvin Boone of Building and Grounds and Solid Waste.

Copies of the VACo Memo, the Submission and Press Release was included in the Board packet.

3.03 Recognition of Kelly Moore, Director of Finance – 2024 Virginia Women's Municipal Leadership Institute

Administrator Douglas stated that Finance Director Kelly Moore was among 25 women selected for the 2024 cohort of the Virginia Women's Municipal Leadership Institute. There were eight sessions designed to "develop their skills and confidence to pursue positions as community leaders" and covering both technical and soft skills. Institute Director Bonnie Svrcsek noted, "Kelly's commitment to local government was apparent through her active engagement in the Institute. Her energy and smile were always welcome characteristics at each session. Kelly and the other 24 women in the Institute formed lifelong relationships and a network beyond boundaries to continue strengthening their leadership acumen."

Ms. Moore thanked the Board for the opportunity for the education. She noted that there was networking with other localities.

Copies of the VWMLI 2024 Institute Announcement and Kelly Moore's Certificate were included in the Board packet.

Supervisor Tyler entered at 6:23 p.m.

3.04 VDOT Franklin Residency Update – George Bowman, Assistant Residency Administrator

George Bowman, Assistant Residency Administrator for the VDOT Franklin Residency, provided his routine update of VDOT activities within Sussex County. Mr. Bowman stated that the purpose for his discussion was to get concurrence with the Board and anyone within the County on moving forward or the wishes of the County about conversations regarding moving forward or cancelling the Route 35/40 roundabout project.

He noted that the an all-way stop was implemented in April 2024. It has been working very well. He noted that VDOT held a public information meeting in Sussex. Quite a few people spoke about the project. Some were not excited about the project if it was going to impact their property. After the meeting, detailed letters were received regarding their concerns.

Mr. Bowman stated that he wanted to get concurrence from the Board because it was an expensive project. It has the potential to increase. He stated that VDOT wanted to solidify the project because they have already started to do work and preliminary engineering. He noted that some

right of way and some survey work were done. He noted some funds were already expended for this project. He stated that the project has not been charged for those yet They have been charged to a Reserve UPC Fund. He stated that once those things start being charged to that UPC for that particular project, if at any time the Board decides it does not wish to continue to move forward, any amount of money charged to that UPC, the County will be responsible for paying monies back in full.

He stated that no decision has to be made at the time. It was just for awareness regarding this project. If there were any questions, he advised that he was willing to discuss and sit down and talk. He stated that he would like to give project manager to go ahead or another approach would be taken.

He stated that there has been some concerns that this project is a smart scale project. If the County backs out of it, the County would somehow be penalized. It would not look good for the County in future if the County wanted to apply for a smart scale project. He stated that if the money was not spent on the roundabout, it would go to other things. It may not be given to the county if there are other projects that are safety related. He noted that this project will increase. He stated that there will also be that funding may be matched.

Mr. Bowman went on record stating that he understood that the County put in a lot effort in submitting the application for the Smart Scale project. It's never easy to let go of a project. He noted that he was not asking the County to cancel the project. He was just the County aware of the situation.

It was noted that a formal resolution was needed to cancel the project. It was clarified that it could be done at the December meeting. Mr. Bowman stated that he could tell the Project Engineer to not proceed.

There was discussion of requesting monies for flooding project in West Virginia. Mr. Bowman noted that there were other projects, some in Virginia and may not be able to designate specifically to West Virginia.

There was discussion of complaints near Cunningham Trailer Court to Lobb Shop Road on Route 40 regarding reducing the speeding limit which is currently 45 mph and sidewalks. There was discussion of school bus stops.

There was discussion of proposed safety at Courthouse Road/Gray Road intersection entrance in Yale District regarding straightening the road. It mentioned that there was discussion of cutting the hill back to get some more site distance in the curve and straighten the curve some. It was noted that in order to do this, there would be a need to obtain the right of way of a couple of property and get some easements and right of way. He noted that right of ways and easements could be expensive. It depended upon the value of the property and what the landowner would like to have for that property.

There are other options to make safe. Mr. Bowman asked the Board to help by facilitating discussion with landowners regarding donation of land for right of way and or easement. He doesn't have relationship with citizens.

He discussed ASIP Funding and other funding for safety use.

He discussed planned US 460 improvements in Wakefield as a result of the September 2023 VDOT Road Safety Audit (Wakefield District). He noted the RSA Study was completed. A major item that was mentioned was a pedestrian crosswalk. He noted that they had met in Wakefield with traffic engineers and project managers. It was noted that there were discussion of the location of the crosswalk in front of the grocery store; however, they were not comfortable. An alternate location was suggested further back to where the gas station is located.

It was noted that there was not enough data to warrant a Road Safety Audit (RSA) in Jarratt in the area of Owen Ford. There was discussion of other options such as signage and work with con

There was discussion of no sidewalk on the Highway 301 for pedestrian safety concerns for foot traffic, electric chairs, etc.

Mr. Bowman noted that there were funds available for this type of project. Can work with County Administration and review ASIP Program and utilizing County safety funds.

There was inquiry of someone visiting the Glyndon and Carver lanes to look at areas/spots where it seems that holes are appearing.

Supervisor Baicy thanked Mr. Bowman and the VDOT for their help.

3.05 Budget Development Process – Director of Finance Kelly Moore

For the Board of Supervisors' awareness and input, Director of Finance Kelly Moore provided an overview of the proposed budget development process for FY2025-2026, including a calendar of budget-related meetings and deadlines. Staff will move forward with the identified process if the board is in agreement.

Finance Director Moore noted that the purpose is to provide a working document that compiles revenues and expenditures into data which then directs the programs of the County, per fiscal year. This document is adopted on an annual basis.

Ms. Moore review the timeline that Administration meets with the Board of Supervisors to assess their needs, establish goals, develop process and schedule budget calendar.

The general budget process was discussed to include:

- Develop Process/Timeline (November 2024 to January 2025)
- Create calendar from BOS goals (November 2024 to January 2025)
- Send letters with goals (include due date) (November and December 2024)
- Meet with requestors February 2025.

- Revenue/Planning (CIP)/Commissioner of Revenue (
- Prepare proposed budget
- Work Sessions (to be determined by topic during goal setting session)
- Public Hearing(s)
- Work Session(s) (if needed)
- Adoption
- Implementation

Proposed Budget (preparation): The proposed budget shall be presented to the BOS no later than April 1st detailing the assessed needs and goals for the longevity of the County. (*VA Code Section 15.2-2503 'Time for preparation and approval of budget'*)

County Administrator (CA): Meets with Treasurer to develop revenue estimates. He meets with Commissioner of Revenue to review assessments. He meets with Department Heads. The Administrator meets with the Economic Development Director for external agency requests

County Administrator then compiles data into a balanced Proposed Budget

Staff will move forward with the identified process if the board is in agreement to do so.

A copy of the Budget Presentation to include FY26 Budget Planning Calendar was included in the Board packet.

ON MOTION OF SUPERVISOR TOLLIVER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopt the proposed FY2026 Budget Planning Calendar:

- | | |
|---------------------|---|
| Nov. – Dec. 2024 | FY2026 Budget Planning |
| December 17, 2024 | Distribution of budget schedules to county departments and to external agencies with instructions from the County Administrator |
| January 28, 2025 | Department budget schedules and external agency requests due to County Administration |
| January-March 2025 | Development of revenue estimates with Treasurer and Finance |
| February 4-13, 2025 | County Administration budget work sessions with departments |
| February-April 2025 | Preparation of Proposed Operation Budget & 5-year CIP |
| February 13, 2025 | “Big Ticket” presentations (Administration) |
| February 18, 2025 | “Big Ticket” presentations (Constitutional Officers) |

March 13, 2025 Joint budget work session between Board of Supervisors and School Board

March 20, 2025 Budget work session (Projected Revenues & Health Insurance)

March 27, 2025 Budget work session (Expenditures)

April 3, 2025 Budget work session on external agency requests

April 17, 2025 County Administrator's presentation of FY2026 proposed operating budget and 5-year CIP to Board of Supervisors (regular April BOS meeting)

April 23, 2025 Advertisement of FY2026 proposed operating budget, 5-year CIP, and CY25 tax rates

April 30, 2025 Budget work session (if necessary)

May 15, 2025 FY2026 Proposed Budget Public Hearing (regular May BOS meeting)

May 22, 2025 Budget work session (if necessary)

May 29, 2025 Adoption of FY2026 operating budget, 5-year CIP, and CY25 tax rates

All Board members present voted aye.

4. Public Hearing

There was no Public Hearing.

5. Appointments

There were no Appointments.

6. Action Items

6.01 Treasurer's Report & Financial Update

This was Item 2.03 under the Consent Agenda. It was moved during agenda amendments.

Supervisor Fly inquired about Page 4 of the Treasurer's Report and Financial Update as to why the Permits, Fees and Licenses were off by \$600,000. Treasurer Deste Cox advised that the majority of that amount was due to one late landfill tipping fee that has since been received in the amount of \$464,000. Ms. Cox noted that the balance was building permits. The number of permits have declined. She noted that she believed most of the fees had for solar.

Supervisor Fly inquired as to why the Federal Revenue was dropping. Treasurer Cox noted that this was related to Broadband.

Supervisor Fly made inquiry of what is Non-Departmental Expenditures. Treasurer Cox stated that she thought this it was County-wide expenditures. She believe it was HRA employer spending increased from last year.

6.02 County Employees Leave Carryover Request

This was Item 2.05 under the Consent Agenda. It was moved during agenda amendments

Super visor Futrell made inquiry of which departments were included in the leave carryover request. It was noted that it was the Sheriff's Office and Administration.

There was inquiry of the liability. Supervisor Fly requested total of liability.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR WHITE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approve the request for the extension to use vacation/annual, holiday and compensatory leave until June 30, 2025. All Board members present voted yes.

6.03 Stony Creek WWTP Preliminary Engineering Report Budget Amendment

This was Item 2.06 under the Consent Agenda. It was moved during agenda amendments

Supervisor Fly noted his preference of not placing large expenditures requests under the Consent Agenda for approval. This item is a request of \$75,000 for the County that has to be done. This request is for the Stony Creek Waste Water Treat Plant that is failing. He noted that the study had to be done in order to build a new WWTP. It was noted that even with the study there was a wait of four years before there is construction. Supervisor Fly stated that this was like an emergency. They system could fail at any time.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR WHITE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approved Budget Amendment #24-150 for the Waste Water Treatment Plant in the amount of \$75,000. All Board members present voted aye.

6.04 Senior Center Meals Budget Amendment

This was Item 2.09 under the Consent Agenda. It was moved during agenda amendments

Supervisor Fly inquired about the County paying for the senior meals and whether the number of meals are increasing.

Administrator Douglas noted that during the budget, the County was in a state of limbo. The amendment is for the Eastern and Western Senior Citizens' Center.

It was noted that the Eastern side have 25-30 seniors. The Western side has approximately 10-15 seniors. They provide a second day to qualify for the grant.

It was noted that the County terminated the agreement with CDAAA for the Eastern Seniors. The School System is still providing meals for the seniors on the western side (Jarratt Senior Citizens Center.) Administrator Douglas noted that CDAAA coordinated the meals; however, the County was invoiced for payment.

ON MOTION OF SUPERVISOR BAICY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Board of Supervisors hereby approve Budget Amendment #24-152. All Board members present voted aye.

6.05 FY24 Reimbursements Budget Amendment

This was Item 2.11 under the Consent Agenda. It was moved during agenda amendments

Supervisor Fly noted these expenditures were supposed to be paid from the FY24 budget. They are now being requested to be paid from the FY25 budget. He inquired as to when were these invoices received.

Finance Director Moore noted that for the Planning Department that the invoices weren't received within the fiscal year. It was received outside the fiscal year. The money is being appropriated back into the current budget.

Finance Director Moore stated that in regards to the Commonwealth's Attorney office, the County was unable to get into the portal to make payment. She noted that it had taken 30-60 days to access the portal to retrieve the statement for payment. It was noted that this wasn't the Commonwealth's Attorney fault.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR BAICY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approve Budget Amendment #24-154. All Board members present voted aye.

7. Citizens' Comments

- Chip Parker (Town of Wakefield) – Sent letter to Planning in opposition of Blackwater Solar re-application.
- Larry Diehl (Waverly District) - Solar farm; Blackwater new application – three mile proximity; Winfield Solar; forest.
- Mack Dunn (Yale District) – Route 735 (Gray Road) curve, narrow, tractor trailers on road; intersection of Gray and Camp Rudolph.
- Keith Dunn (Yale District) – Conditions of road in Sussex roads in Sussex County—Gray Road; Hilder Road east of intersection of Stokes Road in bad shape.
- Willie Walker (Waverly District) – Main Street and Route 40; 45 signatures of neighbors of Lobb Shop Road and Town limit; kids walking; speed limit; request to reduce speed limit to 35 MPH; no sidewalk; ditch need cleaning (flooding).

- Sonda Parham (Waverly District) – Support Waverly community safety on Route 40; thanked Supervisor Futrell; asked Supervisor Futrell to include SCYARA in budget; thanked for funds received thus far; \$900K work completed; 90% Capital; Open House soon; Community Wellness Building; Happy Holiday.
- Regina Sykes (CWA) – Event on December 20th at 11:00 a.m. in JDR room - giving away free handgun safes; Sussex residents only (checking ID) – courtesy of Operation Cease Fire grant; safe community.
- Shanita Rose (Teacher of Sussex Central Middle School) – School roof; solar panel.
- Stephanie Rose (Waverly District) – Solar; stand together to help Fire Dept./EMT/School; pro Solar; other counties received solar; financially well.
- Jannette Green (Courthouse Road) – Solar – oppose near residence in Sussex County.

8. Unfinished Business

There was no Unfinished Business.

9. New Business

There were no New Business.

10. Board Member Comments

10.01 Blackwater District – none

10.02 Courthouse District – Enjoy holiday and be safe.

10.03 Henry District – Encourage to see youth in audience; hope to see at other meetings to provide their input.

10.04 Stony Creek District – Christmas parade – 1st Sunday in December 1st at 2:00 p.m.

10.05 Wakefield District – Applaud youth; December 7th Youth Community Day at Wakefield Ballpark at 10:00 a.m.

10.06 Waverly District – DSS received chicken from Perdue to provide seniors citizens; Thanked Ms. Walkup and Mr. Poarch for assisting Waverly resident; Waverly Parade December 14th at 10:00 a.m.

10.07 Yale District - none

11. Closed Session

11.01 Convene to Closed Session

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR BAICY and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session, pursuant

to (1) Consultation with the county attorney for legal advice pursuant to Va. Code Section 2.2-3711(A)8, State Grant Administration; and (2) Disposition of publicly held real property because in open meeting would adversely affect the bargaining positions or negotiating strategy, applicable Code Section 2.2-3711(A)3, Chambliss Elementary School Property. All Board members present voted aye.

11.02./11.03. Reconvene to Open Session/Certification

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

FURTHER 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 Baicy, Fly, Futrell, Jones, Tolliver, Tyler, White

Voting nay: none

11.04 Action Resulting from Closed Session

There was no action on Closed Session Item.

12. Adjournment

12.01 Adjournment

ON MOTION OF SUPERVISOR BAICY, seconded by SUPERVISOR TYLER and carried: RESOLVED that the November 21, 2024 regular meeting of the Sussex County Board of Supervisors hereby adjourned at 9:33 p.m. All Board members present voted aye.

12.02 Next Meeting

The next regular Board of Supervisors meeting is scheduled to be held Thursday, December 19, 2024 at 6 p.m.

DRAFT

December 19,2024

WARRANTS & VOUCHERS SUMMARY

TOTAL ALL WARRANTS FOR APPROVAL \$ 725,731.99

TOTAL ALL VOID CHECKS FOR APPROVAL \$306.15

ACCOUNTS PAYABLE WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF November 2024	229525-229564	\$ 42,102.07	6-Nov-24
	229574-229613	\$ 216,847.56	15-Nov-24
	229630-229673	\$ 113,508.79	20-Nov-24
Total Regular Warrants		\$ 372,458.42	

PAY. DEDUCTION WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF November 2024	229565-229573	\$ 65,080.63	15-Nov-24
	229725-229733	\$ 63,477.77	27-Nov-24
	229674-229724	\$ 11,600.00	21-Nov-24
Total Payroll Deduction Warrants:		\$ 140,158.40	

CSA WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF November 2024	229614-229629	\$ 213,115.17	20-Nov-24
Total CSA Warrants:		\$ 213,115.17	

ACH PAYMENTS	CHECK NO.	AMOUNTS	PROCESS DATE
Total ACH Deduction Warrants:		\$ -	
TOTAL VOUCHERS & WARRANTS FOR APPROVAL		\$ 725,731.99	

VOIDED	CHECK NO.	AMOUNTS	PROCESS DATE
---------------	------------------	----------------	---------------------

AP100B 11/06/2024 SUSSEX COUNTY
 TIME-15:21:13

A/P CHECK REGISTER
 Check Date - 11/06/2024

CHECK#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
229525	1917 AMAZON CAPTIAL SERVICES	000	11/06/2024	306.15	.00
229526	1010 AT&T	000	11/06/2024	3,909.16	.00
229527	14 ATLANTIC ELECTION	000	11/06/2024	92.50	.00
229528	1639 BMS DIRECT INC.	000	11/06/2024	1,779.88	.00
229529	1472 BRACY KEVIN	000	11/06/2024	75.00	.00
229530	2041 BRANTLEY, LEAH	000	11/06/2024	100.00	.00
229531	2042 BROWN, VIOLA	000	11/06/2024	75.00	.00
229532	1251 CABIN POINT VETERINARY	000	11/06/2024	485.35	.00
229533	1485 CENTRAL AGRIBUSINESS	000	11/06/2024	61.60	.00
229534	1630 CHENEY BROTHERS	000	11/06/2024	3,032.32	.00
229535	1682 COMPUTER PROJECTS OF ILLI	000	11/06/2024	198.00	.00
229536	2012 CONMY, DAVID	000	11/06/2024	141.86	.00
229537	845 CROWN CASTLE GT COMPANY	000	11/06/2024	1,537.71	.00
229538	983 DELL MARKETING L.P.	000	11/06/2024	404.04	.00
229539	902 DOC FARMER'S MARKET	000	11/06/2024	191.85	.00
229540	1651 DOCUMENT SYSTEMS	000	11/06/2024	100.90	.00
229541	84 DOMINION VIRGINIA POWER	000	11/06/2024	2,141.82	.00
229542	123 EDMOND, J. LAFAYETTE	000	11/06/2024	75.00	.00
229543	2030 FLORES & ASSOCIATES, LLC	000	11/06/2024	6,326.43	.00
229544	1605 GLOBAL SIGNAL ACQUISITIONS	000	11/06/2024	506.71	.00
229545	2084 GRAY BARBARA	000	11/06/2024	75.00	.00
229546	1703 HEFTY WILEY & GORE P.C.	000	11/06/2024	180.00	.00
229547	1392 KING, ROGER	000	11/06/2024	75.00	.00
229548	309 MASSENBURG, DENNIS	000	11/06/2024	75.00	.00
229549	163 PEARSON'S APPRAISAL SERV	000	11/06/2024	100.00	.00
229550	1246 PHILLIPS TELECOMMUNICATION	000	11/06/2024	1,750.00	.00
229551	2083 READ'S UNIFORMS INC.	000	11/06/2024	942.55	.00
229552	2203 RODEFER MOSS AND CO. LLC	000	11/06/2024	330.41	.00
229553	2043 ROGERS, EARL	000	11/06/2024	1,351.25	.00
229554	1787 SIMPLE COM	000	11/06/2024	75.00	.00
229555	1975 STAPLES, INC.	000	11/06/2024	192.00	.00
229556	67 STONY CREEK PHARMACY	000	11/06/2024	161.58	.00
229557	1215 SUSSEX COUNTY SCHOOL	000	11/06/2024	661.23	.00
229558	2173 TERRY'S COLLISION CENTER	000	11/06/2024	423.00	.00
229559	1833 TRANSSION RISK & ALTERNA	000	11/06/2024	682.85	.00
229560	2045 UMPHRETT WINNIE	000	11/06/2024	75.00	.00
229561	87 VAN CLEEF AUTO PARTS INC	000	11/06/2024	679.36	.00
229562	757 VERIZON BUSINESS	000	11/06/2024	432.42	.00
229563	39 VERIZON WIRELESS	000	11/06/2024	3,079.14	.00
229564	1644 XEROX FINANCIAL SERVICES	000	11/06/2024	145.00	.00
	CLASS TOTAL			42,102.07	.00
	ACH TOTAL			6,326.43	
	CHECK TOTAL			35,775.64	
	EPY TOTAL			.00	
	FINAL TOTAL			42,102.07	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 42,102.07 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

11/7/24
 DATE

11/7/2024

11/7/24

Richard Douglas
 DIRECTOR OF FINANCE

Signed by:
 Richard Douglas
 5094F7555D4C1

Richard Douglas

AP100B 11/15/2024 SUSSEX COUNTY
TIME-12:59:55

A/P CHECK REGISTER
Check Date - 11/15/2024

CHECK#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
229574	342 AGRI-VA, INC	000	11/15/2024	74.88	.00
229575	1917 AMAZON CAPTIAL SERVICES	000	11/15/2024	665.97	.00
229576	1047 AMERICAN RED CROSS	000	11/15/2024	1,000.00	.00
96 ACH	2172 BANK OF AMERICA	000	11/15/2024	5,677.41	.00
97 ACH	1676 BERKLEY GROUP	000	11/15/2024	14,616.66	.00
229577	1485 CENTRAL AGRIBUSINESS	000	11/15/2024	61.60	.00
229578	1314 CHOWAN BASIN SOIL& WATER	000	11/15/2024	3,707.50	.00
229579	1449 CONVERGENT TECHNOLOGIES	000	11/15/2024	3,359.00	.00
229580	20 COWLING BROTHERS	000	11/15/2024	5.97	.00
229581	1613 CUSTOM CLEANERS	000	11/15/2024	98.00	.00
229582	193 DEPART OF MOTOR VEHICLES	000	11/15/2024	500.00	.00
229583	902 DOC FARMER'S MARKET	000	11/15/2024	274.60	.00
229584	1651 DOCUMENT SYSTEMS	000	11/15/2024	600.31	.00
229585	84 DOMINION VIRGINIA POWER	000	11/15/2024	1,371.10	.00
229586	84 DOMINION VIRGINIA POWER	000	11/15/2024	5,011.19	.00
229587	84 DOMINION VIRGINIA POWER	000	11/15/2024	412.09	.00
229588	2157 EMERGENCY SOLUTIONS, INC.	000	11/15/2024	73,282.50	.00
229589	1937 EMPORIA MEDICAL ASSOCIATE	000	11/15/2024	8,805.12	.00
98 ACH	2030 FLORES & ASSOCIATES, LLC	000	11/15/2024	67.54	.00
229590	276 GREENSVILLE COUNTY WATER	000	11/15/2024	2,333.66	.00
229591	1747 HERC RENTALS INC.	000	11/15/2024	1,125.19	.00
229592	1879 ICMA MEMBERSHIP RENEWALS	000	11/15/2024	415.00	.00
229593	1983 MID-ATLANTIC PEST AND LAW	000	11/15/2024	132.79	.00
229594	164 PITNEY-BOWES, LLC	000	11/15/2024	198.49	.00
229595	61 PRINCE GEORGE ELECTRIC	000	11/15/2024	5,292.00	.00
229596	1999 PRIORITY DISPATCH CORP	000	11/15/2024	4,430.85	.00
229597	829 PURCHASE POWER	000	11/15/2024	23.23	.00
229598	1023 RICOH USA, INC.	000	11/15/2024	10,000.00	.00
229599	935 SENIOR CITIZENS OF	000	11/15/2024	50.00	.00
229600	1787 SIMPLE COM	000	11/15/2024	226.63	.00
229601	2022 STAR2STAR COMMUNICATIONS, L	000	11/15/2024	12,288.57	.00
229602	2046 SURRY COUNTY	000	11/15/2024	23,200.00	.00
229603	77 SUSSEX SERVICE AUTHORITY	000	11/15/2024	52.50	.00
229604	963 TIMMONS GROUP	000	11/15/2024	628.91	.00
229605	2156 UNITED SITE SERVICES OF M	000	11/15/2024	499.91	.00
229606	769 VERIZON	000	11/15/2024	27.14	.00
229607	757 VERIZON BUSINESS	000	11/15/2024	3,047.10	.00
229608	39 VERIZON WIRELESS	000	11/15/2024	770.84	.00
229609	581 VIRGINIA DINER	000	11/15/2024	16,164.61	.00
229610	873 WASTE MANAGEMENT OF	000	11/15/2024	16,100.00	.00
99 ACH	2135 WEX INC	000	11/15/2024	672.00	.00
229611	1966 WOOTEN COMPANY, THE	000	11/15/2024	1,487.12	.00
229612	1738 WYATT SIGN COMPANY	000	11/15/2024	216,847.56	.00
229613	1644 XEROX FINANCIAL SERVICES	000	11/15/2024	45,263.80	.00
	CLASS TOTAL			171,583.76	.00
	ACH TOTAL			45,263.80	.00
	CHECK TOTAL			171,583.76	.00
	EPY TOTAL			.00	.00
	FINAL TOTAL			216,847.56	.00

111544 ACH TOTAL 45,263.80
 CHECK TOTAL 171,583.76
 EPY TOTAL .00
 FINAL TOTAL 216,847.56

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 216,847.56- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

11.15.24
 11/15/2024
 11/15/24
 Richard Douglas
 50647255084C3
 West. Q Op

AP100B 11/20/2024 SUSSEX COUNTY
TIME-15:31:01

A/P CHECK REGISTER
Check Date - 11/20/2024

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
229630	1960	ACI PAYMENTS, INC.	000	11/20/2024	1,862.81	.00
229631	615	AIRFIELD 4-H CONFERENCE C	000	11/20/2024	200.00	.00
229632	1917	AMAZON CAPITAL SERVICES	000	11/20/2024	121.95	.00
229633	2002	APCO INTERNATIONAL, INC	000	11/20/2024	391.00	.00
229634	2265	AVIAT U.S. INC	000	11/20/2024	6,290.00	.00
229635	1472	BRACY, KEVIN	000	11/20/2024	75.00	.00
229636	2041	BRANTLEY, LEAH	000	11/20/2024	100.00	.00
229637	1251	CABIN POINT VETERINARY	000	11/20/2024	1,366.25	.00
229638	728	CARQUEST OF WAKEFIELD	000	11/20/2024	39.58	.00
229639	999999	CARR, KRISTINA	000	11/20/2024	47.70	.00
229640	1368	CAS SEVERN, INC.	000	11/20/2024	56.50	.00
229641	2055	COMMONWEALTH CALIBRATIONS	000	11/20/2024	255.00	.00
229642	2012	CONNY, DAVID	000	11/20/2024	766.12	.00
229643	622	COUNTY OF GREENSVILLE	000	11/20/2024	2,282.92	.00
229644	20	COWLING BROTHERS	000	11/20/2024	3.98	.00
229645	999999	CRIGGER, JENNIFER	000	11/20/2024	292.09	.00
229646	871	CRYSTAL SPRINGS	000	11/20/2024	71.70	.00
229647	2064	DELL FINANCIAL SERVICES L	000	11/20/2024	2,097.63	.00
229648	999999	DESSAUSURE, RICKS	000	11/20/2024	71.10	.00
229649	902	DOC FARMER'S MARKET	000	11/20/2024	268.60	.00
229650	1651	DOCUMENT SYSTEMS	000	11/20/2024	1,390.20	.00
229651	123	EDMOND, J. LAFAYETTE	000	11/20/2024	75.00	.00
229652	2157	EMERGENCY SOLUTIONS, INC.	000	11/20/2024	69,120.00	.00
ACH	2030	FLORES & ASSOCIATES, LLC	000	11/20/2024	12,945.28	.00
229653	999999	GONZALES, MIGUEL	000	11/20/2024	51.08	.00
229654	2084	GRAY, BARBARA	000	11/20/2024	75.00	.00
229655	2218	GRINSTEAD, ELENA	000	11/20/2024	75.00	.00
229656	2184	HINES, YOLANDA	000	11/20/2024	120.44	.00
229657	49	JARRATT HARDWARE	000	11/20/2024	78.32	.00
229658	2264	KARPEL COMPUTER SYSTEMS,	000	11/20/2024	9,250.00	.00
229659	1550	KINEX NETWORKING SOLUTION	000	11/20/2024	1,350.00	.00
229660	1433	LOWE'S	000	11/20/2024	104.38	.00
229661	1392	MASON, DENNIS	000	11/20/2024	75.00	.00
229662	309	MASSENBURG, TERRY	000	11/20/2024	100.00	.00
229663	1600	MAYES, ANDREW W.	000	11/20/2024	75.00	.00
229664	999999	MEADE, DELVONTE	000	11/20/2024	13.50	.00
229665	2043	ROGERS, EARL	000	11/20/2024	75.00	.00
229666	1866	SHANDS, RUDOLPH	000	11/20/2024	75.00	.00
229667	999999	SILVER, TRUSSAINE	000	11/20/2024	193.50	.00
229668	1766	THE SUPPLY ROOM	000	11/20/2024	150.56	.00
229669	2045	UMPHLETT, WINNIE	000	11/20/2024	75.00	.00
229670	87	VAN CLEEF AUTO PARTS INC	000	11/20/2024	309.90	.00
229671	2139	VIRGINIA STATE POLICE	000	11/20/2024	20.00	.00
229672	879	WOMACK PUBLISHING CO.	000	11/20/2024	736.70	.00
229673	1987	3P TRADING COMPANY, LLC	000	11/20/2024	315.00	.00
CLASS TOTAL					113,508.79	.00
ACH TOTAL					12,945.28	.00
CHECK TOTAL					100,563.51	.00
EPT TOTAL					.00	.00
FINAL TOTAL					113,508.79	.00

112024 ACH TOTAL 12,945.28
CHECK TOTAL 100,563.51
EPT TOTAL .00
FINAL TOTAL 113,508.79

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 113,508.79- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

11.20.24
11/20/2024
11/21/24
Richard Douglas
5094F7255D84C3...
11/21/24

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK TOTAL	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040241116241100	11/15/2024	100-000200-0100-	-	528.71	229565		00000
00000	000245		DC040241116241100	11/15/2024	105-000200-0100-	-	369.19	229565		00000
00000	000245		DC041241116241100	11/15/2024	100-000200-0100-	-	556.17	229565		00000
00000	000245		DC041241116241100	11/15/2024	105-000200-0100-	-	588.52	229565		00000
					CHECK TOTAL		2,042.59			
00000	000881	ANTHEM BLUE CROSS AND	DC005241116241100	11/15/2024	100-000200-0100-	-	11,002.50	229566		00000
00000	000881		DC005241116241100	11/15/2024	105-000200-0100-	-	2,934.00	229566		00000
00000	000881		DC015241116241100	11/15/2024	100-000200-0100-	-	9,634.50	229566		00000
00000	000881		DC015241116241100	11/15/2024	105-000200-0100-	-	1,070.50	229566		00000
00000	000881		DC126241116241100	11/15/2024	100-000200-0100-	-	26,565.50	229566		00000
00000	000881		DC126241116241100	11/15/2024	105-000200-0100-	-	6,740.50	229566		00000
					CHECK TOTAL		57,947.50			
00000	001397	LEGAL SHIELD	DC097241116241100	11/15/2024	100-000200-0100-	-	76.32	229567		00000
00000	001397		DC097241116241100	11/15/2024	105-000200-0100-	-	65.85	229567		00000
					CHECK TOTAL		142.17			
00000	001021	MINNESOTA LIFE INS CO	DC200241116241100	11/15/2024	100-000200-0100-	-	483.42	229568		00000
00000	001021		DC200241116241100	11/15/2024	105-000200-0100-	-	135.66	229568		00000
					CHECK TOTAL		619.08			
00000	000872	NATIONWIDE RETIREMENT	DC090241116241100	11/15/2024	100-000200-0100-	-	345.00	229569		00000
					CHECK TOTAL		345.00			
00000	002245	TIDEWATER FINANCE COMPANY	DC143241116241100	11/15/2024	105-000200-0100-	-	694.08	229570		00000
					CHECK TOTAL		694.08			
00000	000247	TREASURER OF VIRGINIA	DC080241116241100	11/15/2024	100-000200-0100-	-	2,274.88	229571		00000
					CHECK TOTAL		2,274.88			
00000	000831	VACORP	DC035241116241100	11/15/2024	100-000200-0100-	-	258.41	229572		00000
00000	000831		DC035241116241100	11/15/2024	105-000200-0100-	-	131.92	229572		00000
					CHECK TOTAL		390.33			
00000	001027	VALIC RETIREMENT	DC091241116241100	11/15/2024	100-000200-0100-	-	625.00	229573		00000
					CHECK TOTAL		625.00			
					CLASS TOTAL		65,080.63			
					FINAL TOTAL		65,080.63			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 65,080.63 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

11-8-24
DATE

11/8/24

Richard D. Jones
COUNTY ADMINISTRATOR
Dustin G. Cox

AP100P 11/27/2024

A/P CHECK REGISTER
PAYROLL DEDUCTION CHECKS

TIME - 9:33:34

PAGE 1

P/O NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	AFLAC	DC040241130241100	11/27/2024	100-000200-0100-	528.71	229725		00000
00000		DC040241130241100	11/27/2024	105-000200-0100-	369.19	229725		00000
00000		DC041241130241100	11/27/2024	100-000200-0100-	556.17	229725		00000
00000		DC041241130241100	11/27/2024	105-000200-0100-	588.52	229725		00000
				CHECK TOTAL	2,042.59			
00000	ANTHEM BLUE CROSS AND	DC005241130241100	11/27/2024	100-000200-0100-	11,002.50	229726		00000
00000		DC005241130241100	11/27/2024	105-000200-0100-	2,934.00	229726		00000
00000		DC015241130241100	11/27/2024	100-000200-0100-	9,634.50	229726		00000
00000		DC015241130241100	11/27/2024	105-000200-0100-	1,070.50	229726		00000
00000		DC126241130241100	11/27/2024	100-000200-0100-	25,772.50	229726		00000
00000		DC126241130241100	11/27/2024	105-000200-0100-	5,947.50	229726		00000
				CHECK TOTAL	56,361.50			
00000	LEGAL SHIELD	DC097241130241100	11/27/2024	100-000200-0100-	76.32	229727		00000
00000		DC097241130241100	11/27/2024	105-000200-0100-	65.85	229727		00000
				CHECK TOTAL	142.17			
00000	MINNESOTA LIFE INS CO	DC200241130241100	11/27/2024	100-000200-0100-	483.42	229728		00000
00000		DC200241130241100	11/27/2024	105-000200-0100-	135.66	229728		00000
				CHECK TOTAL	619.08			
00000	NATIONWIDE RETIREMENT	DC090241130241100	11/27/2024	100-000200-0100-	345.00	229729		00000
				CHECK TOTAL	345.00			
00000	TIDEWATER FINANCE COMPANY	DC143241130241100	11/27/2024	105-000200-0100-	694.08	229730		00000
				CHECK TOTAL	694.08			
00000	TREASURER OF VIRGINIA	DC080241130241100	11/27/2024	100-000200-0100-	2,274.88	229731		00000
				CHECK TOTAL	2,274.88			
00000	VACORP	DC035241130241100	11/27/2024	100-000200-0100-	241.55	229732		00000
00000		DC035241130241100	11/27/2024	105-000200-0100-	131.92	229732		00000
				CHECK TOTAL	373.47			
00000	VALIC RETIREMENT	DC091241130241100	11/27/2024	100-000200-0100-	625.00	229733		00000
				CHECK TOTAL	625.00			
				CLASS TOTAL	63,477.77			
				FINAL TOTAL	63,477.77			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 63,477.77 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

11-21-24
DATE

Richard D. Jones
COUNTY ADMINISTRATOR

11/21/24
Holly B. Elin

PR100C
RPT RUN TIME- 9.33.34 RPT RUN DTE- 11/21/2024 CHECK REGISTER PR END DATE-2024/11/30

EMPLY#	NAME	SOC.	SEC.	CHECK#	NET PAY
000874	ALLMOND, LISA MICHELLE	XXX-XX-1893		229674#	225.00
000605	BANKS, BARBARA	XXX-XX-7560		229675	200.00
000703	BATTS, JANICE W	XXX-XX-7335		229676	175.00
000873	BENNETT, RHONDA L	XXX-XX-0373		229677	200.00
000662	BONNER, MOLLIE T	XXX-XX-0941		229678	175.00
000489	BROWN, VIOLA D.	XXX-XX-1596		229679	200.00
000654	CAHOON, MELINDA K	XXX-XX-5877		229680	225.00
000910	CAISON, ANNIE S	XXX-XX-6160		229681	600.00
000889	CAMPER, BERNHARDINE A	XXX-XX-5231		229682	175.00
000798	CLAIBORNE, CONNIE L	XXX-XX-2181		229683	175.00
000154	CLARKE, SUSIE A	XXX-XX-0012		229684	25.00
000794	CONNER, REBECCA B	XXX-XX-2719		229685	200.00
000540	CORL, CHRISTINE C	XXX-XX-7587		229686	175.00
000888	CREED, SUSAN B	XXX-XX-1946		229687	175.00
000649	DAVIS, ALEXANDER JR	XXX-XX-3571		229688	175.00
000480	DAVIS, CORLISS W.	XXX-XX-4659		229689	225.00
000504	ELDER, BARBARA A	XXX-XX-8597		229690	800.00
000909	EVERSON, LARRY D	XXX-XX-6293		229691	175.00
000488	FORD-WESTBROOK, GAIL	XXX-XX-9840		229692	600.00
000477	GARY, POLLY U.	XXX-XX-8302		229693	175.00
000515	GILES, HATTIE S.	XXX-XX-1034		229694	150.00
000661	GILES, PAULINE E.	XXX-XX-4294		229695	225.00
000602	GILL, AMANDA L	XXX-XX-6373		229696	225.00
000206	GOODE, JACQUELINE W	XXX-XX-1908		229697	175.00
000206	GOODE, MARIAN	XXX-XX-0805		229698	175.00
000890	GRIZZARD, KRISTEN N	XXX-XX-3960		229699	800.00
000599	GRIZZARD, JEAN D	XXX-XX-1983		229700	175.00
000600	HILL, LUCY P	XXX-XX-5375		229701	175.00
000487	HILL, MARY J.	XXX-XX-9442		229702	225.00
000795	JACKSON, JANICE E	XXX-XX-4056		229703	200.00
000474	JOHNSON, EARLINE T.	XXX-XX-1226		229704	175.00
000822	LOGAN, RHONDA F	XXX-XX-9326		229705	175.00
000483	MASON, MAE K.	XXX-XX-3370		229706	175.00
000502	MASON, REATHER S.	XXX-XX-1008		229707	175.00
000653	MASSENBURG, SALLIE M	XXX-XX-0949		229708	175.00
000908	MASSENBURG, TERRY A	XXX-XX-5786		229709	175.00
000601	MEADE, SHIRLEY D	XXX-XX-8891		229710	175.00
000782	MESSIER, CAROLYN P	XXX-XX-1845		229711	200.00
000781	MORRIS, ASHLEY R	XXX-XX-7723		229712	400.00
000797	MORRIS, NANCY H	XXX-XX-3778		229713	200.00
000541	PETTICOLAS, MAYVIS L	XXX-XX-8938		229714	175.00
000875	POOLE, ARNOLD M	XXX-XX-1202		229715	200.00
000519	SHIVER, VICKI F.	XXX-XX-0943		229716	225.00
000783	TAYLOR, DONNA G	XXX-XX-4701		229717	25.00
000496	TAYLOR, EMMA P.	XXX-XX-8369		229718	175.00
000658	TRISVAN, BERNICE L	XXX-XX-8154		229719	225.00
000560	VAUGHAN, HELENE M	XXX-XX-1958		229720	175.00
000501	VAUGHAN, MARGARET	XXX-XX-2685		229721	175.00
000508	WESTBROOK, EVA M.	XXX-XX-9800		229722	175.00
000471	WILLIAMS, DOROTHY G.	XXX-XX-5839		229723	175.00

001

3100C RPT RUN TIME- 9.33.34 RPT RUN DTE- 11/21/2024 CHECK REGISTER PR END DATE-2024/11/30

MPY#	NAME	SOC. SEC.	CHECK#	NET PAY	GROSS-\$
00497	WILLIAMS, YVONNE D.	XXX-XX-1228	229724	250.00	
	**** COMPANY TOTAL****			11,600.00	11,600.00

MH

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED. THE TOTAL 11,600.00 EQUALS THE CHECK REGISTER.

11-21-24 DATE Richard J. [Signature] COUNTY ADMINISTRATOR

11/21/24 Kelly B. [Signature]

API00 11/20/2024 SUSSEX COUNTY A/P CHECK REGISTER TIME-14:01:59 ActPd - 2024/11 PAGE 1

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	003001	ALLIED INSTRUCTIONAL SERV	OCT10113173-0041	11/20/2024		4110-053000-1013-	824.00	229614		2g-Special Education Private	02076 TRISVAN, KHALIJA
0000000	003001		SEP1013173-0047	11/20/2024		4110-053000-1013-	285.36	229614		2g-Special Education Private	02076 TRISVAN, KHALIJA
		DISC. TOTAL					.00			TOTAL	1,109.36
0000000	003004	BELIEVE-N-U YOUTH EMPOWER	AUG1013229-0039	11/20/2024		4110-053000-1013-	3,840.00	229615		2g-Special Education Private	02076 RODRIGUEZ, DEMARCO
0000000	003004		11/20/2024			4110-053000-3000-	5,880.00	229615		2h-WA Svcs:Students w/ Disabi	02076 RODRIGUEZ, DEMARCO
0000000	003004		OCT1013170-0043	11/20/2024		4110-053000-1013-	6,468.00	229615		2g-Special Education Private	02076 SCOTT, JAYLA
0000000	003004		OCT1013172-0042	11/20/2024		4110-053000-1013-	12,694.00	229615		2g-Special Education Private	02076 TRISVAN, KHALIJA
0000000	003004		OCT1013229-0044	11/20/2024		4110-053000-1013-	4,224.00	229615		2g-Special Education Private	02076 RODRIGUEZ, DEMARCO
0000000	003004		OCT1013230-0054	11/20/2024		4110-053000-3000-	6,468.00	229615		2h-WA Svcs:Students w/ Disabi	02076 RODRIGUEZ, DEMARCO
0000000	003004		SEP1013229-0048	11/20/2024		4110-053000-1013-	3,840.00	229615		2g-Special Education Private	02076 RODRIGUEZ, DEMARCO
0000000	003004		SEP1013230-0056	11/20/2024		4110-053000-3000-	5,880.00	229615		2h-WA Svcs:Students w/ Disabi	02076 RODRIGUEZ, DEMARCO
		DISC. TOTAL					.00			TOTAL	49,294.00
0000000	003006	BRIGHTSTAR CARE OF RICHMO	OCT1013171-0045	11/20/2024		4110-053000-1013-	7,000.00	229616		2g-Special Education Private	02076 TRISVAN, KHALIJA
0000000	003006		SEP1013250-0049	11/20/2024		4110-053000-1013-	420.00	229616		2g-Special Education Private	02076 TRISVAN, KHALIJA
		DISC. TOTAL					.00			TOTAL	7,420.00
0000000	003039	BUILDING OUR YOUTH LLC	JUL1013201-0025	11/20/2024		4110-053000-1011-	1,080.00	229617		2f-Community Based Services	02076 PERRY, SHU MAHD
0000000	003039		OCT1013193-0033	11/20/2024		4110-053000-1011-	2,400.00	229617		2f-Community Based Services	02076 WILLIAMS, OLIJAH
0000000	003039		OCT1013199-0055	11/20/2024		4110-053000-3000-	2,400.00	229617		2h-WA Svcs:Students w/ Disabi	02076 JONES, MONIQUEE
0000000	003039		OCT1013203-0052	11/20/2024		4110-053000-2001-	2,760.00	229617		3-Community Based	02076 REED, JALIAH
0000000	003039		OCT1013210-0036	11/20/2024		4110-053000-1011-	2,760.00	229617		2f-Community Based Services	02076 BYRD, ELIJAH
0000000	003039		OCT1013211-0029	11/20/2024		4110-053000-1011-	1,588.00	229617		2f-Community Based Services	02076 BYNUM, JEREMIAH
0000000	003039		OCT1013212-0032	11/20/2024		4110-053000-1011-	3,980.00	229617		2f-Community Based Services	02076 BYRD, ELI
0000000	003039		OCT1013214-0026	11/20/2024		4110-053000-1011-	2,400.00	229617		2f-Community Based Services	02076 BYNUM JR., JONATHA
0000000	003039		OCT1013215-0031	11/20/2024		4110-053000-1011-	1,980.00	229617		2f-Community Based Services	02076 BYNUM, JOSIAH
		DISC. TOTAL					.00			TOTAL	24,948.00
0000000	003039	BUILDING OUR YOUTH LLC	OCT1013216-0034	11/20/2024		4110-053000-1011-	3,480.00	229618		2f-Community Based Services	02076 RIDLEY, ZY KIRA
0000000	003039		OCT1013217-0030	11/20/2024		4110-053000-1011-	3,120.00	229618		2f-Community Based Services	02076 SMITH-ENNELS, JAYD
0000000	003039		OCT1013219-0035	11/20/2024		4110-053000-1011-	2,760.00	229618		2f-Community Based Services	02076 HEARD, JOHN
0000000	003039		OCT1013226-0037	11/20/2024		4110-053000-1011-	1,680.00	229618		2f-Community Based Services	02076 BYNUM, JANIAH
0000000	003039		OCT1013231-0028	11/20/2024		4110-053000-1011-	2,400.00	229618		2f-Community Based Services	02076 WARD, LIAM
		DISC. TOTAL					.00			TOTAL	13,440.00
0000000	003041	EMBRACE FOSTER CARE, LLC	OCT1013244-0005	11/20/2024		4110-053000-1004-	4,805.00	229619		2a-Treatment Foster Care:	IV-02076 LITCHEFIELD, LEVI
0000000	003041		OCT1013245-0004	11/20/2024		4110-053000-1004-	4,805.00	229619		2a-Treatment Foster Care:	IV-02076 WARD, LIAM
		DISC. TOTAL					.00			TOTAL	9,610.00
0000000	003049	HUMAN SOLUTIONS LLC	OCT1013220-0002	11/20/2024		4110-053000-1001-	9,656.50	229620		1b-Resident Congregate Care:	A02076 FOSTER, KAYLA
		DISC. TOTAL					.00			TOTAL	9,656.50
0000000	003016	INTERCEPT YOUTH SERVICES	OCT1013181-0011	11/20/2024		4110-053000-1005-	8,544.78	229621		2a1-Treatment Foster Care:	non02076 BYNUM JR., JONATHA
0000000	003016		OCT1013182-0014	11/20/2024		4110-053000-1005-	6,127.51	229621		2a1-Treatment Foster Care:	non02076 BYNUM, JEREMIAH
0000000	003016		OCT1013183-0015	11/20/2024		4110-053000-1005-	6,799.51	229621		2a1-Treatment Foster Care:	non02076 BYNUM, JOSIAH
0000000	003016		OCT1013192-0009	11/20/2024		4110-053000-1005-	7,424.78	229621		2a1-Treatment Foster Care:	non02076 WILLIAMS, OLIJAH
0000000	003016		OCT1013194-0008	11/20/2024		4110-053000-1004-	5,245.51	229621		2a-Treatment Foster Care:	IV-02076 BYRD, JOSHUA
0000000	003016		OCT1013195-0006	11/20/2024		4110-053000-1004-	5,245.51	229621		2a-Treatment Foster Care:	IV-02076 BYRD, ELI
0000000	003016		OCT1013196-0007	11/20/2024		4110-053000-1004-	3,206.95	229621		2a-Treatment Foster Care:	IV-02076 BYRD, ELIJAH

AP100 11/20/2024 SUSSEX COUNTY A/P CHECK REGISTER TIME: 14:01:59 ActPg - 2024/11

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	003016		OCT1013205-0012	11/20/2024		4110-053000-1005-	5,337.95	229621		2a1-Treatment Foster Care-care:non02076 BYNUM, JANITYAH	
0000000	003016		OCT1013206-0015	11/20/2024		4110-053000-1005-	4,889.95	229621		2a1-Treatment Foster Care-care:non02076 BYNUM, JOURNEY	
0000000	003016		OCT1013207-0013	11/20/2024		4110-053000-1005-	5,337.95	229621		2a1-Treatment Foster Care-care:non02076 BYNUM, JAYDON	
		DISC. TOTAL	CHECK TOTAL	58,160.40	ACH PMT TOTAL		.00	EPY PMT TOTAL		TOTAL	58,160.40
0000000	003016	INTERCEPT YOUTH SERVICES	OCT1013208-0010	11/20/2024		4110-053000-1005-	3,769.95	229622		2a1-Treatment Foster Care-care:non02076 EDWARDS, TATUM	
		DISC. TOTAL	CHECK TOTAL	3,769.95	ACH PMT TOTAL		.00	EPY PMT TOTAL		TOTAL	3,769.95
0000000	003047	LIFEBRIDGE ACADEMY	OCT1013180-0046	11/20/2024		4110-053000-1013-	6,270.00	229623		2g-Special Education Private 02076 WHORRALL, JONATHAN	
		DISC. TOTAL	CHECK TOTAL	6,270.00	ACH PMT TOTAL		.00	EPY PMT TOTAL		TOTAL	6,270.00
0000000	003051	NEWPORT NEWS BEHAVIORAL H	SEP1013223-0050	11/20/2024		4110-053000-1013-	4,742.20	229624		2g-Special Education Private 02076 ANTILLON, MALIK	
		DISC. TOTAL	CHECK TOTAL	4,742.20	ACH PMT TOTAL		.00	EPY PMT TOTAL		TOTAL	4,742.20
0000000	003024	SH VARSITY ACQUISITION:DBA	AUG1013246-0040	11/20/2024		4110-053000-1013-	2,124.00	229625		2g-Special Education Private 02076 JACKSON, OMYN	
0000000	003024		SEP1013246-0051	11/20/2024		4110-053000-1013-	4,720.00	229625		2g-Special Education Private 02076 JACKSON, OMYN	
		DISC. TOTAL	CHECK TOTAL	6,844.00	ACH PMT TOTAL		.00	EPY PMT TOTAL		TOTAL	6,844.00
0000000	003025	SKIPWITH ACADEMY AT WOODL	OCT1013234-0017	11/20/2024		4110-053000-1008-	1,625.00	229626		2e-Family Foster Care 02076 BYNUM, JANITYAH	
0000000	003025		OCT1013235-0018	11/20/2024		4110-053000-1008-	1,525.00	229626		2e-Family Foster Care 02076 BYNUM, JAYDON	
0000000	003025		OCT1013236-0019	11/20/2024		4110-053000-1008-	1,525.00	229626		2e-Family Foster Care 02076 BYNUM, JOURNEY	
0000000	003025		SEP1013247-0022	11/20/2024		4110-053000-1008-	125.00	229626		2e-Family Foster Care 02076 BYNUM, JANITYAH	
0000000	003025		SEP1013248-0024	11/20/2024		4110-053000-1008-	125.00	229626		2e-Family Foster Care 02076 BYNUM, JOURNEY	
0000000	003025		SEP1013249-0023	11/20/2024		4110-053000-1008-	125.00	229626		2e-Family Foster Care 02076 BYNUM, JAYDON	
		DISC. TOTAL	CHECK TOTAL	5,050.00	ACH PMT TOTAL		.00	EPY PMT TOTAL		TOTAL	5,050.00
0000000	003053	SUSSEX COUNTY DSS	V4764-0038	11/20/2024		4110-053000-1011-	66.76	229627		2f-Community Based Services 02076 BYRD, JOZIAH	
		DISC. TOTAL	CHECK TOTAL	66.76	ACH PMT TOTAL		.00	EPY PMT TOTAL		TOTAL	66.76
0000000	003036	WEINSTEIN JEWISH COMMUNIT	OCT1013184-0020	11/20/2024		4110-053000-1008-	868.00	229628		2e-Family Foster Care 02076 BYNUM, JEREMIAH	
0000000	003036		OCT1013185-0021	11/20/2024		4110-053000-1008-	868.00	229628		2e-Family Foster Care 02076 BYNUM, JOSIAH	
		DISC. TOTAL	CHECK TOTAL	1,736.00	ACH PMT TOTAL		.00	EPY PMT TOTAL		TOTAL	1,736.00
0000000	003050	YOUTH EMPOWERED SOLUTIONS	AUG1013228-0001	11/20/2024		4110-053000-1001-	1,527.50	229629		1b-Resident Congregate Care-A02076 BYRD, JOZIAH	
0000000	003050		OCT1013221-0003	11/20/2024		4110-053000-1001-	9,470.50	229629		1b-Resident Congregate Care-A02076 BYRD, JOZIAH	
		DISC. TOTAL	CHECK TOTAL	10,998.00	ACH PMT TOTAL		.00	EPY PMT TOTAL		TOTAL	10,998.00
		DISC. TOTAL	CHECK TOTAL	213,115.17	ACH PMT TOTAL		.00	EPY PMT TOTAL		TOTAL	213,115.17
		DISC. TOTAL	CHECK TOTAL	213,115.17	ACH PMT TOTAL		.00	EPY PMT TOTAL		TOTAL	213,115.17

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED. THE TOTAL 213,115.17 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

11-20-24 DATE 11/20/2024 DATE 11/20/24 DATE

DIRECTOR OF FINANCE Richard Douglas SECRETARY/TREASURER DESTIE J. COX, TREASURER

SUSSEX COUNTY
TREASURER'S REPORT
AND
FINANCIAL UPDATE

SUBMITTED BY DESTE J. COX, TREASURER

NOVEMBER 30, 2024

- Bank Reconciliation
- Balance Sheet - Treasurer's Accountability Fund
- Income & Expense Statement – General Fund
- General Fund Revenue/Expenditure Summary
- General Fund Expenditure by Department
- Revenue/Expense Summary
 - o Capital Projects Fund
 - o Reserve Fund
 - o CSA Fund



TREASURER'S OFFICE

DESTE JARRATT COX
TREASURER
SUSSEX COUNTY

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

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

Statement of money in the banks to the credit of Sussex County as shown by the Treasurer's books at the close of business November 30, 2024

TRUIST #201- SUSSEX, VA

Bank Balance -----	\$74,917.78	
Bank Fees/Adjustments -----	156.43	
Deposits in Transit -----	(10,017.33)	
Outstanding Checks -----	0.00	\$65,056.88

BSV #301- STONY CREEK, VA

Business Checking -----	\$2,747,203.79	
Business Investment Checking -----	\$5,818,664.25	
Bank Fees/Returned Checks -----	369.13	
Credit Card Fees/Adjustments -----	720.85	
Deposits in Transit -----	(59,325.12)	
Outstanding Checks -----	(1,115,152.35)	\$7,392,480.55

PRIMIS #401- WAVERLY, VA

Bank Balance -----	\$188,971.01	
Deposits in Transit -----	(34,331.52)	\$154,639.49

Investments and CD's -----

#30392331 - Primis #451	\$1,087,312.71	
#30391992 - Primis #451	\$2,152,096.62	
#30390504 - Primis #451	\$2,679,084.33	
	\$5,918,493.66	

<u>LGIP INVESTMENT #803</u> Investment Balance -----	\$2,400,201.40	
<u>VA INV POOL #804</u> Investment Balance -----	\$712,008.36	
TOTAL IN BANKS REC W/GL -----		\$16,642,880.34

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

Respectfully submitted:



 Deste J. Cox, Treasurer

**SUSSEX COUNTY
BALANCE SHEET - TREASURER'S ACCOUNTABILITY FUND
NOVEMBER 30, 2024**

ASSETS

CASH IN BANK:

CASH IN OFFICE	\$1,300.00
BSV - OPERATING & INVESTMENT	\$7,392,480.55
TRUIST	\$65,056.88
PRIMIS	\$154,639.49

SAVINGS & INVESTMENTS:

PRIMIS - CDs	\$5,918,493.66
LGIP	\$2,400,201.40
VIP	\$712,008.36

TOTAL ASSETS \$16,644,180.34

LIABILITIES

FUND BALANCE

GENERAL FUND	\$11,241,533.44
RESERVE FUND	\$3,504,588.59
OTHER FUNDS	\$1,819,777.56
TOTAL FUND BALANCE	\$16,565,899.59

EQUITY

PREPAID & DEFERRED ACCOUNTS	\$18,262.03
ESCROW ACCOUNTS	\$60,018.72
TOTAL EQUITY ACCOUNTS	\$78,280.75

TOTAL LIABILITIES & EQUITY \$16,644,180.34

**GENERAL FUND
INCOME & EXPENSE STATEMENT
NOVEMBER 30, 2024**

	FYE2025 11/30/2024	FYE2024 11/30/2023
INCOME:		
General Property Taxes	\$6,283,278	\$4,313,285
Other Local Taxes	\$662,764	\$677,969
Permits/Fees/Licenses	\$2,538,589	\$2,096,962
Fines & Forfeitures	\$366,417	\$227,575
Use of Money/Property	\$165,927	\$212,808
Charges for Services	\$80,988	\$49,457
Miscellaneous Revenue	\$133,261	\$32,592
Recovered Costs	\$298,106	\$308,393
State Revenue	\$2,417,007	\$2,410,821
Federal Revenue	\$640,384	\$751,679
Transfer from Other Funds	\$609,612	\$433,654
TOTAL INCOME	<u>\$14,196,334</u>	<u>\$11,515,195</u>
EXPENSES:		
Board of Supervisors	\$55,256	\$60,547
County Admin/County Depts/Grants	\$3,447,125	\$4,146,669
County Attorney	\$45,900	\$36,720
Registrar	\$131,843	\$104,616
Commissioner of Revenue	\$129,545	\$116,783
Treasurer	\$209,659	\$194,937
Sheriff's Department/Jail	\$2,536,129	\$2,473,831
Courts	\$73,116	\$32,218
Clerk of Courts	\$202,167	\$185,232
Commonwealth's Atty/Victim Witness	\$316,840	\$288,867
Contributions to Outside Agencies	\$409,118	\$409,228
Transfer to Other Funds	\$4,437,704	\$3,463,186
Debt Service	\$1,203,410	\$1,215,504
Non-Departmental	\$217,147	\$61,419
TOTAL EXPENSES	<u>\$13,414,961</u>	<u>\$12,789,757</u>
TOTAL NET SURPLUS (DEFICIT)	<u>\$781,372</u>	<u>(\$1,274,562)</u>

SUSSEX COUNTY - DESTE J. COX, TREASURER
REVENUE/EXPENDITURE SUMMARY REPORT
NOVEMBER 2024

General Fund **FUND BALANCE as of 11/30/24 = \$ 11,241,533**

<i>REVENUES</i>		<i>ANNUAL APPROPRIATED</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 11/30/2024</i>	<i>PRIOR FY - YTD Through 11/30/2023</i>	<i>COLLECTED % YTD</i>
Real Estate - 2024		6,001,738	2,452,630	3,090,762	2,722,759	51.5%
Public Service Corp - 2024		612,460	452,867	477,354	74,760	77.9%
Personal Property - 2024		4,680,371	1,211,449	1,503,961	1,104,827	32.1%
Machinery & Tools - 2024		794,000	821,274	968,224	129,200	121.9%
Local Sales & Use Taxes (net)		1,233,850	94,512	535,919	520,126	43.4%
Transient Occupancy Tax		110,000	15,553	44,746	35,788	40.7%
Consumer Utility Taxes		92,500	8,612	46,354	33,699	50.1%
Business License Taxes		108,525	2,436	14,180	11,028	13.1%
Motor Vehicle Licenses		239,100	48,472	76,318	77,329	31.9%
Landfill Tipping Fees		5,490,000	1,044,735	2,403,880	2,294,249	43.8%
Delinquent Tax - Real Estate		139,500	11,447	81,171	96,266	58.2%
Delinquent Tax - Personal Property		92,850	16,619	110,157	155,036	118.6%
Penalties - All Property		105,000	3,349	20,592	26,853	19.6%
Interest - All Property		27,000	2,254	15,233	10,033	56.4%
Court Fines		710,000	66,232	334,433	263,825	47.1%
State		5,174,761	1,080,222	2,417,007	2,410,821	46.7%
Federal		67,449	48,844	639,584	751,679	948.2%*
Transfer from Reserve		1,013,554	108,051	388,482	209,184	38.3%
Transfer from Fire Rescue Escrow		220,529	0	221,130	224,470	100.3%
Designated Use of Fund Balance		4,025,087	0	0	5,530,623	0.0%
<i>EXPENDITURES</i>		<i>ANNUAL APPROPRIATED</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 11/30/2024</i>	<i>PRIOR FY - YTD Through 11/30/2023</i>	<i>SPENT % YTD</i>
General Government		3,212,890	251,996	1,388,461	1,153,365	43.2%
ARPA & Grants		710,000	66,232	710,325	1,052,343	100.0%
Judicial Administration		1,689,959	109,515	592,123	506,317	35.0%
Fire, Rescue, EMS		3,317,502	206,508	1,306,646	1,517,582	39.4%
Sheriff's Operations & Jail		7,010,977	388,188	2,593,741	2,534,707	37.0%
Public Works		1,749,817	88,953	638,079	839,344	36.5%
Health & Welfare		1,396,162	76,938	435,324	420,469	31.2%
Education		8,497,085	1,179,017	4,155,615	3,196,026	48.9%
Rec & Cultural Enrichment		237,935	10,000	123,968	120,073	52.1%
Planning/Community Dev		603,458	36,023	268,298	259,634	44.5%
Grants		3,868,872	4,243	710,325	1,052,343	18.4%
Debt Service		1,499,476	0	1,203,410	1,215,504	80.3%

* Federal Prior FY Includes VATI Grant

General Fund								
				ANNUAL	CURRENT MONTH	ACTUAL 11/30/2024	YTD 11/30/2023	Spent %
EXPENDITURES BY DEPARTMENT				APPROPRIATED	ACTIVITY	YEAR TO DATE	PRIOR FISCAL YEAR	YTD
Board of Supervisors				255,229	10,247	55,256	60,547	21.6%
Administration				1,309,136	108,643	563,404	522,363	43.0%
Contingency Acct (7/1/24 = \$87,301)				70,201	0	2,500	37,522	3.6%
HRA Admin Fee				6,020	420	2,135	1,743	35.5%
HRA Employer Spend				250,000	27,657	209,903	58,367	84.0%
IT & Central Acct				64,500	394	38,316	19,832	59.4%
County Attorney				111,000	9,180	45,900	36,720	41.4%
Registrar/Board of Elections				283,418	32,445	131,843	104,616	46.5%
Com of Revenue				331,520	27,543	129,545	116,719	39.1%
Treasurer				531,866	35,466	209,659	194,937	39.4%
General Government				3,212,890	251,996	1,388,461	1,153,365	43.2%
ARPA - 2nd Tranche				52,000	0	0	0	0.0%
ARPA - Broadband				3,745,229	0	674,505	868,337	18.0%
Admin/Indust Dev Grants				71,550	4,243	35,820	63,650	50.1%
CDBG Pocahontas Grt				94	0	0	120,355	0.0%
Grants				3,868,872	4,243	710,325	1,052,343	18.4%
Courts				115,860	5,274	73,116	32,218	63.1%
Clerk of Courts				487,334	34,210	202,167	185,232	41.5%
Commonwealth Atty				987,745	61,646	274,111	257,322	27.8%
Victim Witness				99,020	8,384	42,729	31,545	43.2%
Judicial Administration				1,689,959	109,515	592,123	506,317	35.0%
Fire/Rescue/EMS				2,842,461	172,934	1,066,772	1,310,464	37.5%
Aminal Control				475,041	33,574	239,874	207,117	50.5%
Fire, Rescue, EMS				3,317,502	206,508	1,306,646	1,517,582	39.4%
Court Sec/Spot/FO/E911				4,685,761	268,406	1,651,923	1,643,228	35.3%
Confinement of Inmates				2,199,976	119,782	884,206	830,574	40.2%
Crater Crim Justice Aca.				125,240	0	57,612	60,906	46.0%
Sheriff's Operations & Jail				7,010,977	388,188	2,593,741	2,534,707	37.0%
Building & Grounds				792,351	27,168	285,085	414,350	36.0%
Envir Inspections				185,786	4,307	32,227	40,464	17.3%
General Works				385,500	17,551	126,629	145,137	32.8%
Convenience Ctrs.				386,180	39,926	194,138	239,393	50.3%
Public Works				1,749,817	88,953	638,079	839,344	36.5%
Health - Outside Agencies				271,854	0	92,006	81,118	33.8%
Com. Support Services - Outside Agencies				157,342	4,708	61,871	72,191	39.3%
Local Contrib to DSS				345,411	24,428	135,155	114,434	39.1%
Local Contrib to CSA				621,555	47,802	146,292	152,726	23.5%
Health & Welfare				1,396,162	76,938	435,324	420,469	31.2%
Educ Contrib - Outside Agencies				915	0	458	0	0.0%
Local Contrib to Sch Fd				8,496,170	1,179,017	4,155,157	3,196,026	48.9%
Education				8,497,085	1,179,017	4,155,615	3,196,026	48.9%
Library/Cultural - Outside Agencies				177,935	0	88,968	89,073	50.0%
Recreational Contrib- Outside Agencies				60,000	10,000	35,000	31,000	58.3%
Recreational & Cultural Enrichment				237,935	10,000	123,968	120,073	52.1%
Planning/Building/Zoning				475,544	36,023	200,094	194,693	42.1%
Crater Planning Com				17,039	0	17,039	17,039	100.0%
IDA				58,961	0	0	23,569	0.0%
Va Gateway Region				50,415	0	50,415	23,583	100.0%
Crater SBDC				1,500	0	750	750	50.0%
Planning/Community Dev				603,458	36,023	268,298	259,634	44.5%
Debt Service				1,499,476	0	1,203,410	1,215,504	80.3%
Debt Service				1,499,476	0	1,203,410	1,215,504	80.3%

**SUSSEX COUNTY
REVENUE/EXPENDITURE SUMMARY REPORT
NOVEMBER 2024**

Capital Projects Fund - Fund 302

FUND BALANCE as of 11/30/24 = \$ (967)

		ANNUAL APPROPRIATED	CURRENT MONTH ACTIVITY	YTD ACTUAL 11/30/2024	PRIOR FY - YTD Through 11/30/2023
REVENUES					
Interest Earned		0	0	1,128	8,603
Gifts/Donations Fire & Rescue		0	1,000	2,000	0
Designated Use of Fund Balance		220,529	0	0	0
Transfer from General Fund			0	1,100	0
Transfer from Reserve Fund		33,115	0	33,115	0
Total Capital Projects Fund Revenues		253,644	1,000	37,343	8,603
EXPENDITURES					
Replace E911 Equip		19,323	0	0	0
Replace AS400 Server		0	0	0	57,841
Communications		20,000	0	22,796	0
Renovations-Co. Buildings		249,418	0	67,000	0
Trf to General Fund		220,529	0	221,130	224,470
Total Capital Projects Fund Expenditures		509,270	-	310,926	282,311

**SUSSEX COUNTY
REVENUE/EXPENDITURE SUMMARY REPORT
NOVEMBER 2024**

Reserve Fund 135

FUND BALANCE as of 11/30/24 = \$ 3,504,589

		ANNUAL APPROPRIATED	CURRENT MONTH ACTIVITY	YTD ACTUAL 11/30/2024	PRIOR FY - YTD Through 11/30/2023
REVENUES					
Interest		0	0	117,261	66,209
Transfer from General Fund		0	0	0	0
Total Reserve Fund Revenues		0	0	117,261	66,209
EXPENDITURES					
Transfer to General Fund		393,554	108,051	388,482	209,184
Transfer to Capital Proj Fund		399,865	0	33,115	0
Transfer to Mega Site Indust Pk			0	373,533	
Total Reserve Fund Expenditures		793,419	108,051	795,130	209,184

**SUSSEX COUNTY
REVENUE/EXPENDITURE SUMMARY REPORT
NOVEMBER 2024**

CSA Fund 110		FUND BALANCE as of 11/30/24 = \$ (195,320)				
<i>REVENUES</i>		<i>ANNUAL APPROPRIATED</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 11/30/2024</i>	<i>PRIOR FY - YTD Through 11/30/2023</i>	
Expenditure Refund		0	0	6,111	3,740	
CSA State Funds		1,420,315	102,089	697,144	357,985	
Local Appropriation		621,555	47,802	146,292	152,726	
Total Reserve Fund Revenues		2,041,870	149,891	849,548	514,452	
<i>EXPENDITURES</i>		<i>ANNUAL APPROPRIATED</i>	<i>CURRENT MONTH ACTIVITY</i>	<i>YTD ACTUAL 11/30/2024</i>	<i>PRIOR FY - YTD Through 11/30/2023</i>	
CSA Expenditures		2,041,870	213,115	827,605	619,841	
Total Reserve Fund Expenditures		2,041,870	213,115	827,605	619,841	

BUILDING INSPECTIONS DEPARTMENT



December 19, 2024 Monthly Reports



MEMORANDUM

DATE: December 2, 2024
 TO: Richard Douglas, County Administrator
 FROM: Matt Westheimer, Building Official
 SUBJECT: November 2024 - Monthly Report

Please accept this as the November 2024 update for the Building Department.

BUILDING ACTIVITY

- November 2024

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Misc. Fee</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
16	23	9	8	83	\$100.00	\$817,692.54	\$10,625.72

- November 2023

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Misc. Fee</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
8	9	6	6	116	0	\$1,570,646.11	\$14,298.67

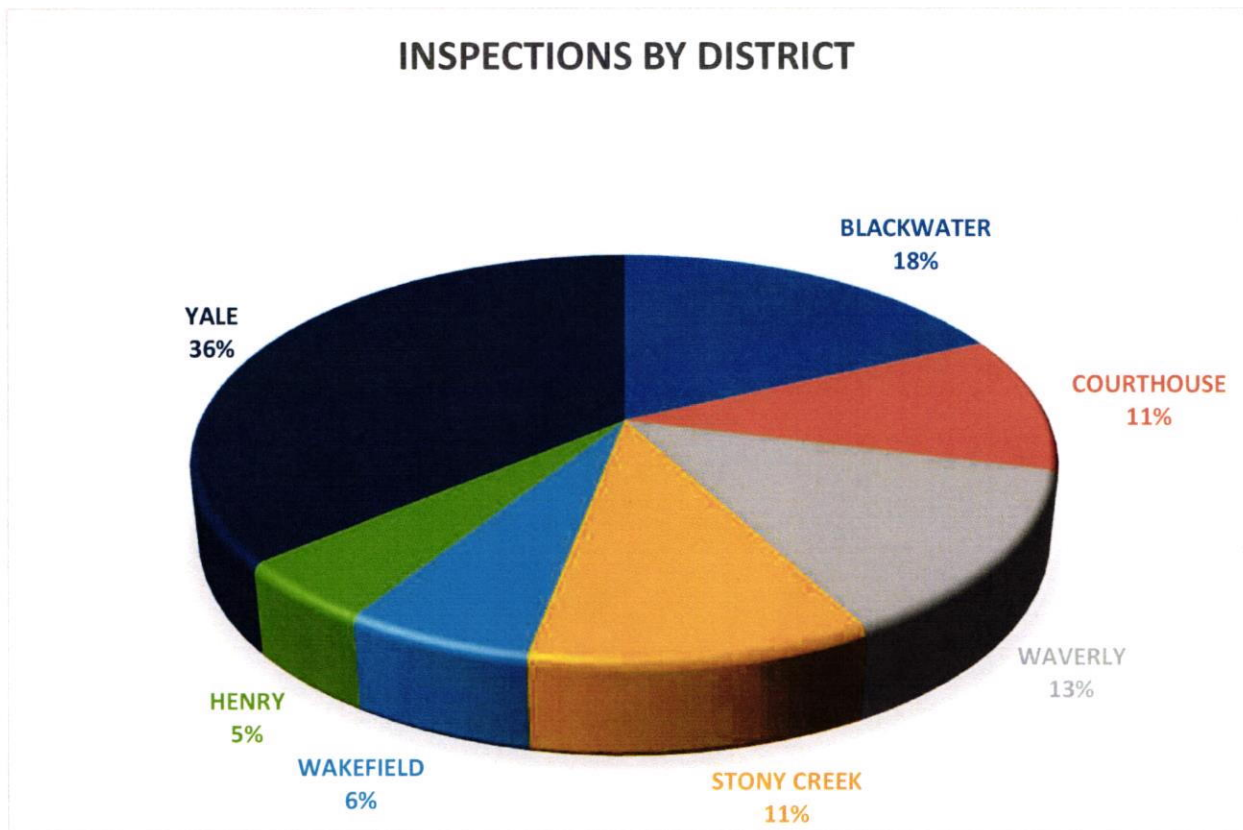
- July 2024 – June 2025 (Fiscal Totals)

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Misc. Fee</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
54	69	19	32	521	\$1204	\$3,396,728.18	\$36,234.92

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

SUSSEX COUNTY INSPECTIONS PERFORMED BY DISTRICT NOVEMBER 2024

DISTRICT	INSPECTIONS
BLACKWATER	15
COURTHOUSE	9
WAVERLY	11
STONY CREEK	9
WAKEFIELD	5
HENRY	4
YALE	30



Planning Department



December 19, 2024

Monthly Report

Planning & Zoning Department

Monthly Report for November 2024

Community Development

Upcoming Developments

- Evergreen Acres “Section 2”
 - Status: Approved
- Blackwater Outdoor Shooting Range
 - Status: Approved; No on-site work has commenced
- WAWA
 - Status: Approved; No on-site work has commenced
- Shands Energy Center
 - Status: Approved; Ongoing site work
- Waverly RNG Pipeline Phase 2
 - Status: Not approved

Grant Administration

Pocahontas Neighborhood

- Eight (8) housing projects have been completed under the Pocahontas project, including Four (4) substantial reconstructions and four (4) housing rehabilitations.
- Department of Housing and Community Development (DHCD) has granted funding on June 5, 2024 to proceed with the Pocahontas Drainage Improvement Project.
- Temporary easements have been obtained from 5 of the 7 property owners. All seven easements must be obtained before proceeding to construction.

Planning Commission

- The Planning Commission held a public hearing to consider the following application(s) at the November Public Hearing:
 - The Planning Commission defer Conditional Use Permit Application #2024-05, Henry Hayes, applicant, to the next planning commission meeting.
- On December 2, 2024, the Planning Commission recommend denial of Conditional Use Permit #2024-05 to the Board of Supervisors with 4-2 vote.

Permits Issued

- Six Zoning Permits:
 - ✓ Doublewide Manufactured Home
 - ✓ Single family dwelling
 - ✓ 12x20 shed
 - ✓ 24x24 shed
 - ✓ Two handicap ramps
 - ✓ Animal barn

Address Assigned

- One new address assigned on Spring Hill Road

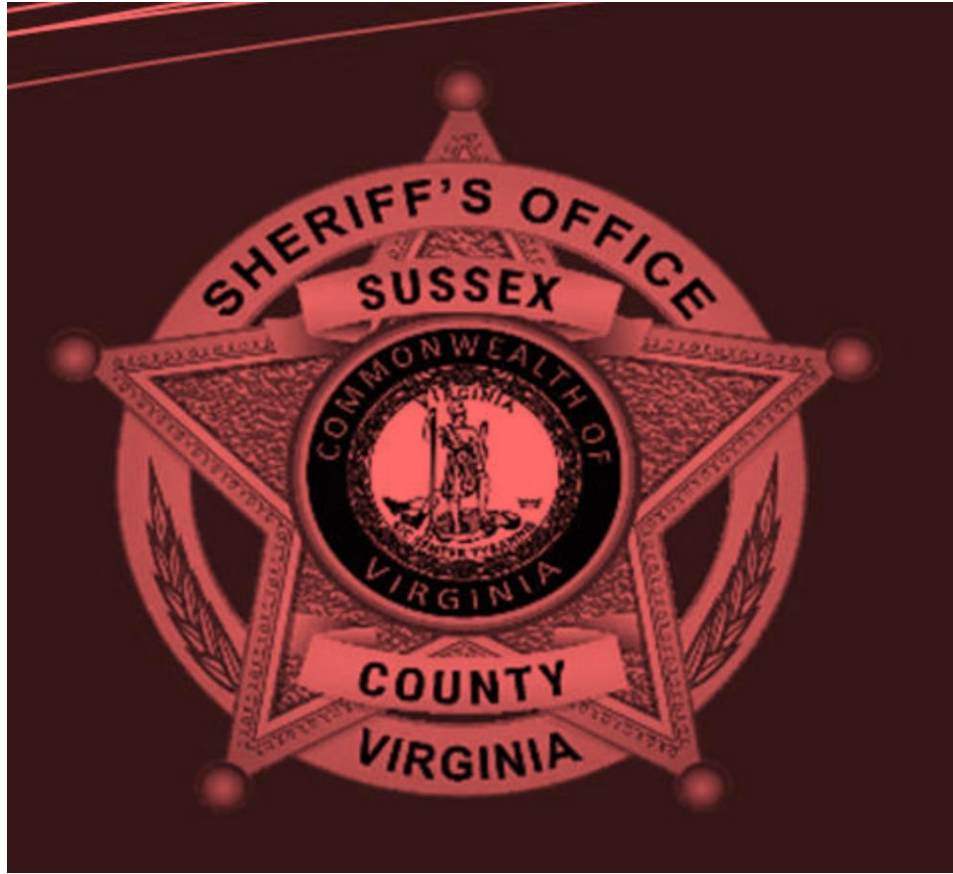
Conditional Use Permit Applications in the queue

- Winfield Solar
 - Located within the Courthouse Election District
- Cassius Blue Solar
 - Located within the Henry Election District
- Big Pine Solar, LLC
 - Located within the Courthouse and Blackwater Election District
- Blackwater Solar
 - Located within the Wakefield Election District
- ISP Shooting Range and Defensive Training Center
 - Located in the Courthouse Election District

Erosion & Sediment Control

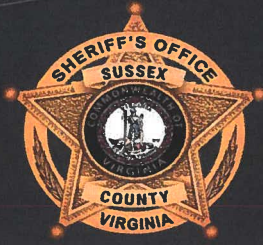
- Monthly Land Disturbance Report to DEQ up-to-date
- Active Land Disturbance Permits:
 - Landfill Borrow Areas
 - Waverly RNG Pipeline Phase 1
 - Waverly Solar
 - Dollar General
 - Sussex Recreation Improvements
 - Evergreen Acres “Section 2”
 - Shands Energy Center
 - WAWA
 - Blackwater Outdoor Shooting Range
- Four (4) Agreements in Lieu of an ESC Plan for single family residential projects inspected periodically.

Sheriff's Department



December 19, 2024

Monthly Reports



Sheriff E.L. Giles, Sr.
 Sussex County Sheriff's Office

"One Family, One Mission, One Goal"

Sussex County Sheriff's Office Monthly Report
 Month of November 2024

PATROL

CALLS FOR SERVICE	
Type:	Total:
Sheriff	1157
Fire	108
Rescue	222
Animal Control	51
Town of Wakefield	27
Traffic	661
TOTAL	2,226

COURTS

Court:	Days of Court:
Circuit Court	4
General District	9
JDR Court	3

Court:	Judges:
Circuit Court	2
General District	2
JDR Court	1

CIVIL

Type:	Total:
Subpoenas Served	266
Jury Summoned	0
Criminal Warrants	62
DMV Notices	6
Levies	0
TDO	1
ECO	0
Other Civil	79

Fines and Forfeitures	\$56,289.07
Sheriff's Fees	\$243.00
Courthouse Security	\$7,813.26

JAIL

During the month of November 2024, our average daily population was 32.70 inmates. The jail booked in 56 individuals in November 2024.

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

Pre- Trial	41 inmates, having been confined a total of 555 days
Sentenced Misdemeanant	16 inmates, having been confined a total of 120 days
Sentenced Felons	5 inmates, having been confined a total of 138 days.
Others	8 inmates, convicted but not sentenced, etc.
Weekenders	5 inmates serving a misdemeanor sentence.

Transports of inmates for various reasons are listed below:

Court / Jail	6
Medical	0
Juvenile	0
Road Crew	0
TDO (Mental)	0
TOTAL	6

BOARD ACTION FORM

Agenda Item: Consent Agenda #2.05

Subject: Health Insurance/HRA Budget Amendment

Board Meeting Date: December 19 2024

=====

Summary: Included for your consideration is Budget Amendment #24-160 to appropriate local reserve funds to the Non-Departmental account for HRA Employer expenses through FY25.

Recommendation: That the Board approves Budget Amendment #24-160

Attachments: Budget Amendment #24-160

=====

ACTION: That the Board approves Budget Amendment #24-160

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			White	___	___

RESOLUTION #24-160
FY25 BUDGET AMENDMENT

BE IT RESOLVED by the Sussex County Board of Supervisors that the following budget amendment for Administration be and hereby is made for the period of July 1, 2024 through June 30, 2025. This resolution will appropriate local reserve funds to the Non-Departmental account for HRA Employer expenses through FY25.

FUND # 100
GENERAL FUND

REVENUE

Fund 135 Local	<u>\$150,000</u>
Total Revenues	\$150,000

EXPENDITURE

Fund 100 HRA	<u>\$150,000</u>
Total Expenditures	\$150,000

Adopted this 19th day of December, 2024.

Wayne O. Jones, Chairman
Sussex County Board of Supervisors

ATTEST:

Shilton R. Butts, Clerk
Sussex County Board of Supervisors

BOARD ACTION FORM

Agenda Item: Consent Agenda #2.06

Subject: Budget Appropriation for E-Summons Revenue in accordance with County Ordinance #22-01 – Treasurer Deste Cox

Board Meeting Date: December 19 2024

=====

Summary: Treasurer Deste Cox is requesting a budget appropriation in the amount of \$71,916.68 in accordance with the County’s Electronic Summons System Fee Ordinance #22-01 to remit fees collected by the Clerk of Court to the Treasurer’s Office from Fund Balance for the Sheriff’s Office.

Recommendation: That the Board approves Budget Amendment #24-161 for the appropriation in the amount of \$71,916.68.

Attachments: Budget Amendment #24-161, Treasurer’s E-Summons Memo and Ordinance #22-01

=====

ACTION: That the Board approves Budget Amendment #24-161 for the appropriation in the amount of \$71,916.68.

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			White	___	___

RESOLUTION #24-161
FY25 BUDGT AMENDMENT

BE IT RESOLVED by the Sussex County Board of Supervisors that the following budget amendment to appropriate Electronic Summons (E-Ticket) Revenue as ordered in Sussex County Ordinance #22-01, effective February 17th, 2022, is hereby made for the period of July 1, 2024 through June 30, 2025.

FUND # 100
GENERAL FUND

REVENUE

Fund 100	
Fund Balance	<u>\$71,916.08</u>
Total	<u>\$71,916.08</u>

FUND #100
GENERAL FUND

EXPENDITURE

Fund 100	
Sheriff's Department	<u>\$71,916.08</u>
Total	<u>\$71,916.08</u>

December 19, 2024

Wayne O. Jones, Chairman
Sussex County Board of Supervisors

ATTEST:

Shilton R. Butts, Clerk
Sussex County Board of Supervisors

SUSSEX COUNTY TREASURER'S OFFICE

Deste Jarratt Cox, Treasurer

P O Box 1399

Sussex, Virginia 23884

To: Sussex County Board of Supervisors
From: Deste J. Cox, Treasurer
Date: December 10, 2024
Subject: Electronic Ticket Revenue Appropriation

In accordance with Sussex County Ordinance #22-01, attached, I am requesting an appropriation of fund balance from the General Fund to the Sheriff's Department expense line item in the amount of \$71,916.08.

The Ordinance states that fees collected by the Courts for Electronic Summons shall be appropriated by the Board to the Sheriff's Office "to be used solely to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system." The amount of this appropriation covers fees received from June 2022 through December 2024.

RECEIVED

APR 27 2022

SUSSEX COUNTY
ORDINANCE #22-01

Jhawison
Sussex County Sheriff's Office

AN ORDINANCE TO ASSESS AN ADDITIONAL SUM OF FIVE DOLLARS (\$5.00) AS PART OF THE COSTS IN EACH CRIMINAL OR TRAFFIC CASE IN THE DISTRICT OR CIRCUIT COURTS OF SUSSEX COUNTY FOR THE IMPLEMENTATION AND MAINTENANCE OF AN ELECTRONIC SUMMONS SYSTEM

WHEREAS, Va. Code Section 17.1-279.1 allows for the governing body of any locality to impose a fee not to exceed five dollars (\$5.00) as part of the costs for each criminal and traffic case in district or circuit courts; and

WHEREAS, such fee must be used to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system; and

WHEREAS, the Sussex County Board of Supervisors desires to assess said "Electronic Summons System" fee; and

NOW, THEREFORE, it is ordained by the Board of Supervisors of Sussex County, Virginia, that the ordinance establishing an Electronic Summons System Assessment is hereby adopted as follows:


In addition to all other fees imposed by law, there is hereby imposed in each criminal or traffic case in the Sussex District and Circuit Courts, where the defendant is charged with a violation of any such statute or ordinance by a local law-enforcement agency, a fee of five dollars (\$5.00) as authorized by Section 17.1-279.1 of the Code of Virginia.

Such assessment shall be ordered as part of court costs collected by the Clerk of Court, who shall remit the fees to the Treasurer of Sussex County. The Treasurer shall hold such funds subject to appropriation by the Board of Supervisors to the Sheriff's Office of Sussex County to be used solely to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system.

The assessment provided for in this section shall be in addition to all other costs prescribed by law for such purposes by the Code of Virginia, as it may be amended.

This Ordinance shall take effect upon adoption.

Adopted by the Sussex Board of Supervisors this 17th day of February, 2022.

By: DocuSigned by:

CA94008C6618E452

Susan B. Seward, Chairman
Board of Supervisors
County of Sussex, Virginia

Received and Filed
Sussex General &
Juvenile and Domestic
Relations District Courts

ATTEST:


Clerk to the Board

APR 27 2022

TIME: _____

TESTE: _____

CLERK/DEPUTY CLERK _____

BOARD ACTION FORM

Agenda Item: Consent Agenda #2.07

Subject: First Responder's Dinner Budget Amendment

Board Meeting Date: December 19 2024

=====

Summary: Included for your consideration is a Budget Amendment for the appropriation and allocation of gifted funds from various organizations and re-allocate FYE24 Board Discretionary funds to the Emergency Services department for First Responder's appreciation.

This project was led by Supervisor Baicy as a show of appreciation for the First Responders .

Recommendation: That the Board approves Budget Amendment #24-162

Attachments: Budget Amendment #24-162

=====

ACTION: That the Board approves Budget Amendment #24-162

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			White	___	___

RESOLUTION #24-162
FY25 BUDGET AMENDMENT

BE IT RESOLVED by the Sussex County Board of Supervisors that the following budget amendment for Administration be and hereby is made for the period of July 1, 2024 through June 30, 2025. This resolution will appropriate and allocate gifted funds from various organizations and re-allocate FYE24 Board Discretionary funds to the Emergency Services department for First Responder's appreciation.

FUND # 100
GENERAL FUND

REVENUE

Fund 100 Local	<u>\$5,100.00</u>
Total Revenues	\$5,100.00

EXPENDITURE

Fund 100 Emergency Services	<u>\$5,100.00</u>
Total Expenditures	\$5,100.00

Adopted this 19th day of December, 2024.

Wayne O. Jones, Chairman
Sussex County Board of Supervisors

ATTEST:

Shilton R. Butts, Clerk
Sussex County Board of Supervisors

BOARD ACTION FORM

Agenda Item: Recognition #3.01

Subject: Recognition of David Conmy, Deputy County Administrator – 2024 Cohort of the Virginia Rural Leadership Institute

Board Meeting Date: December 19 2024

=====

Summary: David Conmy, Deputy County Administrator, will be recognized for his recent graduation from the 2024 Cohort of the Virginia Leadership Institute.

Recommendation: No action is requested.

Attachment: A Copy of the 2024 Cohort of the Virginia Leadership Institute Certificate

=====

ACTION: N/A

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			S. White	___	___

CERTIFICATE OF COMPLETION



PRESENTED TO

J. David Conmy

*by The Virginia Rural Center for successful completion
of the Virginia Rural Leadership Institute*

NOVEMBER 16TH, 2024

Virginia Rural Leadership Institute

PRESENTED BY THE VIRGINIA RURAL CENTER

Senator **Frank M. Ruff, Jr.** – Chair,
Center for Rural Virginia

Bryan David – Chair,
Council for Rural Virginia

Kristie Proctor - Executive Director
Virginia Rural Center

BOARD ACTION FORM

Agenda Item: Presentation #3.02

Subject: Gun Lock Giveaway Event – Commonwealth’s Attorney Regina Sykes

Board Meeting Date: December 19 2024

=====

Summary: Commonwealth’s Attorney Regina Sykes will share information on an upcoming gun lock giveaway event. .

Recommendation: No action is requested

Attachment: Sussex Firearm Safety Flyer

=====

ACTION: N/A

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			S. White	___	___



Sussex CAO

Protect our children by raising awareness about firearm safety and storage.

Friday, December 20, 2024 @ 11AM

SUSSEX FIREARM SAFETY DAY

Free Giveaway
Trigger Locks, and Handgun Safes

While Supplies Last / First Come First Serve
(Must be a resident of Sussex County (License Verified))

Sussex Courthouse (JDR Courtroom)
15098 Courthouse Road
Sussex, Virginia 23884



Event Sponsored by
The Sussex Commonwealth's Attorney's Office
This event is made possible though the Operations Ceasfire Grant (528913-FY25)

BOARD ACTION FORM

Agenda Item: Presentation #3.03

Subject: FY2024 Audit Taylor Stover

Board Meeting Date: December 19 2024

=====

Summary: Taylor Stover with Robinson, Farmer, Cox Associates is scheduled to present a summary of the FY24 audit. However, the auditors are still waiting on the school system's GASB 75 OPEB actuarial report to finalize the audit (financial statements are substantially completed), so it is likely that staff will request that this item be tabled until the January 2025 regular meeting.

Recommendation: No action is requested

Attachment: None

=====

ACTION: N/A

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			S. White	___	___

BOARD ACTION FORM

Agenda Item: Presentations #3.04

Subject: Health Insurance/Health Reimbursement Account Update—David Rowe, Bankers Insurance

Board Meeting Date: December 19 2024

=====

Summary: David Rowe with Bankers Insurance will provide an update on the County’s revised health insurance/HRA Program that became effective in July 2022. As previously informed, this is a high deductible health insurance plan with Anthem, with the addition of a Health Reimbursement Account (HRA) for each employee.

Also included for your information are presentation notes on the program from the 2024 ICMA National Conference.

Recommendation: No action is needed.

Attachment: 2024 ICMA Notes

=====

ACTION: N/A

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			S. White	___	___



**2024 | ANNUAL
ICMA | CONFERENCE**

SEPTEMBER 21-25 | PITTSBURGH, PENNSYLVANIA

Innovative Employee Benefits for Small Local Governments

Joe Casey, Chesterfield County, VA
Jamie Gwynn, New Hanover Township, PA
Richard Douglas, Sussex County, VA
Marvin Collins, Town of Wendell, NC

The “So What” of Health Insurance (at least for “veteran” employees)

*“Y’all better enjoy your 20s, 30s, and 40s...
because in your 50s that check engine light is
gonna come on.”*



2024 | **ANNUAL**
ICMA | **CONFERENCE**

SEPTEMBER 21-25 | PITTSBURGH, PENNSYLVANIA

Recognition/Presentations - Page 8

Sussex County Overview

- Rural county located 45 minutes south of Richmond, Virginia
- Approximately 11,000 residents
- Approximately 120 employees with average age 47
- FY22 general fund budget= \$22.5 million
- Health insurance provided through Anthem Blue Cross and Blue Shield through Virginia's The Local Choice

Problem #1

- FY22 health insurance costs= \$1,110,876 (5 percent of General Fund budget), increasing at approximately ten percent each year
- County traditionally offered a “Cadillac” for employee health insurance (Key Advantage Expanded Plan)
- Employee health insurance premiums covered 100 percent (\$874/mo FY22)
- Employee deductible= \$100 / Out-of-pocket expense limit= \$2,000
- Limited use by employees– the “Cadillac” was “left in the garage” for most employees

Problem #2

- Dual/family health insurance unaffordable or burdensome to average employee
 - Only employee portion covered by county
 - FY22 employee dual coverage premium cost/month= \$743
 - FY22 employee family coverage premium cost/month= \$1,486
 - FY25 employee family coverage premium cost/month= \$2,002
- Only 12 of approximately 110 employees enrolled in dual or family coverage in FY22

The Dilemma

- County Board of Supervisors (governing body) recognized need to reduce insurance costs (overall and for dual/family coverage), but did not want to shift burden to county employees through a shared cost of premiums, increase in employee deductible and total out-of-pocket costs, or change in insurance providers.
- Any reduction in employee benefits required political support from county Constitutional Officers (Sheriff, etc.)

The Solution

- Transfer “risks and costs” from insurance company to the county government, NOT the employees
- The Local Choice High Deductible Health Plan coupled with a Health Reimbursement Account (HRA) for each employee, funded by the county= NO HEALTH INSURANCE COSTS FOR THE EMPLOYEE
- FY23 deductible increased to \$2,800/year for employee coverage, and \$5k/year for dual/family coverage (further increase to \$3,200/\$6,400 in FY25)
- FY23 total out-of-pocket expense increased to \$5k/year for employee coverage, and \$10k/year for dual/family coverage
- Effective July 1, 2022 and currently in third fiscal year

The HRA Benefits Card

- Administered through a vendor (Flores) with county HR billed weekly for actual expenses charged
- Each employee provided a benefits card, similar to a credit card with number, expiration date, and security code
- \$5k annual value for employee-only plans, and \$10k annual value for dual/family plans (total value equals maximum out-of-pocket expense)
- Limited to eligible medical-related expenses (including prescriptions)
- Each card resets at the beginning of each fiscal year (July 1)= significant cost difference than Health Savings Account where unspent funds are accrued

Budgeting for the HRA

- Continue to account for projected total health insurance premium expenses (less under the new plan)
- Projection of utilization of the HRA– to be or not to be conservative?
 - Settled on 25 percent utilization of the HRA (based on previous insurance analytics) and budgeted the related projected expense
 - Required slight end-of-year budget amendment to reflect approximately 30 percent utilization
 - Budgeting 100 percent utilization would have reflected a greater expense than the “Cadillac” plan and unnecessary

Results– Cost Savings

- Employee premiums decreased from \$874/month under “Cadillac” plan in FY22 to \$650/month in FY23 under high deductible plan (doesn’t account for 10 plus percent projected increase to “Cadillac” plan in FY23)
- County realized a \$250k savings in first year of program (factoring health insurance premium cost savings and HRA expenses)– LIMITED COUNTY FUNDS THAT WOULD HAVE OTHERWISE BEEN PAID TO THE INSURANCE COMPANY
- Preliminary calculations indicate no savings in Year 2, largely attributed to significant increase in HRA costs (employees and their families are now utilizing the benefits of the HRA)

Results– Dual/Family Coverage

- Employee enrollment in dual or family health insurance coverage increased from 12 employees in FY22, to 18 employees in FY24, and 27 employees in FY25
- With savings, county has absorbed employee-responsible increases to dual/family premiums since FY23 (monthly premium cost for dual coverage has remained at \$214/month, and monthly premium cost for family coverage has remained at \$714/month)
- Most employees would not have been able to pay the projected \$2,002/month employee-related premium cost if the county had stayed with the “Cadillac” plan

Sussex HRA Employee Survey

- 41/117 employees completed survey
- 51-60 age group= 41% / 41-50 age group= 29%
- > 5 years county employment= 37% / < 1 year= 24%
- Enrolled in county health insurance program= 98%



2024 | ANNUAL
ICMA | CONFERENCE

SEPTEMBER 21-25 | PITTSBURGH, PENNSYLVANIA

Recognition/Presentations - Page 18

Sussex HRA Employee Survey

- Did new healthcare plan influence decision to accept job?= N/A= 46% / No= 29%
- Healthcare benefits adequately meet needs of your family?= Yes= 67%
- Healthcare benefits offer a competitive advantage over other employers?= Yes= 73%
- Have the healthcare benefits influenced your decision to stay?= Yes= 40% / No= 35% / Maybe= 25%
- Have the healthcare benefits influenced overall job satisfaction?= Yes= 35% / No= 45% / Maybe= 20%
- Recommend to potential new hires?= Yes= 98%

Employee Survey Positive Feedback

“I live and work locally and much rather prefer this over working out of the area and being paid more.”

“I have the family plan and it has been a substantial savings for my family. I have had to pay very high premiums for my family in the past, wish it was offered sooner.”

“This is the best benefit package that NO surrounding jurisdictions offer.”

“This is the best health plan I’ve ever been a part of!”

Big Picture

- Too early to tell if the HRA will be a cost-effective solution in the long-run due to increasing HRA costs
- Employees are now utilizing their healthcare benefits= healthier and happier employees?
- A large amount of limited county funds are now being spent in the local and regional economy for medical-related services and expenses, rather than being sent directly to an insurance company
- Positive trend in the use of family coverage, serving existing employees requiring family health insurance, and attracting potential employees who may have not considered employment with the county in the past
- Retaining some employees who may have otherwise left county employment

BOARD ACTION FORM

Agenda Item: Action Items #6.01

Subject: Prioritization of Eligible Unpaved Secondary Routes—Planner Michael Poarch

Board Meeting Date: December 19 2024

=====

Summary: Planner Michael Poarch will present a recently completed staff report prioritizing eligible unpaved secondary routes in Sussex County. The VDOT Franklin Residency requested that the county prioritize eligible routes (based on traffic counts, numbers of residences, length, etc.) so that this paving prioritization can be factored into the county’s six-year plan. Staff requests that the Board adopt a priority list and recommends approval of the prioritization as presented.

Recommendation: That the Board adopt a priority list and approve unpaved secondary routes prioritization as presented.

Attachment: Eligible Unpaved Roads Report

=====

REQUESTED ACTION: That the Board adopt a priority list and approve unpaved secondary routes prioritization as presented.

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

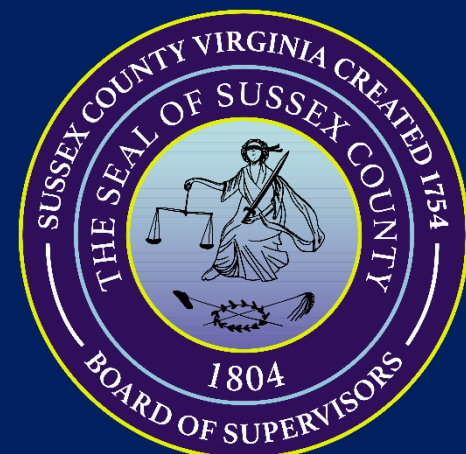
<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			White	___	___

Eligible Unpaved Secondary Routes



NOVEMBER 21

Sussex County



Overview

When the secondary system of highways was established in 1932, VDOT accepted nearly 34,000 miles of unpaved roads. Today, nearly 9,000 miles of state maintained unpaved roads still exist and are an important part of each county's Secondary Six-Year Plan in addressing the unpaved road needs. Each county's secondary allocation included funds designated to improve unpaved roads based on their proportion of qualifying unpaved roads with traffic volumes over 50 vehicles per day.

The process of revising the Secondary Six-Year Plan includes an advertised public hearing to provide all citizens an opportunity to ask that their road be included in the plan. If all these requirements are met, a road will be improved and paved when funding reserved in the plan becomes available for spending.

Rural Rustic Roads-Public Roads

I. Program Eligibility

The Rural Rustic Roads program is a pave-in-place program for existing public roadways. The program does not allow for any improvements outside of the existing right-of-way, or any site or drainage improvements beyond the front slope of the ditch—except for replacement of substandard driveway culverts within State-permitted driveways.

The evaluation criteria in prioritizing roadways on the County's eligible unpaved list for rural rustic roads:

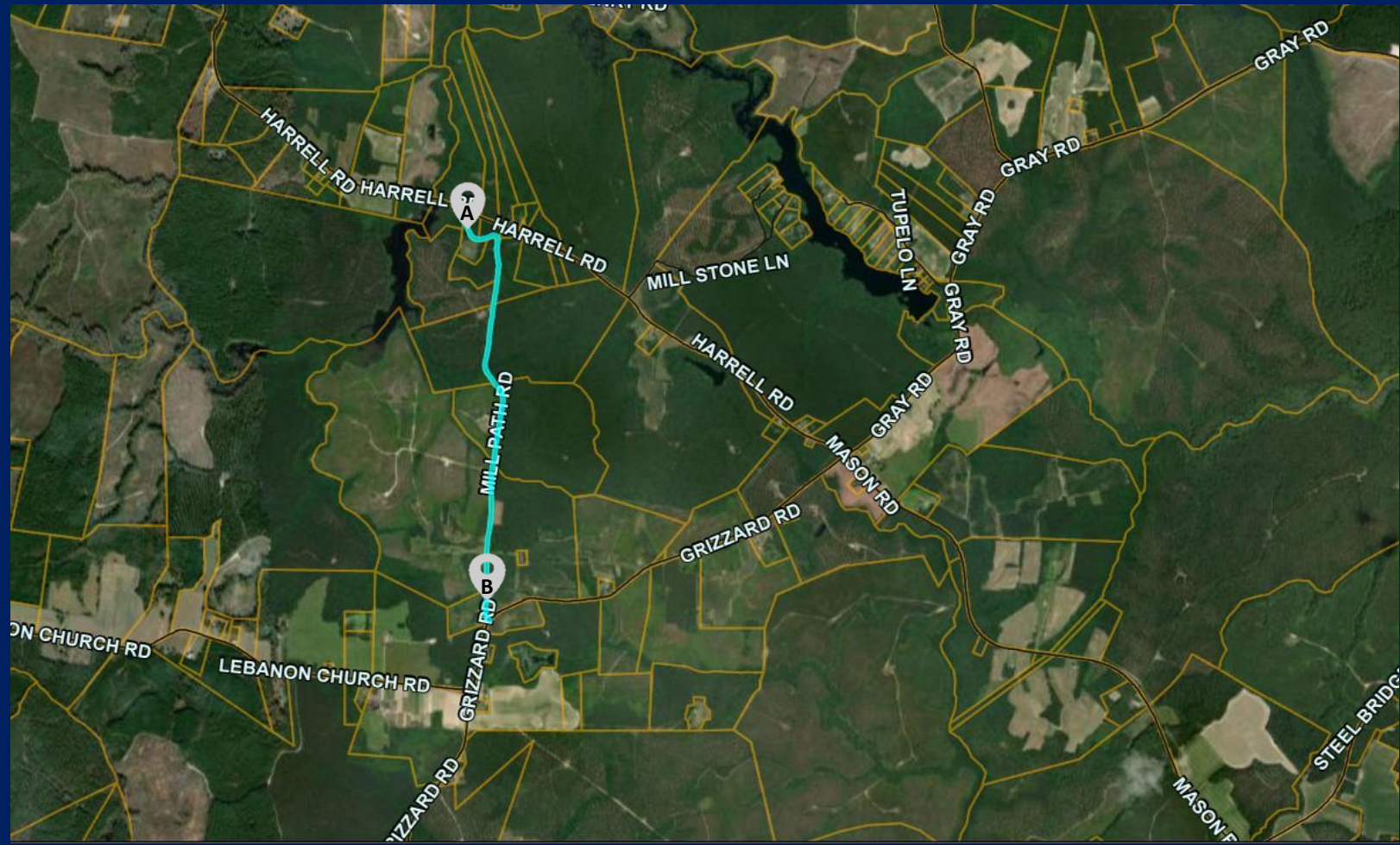
- a. Must be an unpaved roadway already within the State Secondary System.
- b. Must carry more than 50 vehicles per day (VPD)
- c. Must have a minimum of 30 feet prescriptive right-of-way
- d. Must have a minimum of 3 occupied residential units accessing the road
- e. Must have at least one (1) mile length of unpaved road.
- f. Preference to roads that has more than 30% of the total length of the roadway unpaved.
- g. Preference to roads connected to a State or U.S. Routes such as State Route 40, State Route 35, U.S. Route 301, and U.S Route 460

Eligible Unpaved List for Rural Rustic Roads

The following roads that were recommended and deemed eligible by Virginia Department of Transportation (VDOT):

1. Mill Path Road (Route 611)
 - This secondary route located within the Henry Election District which run approximately 1 ½ miles. The entire length of the roadway is currently gravel and unpaved which stretches from Grizzard Road (Rt. 609) to Harrell Road (Rt. 610). Reference Exhibit A
2. Hunting Quarter Road (Route 632)
 - This secondary route located within the Yale Election District which run approximately 4 ⅞ miles. The road has an unpaved section which is approximately 1.17 miles in length which stretches from Hickory Hill Road (Rt. 608) to Gilliam Road (Rt. 660). Reference Exhibit B
3. Longevity Road (Route 636)
 - This secondary route located within the Courthouse Election District which run approximately 2 ⅔ miles. The road has an unpaved section which is approximately 1.85 miles in length in between the point from Courthouse Road (Rt. 626) to Sussex Drive (State Route 40). Reference Exhibit C
4. Cabin Stick Road (Route 640)
 - This secondary route located within the Courthouse Election District which run approximately 6 ½ miles. The road has an unpaved section which is approximately 1.95 miles in length which stretches from Bethel Church Road (Rt. 637) to Courthouse Road (Rt. 626). Reference Exhibit D
5. Chinquapin Road (Route 604)
 - This secondary route located within the Yale/Wakefield Election District which run approximately 4 ⅞ miles. The road has an unpaved section which is approximately 2.8 miles in length which stretches from Beaver Dam Road (Rt. 606) to Harrell Mill Road (Rt. 621). Reference Exhibit E

Exhibit A – Mill Path Road (Route 611)

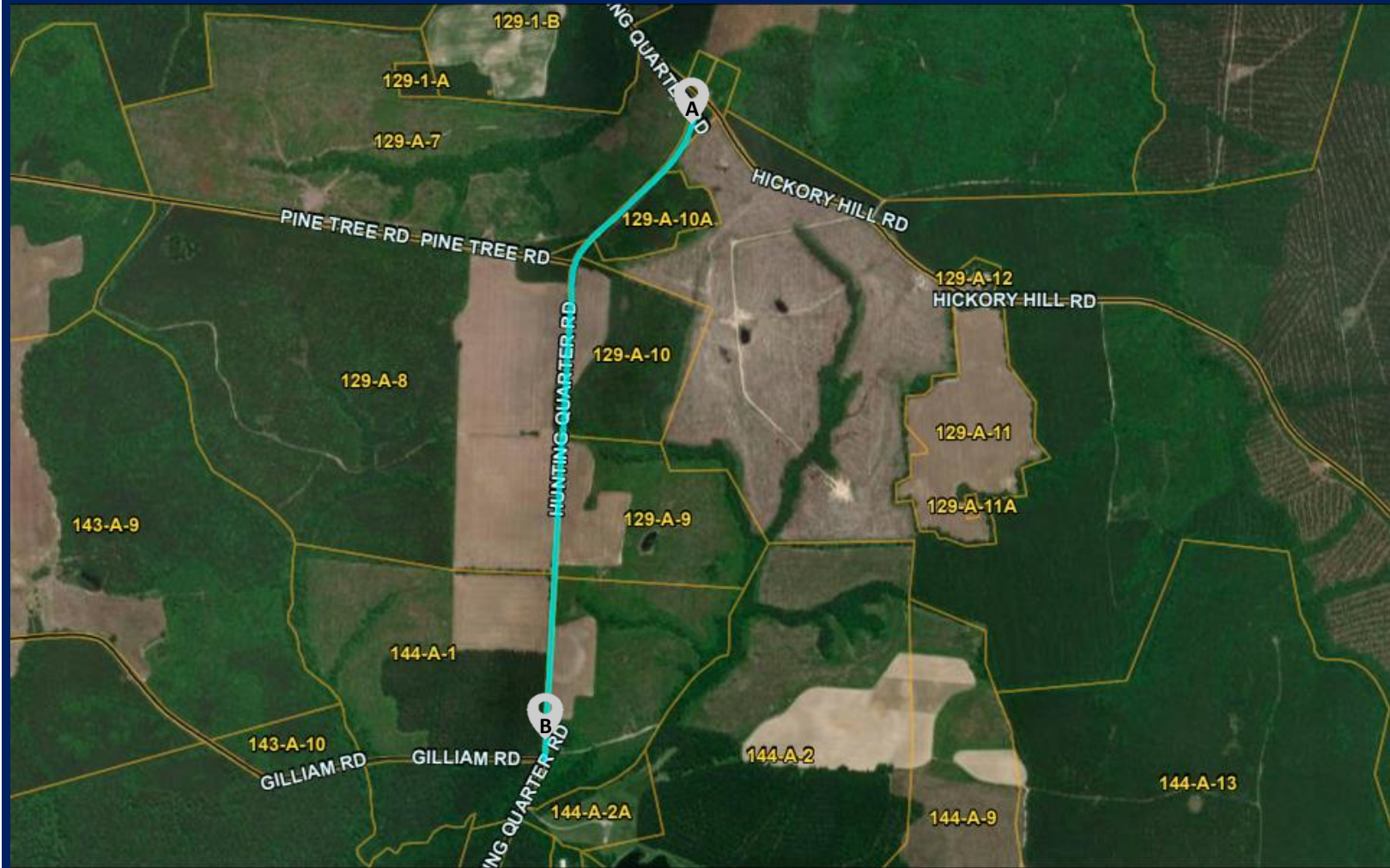


View A

View B



Exhibit B – Hunting Quarter Road (Route 632)



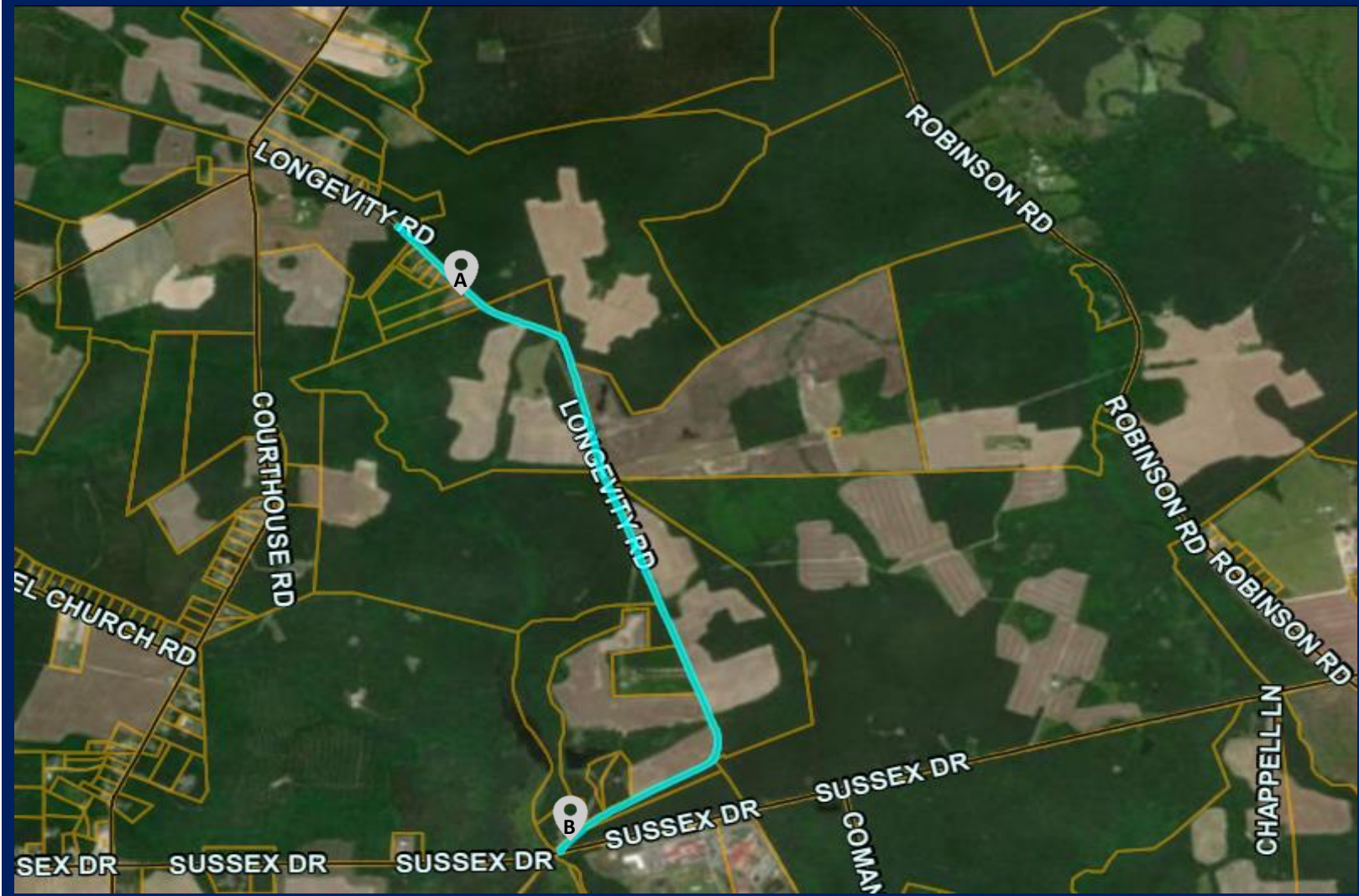
View A



View B



Exhibit C – Longevity Road (Route 636)

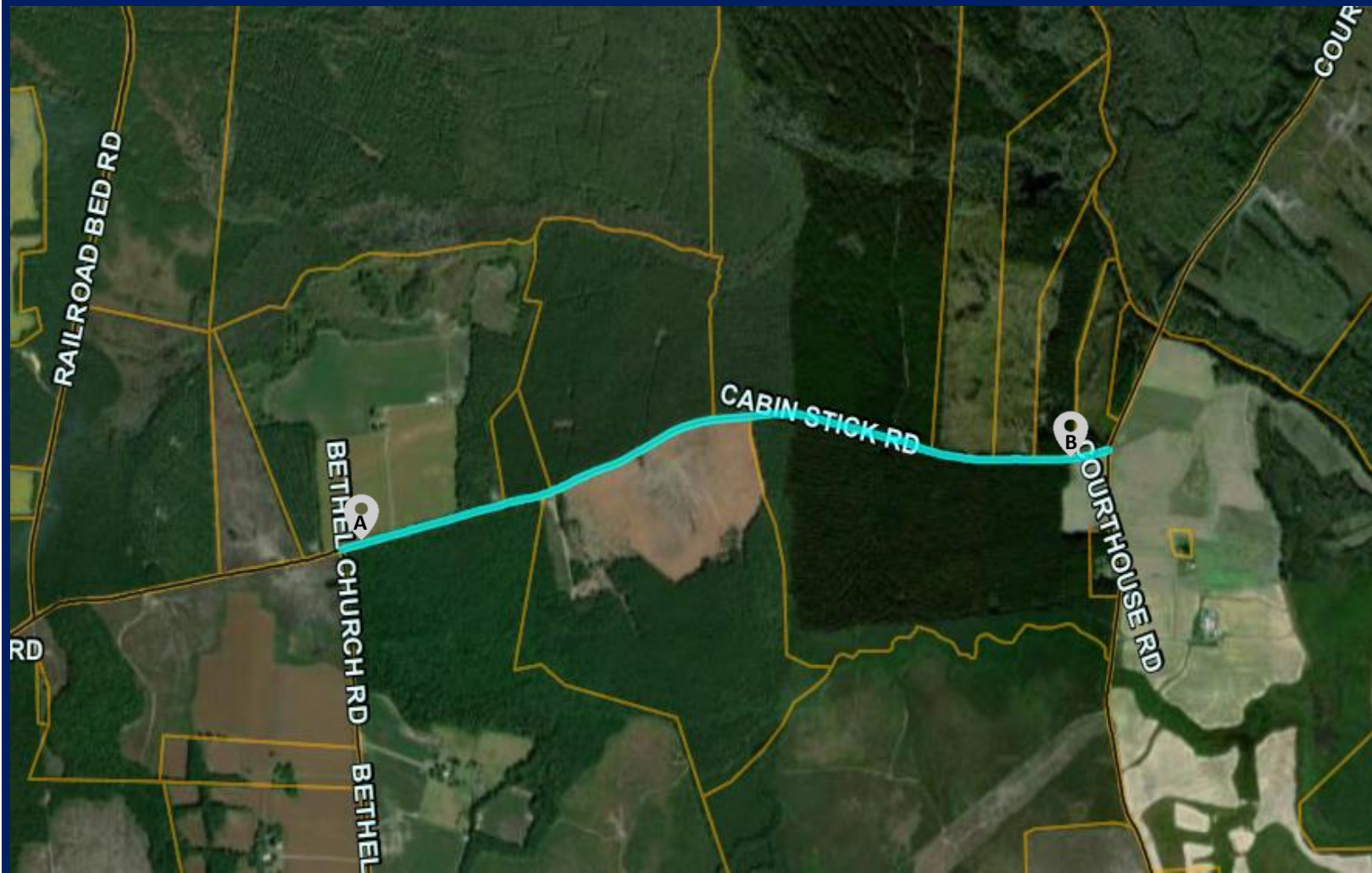


View A

View B



Exhibit D – Cabin Stick Road (Route 640)



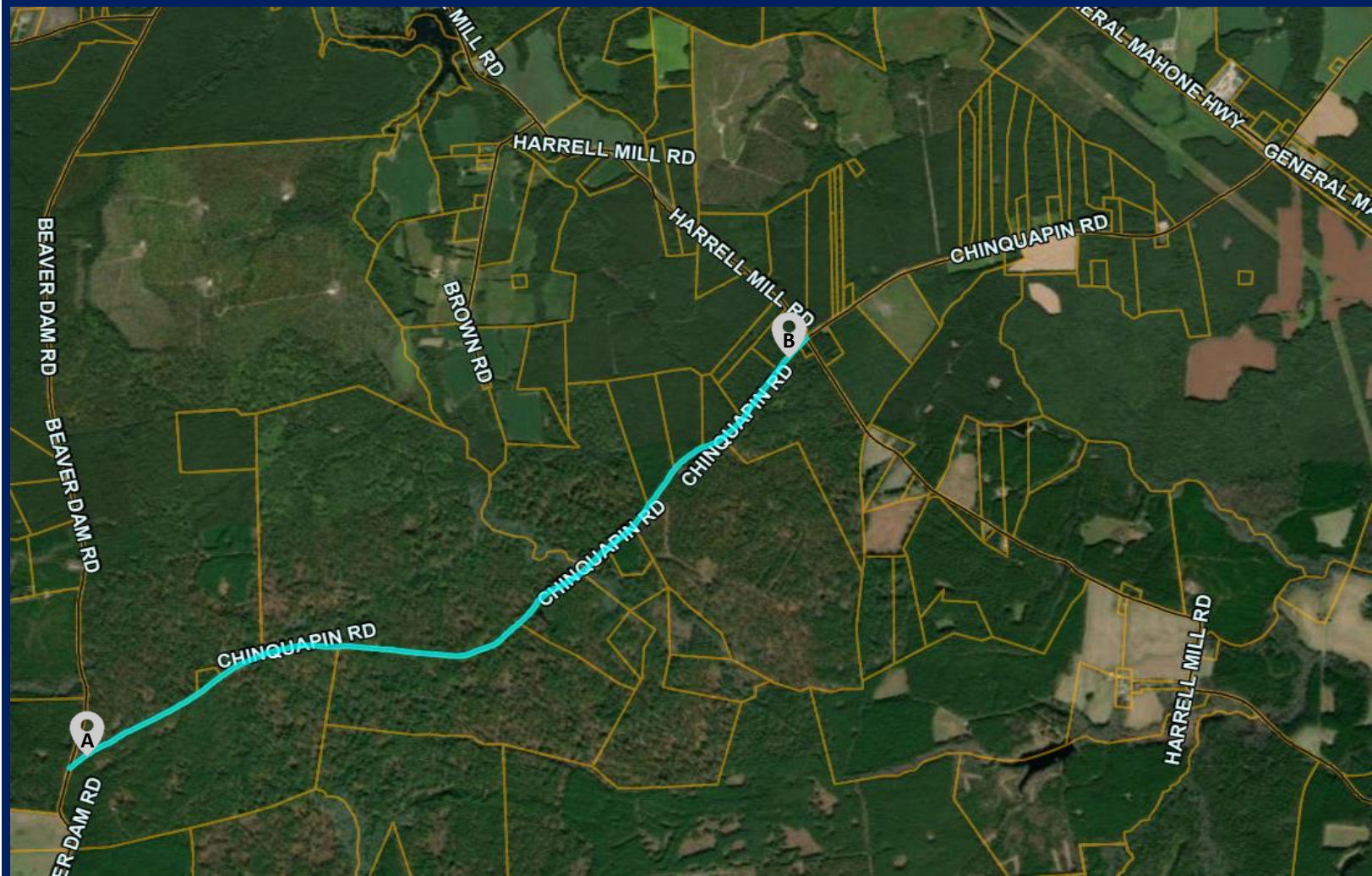
View A



View B



6. Exhibit E – Chinquapin Road (Route 604)



View A



View B



Criteria Evaluation of Eligible Unpaved Roads

Road Name / Route Number	<i>Evaluation Criteria</i>						
	Traffic Count- Vehicles per Day	Number of Residences along the entire road	Approximate Length to be paved	Number of Residences along unpaved portion	Percentage of Unpaved Roadway	Right of Way Width	Connects to a State or U.S. Route
<i>Longevity Road/ Rt. 636</i>	80	8	1.85 miles	4	77%	30'	Yes
<i>Cabin Stick Road/ Rt. 640</i>	70	12	1.95 miles	2	30%	50'	Yes
<i>Chinquapin Road/ Rt. 604</i>	90	5	2.8 miles	1	64%	30'	Yes
<i>Mill Path Road/ Rt. 611</i>	70	4	1.5 miles	4	100%	30'	No
<i>Hunting Quarter Road/ Rt. 632</i>	90	20	1.17 miles	0	24%	30'	No

Results of Evaluation of Eligible Unpaved Roads

Road Name / Route Number	Ranking Categories							Ranking Results
	Traffic Count-Vehicles per Day	Number of Residences along the entire road	Approximate Length to be paved	Number of Residences along unpaved portion	Percentage of Unpaved Roadway	Right of Way Width	Connects to a State or U.S. Route	
Longevity Road/ Rt. 636	2	3	3	4*	4	1*	1*	18
Cabin Stick Road/ Rt. 640	1*	4	4	3	2	2	1*	17
Chinquapin Road/ Rt. 604	3*	2	5	2	3	1*	1*	17
Mill Path Road/ Rt. 611	1*	1	2	4*	5	1*	0	13
Hunting Quarter Road/ Rt. 632	3*	5	1	1	1	1*	0	12

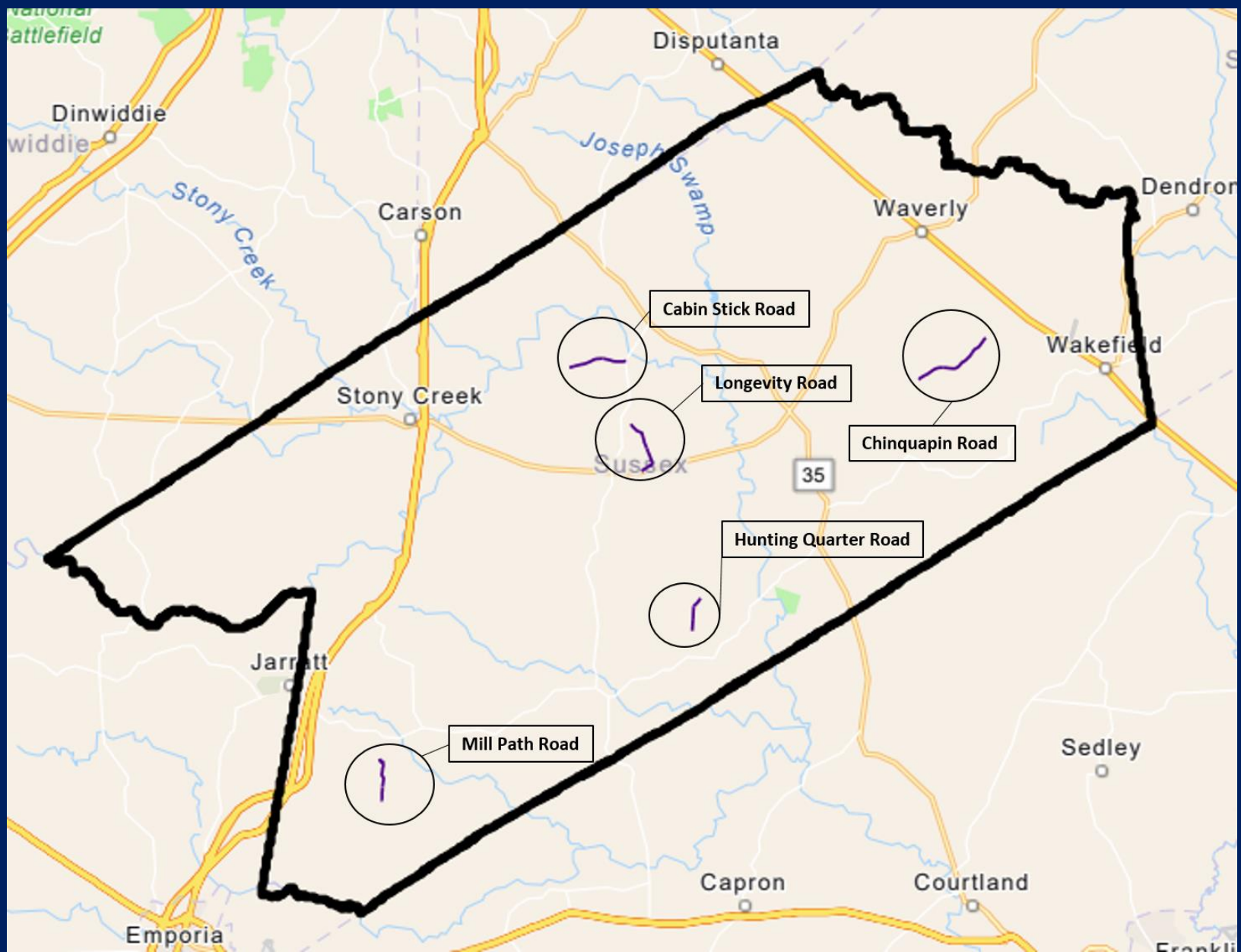
(*) indicates certain criteria was ranked the same due to similar quantitative values.

The blocks shaded red represent the lowest ranking within each category.

The result chart is based on a low to high ranking system in relation to the recommended evaluation criteria in prioritizing the list of eligible unpaved roadways to be paved with the utilization of state funds. In conclusion, staff recommends the following prioritization for eligible secondary routes:

	Priority List	Election District
1 st	Longevity Road (Route 636)	Courthouse District
2 nd	Cabin Stick Road (Route 640)	Courthouse District
3 rd	Chinquapin Road (Route 604)	Yale/Wakefield District
4 th	Mill Path Road (Route 611)	Henry District
5 th	Hunting Quarter Road (Route 632)	Yale District

Overall Inventory Map of Eligible Unpaved Roads



BOARD ACTION FORM

Agenda Item: Action Item #6.02

Subject: Obligation of Remaining ARPA Funds/Overview of ARPA Projects and Expenditures—
Finance Director Kelly Moore

Board Meeting Date: December 19 2024

=====

Summary: Finance Kelly Moore will review the Obligated Funded projects and provide an overview of ARPA Projects and Expenditures.

Included for your consideration is a resolution to appropriate the remaining unallocated portion of the 2nd tranche of ARPA funds for County projects and reallocate remaining funding from closed ARPA projects.

Recommendation: Staff recommends approval of Budget Amendment #24-164

Attachments: Budget Amendment #24-164 and a copy of Obligated Funded Projects

=====

ACTION: That the Board approve Budget Amendment #24-164.

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			White	___	___

RESOLUTION #24-164
FY25 BUDGET AMENDMENT

BE IT RESOLVED by the Sussex County Board of Supervisors that the following budget amendment for Administration be and hereby is made for the period of July 1, 2024 through June 30, 2025. This resolution will appropriate the remaining unallocated portion of the 2nd tranche of ARPA funds for County projects and reallocate remaining funding from closed ARPA projects.

FUND # 100
GENERAL FUND

REVENUE

Fund 135 Local	<u>\$52,000</u>
Total Revenues	\$52,000

EXPENDITURE

Fund 100	<u>\$52,000</u>
Total Expenditures	\$52,000

Wayne O. Jones, Chairman
Sussex County Board of Supervisors

ATTEST:

Shilton R. Butts, Clerk
Sussex County Board of Supervisors

Adopted this 19th day of December, 2024.

The Department of the Treasury issued appropriations to localities under the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund established under the America Rescue Plan Act. Since 2021 Sussex County was issued \$2,167,505.00. Listed below are projects approved by the Board. Most projects have been completed. An estimated \$141,000 of unobligated and unspent funding remains. In the event that some projects may come in under the original allocation, staff recommends allocating the remaining balance to an integrated financial software system to move Sussex forward in efficiency, comprehension, budgeting, and reporting.

Obligated Funded Projects

	<u>Department</u>	<u>Description</u>	<u>Amount</u>
General Government	Administration	Economic Development Director	\$50,000
	Administration	Front Desk Secretary	\$20,000
	Registrar	Voting Machine	\$8,000
	Information Technology	Computer Upgrades	\$50,000
	Administration	Broadband	\$500,000
	Economic Development	Nottoway River Blue-Greenway	\$23,781
Public Works	Planning	Additional Planning Support	\$5,000
	Convenience Centers	Contracted staff – convenience sites	\$200,000
	Public Works	FYE22 Public Works True-Up	\$67,217
	Building & Grounds	Campus Projects	\$150,000
	Building & Grounds	Preliminary Architectural Feasibility	\$48,950
	Building & Grounds	Courthouse – Audio/Video Project	\$20,000
	Building & Grounds	Jarratt Senior Center Accessibility	\$17,750
	Building & Grounds	Waverly Meadows Road	\$12,000
	Building & Grounds	DMV Select – ADA Compliance	\$32,000
Fire, Rescue, Emergency Services	Fire	Volunteer Fire Departments’ Allocations	\$10,000
	Rescue	Volunteer Rescue Squad Allocation	\$4,000
	Emergency Services	Lifestar Contract	\$465,000
	Animal Services	Horse Trailer	\$9,000
	Animal Services	FYE22 Animal Services True-Up	\$40,000
	Fire	Courthouse VFD Extrication Equipment	\$17,859
	Fire	Waverly VFD Extrication Tools	\$24,413
	Emergency Services	AED’s	\$55,000
	Rescue	Ambulance Acquisition	\$40,000
	Fire	Wakefield Vol. Fire	\$40,000
Sheriff’s Operation & Jail	Field Operations	MDT Lease	\$29,906
	Field Operations	ID Networks	\$75,535
	Field Operations	E-Tickets	\$30,000

Proposed Projects

	<u>Department</u>	<u>Description</u>	<u>Amount</u>
General Government	Administration	Financial Software (3 years)	\$86,363
	Administration	BAI Software (annual fee)	\$54,637 or remaining unspent balance

BOARD ACTION FORM

Agenda Item: Action Item #6.03

Subject: Courthouse HVAC Repair Request – Public Works Director Jeff Gary

Board Meeting Date: December 19 2024

=====

Summary: Jeff Gary will present a request to begin the process of replacement of the courthouse HVAC system, as well as a request to complete a short-term project to address an immediate need for replacement of two hot water pumps related to the HVAC system. Mr. Gary has indicated that after the installation of the new BAS system at the courthouse, Trane (contractor) identified a problem with one of the hot water pumps not operating. The pump-motor assembly has completely failed. These pumps provide hot water for the heating coils for the HVAC system and are designed to alternate every seven days—but now we are fully dependent on one pump. Trane has provided a proposal for this project, but staff is soliciting a second quote, so therefore not sharing in this memo. The lead time for this project is four to six weeks, so staff recommends that we move forward immediately to prevent a system failure.

Recommendation: Staff recommends approval of a low bid for this project, to be shared at the board meeting.

Attachment: None

=====

ACTION: That the Board approve a low bid for this project.

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			White	___	___

BOARD ACTION FORM

Agenda Item: Action Item #6.04

Subject: Finance Committee Recommendation for the Chambliss Elementary School Property

Board Meeting Date: December 19 2024

=====

Summary: At its December 12, 2024 meeting, the Finance Committee voted accept the Rodney Taylor’s bid of \$15,000 and offer the Chambliss Elementary School property with a 36-month Buyback Clause. He will be working on portions of the building at a time. A Certificate of Occupancy to secure the building will be needed. The property/building is to be insured.

Recommendation: Staff recommends the Board approve the Finance Committee recommendation.

Attachment: None

=====

ACTION: That the Board approve the Finance Committee recommendation.

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			White	___	___

BOARD ACTION FORM

Agenda Item: New Business #9.01

Subject: Requested Position Salary Increase for Commonwealth's Attorney Office —
Commonwealth's Attorney Regina Sykes

Board Meeting Date: December 19 2024

=====

Summary: The Commonwealth's Attorney will be requesting salary for a vacant position. Ms. Sykes will also be requesting an increase for a filled position and use of funds for an employee bonus.

Recommendation: None

Attachment: None

=====

ACTION: TBD

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			S. White	___	___

BOARD ACTION FORM

Agenda Item: New Business #9.02

Subject: Supervisor Fly Concerns

Board Meeting Date: December 19 2024

=====

Summary: Supervisor Fly requested items of concern to discuss to include:

1. Relocation of County Administration to another Location on the Campus.

County Administration needs to be relocated to a more professional space. What spaces are available on the County campus?

2. Review and Revise EMS 24-Month Plan.

Revenues do not allow the construction of two new EMS buildings or the conversion of EMS to County employees. Therefore, the current two-year plan needs to be revised.

Recommendation: N/A

Attachment: None

=====

ACTION: N/A

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Baicy	___	___	Jones	___	___
Fly	___	___	Tolliver	___	___
Futrell	___	___	Tyler	___	___
			S. White	___	___

Shilton Ricks Butts

From: Eric Fly <fly@sussexva.com>
Sent: Friday, December 13, 2024 8:00 AM
To: Shilton Ricks Butts; Richard Douglas
Subject: December Agenda Items

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

Please disregard my earlier request to add items to the December agenda. The following items should be added to the December agenda.

1.) Relocation of County Administration To Another Location On The Campus.

The County Administration needs to be relocated to a more professional space. What spaces are available on the County campus?

2.) Review and Revise the Short-Term and Long-Term EMS Plan.

Revenues do not allow the construction of two new EMS buildings or the conversion of EMS to County employees. Therefore, the current two-year plan needs to be revised.