

Sussex County Board of Supervisors Meeting
Thursday, May 15, 2025 – 6 pm
General District Courtroom – Sussex Judicial Center
15098 Courthouse Road, Sussex VA 23884

ZOOM LINK

<https://us02web.zoom.us/j/87133642867>
Meeting ID: 871 3364 2867

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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: March 6 Finance Committee, April 3 Special (BWS), and April 17, 2025 regular Board of Supervisors 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 Regional Water Plan Participation Resolution
- 2.06 OEMS Grant Termination Budget Resolution
- 2.07 Literary Loan Financial/Legal Costs Budget Resolution (High School Roof/HVAC Project)

3. Recognitions/Awards/Presentation

- 3.01 Recognition of Leah Brantley, Former Chair of DSS Advisory Board
- 3.02 VDOT Six-Year Plan – George Bowman, VDOT Franklin Residency
- 3.03 Atlantic Strategic Minerals Update – Craig Hairfield
- 3.04 Nottoway River Recreation Study – Timmons Group

4. Public Hearing

- 4.01 Proposed FY2025-2026 Operating Budget
 - a. Enter Public Hearing
 - 1. Public Comments
 - 2. Board Comments
 - b. Close Public Hearing
 - c. Action on Public Hearing Item, if any
- 4.02 Conditional Use Permit – Blackwater Shooting Range
 - a. Enter Public Hearing
 - 1. Public Comments
 - 2. Board Comments

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- b. Close Public Hearing
- c. Action on Public Hearing Item, if any

5. Appointments – none

6. Action Items – none

7. Citizens' Comments

8. Unfinished Business

8.01 County Fiscal Policy

9. New Business – none

10. Board Members Comments

10.01 Blackwater District

10.02 Courthouse District

10.03 Henry District

10.04 Stony Creek District

10.05 Wakefield District

10.06 Waverly District

10.07 Yale District

11. Closed Session

11.01 Convene to Closed Session

- a. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; applicable Code Section 2.2-3711(A)3
- b. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel; pursuant to applicable Va. Code Section 2.2.3711(A)8

11.02 Reconvene to Open Session

11.03 Certification

11.04 Action Resulting from Closed Session (if any)

12. Recess/Adjournment

12.01 Recess/Adjournment

12.02 Next Rescheduled Regular Meeting: June 12, 2025 @ 6 p.m.
(June 19, 2025 is the Juneteenth Holiday.)

At a Finance Committee Meeting of the Board of Supervisors
Held in the General District Courtroom
on Thursday, March 6, 2025 - 4 p.m.

BOARD MEMBERS PRESENT

Phyllis T. Tolliver
C. Eric Fly, Sr.
Steve E. White

OTHERS PRESENT

Thomas W. Baicy, III
Rufus E. Tyler, Sr.

STAFF PRESENT

Richard Douglas, County Administrator
John Broderick, Director of Finance and Business Operations
Kelly W. Moore, Finance Director
Deste J. Cox, Treasurer
Jeffrey Gary, Public Works Director
Julius Hamlin, Division Superintendent of the Public Schools
Kelly W. Moore, Finance Director
Regina Sykes, Commonwealth's Attorney
Shilton R. Butts, Assistant to the County Administrator/
Clerk of the Board

Item 1. Call to Order/Determine Quorum

Chair Tolliver called the March 6, 2025 Finance Committee meeting of the Sussex County Board of Supervisors to order.

Item 2. Invocation

Supervisor Fly offered the Invocation.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Agenda Amendment

Supervisor Fly requested to add under Item 8. Others, as Item 8.01 EMS.

Chair Tolliver requested to add under Item 8. Others as Item 8.02 Supervisor Baicy's Request

Item 5. Approval of Agenda

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR WHITE and carried: RESOLVED that the March 6, 2025 Sussex County Board of Supervisors Finance Committee hereby approve the agenda as noted. All Finance Committee members voted aye.

Item 6. Courthouse HVAC Financing

Administrator Douglas stated that Roland Kooch, with Davenport and Company, LLC ("Davenport") attended as requested to discuss how the County could pay for the Courthouse HVAC System replacement. He noted that the Board of Supervisors directed staff a couple of months ago to begin the process.

Administrator Douglas noted that options to complete the HVAC System include:

- Option 1 - Take money out of the Reserve Fund.
- Option 2 - Short Term Financing
- Option 3 - Funding it from other Courthouse improvements

Mr. Kooch noted that his partner David Rowe and his associate Sam Stewart with Davenport were present.

Mr. Kooch that they were in attendance to speak about the essential and potential options to either financing the project or pay for it out of the Fund Balance. He noted that there were not promoting anything one way or the other. They are there to provide data and to give insight with respect to Fund Balance and consideration.

He stated that one of the things he wanted to point out is Fund Balance. The County has in the FY25 Budget Program has budgeted for the use of Fund Balance. He stated that they looked at the audit for 2024, in the anticipation for budget 2025, there's some elements of Fund Balance that has already been program for use. He noted that they have run some comparative numbers from year to year. He noted that if there are other projects that the County is looking to do in the current year, the County may want to consider or look into Financing. He stated that the more you program the Fund Balance, the more you have to be careful of how much you spend.

Mr. Kooch stated that they wanted to provide a historical perspective of available Fund Balance over the last five years. The County Fund Balance, available is Unassigned Fund Balance and the Committee Capital Projects Fund Balance. The Unassigned Funds are there for the General Funds. Capital Projects are for Capital Projects.

He stated that over the past five (5) years, the County has maintained healthy levels of Fund Balance at approximately 37% to 43% of Operating expenditures.

In FY 2024, the County transferred approximately \$2.1 Million from the Capital Projects Fund Balance to Unassigned Fund Balance.

He reviewed the Available Fund Balance

He noted that Unassigned and Committed Funds were both under General Funds.

County Staff indicated that the \$2.1 Million was used for a combination of Operating and Capital Expenses in FY2025.

They spoke with staff, based on recent discussions, the \$2.1 Million that was transferred to Unassigned Fund Balance has been use in FY2025 for various operational (recurring) and capital expenditures. Approximately \$1.35 Million was used for recurring expenditures. In FY 2025, the County budgeted additional uses of reserves totaling approximately \$220,000. If all funds were being used, the ending estimate of Unassigned Fund Balance is estimated to be \$9,924,462.

There was inquiry of whether the Unassigned Fund Balance in the 132 Account. It was discussed that it was the Reserve Fund.

The County transferred approximately \$2.1 Million from the Capital Project Fund to Unassigned Fund Balance FY 2024 (\$6.6 Million FYE 2023 Balance to \$4,8 FYE 2024 Balance. In FY2025, the County budgeted additional uses of reserves totaling approximately \$620,000.

Projected Fund Balance

Based on the projected use of Fund Balance in FY 2025, the County is estimated to end the year with approximately \$14.1 Million of Available Fund Balance. This amount represents 34% of the FY 2025 Budgeted Operating Expenditures.

He reviewed the Available Fund Balance that is calculated as the sum of General Fund Committed, Assigned and Unassigned Balances as well as any Committed or Assigned Capital Projects Fund Balance.

He reviewed the analysis of where the County stands in regards to available Fund Balance percentage of Expenditures was discussed.

Key Considerations include:

The County's Available Fund Balance (i.e. Reserves) is just below the Peer Group Medians.

The FY 2025 Budget appears to be balanced operationally, as the Budgeted Use of Reserves in FY 2025 appear to be for one-time (capital) related items.

Even with the planned use of Reserves in FY 2025, the County maintains healthy levels of Fund Balances.

- However, the County should closely monitor its use of Fund Balance, especially for Operational (recurring) Expenditures.
- Continued use of Reserves to balance recurring needs is not a "Best Practice" and, if not addressed, is a structural imbalance that could put fiscal pressure on the County.

Davenport understands the County is considering its funding options for an approximate \$443,000 HVAC replacement at its Judicial Center.

- Reserves appear to be at healthy levels and sufficient to fund this one-time capital need.
- However, if there are additional one-time, urgent capital needs that require funding, the County may want to combine them in a financing with the HVAC replacement in order to preserve fund balance.

Administrator Douglas clarified that the additional projects, that it's not the proposed campus improvements. It's mainly the campus

There was inquiry of the Sheriff's project.

There was inquiry of debt service for \$1.5 million over 10 years

Item 7. School Roof/HVAC Project Financing

Item 8. Others

8.01 EMS

- Drug Box Program

8.02 Drug Box Program

There was inquiry of whether the County need to move forward with Drug Box Program.

Administrator Douglas stated the he thought that per the Chief that it was a universal project with the County dispensing drugs.

Stony Creek and Waverly Rescue completed.

There was discussion of scaling the drugs carried.

Item 9. Recommendation

Chair Tolliver reviewed recommendations to include:

- Line Item 210

Line Item 253 Public Safety Vehicle Maintenance - Appropriate \$25,000 for Supervisor Baicy's request for Stony Creek Fire Station repairs.

Look at update of Drug Box Programs.

There was inquiry of how to proceed with the Courthouse HVAC. Supervisor Fly requested to make a recommendation that the Board make a request for a \$1.5 million loan over a ten year payoff. It was recommended to provide detail with the costs.

Item 10. Adjournment

ON MOTION OF SUPERVISOR WHITE, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex Board of Supervisors hereby adjourned the March 6, 2025 Finance Committee Meeting at 5:13 p.m. All members present voted aye.

DRAFT

**At a Special (BWS) Meeting of the
Sussex County Board of Supervisors
Held in the Social Services Conference
Thursday, April 3, 2025 at 6 pm**

BOARD MEMBERS PRESENT

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

STAFF PRESENT

Richard Douglas, County Administrator
David J. Conmy, Deputy County Administrator/
Economic Development Director
Kelly W. Moore, Finance Director
Deste J. Cox, Treasurer
Ernest Giles, Sheriff
Almetia Hardman, Chief Deputy Commonwealth's Attorney
Regina Sykes, Commonwealth's Attorney

Item 1. Call to Order/Determine Quorum

Chair White called the April 3, 2025 Special (BWS) Meeting to order

Item 2. Invocation

The Invocation was offered Supervisor Tyler.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4 Agenda Amendments

There were no agenda amendments.

Item 5. Approval of Agenda

ON MOTION OF SUPERVISOR , seconded by SUPERVISOR and carried: RESOLVED that the Sussex County Board of Supervisors hereby approved the April 3, 2025 Special (BWS) meeting agenda as presented. All Board members present voted aye.

Item 6. Budget Discussion of External Organizations Request

Budget discussions were heard from:

- Jarratt Senior Citizens
- Cooperative Extension Services
- Improvement Association
- Crater District Area Agency
(A statement was read.)
- Jessica Ann Moore Foundation
- United to Empower
- Eastern Sussex Seniors
- Airfield 4-H Conference Center
- Rosey Legacy Foundation
- Miles B. Carpenter Museum
- Community Coalition of Sussex

Item 7. Adjournment

ON MOTION OF SUPERVISOR , seconded by SUPERVISOR and carried; RESOLVED that the Sussex County Board of Supervisors hereby adjourned the April 3, 2025 Special (BWS) meeting at . All Board members present voted aye.

**The Clerk was not in attendance at this meeting. Minutes were done from notes provided.*

**At a Regular Meeting of the
Sussex County Board of Supervisors
Held in the General District Courtroom on
Thursday, April 17, 2025 at 6 pm**

BOARD MEMBERS PRESENT

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

STAFF PRESENT:

Richard Douglas, County Administrator
David Conmy, Deputy County Administrator
Jeff Gore, County Attorney
Chris Bailey, Assistant Chief of Fire & Rescue
Jordan Baldwin, Kennel Technician
Ellen G. Boone, Commissioner of the Revenue
John Broderick, Director of Finance & Business Operations
Debbie Broughton, Animal Services Director
Deste J. Cox, Treasurer
Jeffrey Gary, Public Works Director
Ernest Giles, Sheriff
Julius Hamlin, Division Superintendent of Public Schools
Michael Kessinger, Captain
Emily Matthews, Animal Services Officer
Kelly W. Moore, Finance Director
Christa Palmer, Animal Services Officer
Michael Poarch, Planner
Nick Sheffield, Chief of Fire & Rescue
Regina Sykes, Commonwealth's Attorney
Beverly H. Walkup, Planning Director
Victor White, Convenience Sites Supervisor
Gary Williams, Circuit Court Clerk
Shilton R. Butts, Assistant to the County Administrator/
Clerk to the Board of Supervisors

1. Commencement

1.01 Call to Order/Determine Quorum

Chair White called the April 17, 2025 regular meeting of the Sussex County Board of Supervisors to order.

1.02 The Invocation

The Invocation was offered by Supervisor Baicy.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

Administrator Douglas requested to table under Item 4. Public Hearing, Item 4.02 Conditional Use Permit – Blackwater Shooting Range. He also requested remove under Item 11. Closed Session, Closed Session Item 11.01 Economic Development.

Supervisor Baicy requested to table under Item 9. New Business, Item 9.03 Contribution to Sussex Service Authority for Stony Creek Wastewater Collection Operation

1.05 Approval of Regular Agenda

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approve the agenda for the April 17, 2025 regular meeting of the Sussex County Board of Supervisors with the amendments as noted. All Board members present voted aye.

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR TOLLIVER, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approve the Consent agenda inclusive of the March 6, 2025 Board of Supervisors and Sussex County School Board and the March 20, 2025 Regular meeting minutes; (b) the Approval of Warrants and Vouchers; (c) the Treasurer's Report and Financial Update; and (d) Departmental Reports; (e) Reimbursement Resolution for Courthouse Renovation Project; (f) Treasurer Request for General Fund Transfer to Reserve Fund; and, (g) Reassessment Services Contract. All Board members present voted aye.

3. Recognitions/Awards/Presentation

3.01 Waverly Hunt Club Donation to Animal Shelter

William Derski, with Waverly Hunt Club, was in attendance. He stated that he had visited the shelter several times. Animal Services had helped them with some animals. Animal Services told him they were trying to do some improvements. He talked to their Board about it. He was in attendance to provide a \$1,000 donation to the Sussex County Animal Shelter.

Mr. Derski noted that Waverly Hunt Club had been established since 1943. He noted that club had 70 strong members. He noted that the hunt club also had 15 youth members that they provide activities to help them to better their life as a hunter. He noted that they also had to provide a quarterly report about their work at school. They are not allow to hunt if they are keeping up their grades at school. Upon graduation from high school, he noted they are given eight semesters of no charge to further their education. He noted that after the eight semesters, hopefully they would become members of the hunt club.

Mr. Derski noted that the Waverly Hunt Club has adopted a highways to pick up trash.

Animal Services Director Broughton and staff were present to receive the donation.

4. Public Hearings

Supervisor Fly entered at 6.08 p.m.

4.01 Commercial Property Assessed Clean Energy (C-PACE) Program Ordinance

Chair White opened the Public Hearing by general consensus.

David Conmy stated that at its March 20, 2025, regular meeting, the Board of Supervisors heard a presentation from Abby Johnson, Executive Director of the Virginia PACE Authority, which oversees the Commercial Property Assessed Clean Energy (C-PACE) Program. This is an innovative clean energy financing tool that provides 100% upfront capital to commercial property owners who want to upgrade their buildings with energy efficiency, renewable energy, and water management systems. Many of these designs and operations have been identified and/or conceptually designed for Sussex Green Enterprise Park (SGEP) and many significant business prospects interested in locating at SGEP have expressed an interest in this program becoming available. Because of the program requirements, solar farms would NOT be eligible for this program.

Adoption of this program through its model ordinance carries no cost to Sussex County and would require limited staff resources to process applications and impose voluntary special assessments on participating properties. In order to be harmonious with recent state legislative changes to the C-PACE Program, this ordinance would have a delayed enactment of July 1, 2025.

Staff recommended that the Board of Supervisors adopt the C-PACE Program Model Ordinance with a delayed enactment of July 1, 2025, and to give the County Administrator, or his designee, the authority to sign all necessary agreements.

Copies of C-PACE Program Model Ordinance; Locality C-PACE Agreement and Appendices; and Virginia C-PACE Program Guidelines were included in the Board packet.

a. Public Comments

There were no Public comments.

b. Board Comments

There were comments from Supervisors Fly regarding County's connection to the loans should the applicant default. .

Mr. Conmy read and stated for the record, "that: (i) the County undertakes no obligations under the C-PACE Program and the Statewide Program except as expressly stated herein or in the C-PACE Program Agreement; (ii) in the event of a default by a Property Owner, the County has no obligation to use County funds to make C-PACE Payments to any Capital Provider including, without limitation, any fees, expenses, and other charges and penalties, pursuant to a Financing Agreement between the Property Owner and Capital Provider".

He stated that it elaborated even further. There was discussion of the Program Administrator responsibilities of the mechanics.

Chair White closed the Public Hearing.

c. Action on the Public Hearing Item

ON MOTION OF SUPERVISOR JONES, seconded by SUPERVISOR TOLLIVER and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopt the C-PACE Program Model Ordinance with a delayed enactment of July 1, 2025, and to give the County Administrator, or his designee, the authority to sign all necessary agreements.

Voting aye: Supervisors Baicy, Fly, Futrell, Jones, Tolliver, Tyler, White

Voting nay: None

4.02 Conditional Use Permit – Blackwater Shooting Range

This item was tabled during agenda amendments.

5. Appointments

There were no Appointments.

6. Action Items

There were no Action Items.

7. Citizens' Comments

Comments were heard from:

- Courtney Cox [on behalf Waverly Rescue Squad Corp. (WRS) Attorney] – Addressed a few concerns on behalf of the WRS Corporation; how the squad would remain willing and ready to engage in a contract and provide citizens with EMS services; WRS as independent

organization in control of their own building; in control of their own equipment and own their own ambulances. Squad is providing structural home base, ambulance and equipment for ESS to provide the staff and to handle emergency services in the County. Recent concerns the lack of communication, specifically the legal ramifications of this comingling of drug boxes; over the weekend concerns about the ability/available to access drug boxes quickly for citizens; Sussex Fire & Rescue County's component - has own drug boxes; comingling of drug boxes on WRS' trucks/WRS licenses & DEA licenses; concerns of HIPAA violation (patient care provided/use of drug boxes at time of need); blended of another drug box not under WRS license/control; Communication--WRS implemented series of policies for premises; WRS operate independent corporation; convey message WRS stands ready/able enter into a contract with County directly; communication of staff of who to work for/with; WRS holds liability and responsibility of providing trucks, their premises, using their license to operate; inspector showing up; accusations unfounded; WRS passed inspection.

8. Unfinished Business

There was no Unfinished Business.

9. New Business

9.01 FY25-26 Proposed Operating Budget

Administrator Douglas stated that the presented proposed budget was balance with no tax increase. However, he was also giving the Board the option and flexibility to accommodate up to a five cents (5¢) increase to pay for some of the items discussed in the Big Ticket that were not able to be incorporated. The Board is given the option to stay at 53¢, increase to 58¢ or somewhere in between those numbers.

He noted that the Budget Message was in the packet.

Administrator Douglas noted that there was no Fund appropriation for the proposed budget. No proposed new fees. However, it does incorporate, for the first, new fees for Meals Tax, estimated at \$400,000.

He highlighted the proposed budget is maintaining the existing County level funding for the Public Schools.

Administrator Douglas noted that the budget included a three percent (3%) salary increase for all County employees, as well as a one-time one and one-half percent (1.5%) bonus that matches what the Comp Board and DSS intend to do. He stated that an 11% increase in Health Insurance, still maintaining placing no burden on the employees.

Administrator Douglas noted that two things were done to balance the budget. He pointed out that Children's Services were maintained at level funding. Administrator Douglas stated that he, CSA Staff met with School Staff to review project needs and services provided. He noted that

projections reflect that there could be an increase of as much as \$870,000 more the next fiscal. Administrator Douglas noted to keep in mind that likely, additional funds might be needed. The Board may want to consider a tax increase to provide accommodation for additional costs for CSA.

Administrator Douglas stated that the other item to balance the budget was not including the Holiday Pay for the Sheriff's office. They are still working the numbers for accuracy. He noted that he would like the County to adopt the transition away from Holiday Pay and transition away from Compensation time. He noted that the approximate costs are about \$250,000.

Administrator Douglas stated that he would really like the Board to look at funding the Sheriff's pay, as well as finding additional funding for CSA.

He advised that the Proposed Budget's Public Hearing is scheduled for May 15, 2025 and, hopefully, working towards adoption on May 29, 2025.

There was discussion of singling out certain positions for additional raises. There was discussion of back up positions and cross training. There was discussion of a job description for already created for the CSA back up position in addition to the Accounts Payable Clerk position. Administrator Douglas noted that the CSA Back Up position is OSC required.

There was discussion of Compensation Study. There was discussion of long-term training.

There was discussion of scheduling a meeting for April 30, 2025 to continue budget discussions and IDA appointments.

There was inquiry as to who would pay for Davenport. Mike Kearns advised that the Sussex Service Authority

9.02 EMS Contractual Services Options 44:54

Supervisor Fly stated that there is an untenable situation with Waverly Rescue Squad and County.

Supervisor Fly stated that there was additional money in the budget for the County to hire its own people, which would taking the billing away from the Rescue Squads in this budget cycle.

Supervisor Fly made the motion, seconded by Supervisor Futrell that the Board of Supervisors request that the County Administrator authorizes Chief 1 or Chief 2 to work with Waverly and Stony Creek Rescue Squads, as well as the County Attorney, to bring back a contract for the Board's consideration that will have the rescue squads taking complete control of their operations; and that the County would be making contractual payments to the Rescue Squads.

There was discussion of the County previously approving the 24-Month Plan. There was inquiry as to whether Chief Sheffield or Assistant Chief Bailey be managing or whether they would be phased out. There was inquiry as to whom would be managing/running the operation.

Chair White stated that he didn't think they would be phased out. He stated that it would give some communication between the contract itself and the individuals that actually own all of the equipment.

There was inquiry as to whether the people hired will be the paid staff at Waverly Rescue and not at Stony Creek Rescue Squad. There was inquiry as to whether the County would need or have a demand for Chief 1 and Chief 2. It was noted that there is still Fire and Rescue. There was inquiry of who would be responsible for paying the contractor to provide the service. It was stated that the County would be responsible for paying for the services. There was inquiry as to the amount of money generated now for the services provided. It was suggested that if the Squads was going to provide services and generate the revenue, allow the squads take the revenue and provide the services and leave the County out it. Allow the Squads to hire the contractor and provide the services. It was noted that the County didn't know the amount of money being generated from the Squads.

There was discussion of previous operations and management of the contracts.

Chair White stated that it would still be a contract as place now. The change would be the levels of management.

There was discussion of the Board spending a large amount time developing a strategic plan for Fire and Rescue to include construction, land and being current as other localities are. There was discussion of concerns of going backward.

There was inquiry of the County Administrator's opinion. Administrator Douglas stated that a 24-Month Plan was developed. His recommendation is to move forward with the 24-Month Plan. He noted that if it's lesser space, that it was one thing. He stated that it has demonstrated that the County can successfully operate EMS. Administrator Douglas stated that he was concerned with being a blank check. The County could be paying more the staffing.

There was discussion of concerns with having sustainable operations with EMS. He noted that Stony Creek Rescue has volunteers; however, there are no volunteer on the Waverly Rescue side.

Supervisor Tyler suggested that before a contract is done, have a committee involved to explore all of the options of working with County Administration. Then review the options of what it would cost and before moving forward and then move to have the County Attorney to draw up a contract. Supervisor Tyler requested to form a committee to explore options of developing a contract on how the County can operate the existing emergency services outside that excludes the County.

After discussion, Supervisor Fly amended his motion. Supervisor Baicy suggested to have the Chief of Fire and Rescue to speak as to what he thinks will work. There was discussion of the 24-Month Plan. There was discussion of previous five-year plan being turned over to the County at no costs. Supervisor Fly stated that Waverly Rescue Squad (WRS) needed the County to back a loan to build a new rescue squad building. He discussed that WRS was planning to turn over the old and new building, equipment and all of their trucks over to the County in five years and retire.

Supervisor Fly that the County severed their relationship with WRS before the 5-Year Plan was executed.

Chief Sheffield stated that they would be happy to come up with some options. He stated that they had already established some options to modify staffing which also increases their service delivery options. He stated that they would collaborate with the rescue squads and go through in form of what contracts would look like. He stated that every one option they have on the table would be presented to the Board. He stated that it would include movement of ambulances from station to station. It's going to include expanding services in the Henry District. It's going to include to gain more volunteers; how to work more collaboratively with the school. He stated that Chief Bailey is working on training and how do they get that in there. He stated that he and Dr. Hamlin have already spoken about the volunteer recruitment side. Chief Sheffield stated that in regards to that money. He stated that each of squads does bill. Each of the rescue squads operate off of that money. He stated that there's a net profit to that and that nobody knows what that net profit is. He stated that they haven't seen tax returns for everybody for every year. He stated that they have seen taxes up to 2019 for Stony Creek Rescue Squad. He can give the Board exactly what that looks like. He stated that he could provide Waverly Rescue up to 2023. He stated that from a financial perspective, he could provide the Board with all of the information to make an educated decision.

Chief Sheffield stated that it's his job to provide the facts. It's his job to protect the citizens. He cares about the County. He cares doing things the way they should be done. He thinks that the citizens need to know what that service delivery expectation is whether they are being met, as well as what the response times. He stated that the citizens needed to know inequality and inequity in service across the County.

Chair White requested Chief Sheffield to bring the Board the costs for paid services. Chief Sheffield explained and provided a scenario that if you place staffing costs in one pot and operational costs in another pot, it may cost \$100, 000 to operate; however, the squad is bring \$300,000 in revenue, costs are being offset. There is \$200,000 in net profit. There is inquiry of where is that profit going. He noted each year, Form 990 are filed and are being requested to see the payment for the contracts look like. The profit goes back in operation costs.

Chief Sheffield requested clarity as to whether a set amount or number is needed regarding the Fire Department staffing. Chair White stated that whatever the NFPA required.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors authorize the County Administrator to authorize the Chief of Fire and Rescue to bring back to the County different operational options for EMS including a sole source contract with the Rescue Squads themselves.

Voting aye: Supervisors Baicy, Fly, Futrell, Jones, Tolliver, Tyler, White

Voting nay: none

9.03 Contribution to Sussex Service Authority for Stony Creek Wastewater Collection Operation

This item was tabled during agenda amendments.

9.04 Sussex Service Authority Wastewater Improvement Loan

Administrator Douglas stated that the Sussex Service Authority (SSA) was recently awarded a \$3.95 million funding package from the Virginia Resources Authority (VRA) to address inflow and infiltration problems in their wastewater collection system (these improvements are subject to a DEQ consent order). This funding includes a \$2,765,000 Principal Repayment Loan, which must be backed by a moral obligation pledge of Sussex County through a support agreement (co-signing for the loan). According to the attached award letter, VRA will not enter into the financing agreement without the “security and credit enhancement” of the support agreement.

Staff is not requesting a decision on approving the support agreement at the April regular meeting, but providing for discussion and consideration for a possible decision by the May regular meeting so that SSA knows how to proceed. Staff does not recommend approval of the support agreement until at least Davenport concludes a fiscal impact analysis for SSA that supports its ability to cover the loan payments.

There was inquiry as to how will this loan effect the County in which they are asking the County to co-sign. It stated that if the SSA that if they couldn't pay the loan, the County would be responsible for paying the loan. There was inquiry as to how stable is SSA's finance that the County could be confident that they, Sussex Service Authority, could pay \$3.95 million loan back.

Ms. Seward stated that her purpose of being on the Sussex Service Authority Board was to find out the financial condition, financially where they were. It has taken two years. Davenport has taken a while. She noted that it is not a pretty picture. She stated that she thinks the question for the County is how big of a risk it is to co-sign for this loan. She stated that SSA has some debts coming off. They have about 8 or 9 months of things being extremely tight.

She stated that the bigger problem for SSA is that the Department of Corrections is being the 80% user. (She noted that a memo was sent to the County.) They have grown out the system to serve other residents of the County. There aren't enough users to sustain the system, because for 20+ years, there was no rate increase. The costs have continued to rise. They have been basically "robbing Peter to pay Paul". She believes the questions for the County is that the non-DIC side of the system currently has an 11-day operating capital.

They have been dealing with repairs due the DEQ Consent Order. To get out of the almost insolvency for the non-DIC side of the system, SSA has a series of rate increases year, over year, over year. Ms. Seward noted that when you go to the end of the Davenport 's model, people will be paying for combined water and sewer almost \$160 a month. She stated that it is her opinion that the only way solve or get out the situation, the current Board and future Boards have to commit to the Davenport model to get out of the hole for the non-DIC side of the system. Ms. Seward noted that the Sussex Service Authority has a plan if it is adhered to or followed. It would probably be safe. However, she doesn't know if there's the political will to stick to the Davenport plan.

Dr. Tolliver stated that she doesn't feel that the County can make a decision to co-sign loan of \$3.95 million loan. The County needs to meet with Sussex Service Authority to discuss the request.

Mike Kearns provided a brief summary of what was discussed. He stated that they were basically asking the County to co-sign on their I&I Loan. He noted that of the \$3.95 million loan, \$2,765,000 million will have to be repaid with a principal repayment of 0.50% comprised interest to the Fund of 0.30% and a fee of 0.0% for administrative and management services attributable to the loan. (Comprised information taken from VRA memo included in the Board packet.) A portion of the loan was forgiven.

Mike Kearns (SSA Executive Director), Susan Seward (SSA Board Chair) and Brandon Walton (the new Finance Director) attended to address any questions about the project.

After discussion, the Board decided to meet Thursday, April 30, 2025 at 11:00 a.m.

A copy of the VRA award letter was included in the Board packet. Sussex Service Authority provided a handout to the Board.

ON MOTION OF SUPERVISOR TOLLIVER, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby scheduled to meet April 30, 2025 to discuss the Sussex Service Authority, the FY26 Proposed Budget and IDA Appointments.

Voting aye: Supervisors Baicy, Fly, Futrell, Jones, Tolliver, Tyler, White

Voting nay: none

9.05 Proposed Agritourism Ordinance

Deputy Count Administrator/Director of Economic Director David Conmy stated that during its December 2024 strategic planning retreat, the County Board of Supervisors discussed the concept of promoting more agritourism-related businesses in the local economy. This is a form of tourism that combines agricultural production and/or processing with tourism activities, attracting visitors to farms, ranches, or other agricultural businesses for entertainment, education, or recreational purposes, while also generating income for the farm or business owner.

With its strong agricultural roots, adoption of a local agritourism ordinance could capitalize upon existing strengths in Sussex County. Moreover, it could empower many existing farming and farm-related businesses in the County while also having a secondary positive effect on the local economy in the form of jobs and additional local revenue (sales tax, lodging tax, meals tax).

Several other rural Virginia communities have experienced a lot of success through promoting their communities through agritourism. The County has taken several actions to already boost this activity through participation in the Salty Southern Route and the recreational planning study for the Nottoway River. An agritourism ordinance would further enshrine and promote this program to benefit the County.

No action was needed at this time. Based on discussion and general direction by the Board of Supervisors, staff will continue to research the topic and present an agritourism ordinance for consideration by the Board of Supervisors at a later date.

10. Board Member Comments

10.01 Blackwater District – none

10.02 Courthouse District – Holy Week and Resurrection Sunday; be safe.

10.03 Henry District – none

10.04 Stony Creek District – County move forward with Ordinance for debris, trash; complaints.

10.05 Wakefield District – Tough decisions to make; need revenue.

10.06 Waverly District – Lobb Shop Road (West End) have Sheffield - trailer fire; safety issue of trailers.

10.07 Yale District – Board priorities; budget; Sussex Service Authority.

11. Closed Session

There was no Closed Session. Closed Session items were removed during agenda amendments.

12. Continued/Adjourned

12.01 Recess

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR TOLLIVER and carried: RESOLVED that the April 17, 2025 regular meeting of the Sussex County Board of Supervisors at 8:10 p.m. recessed to continue the Board of Supervisors meeting to Thursday, April 30, 2025 at 6:00 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, May 15, 2025 at 6 p.m.

May 15, 2025

WARRANTS & VOUCHERS SUMMARY

TOTAL ALL WARRANTS FOR APPROVAL	\$	949,412.14
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TOTAL ALL VOID CHECKS FOR APPROVAL	\$	1,856.00
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ACCOUNTS PAYABLE WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF April 2025	230623-230635	\$ 82,006.68	8-Apr-25
	230648-230709	\$ 245,106.53	10-Apr-25
	230711-230756	\$ 181,112.91	16-Apr-25
	230770-230805	\$ 62,487.22	24-Apr-25
Total Regular Warrants		\$ 570,713.34	

PAY. DEDUCTION WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF April 2025	230636-230647	\$ 67,151.40	16-Apr-25
	230757-230769	\$ 66,196.88	30-Apr-25
Total Payroll Deduction Warrants:		\$ 133,348.28	

CSA WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF April 2025	230710	\$ 76,488.00	16-Apr-25
	230806-230817	\$ 168,862.52	29-Apr-25
Total CSA Warrants:		\$ 245,350.52	

ACH PAYMENTS	CHECK NO.	AMOUNTS	PROCESS DATE
		\$ 14,961.28	15-Apr-25
Total ACH Deduction Warrants:		\$ -	
TOTAL VOUCHERS & WARRANTS FOR APPROVAL		\$ 949,412.14	

VOIDED	CHECK NO.	AMOUNTS	PROCESS DATE
	230517	\$ 1,856.00	23-Apr-25
Total Voids:		\$ 1,856.00	

API00B 4/08/2025 SUSSEX COUNTY
TIME- 9:44:27

A/P CHECK REGISTER
Check Date - 4/08/2025

ActPd - 2025/04

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CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
230623	1917	AMAZON CAPITAL SERVICES	000	4/08/2025	49.62	.00
230624	1795	ANIMAL CARE EQUIPMENT & S	000	4/08/2025	105.83	.00
230625	1251	CABIN POINT VETERINARY	000	4/08/2025	2,094.05	.00
230626	20	COWLING BROTHERS	000	4/08/2025	19.00	.00
230627	24	CRATER YOUTH CARE	000	4/08/2025	5,092.92	.00
230628	1651	DOCUMENT SYSTEMS	000	4/08/2025	1,617.75	.00
1311	2030	FLORES & ASSOCIATES, LLC	000	4/08/2025	7,427.62	.00
230629	129	LOGAN SYSTEMS INC	000	4/08/2025	1,235.10	.00
230630	1246	PHILIPS TELECOMMUNICATION	000	4/08/2025	494.50	.00
230631	1215	SUSSEX COUNTY SCHOOL	000	4/08/2025	2,500.00	.00
230632	2056	THE JARVATT SENIOR CITIZEN	000	4/08/2025	25,000.00	.00
230633	316	TOWN OF STONY CREEK	000	4/08/2025	357.80	.00
230634	87	VAN CREEF AUTO PARTS INC	000	4/08/2025	35,213.12	.00
230635	2299	VENIA PRODUCTS, LLC	000	4/08/2025	82,006.68	.00
CLASS TOTAL					7,427.62	

ACH CNT/TOT 1
CHK CNT/TOT 13
EPY CNT/TOT .00
FINAL TOTAL 82,006.68

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 82,006.68- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

4/8/25
DATE
4/8/2025
DATE
4/9/25
DATE
Robert Dwyer
ADMINISTRATOR
Dwyer
TREASURER

AP1008 4/10/2025 SUSSEX COUNTY
TIME-12:54:41

A/P CHECK REGISTER
Check Date - 4/10/2025

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CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
230648	1917	AMAZON CAPITAL SERVICES	000	4/10/2025	322.07	.00
230649	915	BLACKWATER REGIONAL	000	4/10/2025	40,983.75	.00
230650	2300	BOUND TREE MEDICAL LLC	000	4/10/2025	1,457.78	.00
230651	1472	BRACY, KEVIN	000	4/10/2025	150.00	.00
230652	999999	BRADNER, CHRISTOPHER	000	4/10/2025	157.95	.00
230653	2196	BRIGHTPOINT COMMUNITY COL	000	4/10/2025	457.50	.00
230654	183	BRITT'S SERVICE CENTER	000	4/10/2025	25.00	.00
230655	738	BUTLER'S TOWING AND	000	4/10/2025	114.50	.00
230656	1251	CABIN POINT VETERINARY	000	4/10/2025	841.80	.00
230657	728	CARQUEST OF WAKEFIELD	000	4/10/2025	2,945.24	.00
230658	1485	CENTRAL AGRIBUSINESS	000	4/10/2025	123.20	.00
230659	23	CRATER DISTRICT AREA	000	4/10/2025	8,000.00	.00
230660	2169	CRATER REGIONAL WORKFORCE	000	4/10/2025	5,000.00	.00
230661	845	CROWN CASTLE GT COMPANY	000	4/10/2025	1,574.82	.00
230662	193	DEPART OF MOTOR VEHICLES	000	4/10/2025	1,600.00	.00
230663	2018	DILLARD ELECTRICAL	000	4/10/2025	6,400.00	.00
230664	902	DOC FARMER'S MARKET	000	4/10/2025	282.85	.00
230665	1651	DOCUMENT SYSTEMS	000	4/10/2025	1,418.50	.00
230666	1651	DOCUMENT SYSTEMS	000	4/10/2025	271.09	.00
230667	84	DOMINION VIRGINIA POWER	000	4/10/2025	25.36	.00
230668	1911	DOUGLAS, RICHARD	000	4/10/2025	1,512.20	.00
230669	123	EDMOND, J. LAFAYETTE	000	4/10/2025	150.00	.00
230670	1692	FERRILLGAS	000	4/10/2025	852.39	.00
132	2030	FLORES & ASSOCIATES, LLC	000	4/10/2025	4,360.14	.00
230671	1605	GLOBAL SIGNAL ACQUISITIONS	000	4/10/2025	4,506.71	.00
230672	2218	GRINSTEAD, ELENA	000	4/10/2025	75.00	.00
230673	1788	HALE'S ELECTRIC SERVICE,	000	4/10/2025	909.00	.00
230674	1703	HEFTY WILEY & GORE P.C. IN	000	4/10/2025	9,180.00	.00
230675	2246	LIFELOCK PEST CONTROL, IN	000	4/10/2025	9,195.00	.00
230676	2260	LIFE-ASSIST, INC	000	4/10/2025	8,093.50	.00
230677	1308	LONGWOOD SMALL BUSINESS	000	4/10/2025	750.00	.00
230678	1943	MARK D. MILITANA MD PC	000	4/10/2025	3,750.00	.00
230679	1392	MASON, DENNIS	000	4/10/2025	150.00	.00
230680	309	MASSENBURG, TERRY	000	4/10/2025	200.00	.00
230681	1600	MAYES ANDREW W.	000	4/10/2025	150.00	.00
230682	1980	MCKEIL & COMPANY, INC.	000	4/10/2025	662.27	.00
230683	1983	MID-ATLANTIC PEST AND LAM	000	4/10/2025	83.00	.00
230684	1141	PARHAM'S WELDING &	000	4/10/2025	83.00	.00
230685	2019	PETERSBURG ALARM COMPANY,	000	4/10/2025	43.00	.00
230686	2083	READ'S UNIFORMS INC.	000	4/10/2025	252.60	.00
230687	1025	ROTO-ROOTER	000	4/10/2025	1,988.00	.00
230688	1488	RSS FOODSERVICE	000	4/10/2025	3,616.33	.00
230689	832	SAM'S CLUB DIRECT	000	4/10/2025	50.82	.00
230690	1866	SHANDS, RUDOLPH	000	4/10/2025	150.00	.00
230691	1787	SIMPLE COM	000	4/10/2025	330.08	.00
230692	2046	SURRY COUNTY	000	4/10/2025	38,771.55	.00
230693	658	SUSSEX CO. YOUTH & ADULT	000	4/10/2025	2,500.00	.00
230694	844	SUSSEX CTY YOUNG MEN'S	000	4/10/2025	1,250.00	.00
230695	942	SUSSEX MINI MART	000	4/10/2025	14.93	.00
230696	929	THE IMPROVEMENT	000	4/10/2025	52,000.00	.00
230697	2245	TIDEWATER FINANCE COMPANY	000	4/10/2025	2,776.32	.00
230698	2301	TKS MECHANICAL, LLC	000	4/10/2025	6,484.41	.00

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CHECK#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
230699	316 TOWN OF STONY CREEK	000	4/10/2025	451.70	.00
230700	317 TOWN OF WAKEFIELD	000	4/10/2025	1,755.79	.00
230701	318 TOWN OF WAVERLY	000	4/10/2025	3,884.29	.00
230702	1833 TRANSLATION RISK & ALTERNA	000	4/10/2025	76.00	.00
230703	87 VAN CLEEF AUTO PARTS INC	000	4/10/2025	138.48	.00
230704	39 VERIZON WIRELESS	000	4/10/2025	620.16	.00
230705	2050 VIRGINIA AMERICAN WATER C	000	4/10/2025	18.27	.00
230706	2306 VIRGINIA-CAROLINA APPRAIS	000	4/10/2025	2,500.00	.00
230707	828 VIRGINIA'S GATEWAY REGION	000	4/10/2025	6,000.00	.00
230708	1601 W.S. CAMPBELL TOWING & REP	000	4/10/2025	67.21	.00
133 ACH	2135 WEX INC	000	4/10/2025	13,895.97	.00
230709	879 WOMACK PUBLISHING CO.	000	4/10/2025	1,760.00	.00
CLASS TOTAL				245,106.53	.00
ACH CNT/TOT		2		18,256.11	
CHK CNT/TOT		62		226,850.42	
EPY CNT/TOT				.00	
FINAL TOTAL				245,106.53	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 245,106.53- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

4-10-25
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DATE

DIRECTOR OF FINANCE
COUNTY ADMINISTRATION
DESTE J. COX, TREASURER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
230711	✓	ALL SEASONS MECHANICAL SO	000	4/16/2025	1,142.56	.00
230712		ATLANTIC EMERGENCY SOLUTI	000	4/16/2025	1,356.19	.00
135 ACH		BERKLEY GROUP	000	4/16/2025	13,628.00	.00
230713		BOUND TREE MEDICAL LLC	000	4/16/2025	1,359.18	.00
230714		BRITT'S SERVICE CENTER	000	4/16/2025	25.00	.00
230715		BROWN, VIOLA	000	4/16/2025	100.00	.00
230716		CARQUEST OF WAKEFIELD	000	4/16/2025	307.67	.00
230717		CONVERGENT TECHNOLOGIES	000	4/16/2025	359.00	.00
230718		COUNTY OF GREENSVILLE	000	4/16/2025	5,622.38	.00
230719		COUNTY OF PRINCE GEORGE	000	4/16/2025	2,089.72	.00
230720		COWLING BROTHERS	000	4/16/2025	227.18	.00
230721		D.O.C. FARMER'S MARKET	000	4/16/2025	149.10	.00
230722		DILLARD ELECTRICAL	000	4/16/2025	877.00	.00
230723		DOC FARMER'S MARKET	000	4/16/2025	348.50	.00
230724		DOCUMENT SYSTEMS	000	4/16/2025	46.15	.00
230725		DOMINION VIRGINIA POWER	000	4/16/2025	5,829.35	.00
230726		DOMINION VIRGINIA POWER	000	4/16/2025	2,536.31	.00
230727		DOMINION VIRGINIA POWER	000	4/16/2025	4,356.70	.00
136 ACH		EMERGENCY SOLUTIONS, INC.	000	4/16/2025	74,520.00	.00
230728		FLORES & ASSOCIATES, LLC	000	4/16/2025	5,152.42	.00
230729		GREENSBURG & ASSOCIATES	000	4/16/2025	5,760.00	.00
230730		GREENSBURG & ASSOCIATES	000	4/16/2025	170.50	.00
230731		HERC RENTALS INC.	000	4/16/2025	2,333.66	.00
230732		HOSPITALITY HEALTH QUICK	000	4/16/2025	100.00	.00
230733		JARRATT HARDWARE	000	4/16/2025	256.36	.00
230734		JENSEN MECHANICAL INC.	000	4/16/2025	2,565.00	.00
230735		LIFE-ASSIST, INC	000	4/16/2025	257.80	.00
230736		LOADOMETER CORPORATION	000	4/16/2025	10,790.00	.00
230737		LOWE'S	000	4/16/2025	110.16	.00
230738		MEADE, DELVONTE	000	4/16/2025	16.20	.00
230739		OWEN FORD, INC	000	4/16/2025	123.98	.00
230740		PRINCE GEORGE ELECTRIC	000	4/16/2025	709.49	.00
230741		PURCHASE POWER	000	4/16/2025	427.80	.00
230742		R.M. WILKINSON OIL CO, INC	000	4/16/2025	46.48	.00
230743		RICHMOND SECURITY, INC	000	4/16/2025	9,880.10	.00
230744		ROBERT'S OXYGEN, INC.	000	4/16/2025	428.40	.00
230745		ROGERS, EARL	000	4/16/2025	75.00	.00
230746		SIMPLE COM	000	4/16/2025	50.00	.00
230747		SOUTHSIDE ELECTRIC COOPER	000	4/16/2025	72.13	.00
230748		STONY CREEK PHARMACY	000	4/16/2025	635.00	.00
230749		THE IRON GROUP, INCORPORA	000	4/16/2025	215.00	.00
230750		TIMMONS GROUP	000	4/16/2025	20,880.00	.00
230751		TRANE COMPANY	000	4/16/2025	2,521.59	.00
230752		TRI CITY OFFICE PRODUCTS	000	4/16/2025	171.25	.00
230753		UMPHLETT, WINNIE	000	4/16/2025	75.00	.00
230754		WAKEFIELD IGA INC	000	4/16/2025	402.45	.00
230755		WASTE MANAGEMENT OF	000	4/16/2025	1,932.15	.00
230756		WYCHE, NATHELIA	000	4/16/2025	75.00	.00
CLASS TOTAL					181,112.91	.00
ACH CNT/TOT	2	DA # 41135			18,780.42	
CHK CNT/TOT	46				162,332.49MM	
EPY CNT/TOT					.00	
FINAL TOTAL					181,112.91	.00

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4/17/25

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TIME-15:33:37

A/P CHECK REGISTER
Check Date - 4/24/2025

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CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
230770	2315	ALCOPRO, INC	000	4/24/2025	6,574.00	.00
230771	1917	AMAZON CAPITAL SERVICES	000	4/24/2025	1,846.71	.00
230772	746	BAT COMMISSIONER'S USER	000	4/24/2025	200.00	.00
230773	10	BANK OF SOUTHSIDE VA	000	4/24/2025	1,230.93	.00
230774	10	BANK OF SOUTHSIDE VA	000	4/24/2025	2,320.51	.00
137 ACH	1676	BERKLEY GROUP	000	4/24/2025	6,824.00	.00
230775	183	BRITT'S SERVICE CENTER	000	4/24/2025	243.75	.00
230776	738	BUTLER'S TOWING AND	000	4/24/2025	8,033.18	.00
230777	728	CARQUEST OF WAKEFIELD	000	4/24/2025	57.60	.00
230778	1485	CENTRAL AGRIBUSINESS	000	4/24/2025	123.20	.00
230779	1173	COPY CAT PRINTING	000	4/24/2025	564.00	.00
230780	411	CRATER CRIMINAL JUSTICE	000	4/24/2025	172.00	.00
230781	871	CRYSTAL SPRINGS	000	4/24/2025	27.11	.00
230782	510	D.O.C. FARMER'S MARKET	000	4/24/2025	386.50	.00
230783	1651	DOCUMENT SYSTEMS	000	4/24/2025	82.82	.00
138 ACH	2030	FLORES & ASSOCIATES, LLC	000	4/24/2025	7,126.07	.00
230784	1097	GIVENS, VINCENT	000	4/24/2025	23.99	.00
230785	1550	ID NETWORKS	000	4/24/2025	2,700.00	.00
230786	124	KINEX NETWORKING SOLUTION	000	4/24/2025	1,350.00	.00
230787	2246	KORMAN SIGNS	000	4/24/2025	235.23	.00
230788	2246	LANDLOCK PEST CONTROL, IN	000	4/24/2025	95.00	.00
230789	999999	MARSTELLER, SIERRA	000	4/24/2025	23.06	.00
230790	56	OWEN FORD, INC	000	4/24/2025	71.00	.00
230791	1246	PHILLIPS TELECOMMUNICATION	000	4/24/2025	1,286.00	.00
230792	164	PITNEY-BOWES, LLC	000	4/24/2025	1,493.65	.00
230793	2083	READ'S UNIFORMS INC.	000	4/24/2025	1,493.47	.00
230794	1023	RICOH USA, INC.	000	4/24/2025	520.00	.00
230795	1488	RIS FOODSERVICE	000	4/24/2025	3,616.17	.00
230796	999999	SILVER, TRUSSAINE	000	4/24/2025	243.00	.00
230797	1787	SIMPLE COM	000	4/24/2025	384.00	.00
230798	2022	STAR2STAR COMMUNICATIONS, L	000	4/24/2025	226.30	.00
230799	1022	TINSLEY RAHASAN	000	4/24/2025	219.83	.00
230800	87	VAN CLEEF AUTO PARTS INC	000	4/24/2025	6,298.00	.00
230801	2050	VIRGINIA AMERICAN WATER C	000	4/24/2025	18.07	.00
230802	1606	WOODLEY, KELLY	000	4/24/2025	114.80	.00
230803	1966	WOOTEN COMPANY, THE	000	4/24/2025	5,170.25	.00
230804	1978	YELVERTON, FAYE	000	4/24/2025	231.02	.00
230805	3045	YMCA OF GREATER RICHMOND	000	4/24/2025	1,856.00	.00
CLASS TOTAL					62,487.22	.00
ACH CNT/TOT	2				13,950.07	
CHK CNT/TOT	36				48,537.15MM	
EPY CNT/TOT					.00	
FINAL TOTAL					62,487.22	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 62,487.22 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

4/24/2025
DATE
4/24/2025
DATE
4/25/25

Signature of Finance
Signature of Administration
Signature of Custodian

PAYROLL DEDUCTION CHECKS

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	BATCH
00000	000245	AFLAC	DC040250416250400	4/16/2025	100-000200-0100-	528.71	230636	00000
00000	000245		DC040250416250400	4/16/2025	105-000200-0100-	323.30	230636	00000
00000	000245		DC041250416250400	4/16/2025	100-000200-0100-	500.01	230636	00000
00000	000245		DC041250416250400	4/16/2025	105-000200-0100-	476.21	230636	00000
CHECK TOTAL						1,828.23		
00000	000881	ANTHEM BLUE CROSS AND	DC005250416250400	4/16/2025	100-000200-0100-	10,269.00	230637	00000
00000	000881		DC005250416250400	4/16/2025	105-000200-0100-	2,934.00	230637	00000
00000	000881		DC015250416250400	4/16/2025	100-000200-0100-	9,634.50	230637	00000
00000	000881		DC015250416250400	4/16/2025	105-000200-0100-	1,070.50	230637	00000
00000	000881		DC126250416250400	4/16/2025	100-000200-0100-	29,341.00	230637	00000
00000	000881		DC126250416250400	4/16/2025	105-000200-0100-	5,947.50	230637	00000
CHECK TOTAL						59,196.50		
00000	001397	LEGAL SHIELD	DC097250416250400	4/16/2025	100-000200-0100-	97.26	230638	00000
00000	001397		DC097250416250400	4/16/2025	105-000200-0100-	77.83	230638	00000
CHECK TOTAL						175.09		
00000	001410	MIDLAND FUNDING LLC	DC098250416250400	4/16/2025	100-000200-0100-	200.77	230639	00000
CHECK TOTAL						200.77		
00000	001021	MINNESOTA LIFE INS CO	DC200250416250400	4/16/2025	100-000200-0100-	551.37	230640	00000
00000	001021		DC200250416250400	4/16/2025	105-000200-0100-	119.06	230640	00000
CHECK TOTAL						670.43		
00000	000872	NATIONWIDE RETIREMENT	DC090250416250400	4/16/2025	100-000200-0100-	420.00	230641	00000
CHECK TOTAL						420.00		
00000	001851	NYS CHILD SUPPORT PROCESS	DC114250416250400	4/16/2025	100-000200-0100-	107.25	230642	00000
CHECK TOTAL						107.25		
00000	002288	PEOPLES ADVANTAGE FCU	DC208250416250400	4/16/2025	100-000200-0100-	387.95	230643	00000
CHECK TOTAL						387.95		
00000	002302	TREASURER OF DINWIDDIE CO	DC190250416250400	4/16/2025	100-000200-0100-	746.99	230644	00000
CHECK TOTAL						746.99		
00000	000247	TREASURER OF VIRGINIA	DC080250416250400	4/16/2025	100-000200-0100-	2,362.38	230645	00000
CHECK TOTAL						2,362.38		
00000	000831	VACORP	DC035250416250400	4/16/2025	100-000200-0100-	285.97	230646	00000
00000	000831		DC035250416250400	4/16/2025	105-000200-0100-	144.84	230646	00000
CHECK TOTAL						430.81		
00000	001027	VALIC RETIREMENT	DC091250416250400	4/16/2025	100-000200-0100-	625.00	230647	00000
CHECK TOTAL						625.00		
CLASS TOTAL						67,151.40		
FINAL TOTAL						67,151.40-		

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 67,151.40- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

4-9-25

4/9/25

Richard C. O'Neil
Robert G. O'Neil

AP100P 4/30/2025

A/P CHECK REGISTER
PAYROLL DEDUCTION CHECKS

TIME 10:17:16

PAGE 1

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040250430250400	4/30/2025	100-000200-0100-	-	528.71	230757		00000
00000	000245		DC040250430250400	4/30/2025	105-000200-0100-	-	323.30	230757		00000
00000	000245		DC041250430250400	4/30/2025	100-000200-0100-	-	500.01	230757		00000
00000	000245		DC041250430250400	4/30/2025	105-000200-0100-	-	476.21	230757		00000
CHECK TOTAL							1,828.23			
00000	000881	ANTHEM BLUE CROSS AND	DC005250430250400	4/30/2025	100-000200-0100-	-	10,269.00	230758		00000
00000	000881		DC005250430250400	4/30/2025	105-000200-0100-	-	2,934.00	230758		00000
00000	000881		DC015250430250400	4/30/2025	100-000200-0100-	-	7,493.50	230758		00000
00000	000881		DC015250430250400	4/30/2025	105-000200-0100-	-	1,070.50	230758		00000
00000	000881		DC126250430250400	4/30/2025	100-000200-0100-	-	28,548.00	230758		00000
00000	000881		DC126250430250400	4/30/2025	105-000200-0100-	-	5,947.50	230758		00000
CHECK TOTAL							56,262.50			
00000	002314	J.I.L. ESTATES LLC	DC192250430250400	4/30/2025	100-000200-0100-	-	123.50	230759		00000
CHECK TOTAL							123.50			
00000	001397	LEGAL SHIELD	DC0097250430250400	4/30/2025	100-000200-0100-	-	106.22	230760		00000
00000	001397		DC0097250430250400	4/30/2025	105-000200-0100-	-	77.83	230760		00000
CHECK TOTAL							184.05			
00000	001410	MIDLAND FUNDING LLC	DC0098250430250400	4/30/2025	100-000200-0100-	-	50.17	230761		00000
CHECK TOTAL							50.17			
00000	001021	MINNESOTA LIFE INS CO	DC200250430250400	4/30/2025	100-000200-0100-	-	551.37	230762		00000
00000	001021		DC200250430250400	4/30/2025	105-000200-0100-	-	119.06	230762		00000
CHECK TOTAL							670.43			
00000	000872	NATIONWIDE RETIREMENT	DC0090250430250400	4/30/2025	100-000200-0100-	-	420.00	230763		00000
CHECK TOTAL							420.00			
00000	001851	NYS CHILD SUPPORT PROCESS	DC114250430250400	4/30/2025	100-000200-0100-	-	107.25	230764		00000
CHECK TOTAL							107.25			
00000	002288	PEOPLES ADVANTAGE FCU	DC208250430250400	4/30/2025	100-000200-0100-	-	387.95	230765		00000
CHECK TOTAL							387.95			
00000	000779	TREASURER OF SUSSEX CO.	DC067250430250400	4/30/2025	100-000200-0100-	-	2,766.45	230766		00000
CHECK TOTAL							2,766.45			
00000	000247	TREASURER OF VIRGINIA	DC080250430250400	4/30/2025	100-000200-0100-	-	2,362.38	230767		00000
CHECK TOTAL							2,362.38			
00000	000831	VACORP	DC035250430250400	4/30/2025	100-000200-0100-	-	264.13	230768		00000
00000	000831		DC035250430250400	4/30/2025	105-000200-0100-	-	144.84	230768		00000
CHECK TOTAL							408.97			
00000	001027	VALIC RETIREMENT	DC091250430250400	4/30/2025	100-000200-0100-	-	625.00	230769		00000
CHECK TOTAL							625.00			
CLASS TOTAL							66,196.88			
FINAL TOTAL							66,196.88-			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 66,196.88- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED
 76,488.00-
 THE TOTAL EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

4-16-25

DATE 4/14/25

DIRECTOR OF FINANCE

Richard A. Doughty

POLICE ADMINISTRATION

DESTE J. COX, TREASURER

AP100 4/29/2025 SUSSEX COUNTY A/P CHECK REGISTER TIME-13:38:30 ACPD - 2025/04

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCT	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT	BATCH INV DESCRIPTION
0000000 003048	LIFE PUSH LLC		JAN1013258-0027	4/29/2025		4110-053000-1011-	1,024.00	230815		27-Community Based Services	02115 FOSTER, KAYLA
0000000 003048			MAR1013258-0042	4/29/2025		4110-053000-1011-	320.70	230815		27-Community Based Services	02115 FOSTER, KAYLA
0000000 003048			MAR1013299-0053	4/29/2025		4110-053000-3000-	1,984.00	230815		20-WA Svcs Students w/ Disab	02115 JONES, MONIQUE
DISC. TOTAL							.00	EPY PMT TOTAL			
			3,328.70								
0000000 003058	ROBERT A. LEE JR.		VA767-0026	4/29/2025		4110-053000-1011-	357.95	230816		27-Community Based Services	02115 WILLIAMS, OLIVIA
DISC. TOTAL							.00	EPY PMT TOTAL			
			357.95								
0000000 003024	SH VASSTY ACQUISITION-DBA		MAR1013246-0046	4/29/2025		4110-053000-1013-	4,484.00	230817		29-Special Education Private	02115 JACKSON, OMNI
0000000 003024			MAR1013290-0050	4/29/2025		4110-053000-1013-	4,484.00	230817		29-Special Education Private	02115 SHELTON, ADAM
0000000 003024			MAR1013291-0049	4/29/2025		4110-053000-1013-	5,517.00	230817		29-Special Education Private	02115 SANDLIN, ANDREA
0000000 003024			MAR1013292-0051	4/29/2025		4110-053000-1013-	4,484.00	230817		29-Special Education Private	02115 STINE, ALI
0000000 003024			MAR1013302-0047	4/29/2025		4110-053000-1013-	4,484.00	230817		29-Special Education Private	02115 HARRIS, QUINTE
DISC. TOTAL							.00	EPY PMT TOTAL			
			24,453.00								
0000000 003050	YOUTH EMPOWERED SOLUTIONS		MAR1013273-0010	4/29/2025		4110-053000-1001-	9,470.50	230818		10-Resident Congregate Care	02115 BYRD, JODIALL
DISC. TOTAL							.00	EPY PMT TOTAL			
			9,470.50								
			168,862.52								
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AP1008 4/15/2025 SUSSEX COUNTY
TIME-14:56:12

A/P CHECK REGISTER
Check Date - 4/15/2025

ACCPD - 2025/04

PAGE 1

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
134	ACH	2172 BANK OF AMERICA	000	4/15/2025	14,961.28	.00
CLASS TOTAL					14,961.28	.00
ACH CNT/TOT					1	14,961.28
CHK CNT/TOT						.00
EPY CNT/TOT						.00
FINAL TOTAL					14,961.28	.00
THE TOTAL 14,961.28 -						

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

4-15-25
DATE
4-15-25
DATE
415125
DATE

[Signature]
DIRECTOR OF FINANCE

[Signature]
COUNTY ADMINISTRATOR

[Signature]
DESTE J. GOX, TREASURER

SUSSEX COUNTY
TREASURER'S REPORT
AND
FINANCIAL UPDATE

SUBMITTED BY DESTE J. COX, TREASURER

APRIL 30, 2025

- 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 April 30, 2025

TRUIST #201- SUSSEX, VA

Bank Balance -----	\$24,789.13	
Bank Fees/Adjustments -----	187.20	
Deposits in Transit -----	0.00	
Outstanding Checks -----	0.00	\$24,976.33

BSV #301- STONY CREEK, VA

Business Checking -----	\$3,129,613.18	
Bank Fees/Returned Checks -----	0.00	
Credit Card Fees/Adjustments -----	1,246.53	
Deposits in Transit -----	733.21	
Outstanding Checks -----	(1,079,605.31)	\$2,051,987.61

PRIMIS #401- WAVERLY, VA

Bank Balance -----	\$22,725.16	
Deposits in Transit -----	(0.93)	\$22,724.23

Investments and CD's

BSV #20032609	\$2,005,653.71	
Primis #30392331	\$1,108,987.18	
Primis #30391992	\$2,194,996.46	
Primis #30390504	\$2,706,095.37	
		\$8,015,732.72

<u>LGIP INVESTMENT #803</u> Investment Balance -----		\$3,467,475.82
--	--	----------------

<u>VA INV POOL #804</u> Investment Balance -----		\$4,770,695.28
--	--	----------------

TOTAL IN BANKS REC W/GL -----		\$18,353,591.99
-------------------------------	--	-----------------

Statements from each of the above mentioned banks are on file in the Treasurer's Office of Sussex County certifying the balances listed above.

Respectfully submitted:


Deste J. Cox, Treasurer

May 5, 2025
Date

SUSSEX COUNTY
BALANCE SHEET - TREASURER'S ACCOUNTABILITY FUND
APRIL 30, 2025

ASSETS

CASH IN BANK:

CASH IN OFFICE	\$1,300.00
BSV - OPERATING & INVESTMENT	\$2,051,987.61
TRUIST	\$24,976.33
PRIMIS	\$22,724.23

SAVINGS & INVESTMENTS:

PRIMIS - CDs	\$6,010,079.01
BSV - CD	\$2,005,653.71
LGIP	\$3,467,475.82
VIP	\$4,770,695.28

TOTAL ASSETS	<u>\$18,354,891.99</u>
---------------------	-------------------------------

LIABILITIES

FUND BALANCE

GENERAL FUND	\$10,931,481.69
RESERVE FUND	\$6,495,130.59
OTHER FUNDS	\$838,278.54
TOTAL FUND BALANCE	<u>\$18,264,890.82</u>

EQUITY

PREPAID & DEFERRED ACCOUNTS	\$33,377.67
ESCROW ACCOUNTS	\$56,623.50
TOTAL EQUITY ACCOUNTS	<u>\$90,001.17</u>

TOTAL LIABILITIES & EQUITY	<u>\$18,354,891.99</u>
---------------------------------------	-------------------------------

**SUSSEX COUNTY
GENERAL FUND
INCOME & EXPENSE STATEMENT
APRIL 30, 2025**

	FYE2025	FYE2024
	4/30/2025	4/30/2024
INCOME:		
General Property Taxes	\$13,374,693	\$11,825,521
Other Local Taxes	\$1,499,395	\$1,524,758
Permits/Fees/Licenses	\$5,503,676	\$5,285,824
Fines & Forfeitures	\$659,514	\$534,719
Use of Money/Property	\$250,793	\$256,146
Charges for Services	\$144,646	\$111,511
Miscellaneous Revenue	\$670,565	\$129,776
Recovered Costs	\$509,680	\$559,114
State Revenue	\$3,922,118	\$4,317,182
Federal Revenue	\$1,961,277	\$800,026
Transfer from Other Funds	\$761,712	\$733,586
TOTAL INCOME	\$29,258,069	\$26,078,162
EXPENSES:		
Board of Supervisors	\$160,494	\$135,344
County Admin/County Depts/Grants	\$7,574,913	\$7,043,385
County Attorney	\$91,800	\$82,620
Registrar	\$269,362	\$222,783
Commissioner of Revenue	\$267,523	\$247,078
Reassessment Services	\$0	\$126
Treasurer	\$418,109	\$447,437
Sheriff's Department/Jail	\$5,134,993	\$5,018,673
Courts	\$106,297	\$75,103
Clerk of Courts	\$381,769	\$368,176
Commonwealth's Atty/Victim Witness	\$658,038	\$602,252
Contributions to Outside Agencies	\$778,014	\$812,961
Transfer to Other Funds	\$11,056,000	\$7,304,542
Debt Service	\$1,500,249	\$1,534,689
Non-Departmental	\$389,186	\$256,409
TOTAL EXPENSES	\$28,786,748	\$24,151,577
TOTAL YTD NET SURPLUS (DEFICIT)	\$471,321	\$1,926,585

SUSSEX COUNTY - DESTE J. COX, TREASURER
REVENUE/EXPENDITURE SUMMARY REPORT
APRIL 2025

General Fund **FUND BALANCE as of 4/30/25 = \$ 10,931,482**

		ANNUAL APPROPRIATED	CURRENT MONTH ACTIVITY	YTD ACTUAL 04/30/2025	PRIOR FY - YTD Through 04/30/2024	COLLECTED % YTD
REVENUES						
Real Estate - 2024		6,001,738	55,705	5,961,308	5,358,098	99.3%
Public Service Corp - 2024		612,460	0	776,603	631,389	126.8%
Personal Property - 2024		4,680,371	175,113	4,562,471	4,397,329	97.5%
Machinery & Tools - 2024		794,000	0	1,511,288	786,563	190.3%
Local Sales & Use Taxes (net)		1,233,850	79,976	1,061,748	1,040,724	86.1%
Transient Occupancy Tax		110,000	4,847	82,611	85,471	75.1%
Consumer Utility Taxes		92,500	13,008	88,343	83,799	95.5%
Business License Taxes		108,525	7,273	100,891	87,946	93.0%
Motor Vehicle Licenses		239,100	8,365	220,555	226,818	92.2%
Landfill Tipping Fees		5,490,000	477,925	4,854,879	4,507,864	88.4%
Delinquent Tax - Real Estate		139,500	6,964	149,579	151,569	107.2%
Delinquent Tax - Personal Property		92,850	54,299	208,504	261,916	224.6%
Penalties - All Property		105,000	30,255	136,422	134,156	129.9%
Interest - All Property		27,000	7,276	30,919	25,955	114.5%
Court Fines		710,000	42,620	586,456	505,321	82.6%
State		5,184,761	253,448	3,922,118	4,317,182	75.6%
Federal		67,449		1,961,277	800,026	
Transfer from Reserve		1,163,554	0	538,482	284,646	46.3%
Transfer from Fire Rescue Escrow		222,629	0	223,230	448,940	100.3%
Designated Use of Fund Balance		4,089,349	0	0	5,956,823	0.0%
		ANNUAL APPROPRIATED	CURRENT MONTH ACTIVITY	YTD ACTUAL 04/30/2025	PRIOR FY - YTD Through 04/30/2024	SPENT % YTD
EXPENDITURES						
General Government		3,392,110	222,476	2,714,292	2,533,461	80.0%
ARPA & Grants		710,000	42,620	2,291,800	1,263,839	322.8%
Judicial Administration		1,699,959	112,302	1,146,104	1,045,530	67.4%
Fire, Rescue, EMS		3,371,864	187,042	2,440,976	2,823,349	72.4%
Sheriff's Operations & Jail		7,155,739	489,406	5,233,514	5,104,206	73.1%
Public Works		1,801,817	136,561	1,324,670	1,530,512	73.5%
Health & Welfare		1,396,162	153,077	1,035,527	1,013,201	74.2%
Education		8,497,085	453,804	7,357,964	6,921,489	86.6%
Rec & Cultural Enrichment		237,935	47,234	237,935	195,234	100.0%
Planning/Community Dev		613,458	74,696	493,442	489,038	80.4%
Grants		3,814,872	0	2,291,800	1,263,839	60.1%
Debt Service		1,499,476	0	1,500,249	1,534,689	100.1%

* Federal Includes VATI Broadband Grant

General Fund								
				ANNUAL	CURRENT MONTH	ACTUAL 04/30/2025	YTD 04/30/2024	Spent %
EXPENDITURES BY DEPARTMENT				APPROPRIATED	ACTIVITY	YEAR TO DATE	PRIOR FISCAL YEAR	YTD
Board of Supervisors				252,229	11,004	160,494	135,344	63.6%
Administration				1,324,256	93,982	1,055,379	994,465	79.7%
Contingency Acct (7/1/24 = \$87,301)				87,301	0	19,720	113,167	22.6%
HRA Admin Fee				6,020	431	4,281	4,337	71.1%
HRA Employer Spend				400,000	23,636	380,421	246,160	95.1%
IT & Central Acct				64,500	835	47,203	40,070	73.2%
County Attorney				111,000	9,180	91,800	82,620	82.7%
Registrar/Board of Elections				283,418	16,696	269,362	222,783	95.0%
Com of Revenue				331,520	23,937	267,523	247,078	80.7%
Treasurer				531,866	42,775	418,109	447,437	78.6%
General Government				3,392,110	222,476	2,714,292	2,533,461	80.0%
ARPA - Broadband				3,745,229	0	2,243,535	926,076	59.9%
Admin/Indust Dev Grants				69,644	0	48,265	337,763	69.3%
Grants				3,814,872	0	2,291,800	1,263,839	60.1%
Courts				115,860	9,888	106,297	75,103	91.7%
Clerk of Courts				487,334	35,077	381,769	368,176	78.3%
Commonwealth Atty				987,669	58,294	571,263	532,131	57.8%
Victim Witness				109,097	9,043	86,775	70,121	79.5%
Judicial Administration				1,699,959	112,302	1,146,104	1,045,530	67.4%
Fire/Rescue/EMS				2,896,823	147,680	2,000,159	2,403,255	69.0%
Animal Services				475,041	39,362	440,816	420,094	92.8%
Fire, Rescue, EMS				3,371,864	187,042	2,440,976	2,823,349	72.4%
Court Sec/Spot/FO/E911				4,833,611	306,418	3,447,487	3,482,178	71.3%
Confinement of Inmates				2,196,888	177,895	1,687,506	1,536,495	76.8%
Crater Crim Justice Aca.				125,240	5,093	98,521	85,533	78.7%
Sheriff's Operations & Jail				7,155,739	489,406	5,233,514	5,104,206	73.1%
Building & Grounds				844,351	74,687	582,875	697,910	69.0%
Envir Inspections				185,786	8,788	68,712	62,742	37.0%
General Works				385,500	15,756	296,485	290,389	76.9%
Convenience Ctrs.				386,180	37,330	376,598	479,470	97.5%
Public Works				1,801,817	136,561	1,324,670	1,530,512	73.5%
Health - Outside Agencies				271,854	0	231,354	244,691	85.1%
Com. Support Services - Outside Agencies				157,342	60,000	130,335	166,691	82.8%
Local Contrib to DSS				345,411	15,750	259,658	207,359	75.2%
Local Contrib to CSA				621,555	77,328	414,180	394,461	66.6%
Health & Welfare				1,396,162	153,077	1,035,527	1,013,201	74.2%
Educ Contrib - Outside Agencies				915	458	915	943	0.0%
Local Contrib to Sch Fd				8,496,170	453,347	7,357,049	6,920,546	86.6%
Education				8,497,085	453,804	7,357,964	6,921,489	86.6%
Library/Cultural - Outside Agencies				177,935	40,984	177,935	136,734	100.0%
Recreational Contrib- Outside Agencies				60,000	6,250	60,000	58,500	100.0%
Recreational & Cultural Enrichment				237,935	47,234	237,935	195,234	100.0%
Planning/Building/Zoning				475,544	68,946	414,488	389,764	87.2%
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	47,166	100.0%
Crater SBDC				1,500	750	1,500	1,500	100.0%
Crater Regional Workforce Dev				10,000	5,000	10,000	10,000	100.0%
Planning/Community Dev				613,458	74,696	493,442	489,038	80.4%
Debt Service				1,499,476	0	1,500,249	1,534,689	100.1%
Debt Service				1,499,476	0	1,500,249	1,534,689	100.1%

SUSSEX COUNTY
REVENUE/EXPENDITURE SUMMARY REPORT
APRIL 2025

Capital Projects Fund - Fund 302

FUND BALANCE as of 4/30/25 = \$ 10

		ANNUAL APPROPRIATED	CURRENT MONTH ACTIVITY	YTD ACTUAL 04/30/2025	PRIOR FY - YTD Through 04/30/2024	
REVENUES						
Interest Earned		0	0	1,138	18,546	
Gifts/Donations Fire & Rescue		0	0	2,000	100	
Designated Use of Fund Balance		220,529	0	0	0	
Transfer from General Fund			0	25,113	0	
Transfer from Reserve Fund		33,115	0	33,115	0	
Total Capital Projects Fund Revenues		253,644	0	61,366	18,646	
EXPENDITURES						
Replace E911 Equip		19,323	0	0	0	
Replace AS400 Server		0	0	0	64,939	
Communications		20,000	0	22,796	0	
Renovations-Co. Buildings		249,418	0	89,880	0	
Trf to General Fund		222,629	0	223,230	448,940	
Total Capital Projects Fund Expenditures		511,370	-	335,906	513,879	

SUSSEX COUNTY
REVENUE/EXPENDITURE SUMMARY REPORT
APRIL 2025

Reserve Fund 135

FUND BALANCE as of 4/30/25 = \$ 6,495,131

		ANNUAL APPROPRIATED	CURRENT MONTH ACTIVITY	YTD ACTUAL 04/30/2025	PRIOR FY - YTD Through 04/30/2024	
REVENUES						
Interest		0	78,581	257,803	268,704	
Transfer from General Fund		3,000,000	3,000,000	3,000,000	0	
Total Reserve Fund Revenues		3,000,000	3,078,581	3,257,803	268,704	
EXPENDITURES						
Transfer to General Fund		543,554	0	538,482	284,646	
Transfer to CSA Fund		0	0	0	217,823	
Transfer to Capital Proj Fund		399,865	0	33,115	0	
Transfer to Mega Site Indust Pk			0	373,533		
Total Reserve Fund Expenditures		943,419	0	945,130	502,469	

SUSSEX COUNTY
REVENUE/EXPENDITURE SUMMARY REPORT
APRIL 2025

CSA Fund 110			FUND BALANCE as of 4/30/25 = \$ (190,449)			
		ANNUAL APPROPRIATED	CURRENT MONTH ACTIVITY	YTD ACTUAL 04/30/2025	PRIOR FY - YTD Through 04/30/2024	
REVENUES						
Expenditure Refund		0	6,300	12,411	32,204	
CSA State Funds		1,420,315	138,074	1,433,675	1,157,632	
Local Appropriation		621,555	77,328	414,180	394,461	
Total Reserve Fund Revenues		2,041,870	221,701	1,860,265	1,584,297	
EXPENDITURES						
CSA Expenditures		2,041,870	245,351	1,833,453	1,715,801	
Total Reserve Fund Expenditures		2,041,870	245,351	1,833,453	1,715,801	

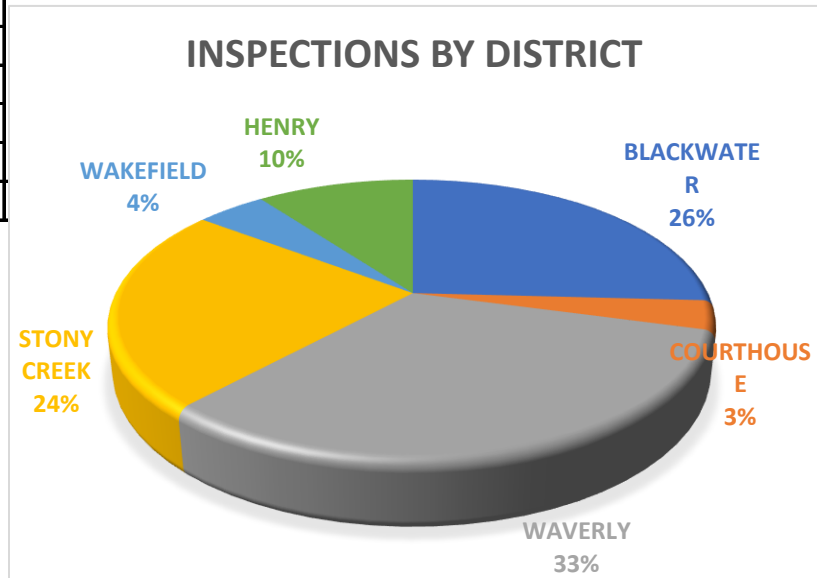
BUILDING INSPECTIONS DEPARTMENT



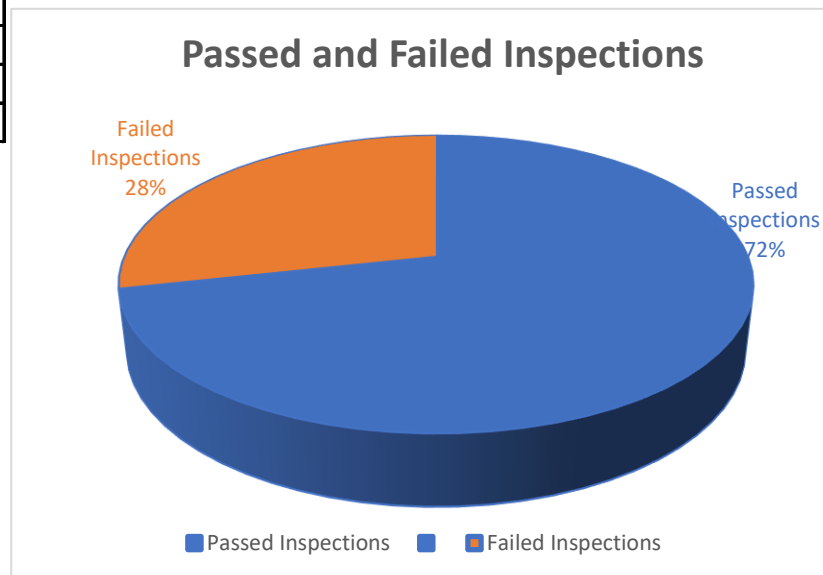
May 15, 2025
Monthly Reports

SUSSEX COUNTY INSPECTION PERFORMANCE BY DISTRICT AND PASS/FAIL RATE APRIL 2025

DISTRICT	INSPECTIONS
BLACKWATER	23
COURTHOUSE	3
WAVERLY	29
STONY CREEK	21
WAKEFIELD	4
HENRY	9
YALE	20



DISTRICT	INSPECTIONS
Passed Inspection	78
Failed Inspection	31





MEMORANDUM

DATE: May 5, 2025

TO: Richard Douglas, County Administrator

FROM: Matt Westheimer, Building Official

SUBJECT: April 2025 - Monthly Report

Please accept this as the April 2025 update for the Building Department.

BUILDING ACTIVITY

- April 2025

<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	12	7	4	109	\$0	\$808,231.23	\$9,151.59

- April 2024

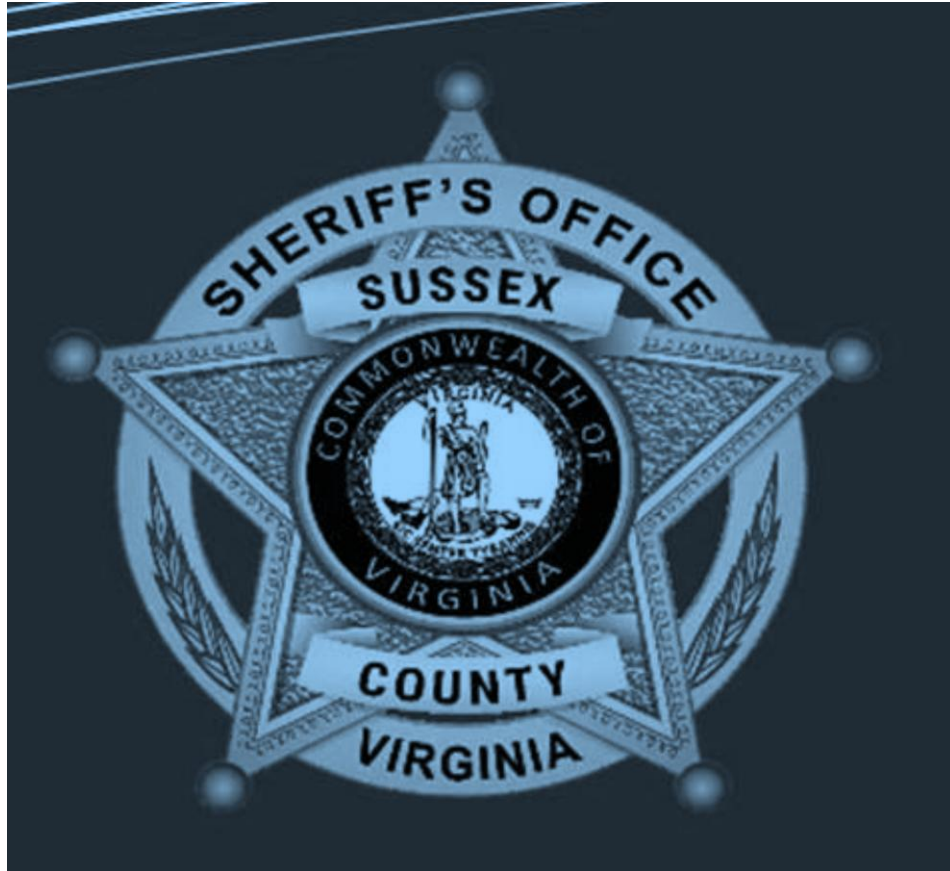
<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Misc. Fee</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
13	13	3	9	81	\$0	\$876,197.56	\$7,496.03

- 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>
105	110	36	60	893	\$1504	\$13,576,306.06	\$138,305.25

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

Sheriff's Department



March 20, 2025

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 April 2025

PATROL

CALLS FOR SERVICE	
Type:	Total:
Sheriff	1,349
Fire	103
Rescue	255
Animal Control	71
Town of Wakefield	38
Traffic	763
TOTAL	2,579

COURTS

Court:	Days of Court:
Circuit Court	6
General District	14
JDR Court	3

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

CIVIL

Type:	Total:
Subpoenas Served	289
Jury Summoned	0
Criminal Warrants	63
DMV Notices	9
Levies	0
TDO	0
ECO	1
Other Civil	124

Fines and Forfeitures	\$54,188.37
Sheriff's Fees	\$1,078.00
Courthouse Security	\$9,920.06

JAIL

During the month of May 2025, our average daily population was 29.8 inmates. The jail booked 53 individuals in April 2025.

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

Pre- Trial	36 inmates, having been confined a total of 463 days
Sentenced Misdemeanant	10 inmates, having been confined a total of 93 days
Sentenced Felons	12 inmates, having been confined a total of 211 days.
Others	5 inmates, convicted but not sentenced, etc.
Weekenders	11 inmates serving a misdemeanor sentence.

Transports of inmates for various reasons are listed below:

Court / Jail	9
Medical	3
Juvenile	0
Road Crew	0
TDO (Mental)	0
TOTAL	12

BOARD ACTION FORM

Agenda Item: Consent Agenda #2.05

Subject: Regional Water Plan Participation Resolution

Board Meeting Date: May 15 2025

=====

Summary: Attached for your consideration is a resolution accepting \$14,558 in DEQ grant funds for the completion of a state-mandated regional water supply management plan, which will be managed by the Greenville County Water & Sewer Authority for the designated Chowan River 2 Regional Planning Unit jurisdictions of Sussex County, Greenville County, and the City of Emporia. Sussex County will be responsible for 1/3 of plan-related costs. Resolutions from the board of each jurisdiction must be adopted by June 1, or funds will be forfeited. You may recall that the board recently approved participation with Southampton County and Surry County in a regional water supply management plan that will target the needs of the eastern part of the county, but the county is still mandated to participate in the designated regional plan with Greenville County and Emporia. .

Recommendation: Staff recommends approval

Attachment: Water supply management plan resolution

=====

ACTION:

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

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Tolliver	___	___
Tyler	___	___
White	___	___

SUSSEX COUNTY BOARD OF SUPERVISORS

RESOLUTION #25-51

WHEREAS, pursuant to Virginia Code Section 62.1-44.38:1, the State Water Control Board has established a comprehensive water supply planning process to accomplish the goals set forth in paragraph A of that Code Section;

WHEREAS, pursuant to paragraph B of that Code Section, the State Water Control Board has created the Chowan River 2 Regional Planning Unit (“RPU”), the participating localities of which are Greensville County (“Greensville”), the City of Emporia (“Emporia”) and Sussex County (“Sussex”);

WHEREAS, the RPU must submit a generally produced regional water supply plan (“Plan”) to the Department of Environmental Quality (“DEQ”) within five years from October 9, 2024;

WHEREAS, the fact that each locality within the RPU must participate in development and submission of the Plan means that each such locality must bear its share of costs incurred in development and submission of the Plan, which costs are not funded by third party sources such as grants;

WHEREAS, DEQ has awarded a planning grant to the RPU in the sum of \$14,558.50 (“Initial Grant Funds”) to fund, in whole or in part, the cost of preparing and submitting a preliminary report, which preliminary report must be submitted by September 1, 2025;

WHEREAS, the three participating localities acknowledge that any portion of the Initial Grant Funds not expended within 90 days from receipt must be returned to DEQ;

WHEREAS, the governing bodies for Greensville and Emporia have, or will, adopt resolutions evidencing their commitment to participate in the preparation of the Plan, and to bear each such locality’s proportionate share of costs incurred, beyond costs funded by third party sources;

WHEREAS, the governing bodies for Greensville and Emporia have, or will, adopt resolutions designating the Greensville County Water and Sewer Authority (“GCWSA”) to act as agent for, and in that capacity to apply for and execute on behalf of, the RPU application for grant funds, and after receipt of the funds to administer the funds in compliance with project mandates;

WHEREAS, if any of the three participating localities does not adopt the support resolution by June 1, 2025, the Initial Grant Funds will be forfeited, but each locality will still be legally obligated to participate in the RPU and produce the Plan by the deadline (within five years from October 9, 2024).

IT IS HEREBY RESOLVED by the Sussex County Board of Supervisors as follows:

1. Contingent on concurring action by Greensville and Emporia, Greensville hereby accepts the role of lead locality in the RPU.

2. Contingent on concurring action by Greenville and Emporia, all duties and responsibilities of the RPU are hereby assigned to GCWSA, and GCWSA shall adopt a resolution evidencing its acceptance of those duties and responsibilities.
3. GCWSA will accept the Initial Grant Funds on behalf of the RPU, and thereafter, all other funds awarded to the RPU from third party sources for preparation and submission of the Plan.
4. The responsibilities of GCWSA will include retaining a qualified engineering firm to perform the initial tasks which must be completed by August 31, 2025, and assuring that grant funds must be expended by August 31, 2025.
5. GCWSA will be required to assume responsibility for performing all tasks required in order to submit the Plan to the State Water Control Board by October 9, 2029.
6. As lead agent for the RPU, GCWSA will be authorized to apply for, receive and administer the Initial Grant Funds.
7. GCWSA will not be compensated by the three localities for services rendered to the RPU.
8. Contingent on concurring action by Greenville and Emporia, Sussex will pay one-third (1/3) of all costs incurred, which costs are not funded by third party sources such as grants, in preparing and submitting the Plan within five years from October 9, 2024.
9. Sussex acknowledges that GCWSA will not be liable for payment of any costs incurred in connection with the preparation and submission of the Plan.

ADOPTED this 15th day of May, 2025.

Steve White, 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: OEMS Grant Termination Budget Resolution

Board Meeting Date: May 15 2025

=====

Summary: Attached for your consideration is a budget resolution refunding the Virginia Office of Emergency Medical Services for RSAF grant #CRC03/06-21, in the amount of \$55,913.02. The Board of Supervisors previously approved a request from Sheriff Giles to cancel this grant related to emergency medical dispatch implementation (no funds were expended from this grant). Based on OEMS instructions, these funds have been refunded, and the county has no further obligations under this grant.

Recommendation: Staff recommends approval of the attached budget resolution.

Attachment: OEMS budget resolution

=====

ACTION: That the Board approves Budget Resolution #25-52.

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

Member **Aye** **Nay**

Baicy ____ ____

Fly ____ ____

Futrell ____ ____

Jones ____ ____

Member **Aye** **Nay**

Tolliver ____ ____

Tyler ____ ____

White ____ ____

RESOLUTION #25-52
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 funds received from the Virginia Office of Emergency Medical Services under RSAF grant # CRC03/06-21 to be refunded back to VOEMS.

FUND # 100
GENERAL FUND

REVENUE

Fund 135 Local	<u>\$55,913.02</u>
Total Revenues	\$55,913.02

EXPENDITURE

Fund 100 Administration	<u>\$55,913.02</u>
Total Expenditures	\$55,913.02

Adopted this 15th day of May, 2025

Steve White, Chairman
Sussex County Board of Supervisors

ATTEST:

Shilton R. Butts, Clerk
Sussex County Board of Supervisors

.

BOARD ACTION FORM

Agenda Item: Consent Agenda #2.07

Subject: Literary Loan Financial/Legal Costs Budget Resolution (High School Roof/HVAC Project))

Board Meeting Date: May 15 2025

=====

Summary: Attached for your consideration is a budget resolution that provides for funding for finance and legal costs associated with a Literary Fund Loan through the Virginia Department of Education for roof and HVAC improvements at Sussex Central High School (as recently approved by the Board of Supervisors). These funds are for services provided by Davenport and Sands Anderson (bond counsel), and could not be covered through the loan.

Recommendation: Staff requests approval

Attachment: Budget Resolution will be provided prior to meeting.

=====

ACTION: That the Board approve to cover costs incurred and billed to the county, and no additional fees are anticipated for the project.

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

Member **Aye** **Nay**

Baicy ____ ____

Fly ____ ____

Futrell ____ ____

Jones ____ ____

Member **Aye** **Nay**

Tolliver ____ ____

Tyler ____ ____

White ____ ____

BOARD ACTION FORM

Agenda Item: Recognition #3.01

Subject: Recognition of Leah Brantley, Former DSS Chair, Advisory Board

Board Meeting Date: May 15 2025

=====

Summary: Leah Brantley was the former Chair of the Department of Social Services. She is no longer on the Board and will be recognized for her service.

Recommendation: No action needed.

Attachment: None

=====

ACTION:

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

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

<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Tolliver	___	___
Tyler	___	___
White	___	___

BOARD ACTION FORM

Agenda Item: Recognition #3.02

Subject: VDOT Six-Year Plan – George Bowman, VDOT Franklin Residency

Board Meeting Date: May 15 2025

=====

Summary: George Bowman with the VDOT Franklin Residency will be in attendance to present the proposed VDOT six-year plan (secondary system construction program). This information is attached for your review and consideration. The board may wish to consider a public hearing at the June regular meeting prior to adoption.

Recommendation:

Attachment: VDOT six-year plan documents

=====

ACTION:

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

Member **Aye** **Nay**

Baicy ____ ____

Fly ____ ____

Futrell ____ ____

Jones ____ ____

Member **Aye** **Nay**

Tolliver ____ ____

Tyler ____ ____

White ____ ____

Secondary System
Sussex County
Construction Program
Estimated Allocations

Fund	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	Total
CTB Formula - Unpaved State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TeleFee	\$21,520	\$21,520	\$21,520	\$21,520	\$21,520	\$21,520	\$129,120
Federal STP - Bond Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal STP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
District Grant - Unpaved	\$78,505	\$78,505	\$78,505	\$78,505	\$83,057	\$83,051	\$480,128
Total	\$100,025	\$100,025	\$100,025	\$100,025	\$104,577	\$104,571	\$609,248

Board Approval Date:

Residency Administrator

Date

County Administrator

Date

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

District: Hampton Roads

County: Sussex County

Board Approval Date:

2026-27 through 2030-31

Route PPMS ID Accomplishment Type of Funds Type of Project Priority #	Road Name Project # Description FROM TO Length	Estimated Cost Ad Date	Traffic Count Scope of Work FHWA # Comments
0735 107435 RAAP CONTRACT STP/S Tier 1 - Road work w RW (PE, RW, CN) 9999.01	Courthouse Road 0735091752 Reconstruction & Drainage Improvements on Route 735 - Sussex Route 631 Gray Road Route 631 Peters Bridge Road 0.7	PE \$300,000 RW \$225,000 CN \$1,025,000 Total \$1,550,000 4/8/2031	Reconstruction w/o Added Capacity 15004
0000 -26202 NOT APPLICABLE 9999.99	0000965442 Hampton Roads Secondary Allocations	PE \$0 RW \$0 CN \$0 Total \$0	_____
8888 -3370 NOT APPLICABLE 9999.99	8888888P88 FUTURE UNPAVED FUNDS: YR4-YR6 VARIOUS LOCATIONS IN COUNTY	PE \$0 RW \$0 CN \$0 Total \$0	50 _____
0609 119504 STATE FORCES/HIRED EQUIPMENT State forces/Hired equip PE CN Only 9999.99	Butts Road 0609091770 ROUTE 609 RECONSTRUCT & SURFACE TREAT NON-HARD SURFACE ROAD Rowehampton Road-Route 697 Courthouse Road-Route 735 2.3	PE \$1,500 RW \$0 CN \$190,000 Total \$191,500 4/21/2025	Reconstruction w/o Added Capacity 17004

BOARD ACTION FORM

Agenda Item: Recognition #3.03

Subject: Atlantic Strategic Minerals Update – Craig Hairfield

Board Meeting Date: May 15 2025

=====

Summary: Craig Hairfield will be in attendance to provide an update on Atlantic Strategic Minerals.

Recommendation:

Attachment:

=====

ACTION:

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

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

Deal of the Year

"This project stands as a pivotal endeavor for our region, bridging two of our rural communities and injecting vitality into our economic landscape. By reintroducing a mining operation, we're not only diversifying our manufacturing economy, but also showcasing the versatility of our region."

-KEITH BOSWELL, VGR President and CEO

\$50M

71
NEW JOBS

ATLANTIC STRATEGIC MINERALS

Atlantic Strategic Minerals (ASM) an emerging critical minerals producer headquartered in Petersburg, announced in March that it is investing \$50 million to restore and reopen its existing Virginia-based mining and mineral processing operations. These operations include a mining operation in Dinwiddie County and a concentrator plant and mineral separation plant in Sussex County. The project will create 71 new jobs.

The Impact of This Deal

Meeting a Market Need: ASM's investment will help meet the growing demand for domestically produced critical minerals used as crucial components in a variety of supply chains, including the aerospace, renewable energy, consumer products, and defense industries. The country's economic vitality depends on these minerals.

Why This Investment: Not only does the region have the natural resources for mining these minerals, Virginia offers the infrastructure and a knowledgeable, skilled workforce in place that supported the relaunch of ASM's mining production after a 10-year hiatus. Sussex County is home to the largest Mineral Separator Plant (MSP) in North America.

Jobs and Downstream Benefits: The mining industry offers high-paying skilled jobs, while also touching on related sectors of the regional economy to help stimulate additional growth. ASM already has re-hired former employees at higher wages than they were earning in the interim. The company's return to this market is rekindling supportive industries, including trucking and heavy equipment operation/repair.

VGR's Role: We collaborated with the Virginia Economic Development Partnership, Dinwiddie County and Sussex County to secure the project and support ASM's job creation through the Virginia Jobs Investment Program (VJIP), which provides consultative services and funding to companies creating new jobs in order to support employee recruitment and training activities.

BOARD ACTION FORM

Agenda Item: Presentation #3.04

Subject: Nottoway River Blueway & Greenway Master Plan

Board Meeting Date: May 15 2025

=====

Summary: At its May 16, 2024 regular meeting, the Sussex County Board of Supervisors approved a proposal from the Timmons Group to develop a recreational master plan for the Nottoway River in Sussex County. A copy of the draft plan is included with your meeting packet, and Scott Wiley and Liz Fabis from the Timmons Group will present the report to the Board.

Recommendation: No action is needed at this time.

Attachments: Sussex County Nottoway River Blue-Greenway Master Plan

=====

ACTION:

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

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



NOTTOWAY RIVER BLUEWAY GREENWAY MASTER PLAN



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Executive Summary

In 2024, Sussex County sought the support of Timmons Group to engage in a master planning process to study the Nottoway River’s suitability for recreational use and potential access locations associated with a new blue-greenway along the river within the County. The Nottoway River Blueway-Greenway Master Plan assesses river frontage, identifies recreational opportunities and constraints, and makes recommendations for a phased approach to implementation. This report identifies two river access points for prioritization to create an initial phase of the blue-greenway and provides conceptual site plans synthesizing best practices for small boat launches, tailored to preliminary findings about site constraints and the characteristics of the river.

Despite the Nottoway River’s vast drainage area, ecological and historic significance, and importance as a contributing waterway to the Albemarle-Pamlico Estuary of North Carolina, this watershed receives a fraction of the grant funding and legislative support offered to the Chesapeake Bay watershed just to the north, particularly within the Commonwealth of Virginia. It is the goal of this master plan to provide a vision for a Nottoway River Blueway-Greenway that illuminates the rich biodiversity and history of this region, promotes river recreation and tourism, and improves quality of life through river-based economic development of the Nottoway within Sussex County.

The writers of this report acknowledge that the Nottoway River is the ancestral and unceded land of the Nottoway and Cheroenhaka Indian Tribes, who have been stewards and guardians of the river for generations.

The Nottoway River within Sussex County is home to numerous significant indigenous sites. Before undertaking any river development it is essential to engage with the Nottoway Indian Tribe to confirm their support for this project and ensure projects do not disturb sacred lands.



Introduction

The Nottoway River meanders 130 miles from its headwaters in Nottoway County until it combines with Blackwater River to become the Chowan River in North Carolina. Fifty-five miles of the Nottoway River are located in Sussex County. The Chowan Watershed drains 13% of Virginia’s landmass, and the Nottoway is its primary tributary. Surrounded for the most part by swamps and lowlands, the Nottoway’s floodplain is broad and frequently flooded, sometimes unexpectedly rising due to storms that have happened far away. Due to the extensive wetlands adjacent to the river, the Nottoway’s banks are fairly undeveloped, and the primary land uses adjacent to the river include forestry, agriculture, and public lands.

Beginning at Stony Creek until it meets the Chowan, the Nottoway is a Virginia Department of Conservation and Recreation designated State Scenic River. The Scenic Rivers Program’s intent is to identify, designate, and help protect rivers and streams that possess outstanding scenic, recreational, historic, and natural characteristics of statewide significance for future generations. This segment of the Nottoway is also eligible to be designated as a National Scenic River, and efforts are underway by conservation groups to protect adjacent lands from development through conservation easements as well as to advance the national designation. National scenic designation is expected to stimulate increased tourist interest in the river.

This segment of the river – which comprises approximately 30 miles of the Nottoway in Sussex County – runs free without any impoundments or dams, through largely undeveloped riparian buffers. The Nottoway’s bald cypress swamps are among the largest in the mid-Atlantic, and a variety of factors make the river an ecological hotspot. The river’s confluences with smaller creeks host high levels of ecological diversity, and natural areas such as the Chub Sandhill Natural Area Preserve are home to rare plant communities. The limits of tidal influence occur just downstream of Sussex County near the town of Courtland, making the river home to anadromous fish, which migrate between fresh and saltwater environments. These ecological qualities also make the river attractive to fishermen due to the variety of fish that can be caught.

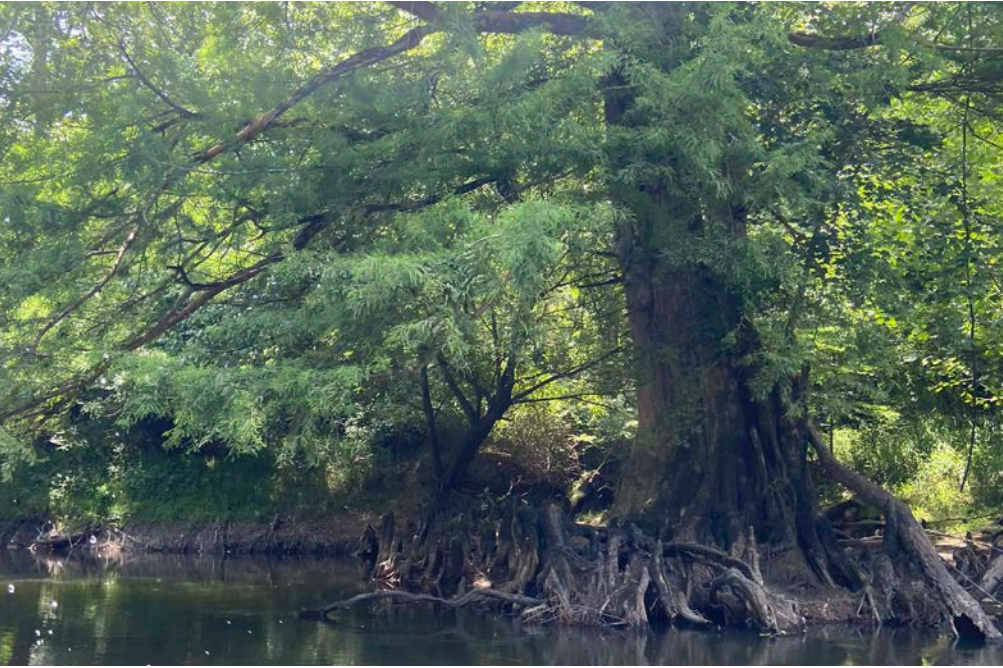
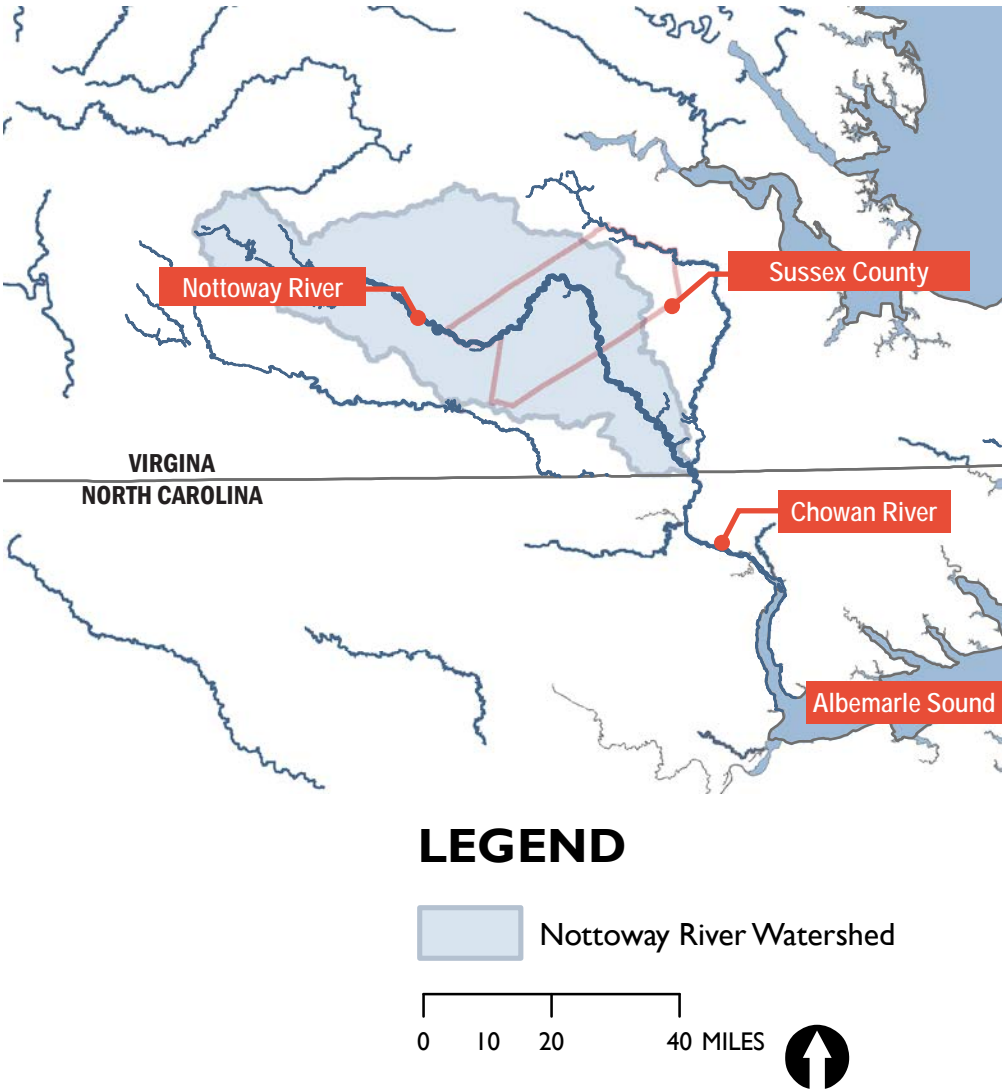
This abundant natural habitat has been utilized by human communities for millennia, and several significant archeological sites have been

discovered adjacent to the river. The Nottoway River is the ancestral land of the Nottoway Indian Tribe of Virginia and Cheroenhaka (Nottoway) Indian Tribe, who continue to live in the area. The Nottoway Community House and Interpretive Center in neighboring Southampton County educates visitors on the Tribe’s history in the region.

Sussex County, population 11,000, seeks to enhance the recreational and tourist opportunities offered by the Nottoway River to improve quality of life for residents, attract businesses, and provide economic development opportunities. The largest town, Waverly, population 2,000, is approximately 10 miles from the Nottoway River. The town of Wakefield, population 700, is approximately 15 miles from the river. The town of Jarratt, which is located in both Sussex and Greenville Counties, is located 3 miles from the river and is home to 650 people. Stony Creek, a town of 200, is located at the confluence of Stony Creek, the Nottoway River, and Interstate 95. Stony Creek’s location invites further study as a potential node for river tourism. The entire town is located in a floodplain, and the buildings on its main street are largely vacant.

Currently, Peters Bridge Boat Ramp is the only existing boat ramp in Sussex County, located near the downstream end of the county. Two other boat ramps, Purdy and Jarratt, are located at the upstream portion of the county, but are located on the opposite shore of the river in Greenville County. Informal river access exists at several Sussex County bridges, but can only accommodate non-motorized vessels. The distance between these access points makes them challenging for all but experienced paddlers anticipating a full day journey, or those with small motorized boats.

Right image: massive bald cypresses, such as this one at Peter’s Bridge Boat Ramp, grow along the Nottoway River.



Mapping and Analysis

- Regional Recreation Assets
- County Green Space
- Hydrology

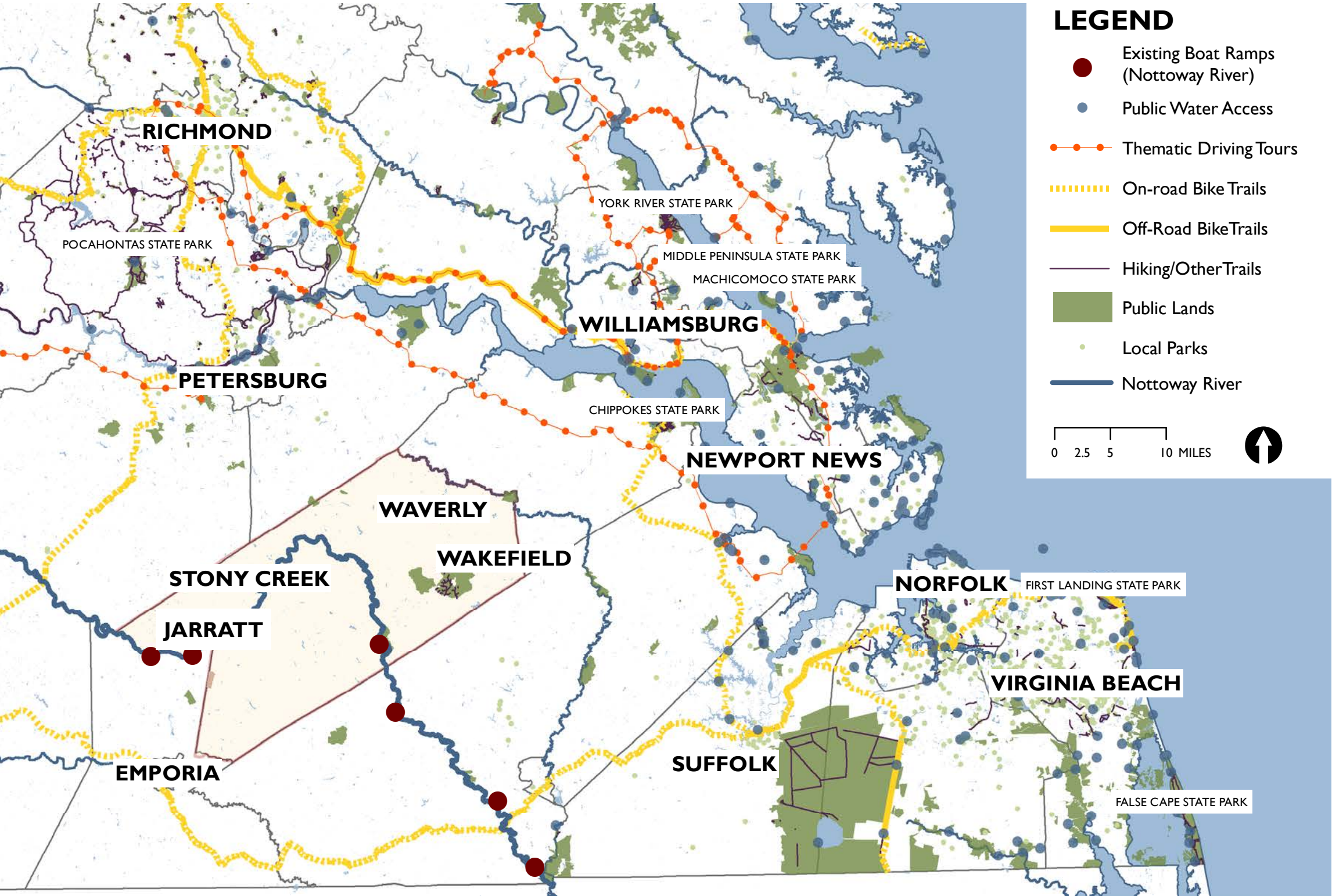
Regional Recreational Assets

This map displays Sussex in relation to nearby cities and recreational facilities such as state parks, trails, and public water accesses.

Sussex County is located in relative proximity to populous urban areas such as Richmond (45 minutes), Williamsburg (1 hour and 15 minutes), and Norfolk and Virginia Beach (1 hour and 30 minutes).

Various state parks, historic sites, driving tours, and on-road bike trails are located close to Sussex County. Beyond a Blueway-Greenway serving the local population of Sussex County, any river-based tourism development that emerges may also attract locals from these nearby cities as well as visiting tourists.

This graphic demonstrates the relative scarcity of recreational assets in Sussex and its adjacent surroundings, underscoring the importance of studying opportunities to enhance recreational green space within the county. The Nottoway River has the potential to be an instrument of connected green spaces not only within the county, but extending beyond it, intersecting with other green spaces, boat ramps, and several on-road bike trails.

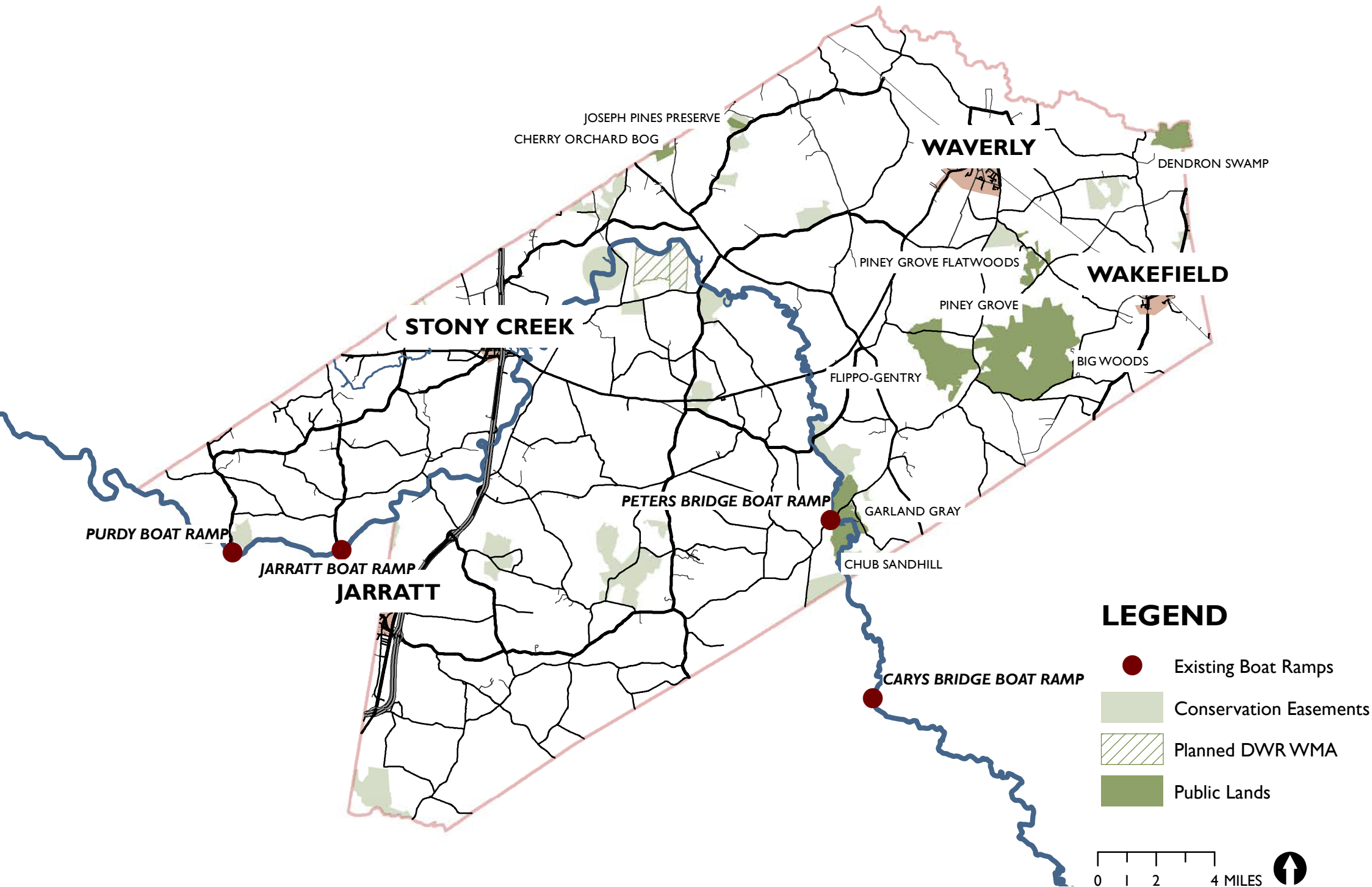


County Green Space

Sussex County possesses several Wildlife Management Areas (WMAs), State Forests, and State Natural Area Preserves (NAPs). WMAs and State Forests predominantly focus on the utilization of natural resources through hunting, fishing, or timber production. NAPs - of which there are four in Sussex County - protect rare or exemplary habitats and ecosystems, often with highly restricted public access. These conservation land types are largely undeveloped, lacking amenities such as campgrounds or visitor centers. Trails for hikers and bicyclists in Sussex County are limited to a few short trails or to forest access roads. Recreational opportunities are limited.

Many of Sussex County's conservation lands participate in efforts to restore the endangered Longleaf Pine, whose presence has dwindled to a fraction of its pre-European settlement range. Public land managers engage in prescribed burns to mimic the historic fire regime, which promotes habitat for endangered species such as the red-cockaded woodpecker.

The map reveals a growing patchwork of green spaces that have been preserved from development by conservation easement. Though these lands do not always allow for public access, they contribute to the scenic, rural, and ecological qualities of the county. Of particular relevance to the Blue-Greenway Master Plan is a conservation easement that was transferred to the state in 2023 to create a new WMA on the Nottoway River at its northernmost point in Sussex County that will provide another river public access point.



Hydrology

Due to the large surface area that the Nottoway River drains, the river floods often, and when it does, flooded areas often stay inundated for days or weeks. The relatively flat topography near the river contains numerous wetlands, tributary streams, and ponds.

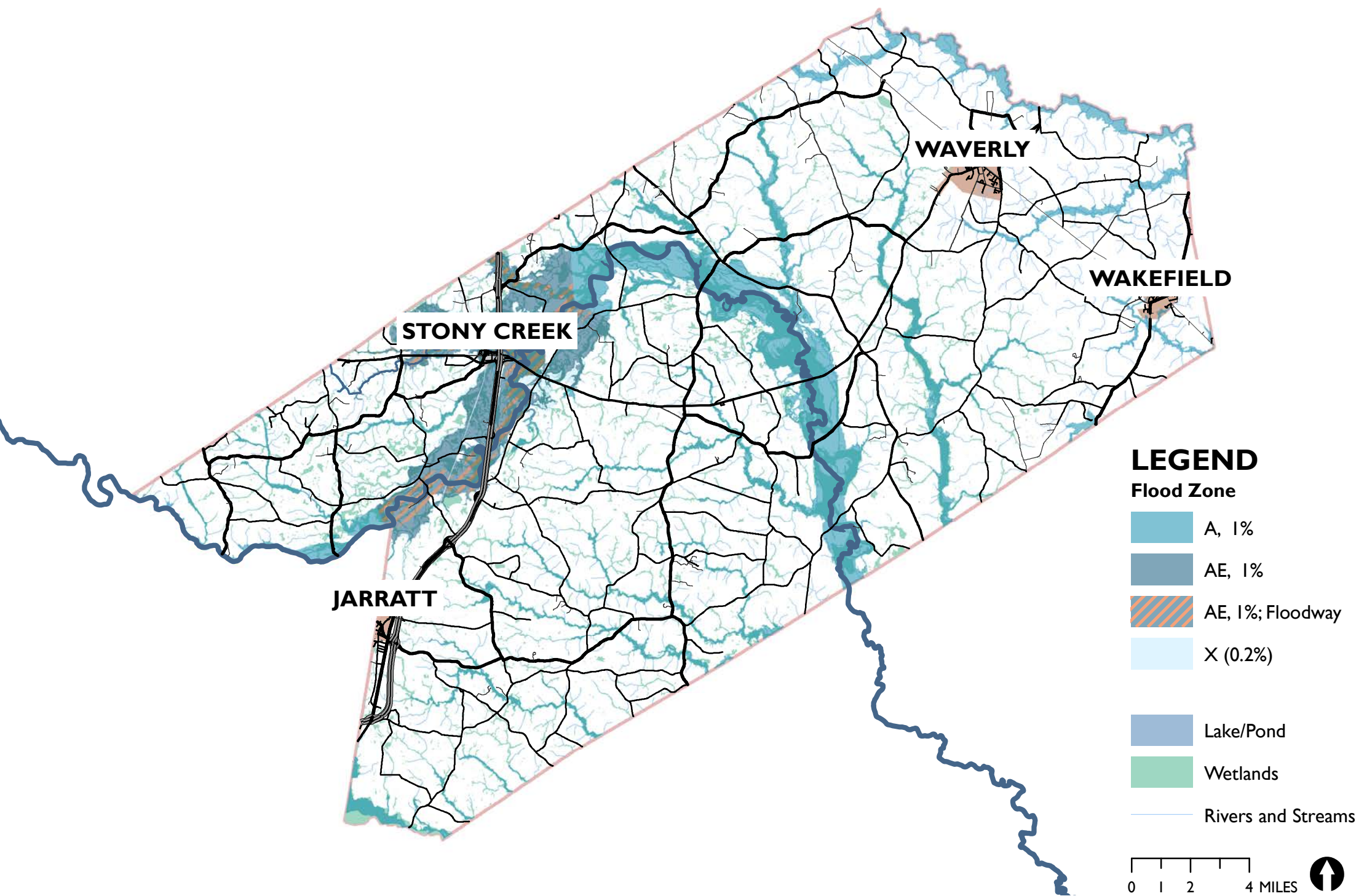
Much of the floodplain is designated as 100-year floodplain by FEMA's National Flood Insurance Program (NFIP). However, riverbank flooding that will impact potential access points begins well before 1% flood peak discharges are reached.

Upstream of Stony Creek, the 100-year floodplain is also designated as floodway. Development within floodways requires obtaining a no-rise certificate to demonstrate the project will not increase the river's flood risk.

The presence of wetlands can complicate developing public access points. Wetland disturbances should be avoided whenever possible for ecological, regulatory and permitting, and cost reasons. However, some level of impact and mitigation may be unavoidable.

The Nottoway River's ecological diversity and status as a hotspot for protected, endangered, and threatened species may complicate construction efforts if these species are found on a prospective site. Permitting and compensatory actions for wetland disturbance add to project costs and timelines.

This report utilized publicly available GIS data to access topography, flood risk, and potential wetland presence. Official topographic surveys, engineering studies, biological surveys, and wetland delineations may be required in the permitting process.



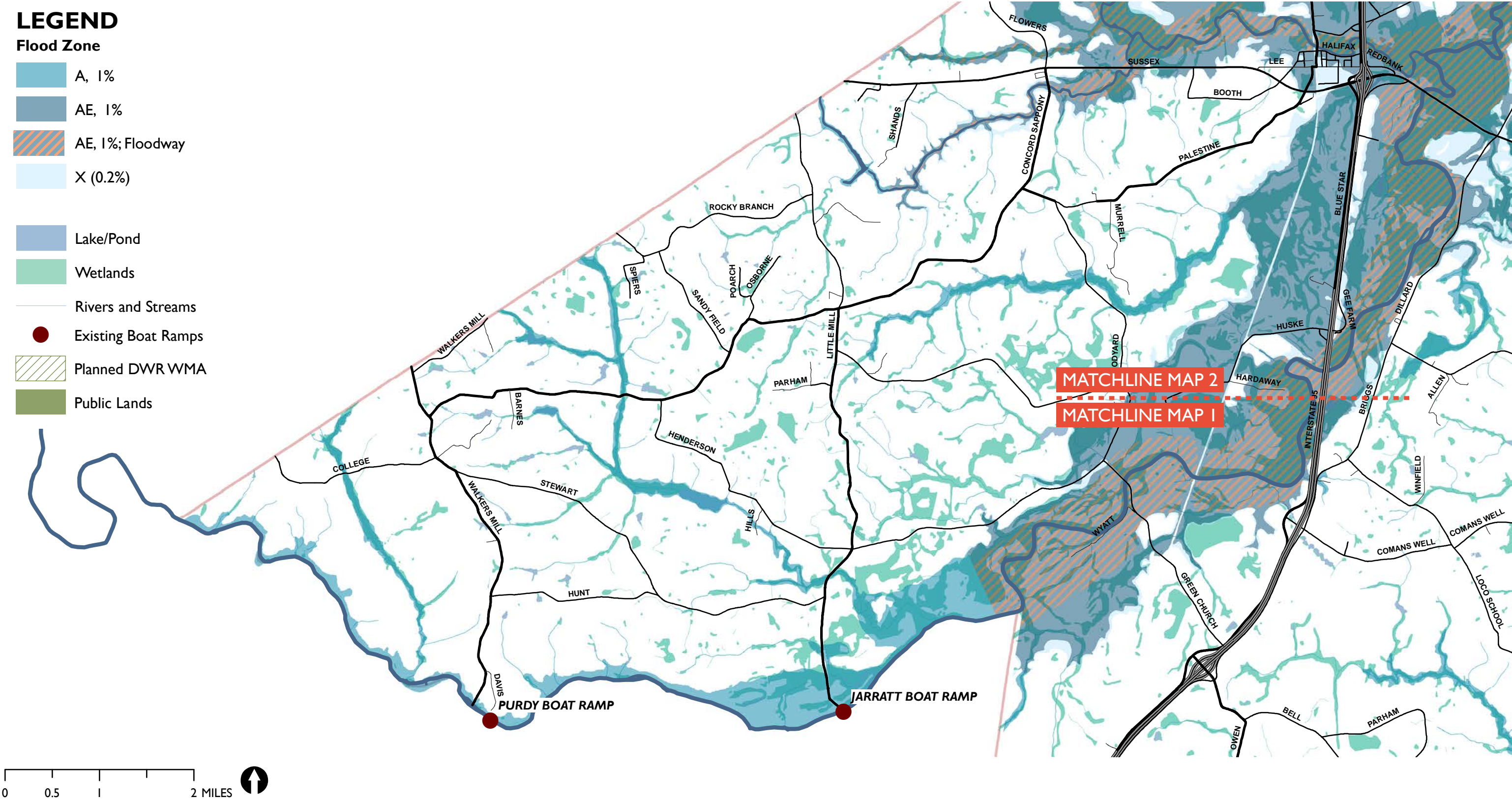
Inset Map 1

LEGEND

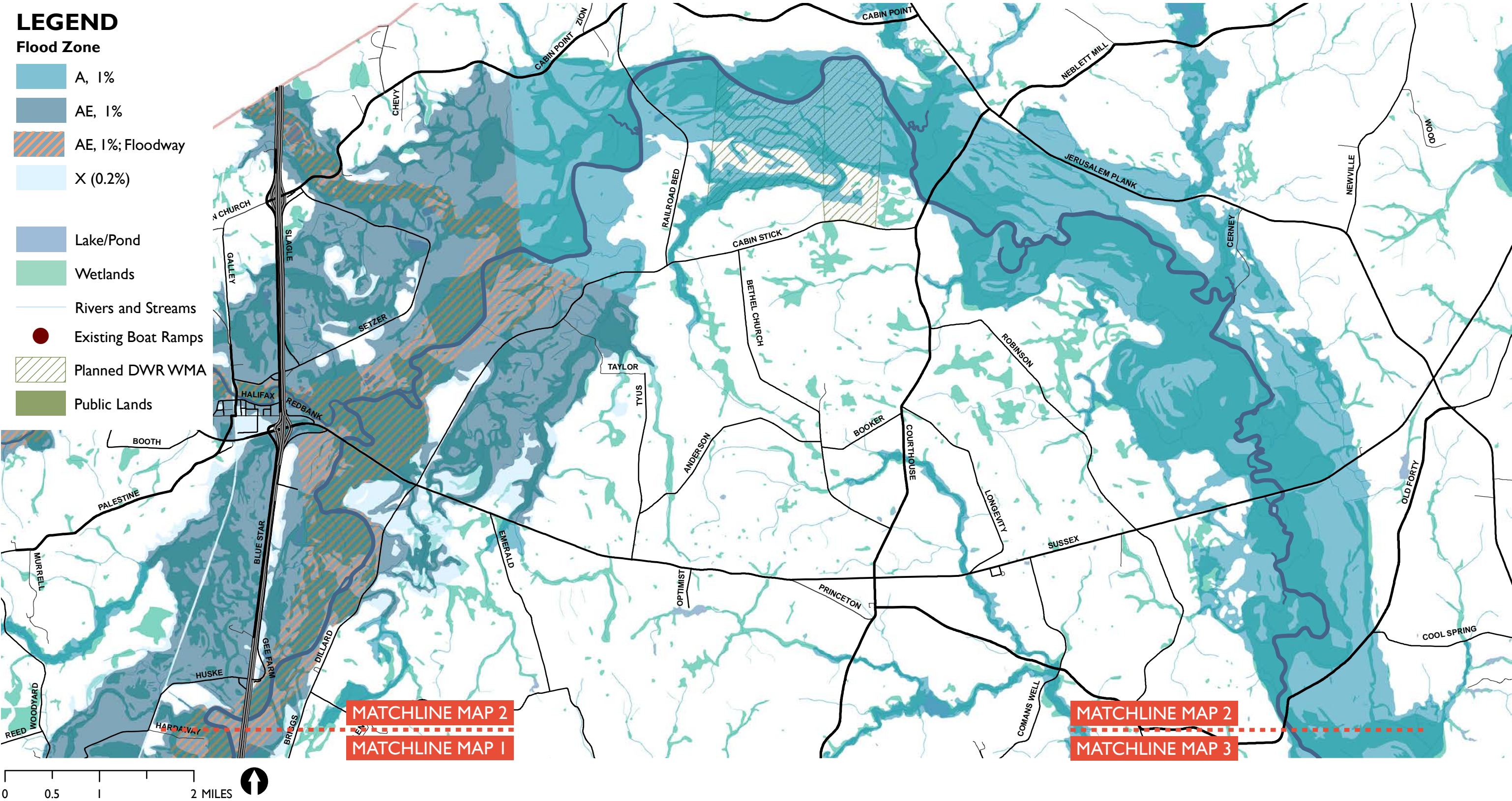
Flood Zone

- A, 1%
- AE, 1%
- AE, 1%; Floodway
- X (0.2%)

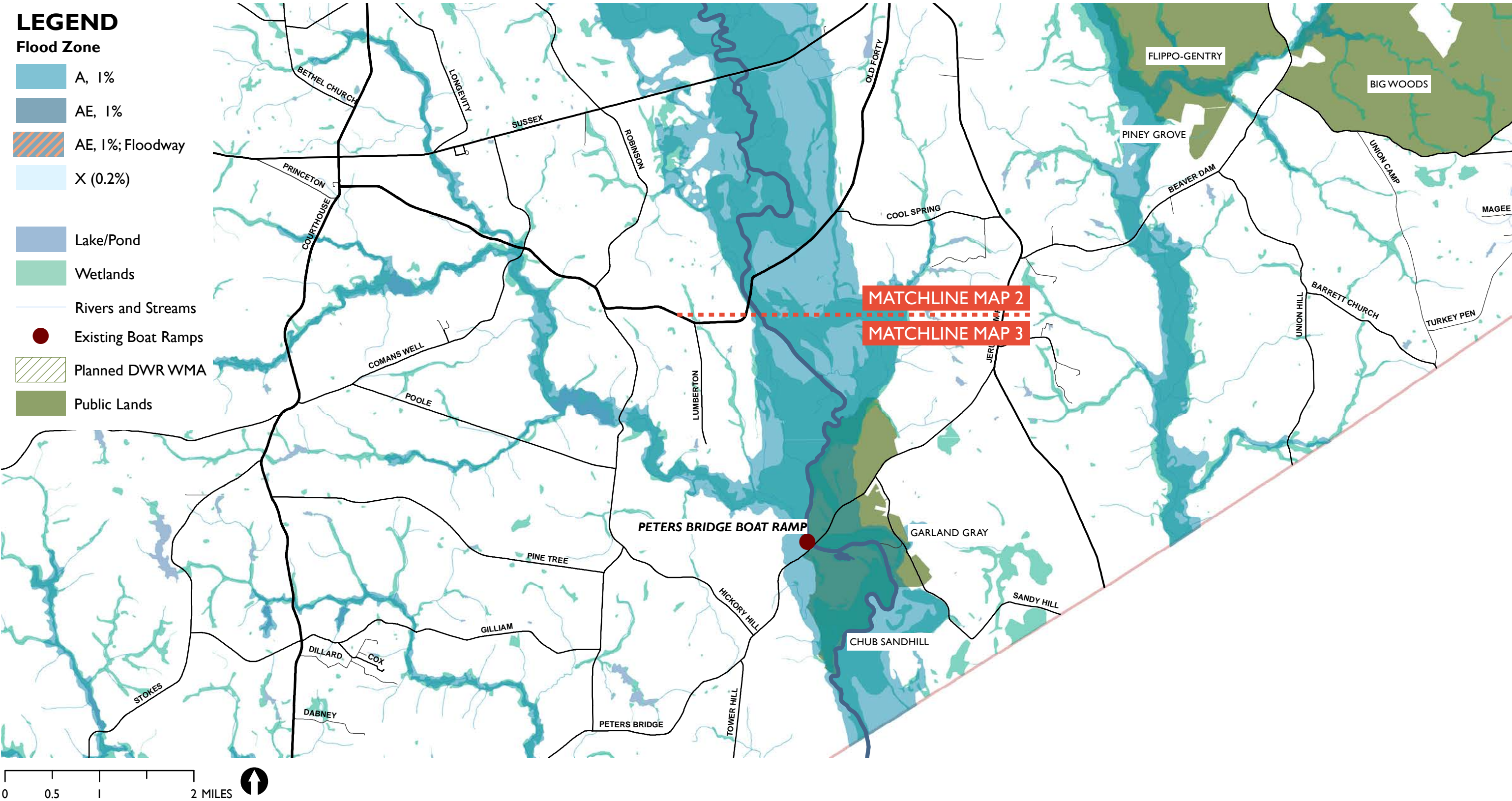
- Lake/Pond
- Wetlands
- Rivers and Streams
- Existing Boat Ramps
- Planned DWR WMA
- Public Lands



Inset Map 2



Inset Map 3



Access Point Identification and Prioritization

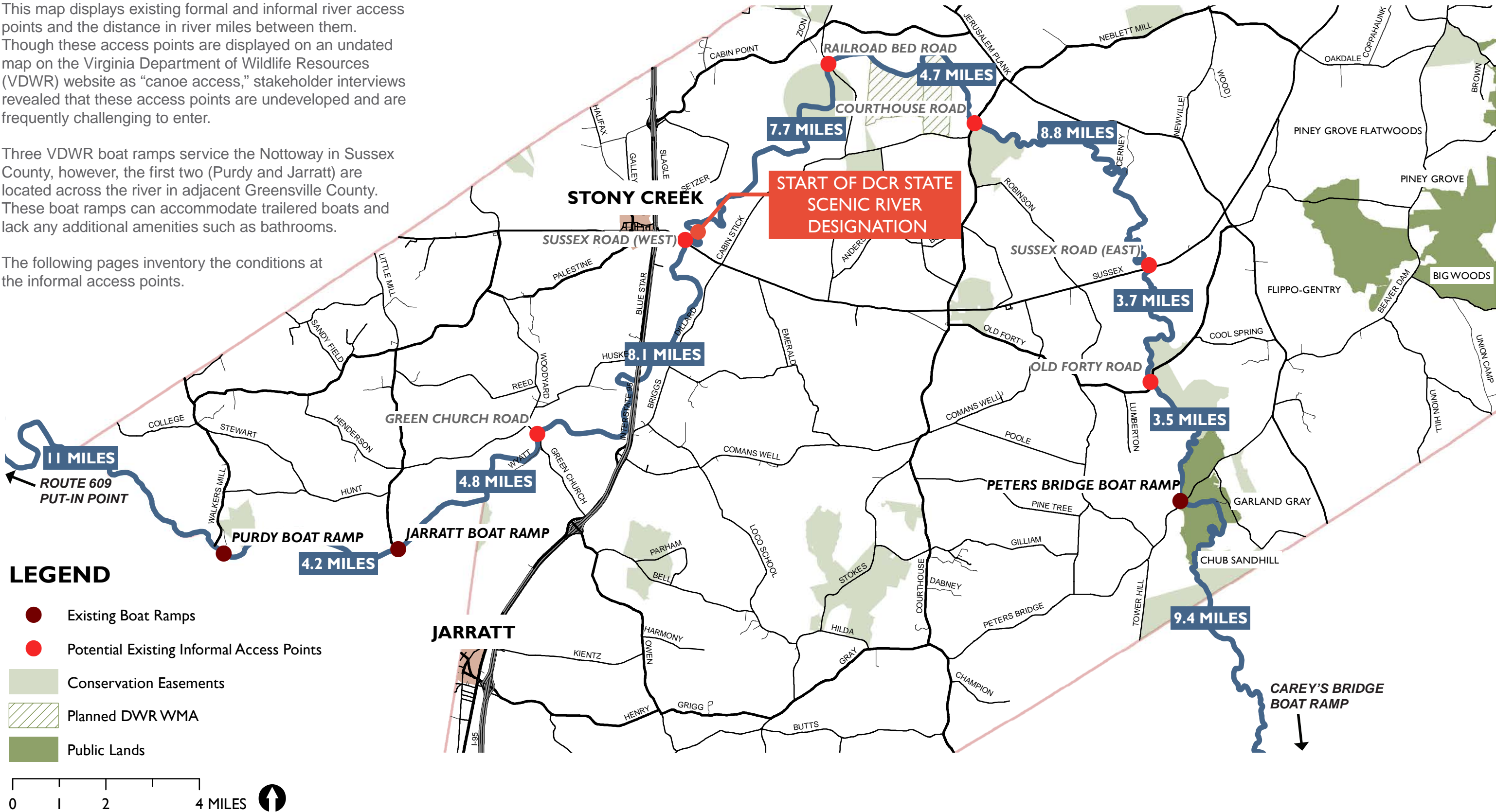
- Existing System
- Variables to Consider When Planning For River Access
- Existing Access Point Inventory
- Access Point Analysis
- Analysis Conclusions

Existing System

This map displays existing formal and informal river access points and the distance in river miles between them. Though these access points are displayed on an undated map on the Virginia Department of Wildlife Resources (VDWR) website as “canoe access,” stakeholder interviews revealed that these access points are undeveloped and are frequently challenging to enter.

Three VDWR boat ramps service the Nottoway in Sussex County, however, the first two (Purdy and Jarratt) are located across the river in adjacent Greenville County. These boat ramps can accommodate trailered boats and lack any additional amenities such as bathrooms.


The following pages inventory the conditions at the informal access points.



Variables to Consider When Planning For River Access

This report evaluated areas where existing public roads cross the Nottoway as potential river access sites. Limiting the roadway length required to reach the river reduces construction impact and costs. In addition, some transportation grants for VDOT bridge maintenance can be utilized to fund public river access projects. In many cases, these areas are already being informally used for access.

The five variables on the right are site characteristics to consider when developing river access points. The following pages inventory the existing conditions at the potential access sites. In the final pages of this section, the sites are compared across these five variables within a prioritization matrix to identify which two access points should be developed as Phase One of the Nottoway River Blueway.



ESTIMATED PADDLE TIME

An average person in a non-motorized watercraft can paddle approximately 2 miles per hour. This speed can vary based on currents, water levels, direction of travel (upstream or downstream), and ability level.

Paddling speed directly influences the River Interconnectivity ranking. This figure was used to estimate travel times between two points and can be found on each access point analysis page.



River Interconnectivity

Interconnectivity was evaluated for all potential access points in terms of their relative distance from other existing - or proposed - access points. This ranking was derived by assessing each access point’s potential number of paddle trips that could be created in conjunction with all other access points. High interconnectivity creates more opportunity for one-way, downstream trips, which are preferred by river paddlers. Though the master plan anticipates small motorcraft may also utilize future access points, they are not as constrained by distance or travel direction, and thus are not considered within this metric.



Flood Risk

Flood Risk was evaluated based on the Federal Emergency Management Agency Flood Insurance Rate Maps and the likely elevation of potential site infrastructure such as parking lots relative to the river. “High” risk was assigned to sites at lower elevations relative to the river or those located within the 100-year floodplain or floodway. Frequent flooding increases the need for resilient materials and more frequent maintenance.




Land Ownership

Land Ownership was evaluated based on whether the access point resides on publicly or privately owned land. Publicly owned land is preferred. Lands located within easements such as bridge access easements are also considered publicly owned lands for the purposes of this study.



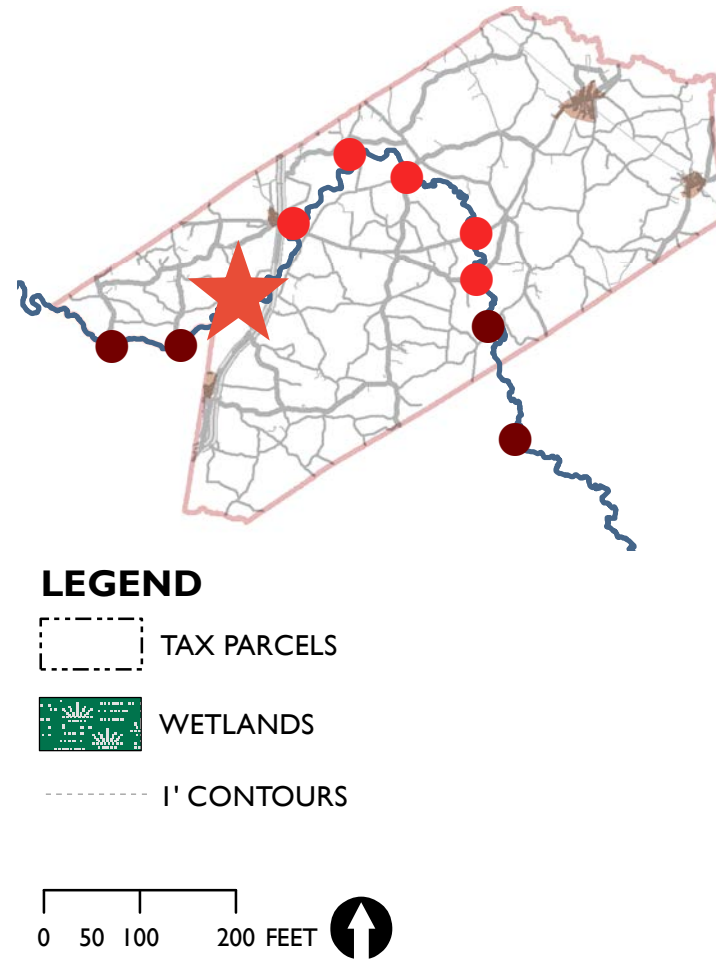
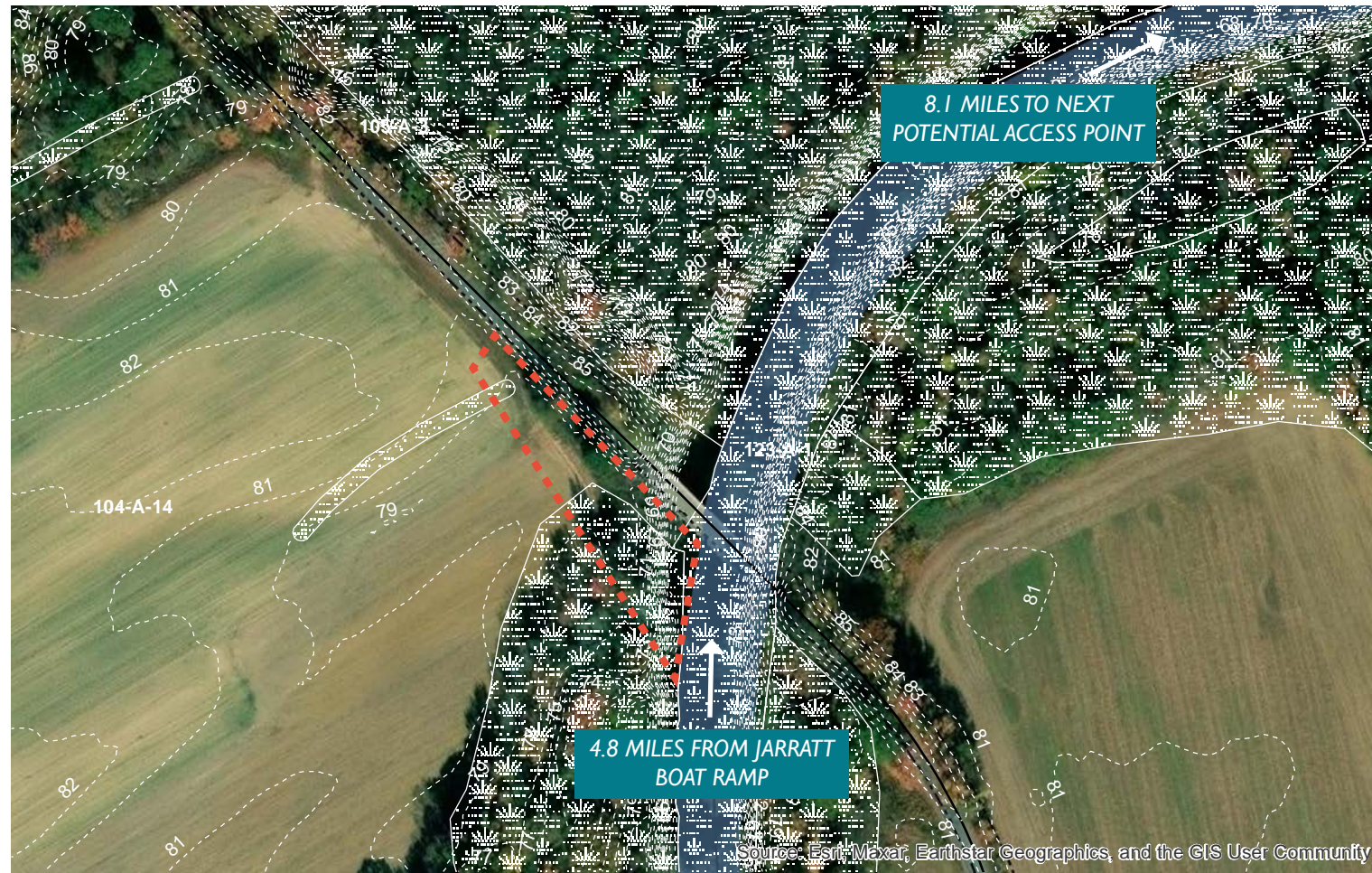
Cost of Development

Cost of Development was evaluated based on site variables such as topography, potential driveway distance, and wetland disturbance potential. Sites with a relatively “low” Cost of Development may require less engineering of the site or lack regulatory hurdles, and are preferred over sites with a relatively “high” Cost of Development.



Proximity

Values of “Good,” “Fair,” and “Poor” have been assigned to sites based on their respective distance to nearby towns. Access points closer to population centers are opportunities that may confer health and quality of life improvements for residents. Amenities such as dining, fuel, and emergency services foster a positive river tourism or recreation experience, and as river usage increases, may spur the economic development of additional amenities.



Existing Access Point Inventory

GREEN CHURCH ROAD

- Fair
- High (Floodway)
- Private
- Moderate
- Good

OBSERVATIONS

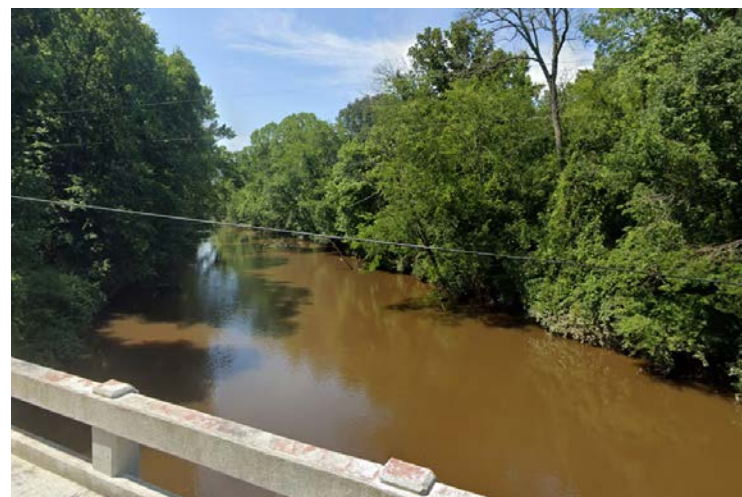
Stakeholder interviews indicated that boats can be launched from this area with landowner permission, but the river banks are very slick and difficult to traverse in their current unimproved state.

This access point is convenient as a take-out point for paddlers originating from the existing Jarratt Boat Ramp. Downstream of this location, the Nottoway meanders for miles in the vicinity of busy Interstate 95 before reaching Stony Creek, limiting the utility of this access point as a starting point on a river journey.

This access point is located within the floodway, which will require additional engineering study to develop. However, this site appears to be slightly higher relative to the river and may have fewer wetlands present.



On the south side of the bridge, road shoulders are narrow and the banks are forested.



View upstream from bridge.



On the northwest side of the bridge, a farm field and dirt access road gently slope from the roadway toward the river.

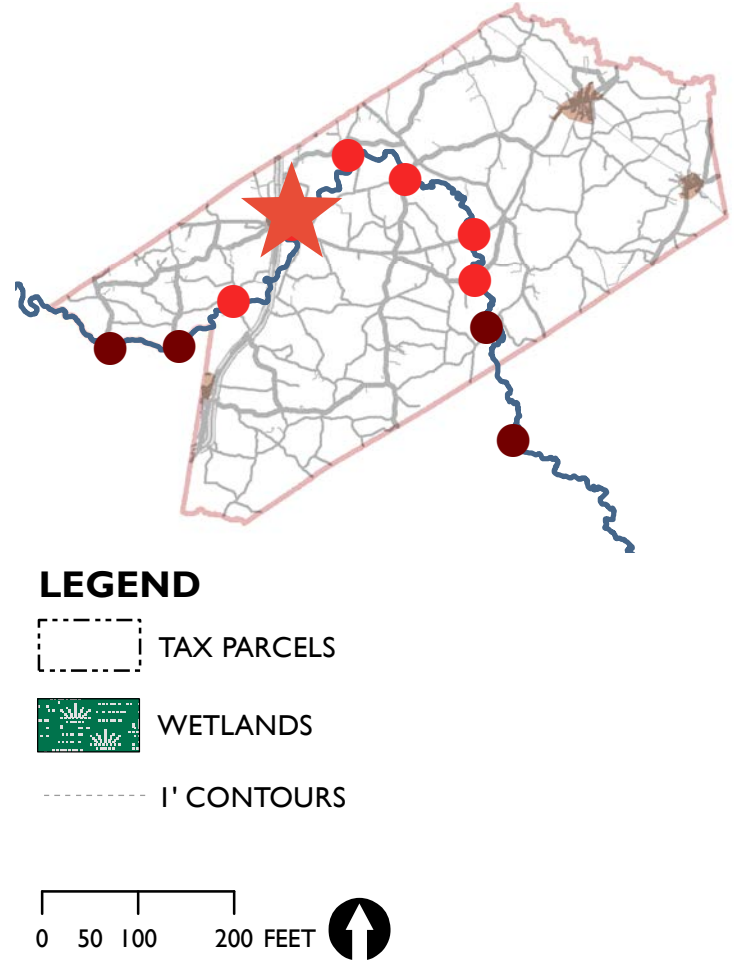
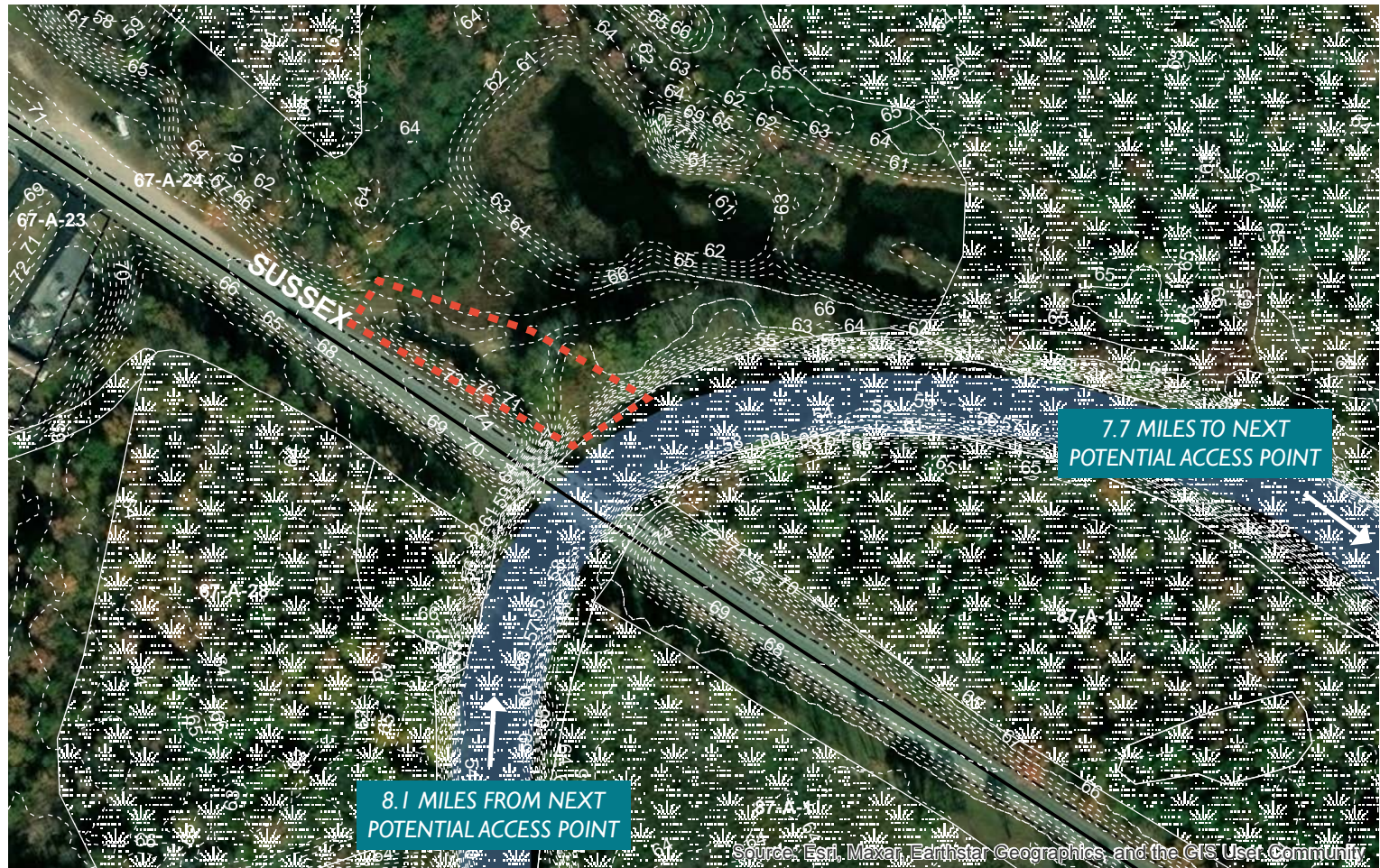
PADDLE TIME

Next potential access point:
4 hours downstream

Next existing access point:
18 hours downstream

DID YOU KNOW?

Just downstream of this site, where the railroad bridge crosses the river, the Battle of White Bridge took place here on May 5, 1864. Union troops were successful in burning the railroad bridge despite Confederate attempts to defend it. Fort Nottoway still stands about a quarter mile north of the river.



Existing Access Point Inventory

SUSSEX ROAD (RT. 40) WEST

- Fair
- High (Floodway)
- Private
- Moderate
- Good

OBSERVATIONS

This access point has several appealing qualities, foremost being its proximity to Stony Creek and the potential to foster river tourism within the town. To the south of Route 40 on Gee Farm Road is an existing VDOT Park & Ride lot that perhaps could be coordinated as parking for blueway users or a river outfitter shuttle waiting area.

Despite this site's location within the floodway, the elevation at which a parking lot could be situated on this site is higher than other potential access points analyzed. Additional engineering study would be required to ascertain the site's flood risk.

Route 40 has extended guardrails on both sides and parking is currently prohibited on the shoulder and bridges, unlike many of the access point sites located on quiet rural roads, limiting current access to only by landowner approval. Future landowner coordination would be needed to negotiate public access at this site.



View toward east, with a private access road leading toward the river.



View downstream from bridge.



Though Route 40's road shoulders are wide, parking on the bridge is prohibited. Due to steep drop offs to the east of the bridge, guardrails extend along the roadside for an extended distance.

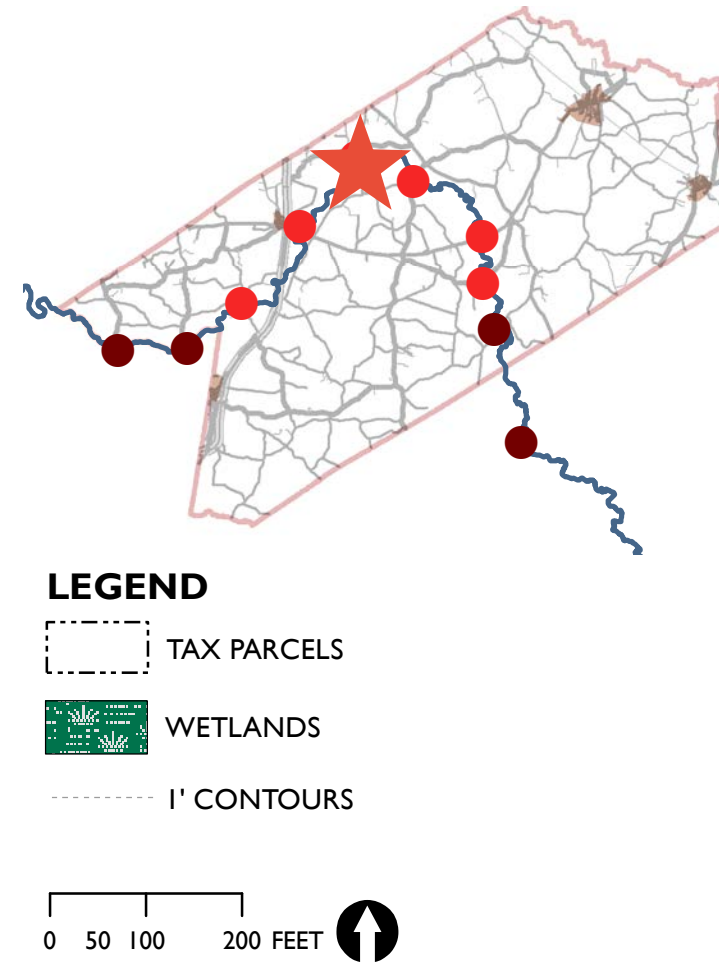
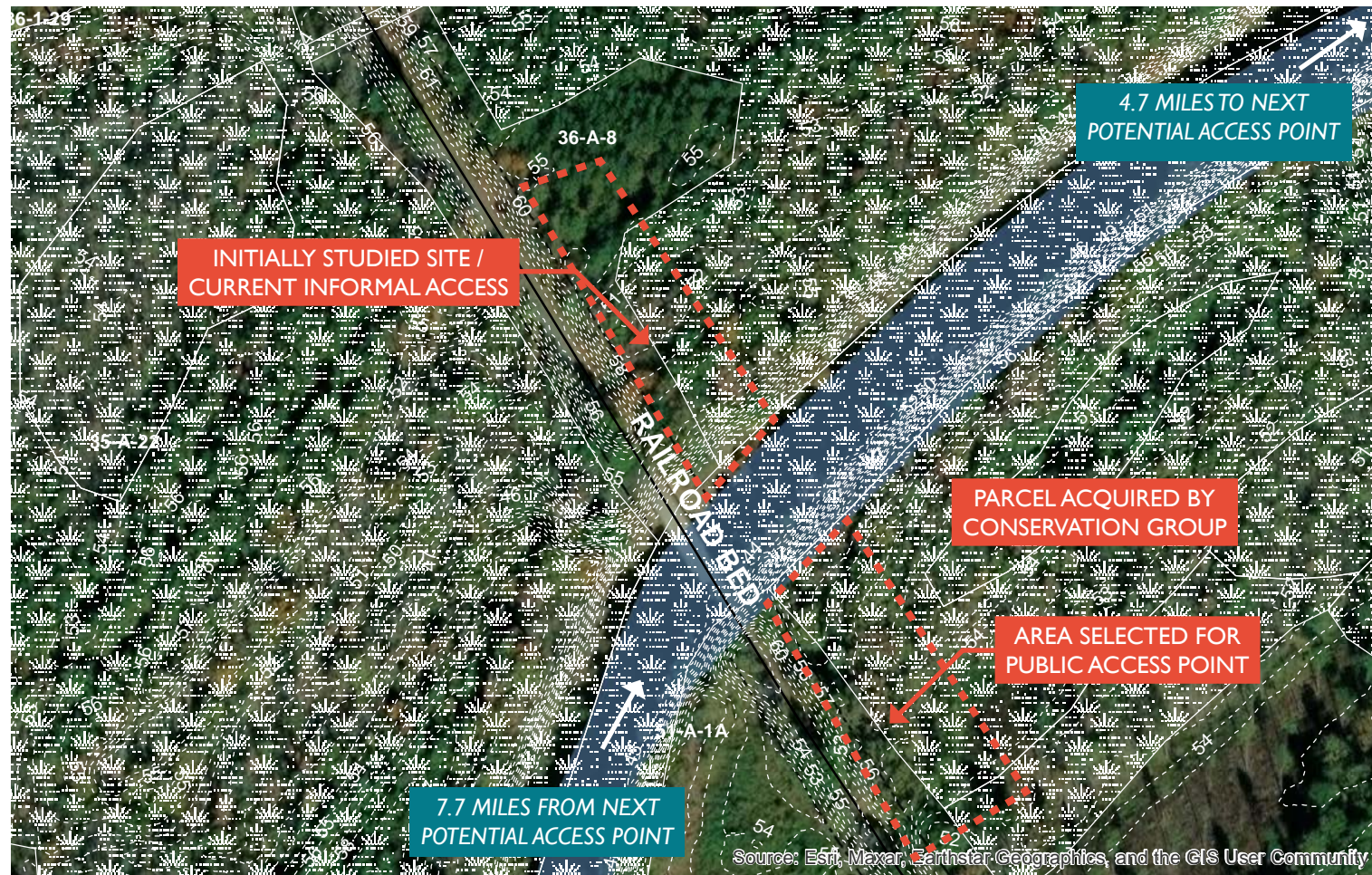
PADDLE TIME

Next potential access point:
4 hours downstream

Next existing access point:
14 hours downstream

DID YOU KNOW?

The Nottoway State Scenic River designation currently extends from this point on Route 40 until its confluence with the Blackwater and Meherrin Rivers.



Existing Access Point Inventory

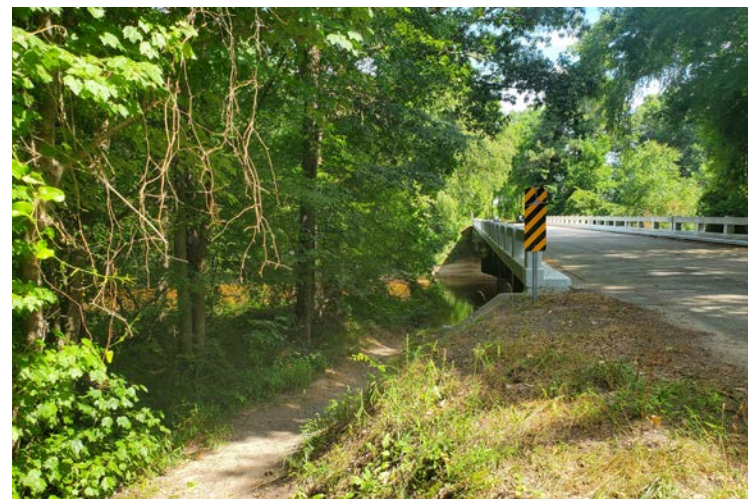
RAILROAD BED ROAD

- Good
- Moderate
- Conservation Easement Planned
- Low
- Fair

OBSERVATIONS

A highly used “informal” access points, a moderately sloping trail leads from the northeast of the bridge down to a sandbar. Vehicles park on the shoulders near the bridge, accommodating several cars. Several families were observed swimming and fossil hunting. Stakeholders reported that the river segment downstream is one of the best in the county for paddlers - with a good river depth, an easy to portage sandy riverbed, and wide enough to navigate fallen trees.

Note: While this report was being prepared in Summer-Fall 2024, and after site analysis had concluded, a land conservation entity purchased the parcel on the opposite bank of the Nottoway River across from the analyzed site on this page. The new owner intends to place a conservation easement and allow for public river access. Developing a boat launch on the newly conserved site became a priority for the master plan.



A moderately steep informal path on the northeast side of the river leads to a small sandbar popular for river access.



Visitors currently use road shoulders for parking.



The view looking upstream from the Railroad Bed Road Bridge.

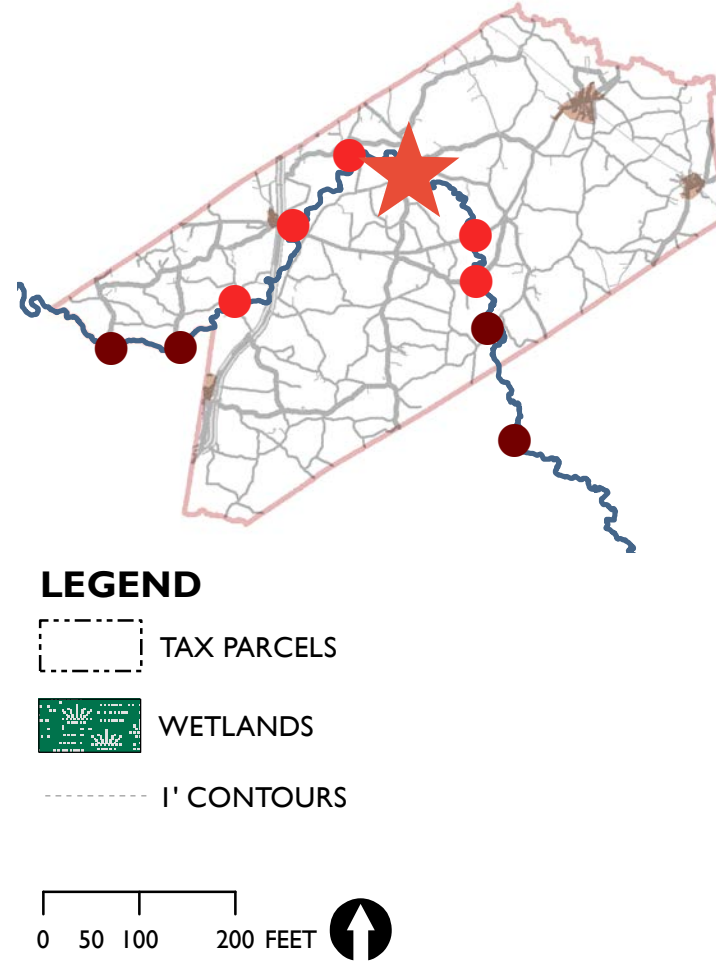
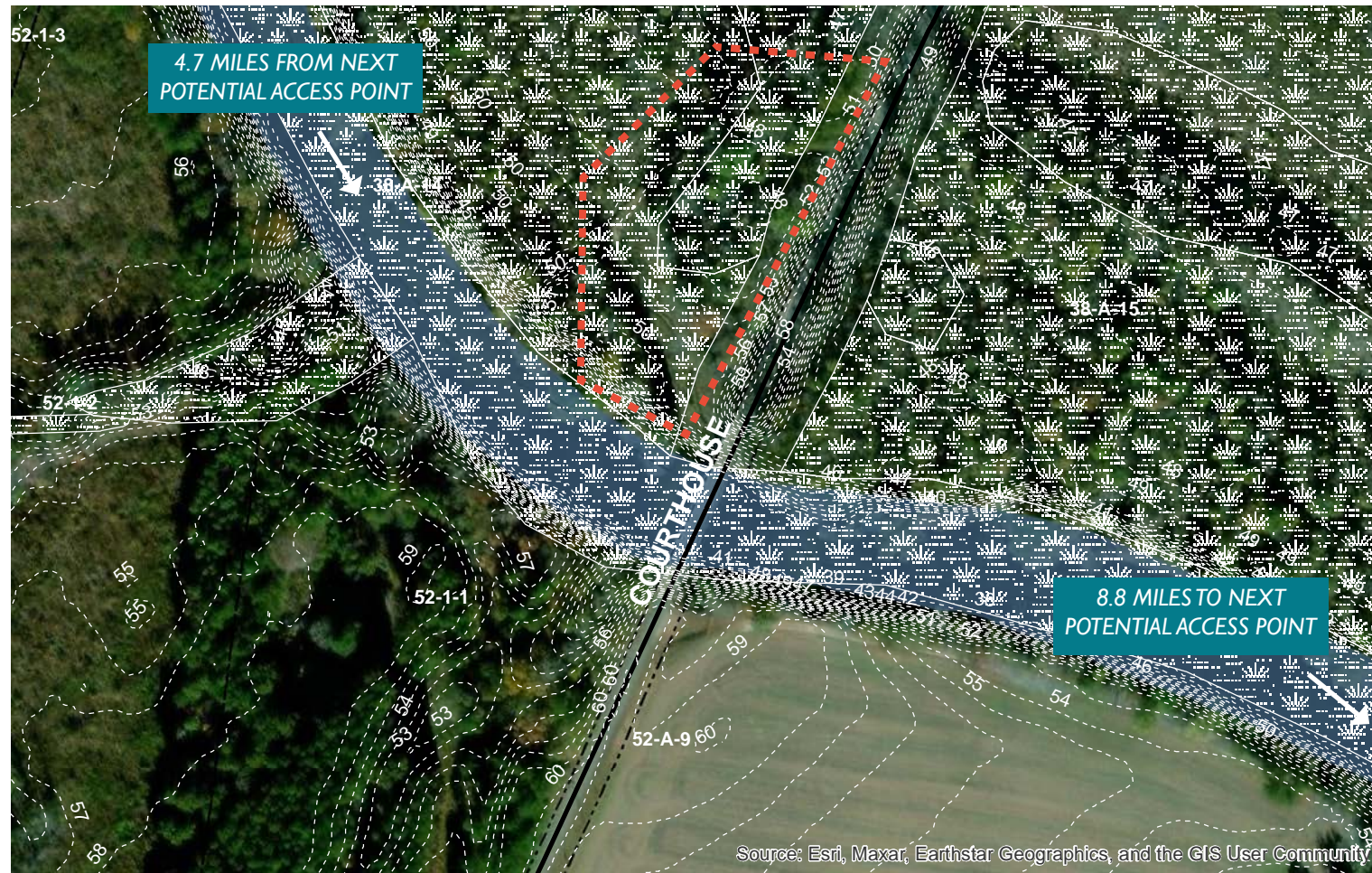
PADDLE TIME

Next potential access point:
2.5 hours downstream

Next existing access point:
10.5 hours downstream

DID YOU KNOW?

Railroad Bed Road is named after the West Hope Branch of the Surry, Sussex & Southampton Railroad, a narrow-gage railroad used for logging, that once ran on or beside this road.



Existing Access Point Inventory

COURTHOUSE ROAD

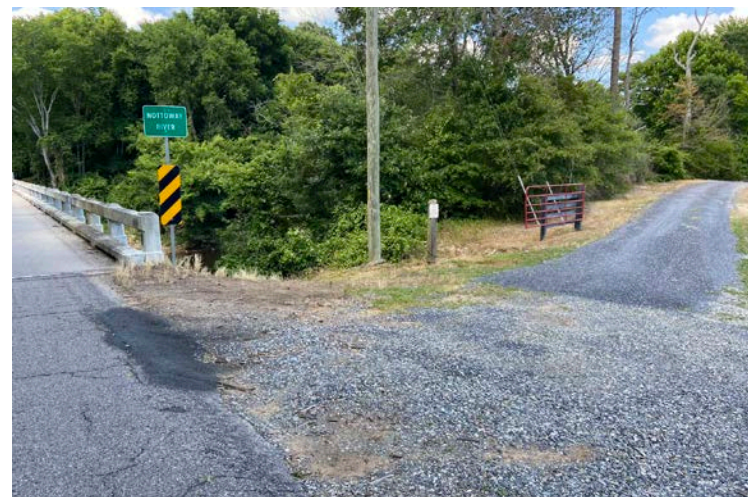
- Good
- Moderate
- Utility Easement
- Low
- Fair

OBSERVATIONS

A typical takeout point for paddlers starting at Railroad Bed Road, this bridge features two informal existing access points. To the southeast of the bridge, a steep, near vertical trail descends to the river, aided sometimes by a climbing rope. To the northwest, a utility easement provides river access. Though vehicle access to the river was once possible via an access road along the utility easement, flooding has made this roadway impassible.

A portion of the northwest parcel may contain a VDOT right of way easement that follows a former bridge alignment. This may have been recorded as a gift of open space when transferred to the County. The County is investigating this parcel to determine the status of this easement.

From Courthouse Road to Route 40, the river narrows and tends to be obstructed by fallen trees, making this location a better take-out than put-in spot.



Limited shoulder parking appears to exist to the southeast of the river.



An informal and extremely steep trail to the river.



An old VDOT right of way on the northwest side of the river overlaps with a utility easement.

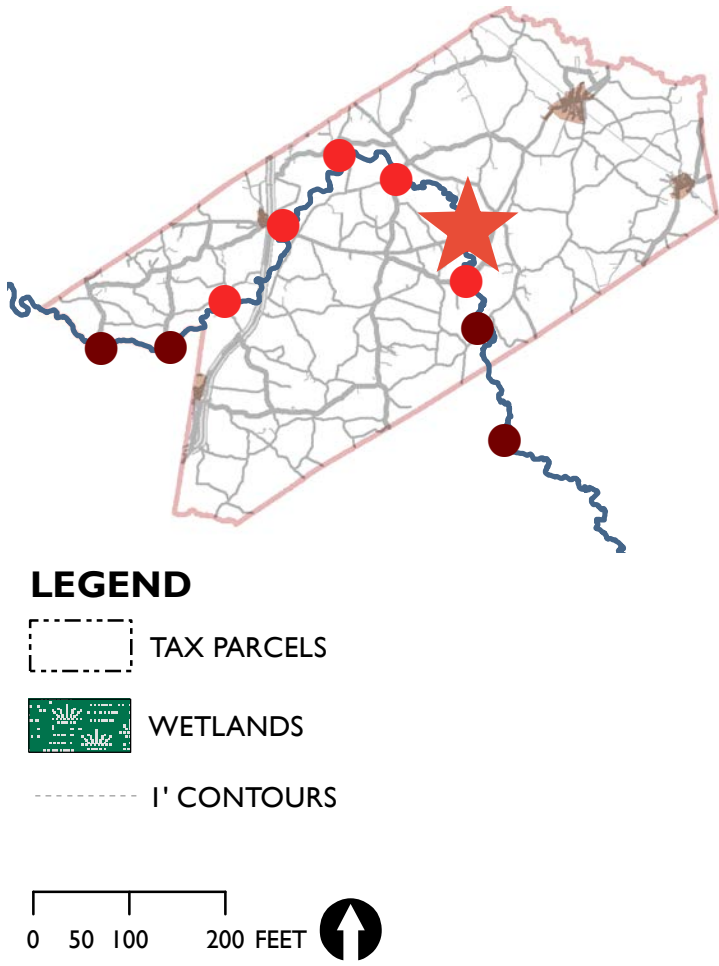
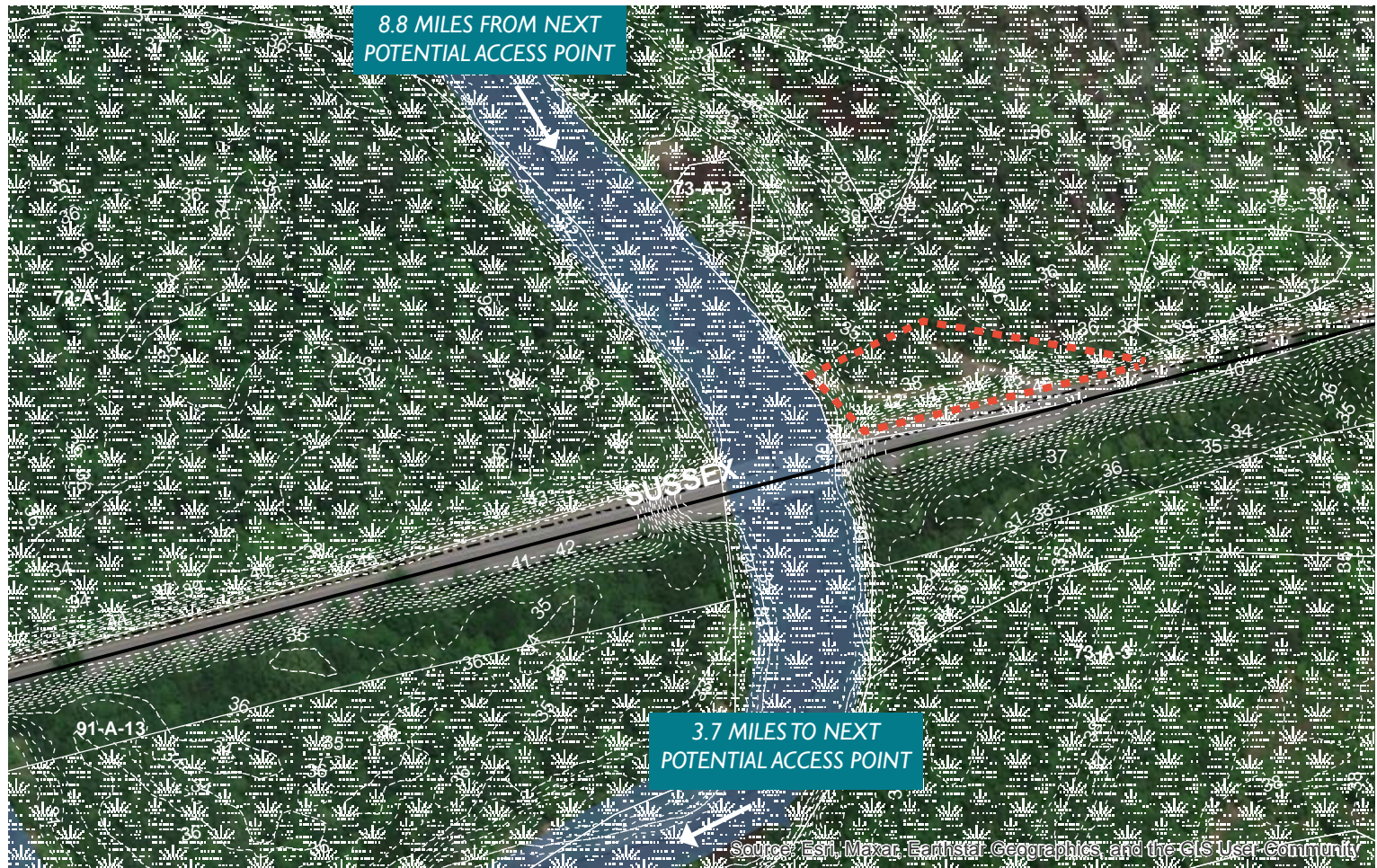
PADDLE TIME

Next potential access point:
4 hours downstream

Next existing access point:
8 hours downstream

DID YOU KNOW?

In September 1865, the Confederates herded 2,500 cattle south across the Nottoway River at this site during the “Beefsteak Raid” against the Union.



Existing Access Point Inventory

SUSSEX ROAD (RT. 40) EAST

- Excellent
- High
- Private
- High
- Fair

OBSERVATIONS

Route 40 in this location is raised high above the surrounding extensive wetlands, making this location more challenging for development. The elevations here relative to the river are lower than many of the other access points studied. However, this access point is located closest to the Town of Waverly, approximately 10-15 minutes east.

As with the Route 40 site further west, the road shoulders here are wide enough for parking, but parking is not permitted on the bridge.

The river upstream from this location is narrow and tends to be obstructed by fallen trees, limiting the utility of developing access here. Downstream, however, Peters Bridge Boat Ramp is within a half-day's paddle.

To the northeast of the bridge, a private access road leads towards the river. Its condition is unknown.



View towards east shows steep banks protected by guardrails on both sides with limited access to the river.



The bridge's shoulders are wide enough for vehicles; however, parking is prohibited.



View toward west shows a private access road leading toward river through a very swampy area.

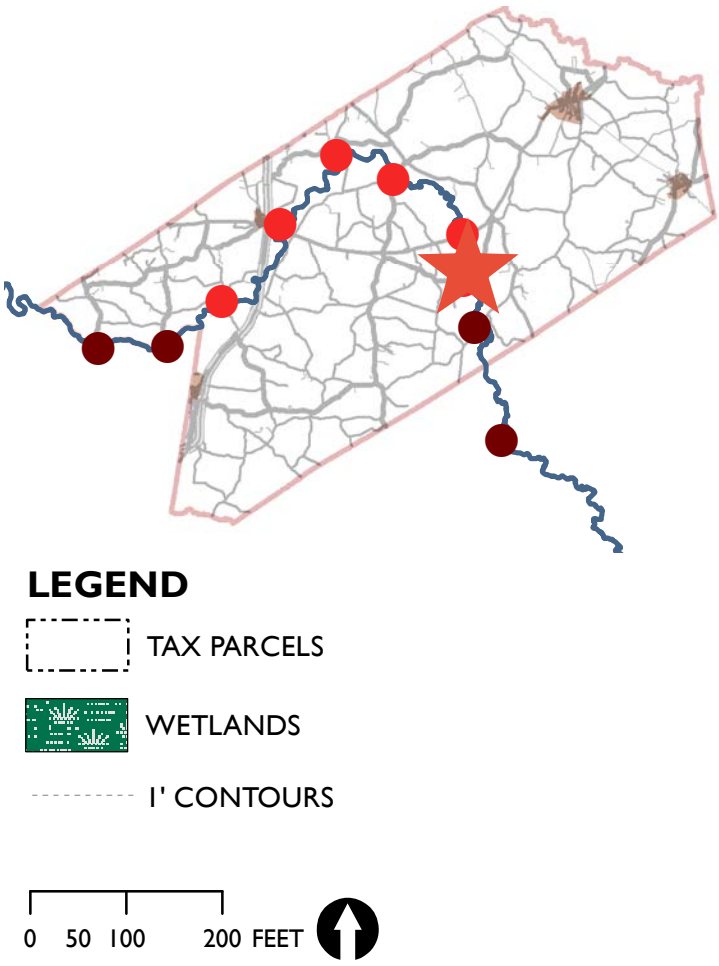
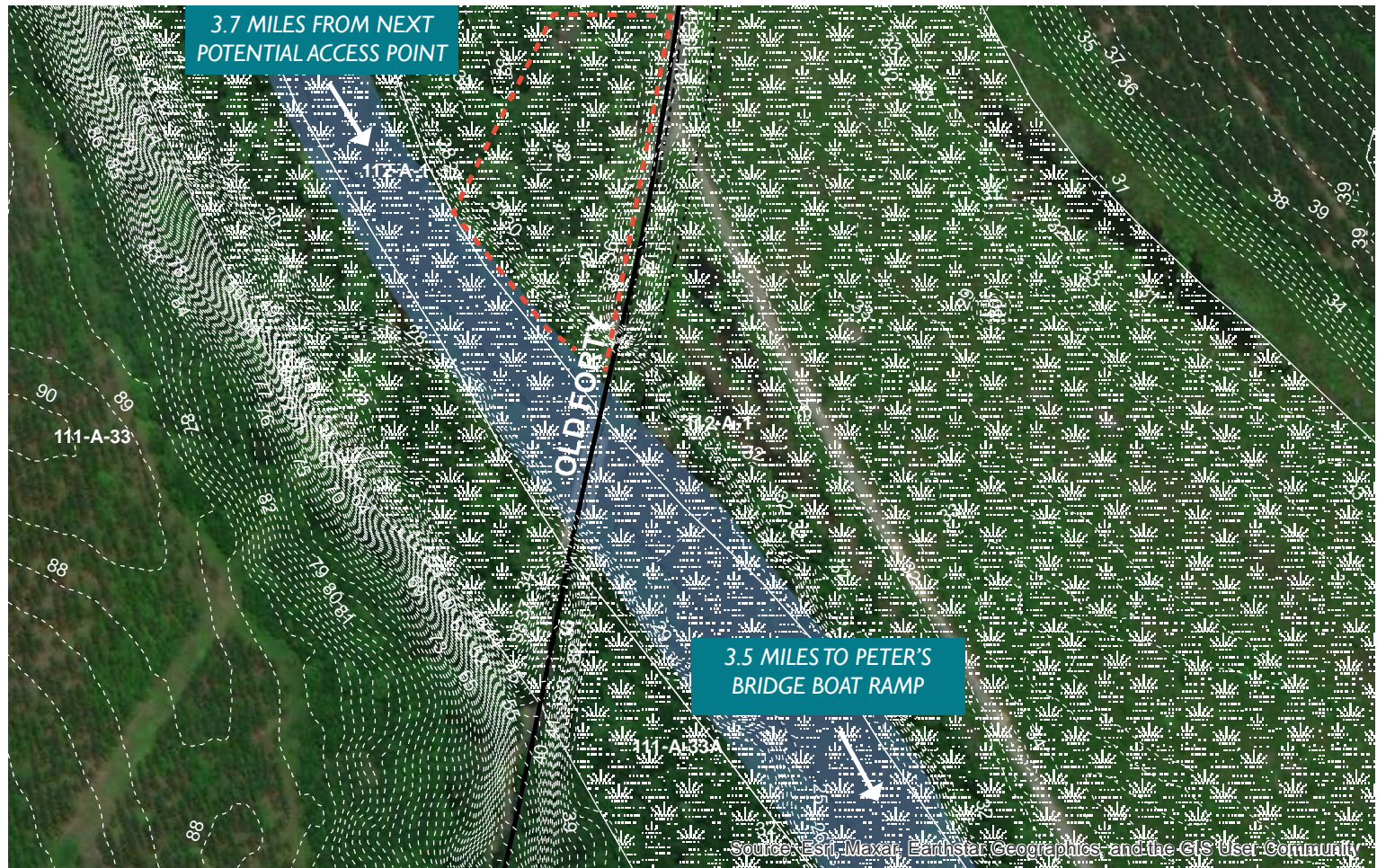
PADDLE TIME

Next potential access point:
2 hours downstream

Next existing access point:
4 hours downstream

DID YOU KNOW?

The Blackwater, Nottoway, and Meherrin Rivers Atlas notes a large deposit of fossil shells downstream of this location. One of the most common finds on the Nottoway is the official state fossil, *Chesapecten jeffersonius*, the shell of a giant scallop that can reach up to 11 inches wide.



Existing Access Point Inventory

OLD FORTY ROAD

- Good
- High
- Private
- High
- Fair

OBSERVATIONS

Old Forty Road is elevated above the surrounding wetlands, but the road shoulders are wide enough to allow for parking. The river bank here is slick and steep. The grade change between the road and adjacent land is significant, and the lowlands here have a lower elevation relative to the river than other sites, indicating this area floods more frequently.

On the upstream side of the bridge, a power line easement cuts through the woods on both banks of the river along what appears to be a former alignment of Old Forty Road. This easement should receive future study for its potential for public access along that easement.



The road shoulder to the south of the bridge accommodates informal parking.



View upstream from the bridge.



View looking south toward bridge showing the power line easement.

PADDLE TIME

Next existing access point:
2 hours downstream

DID YOU KNOW?

Downstream of this point, bald cypresses and the distinctive “knees” of their root system become a prevalent feature on the Nottoway River.

Access Point Analysis



This rubric assesses the interconnectivity between existing and proposed access points by river distance. An average paddle speed is approximately 2 miles per hour. In another river’s blueway master plan process found that river users prefer paddling trips of 2-3 hours (4-6 miles).

- LEGEND**
- Half Day Trip** 3-8 miles
 - Full Day Trip** 8-16 miles
 - Multi-Day Trip** 16+ miles

Mile Marker	Access Point Name	Purdy Boat Ramp	Jarratt Boat Ramp	Green Church Road	Sussex Road / Rt. 40 (West)	Railroad Bed Road	Courthouse Road	Sussex Road / Rt. 40 (East)	Old Forty Road	Peters Bridge Boat Ramp
0	Purdy Boat Ramp		4.2	9	17.1	24.8	29.5	38.3	42	45.5
4.2	Jarratt Boat Ramp	4.2		4.8	12.9	20.6	25.3	34.1	37.8	41.3
9	Green Church Road	9	4.8		8.1	15.8	20.5	29.3	33.0	36.5
17.1	Sussex Road / Rt. 40 (West)	17.1	12.9	8.1		7.7	12.4	21.2	24.9	28.4
24.8	Railroad Bed Road	24.8	20.6	15.8	7.7		4.7	13.5	17.2	20.7
29.5	Courthouse Road	29.5	25.3	20.5	12.4	4.7		8.8	12.5	16
38.3	Sussex Road / Rt. 40 (East)	38.3	34.1	29.3	21.2	13.5	8.8		3.7	7.2
42	Old Forty Road	42	37.8	33	24.9	17.2	12.5	3.7		3.5
45.5	Peters Bridge Boat Ramp	45.5	41.3	36.5	28.4	20.7	16	7.2	3.5	

Access Point Analysis



Building off of the previous table, this table tallies the half and full day trips available from each access point. Access points offering multiple half day trips should be prioritized for being more accessible to beginners, paddlers with limited time, and those who prefer to take breaks for picnicking, swimming, and other activities.

LEGEND	
Excellent	At least 2 half and 2 full day trips
Good	At least 1 half and 3 full day trips
Fair	Some half and full day trips, but mostly multi-day trips

Mile Marker	Access Point Name	Half Day Trips	Full Day Trips	Multi-Day Trips	Overall Interconnectivity Ranking
0	Purdy Boat Ramp	1	1	6	(Existing)
4.2	Jarratt Boat Ramp	2	1	5	(Existing)
9	Green Church Road	1	3	4	Good
17.1	Sussex Road / Rt. 40 (West)	1	3	4	Good
24.8	Railroad Bed Road	2	2	4	Excellent
29.5	Courthouse Road	1	3	4	Good
38.3	Sussex Road / Rt. 40 (East)	2	2	4	Excellent
42	Old Forty Road	1	2	5	Fair
45.5	Peters Bridge Boat Ramp	2	1	6	(Existing)

Note: This table only calculates trips between two access points on the river within Sussex County.

Access Point Analysis



Flood Risk

As discussed in the hydrology section, the Nottoway River floods frequently due to its broad floodplain and large watershed. **All potential access locations face some degree of flood risk.** However, some locations face more frequent flooding than others. This chart assesses the likely elevation of site infrastructure (for example: parking lot, information kiosks, seating areas) relative to the river elevation. Ramps, paths, or stairs down to the river from the parking lot are likely to be even more frequently inundated.

LEGEND

Lower Risk

Moderate Risk

High Risk

The highest elevations of sites assessed.

Roughly equivalent to the elevation at Peters Bridge

The lowest elevations of sites assessed

Mile Marker	Name	100 Year Base Flood Elevation (FEMA)	Lowest Bank Elevation	Road Elevation	Minor Flooding Elevation*	Likely Infrastructure Elevation	Infrastructure Feet Above Lowest Bank Elevation
9	Green Church Road	86.5	66	85	79	79	13
17.1	Sussex Road / Rt. 40 (West)	71.5	54	73	67	67	13
24.8	Railroad Bed Road	n/a	43	61	56	54	11
29.5	Courthouse Road	n/a	38	59	51	49	11
38.3	Sussex Road / Rt. 40 (East)	n/a	29	46	42	36	7
42	Old Forty Road	n/a	26	42	39	32	6
45.5	Peters Bridge Boat Ramp	n/a	22	36	35	32 (existing parking lot)	10

**How this value was calculated: FEMA's 100 Year Base Flood Elevation was initially used to assess flood risk; however, this information was not available for all sites, and all sites will be impacted by more minor occurrences of flooding than the 100 year flood event. NOAA's flood determinations were used instead. Assuming that the Nottoway River is on average 2' deep at its centerline, the NOAA minor flooding height of 15 feet will be approximately 13 feet above the lowest bank elevation. LIDAR digital elevation models, from which contour information was derived, cannot map areas under water. The lowest contour shown in the preceding access point inventory maps is thus assumed to be the lowest bank elevation above water.*

All values are approximate and should not be taken as an official determination of a site's flood risk.

Access Point Analysis



This graphic displays NOAA’s reported flood impacts to existing infrastructure benchmarks at different river heights. Minor flooding begins at a river height of 15 feet, however, many of the access point sites will have infrastructure located at points that will be at risk prior to even “minor” flooding. This finding illustrates the importance of investing in materials and surfacing that can endure frequent flood events.

The record flood crest of the Nottoway River in the vicinity of Stony Creek is 23.66 feet and was set in 1940, following deluges associated with an unnamed hurricane. The river has crested above 20 feet 11 times since record keeping started. Minor to moderate flooding of 15-17 feet is a common event, occurring about once or twice per year most years.

River Height
24

22

20

18

16

14

12

10

8

6

4

2

Record
Crest

Major
Flooding

Moderate
Flooding

Minor
Flooding

Potential
Access Point
Infrastructure
Elevations

The concrete boat ramp at Jarratt Boat Ramp is fully inundated.

Lowland flooding begins along Route 40.

Lowlands flood between Stony Creek and Railroad Bed Road

Lowland flooding begins along Route 40.

Jarratt Boat Ramp

Purdy Boat Ramp

Green Church Road

Sussex Road / Rt. 40 (East)

Railroad Bed Road

Courthouse Road

Sussex Road / Rt. 40 (West)

Old Forty Road

Peters Bridge Boat Ramp

River Base Flow

Access Point Analysis



Land Ownership

Land ownership factors into the overall cost and timeline of development. Access points can take advantage of different funding mechanisms such as those offered by state and federal departments of transportation that promote facilitating river access at bridge crossings where access easements for maintenance already exist. Sites adjacent to bridge crossings were prioritized as a primary strategy for improving river access.

Mile Marker	Name	Ownership	Easements?	Easement Type
9	Green Church Road	Private	Yes	VDOT Bridge
17.1	Sussex Road / Rt. 40 (West)	Private	Yes	VDOT Bridge, former VDOT Right of Way, gift of open space
24.8	Railroad Bed Road	Private	Yes	VDOT Bridge
29.5	Courthouse Road	Private	Yes	VDOT Bridge
38.3	Sussex Road / Rt. 40 (East)	Private	Yes	VDOT Bridge
42	Old Forty Road	Private	Yes	VDOT Bridge

Access Point Analysis



Cost of Development

Cost of Development was evaluated based on site variables such as slope to river, potential driveway distance, and potential for additional regulatory or permitting requirements. Sites with a relatively “low” Cost of Development may require less engineering of the site or have fewer regulatory hurdles, and are preferred over sites with a relatively “high” Cost of Development. Lower Cost of Development is also associated with lands that have favorable easement statuses for public use and that do not require additional land acquisition.

Mile Marker	Name	Topography at Likely Parking Lot Location	Floodway Impacts	Wetland Impacts*	Grade Change from Existing Road to Likely Parking Lot Location (ft)	Grade Change from Likely Parking Lot Location to River (ft)	Cost of Development
9	Green Church Road	Flat	Yes	Medium	6	13	Medium
17.1	Sussex Road / Rt. 40 (West)	Flat	Yes	Low	6	13	Medium
24.8	Railroad Bed Road	Flat	No	Medium	5	11	Low
29.5	Courthouse Road	Flat	No	High	10	11	Medium
38.3	Sussex Road / Rt. 40 (East)	Flat	No	High	10	7	High
42	Old Forty Road	Flat	No	High	10	6	High

**Wetlands were extracted from the US Fish and Wildlife’s National Wetland Inventory. This GIS layer analyzes high altitude imagery to predict the likely presence of wetlands and thus may not be exhaustive or accurate. The presence of wetlands on site must be verified through field study. This data should not be interpreted as an official determination of the presence, absence, or extent of wetlands on a site.*

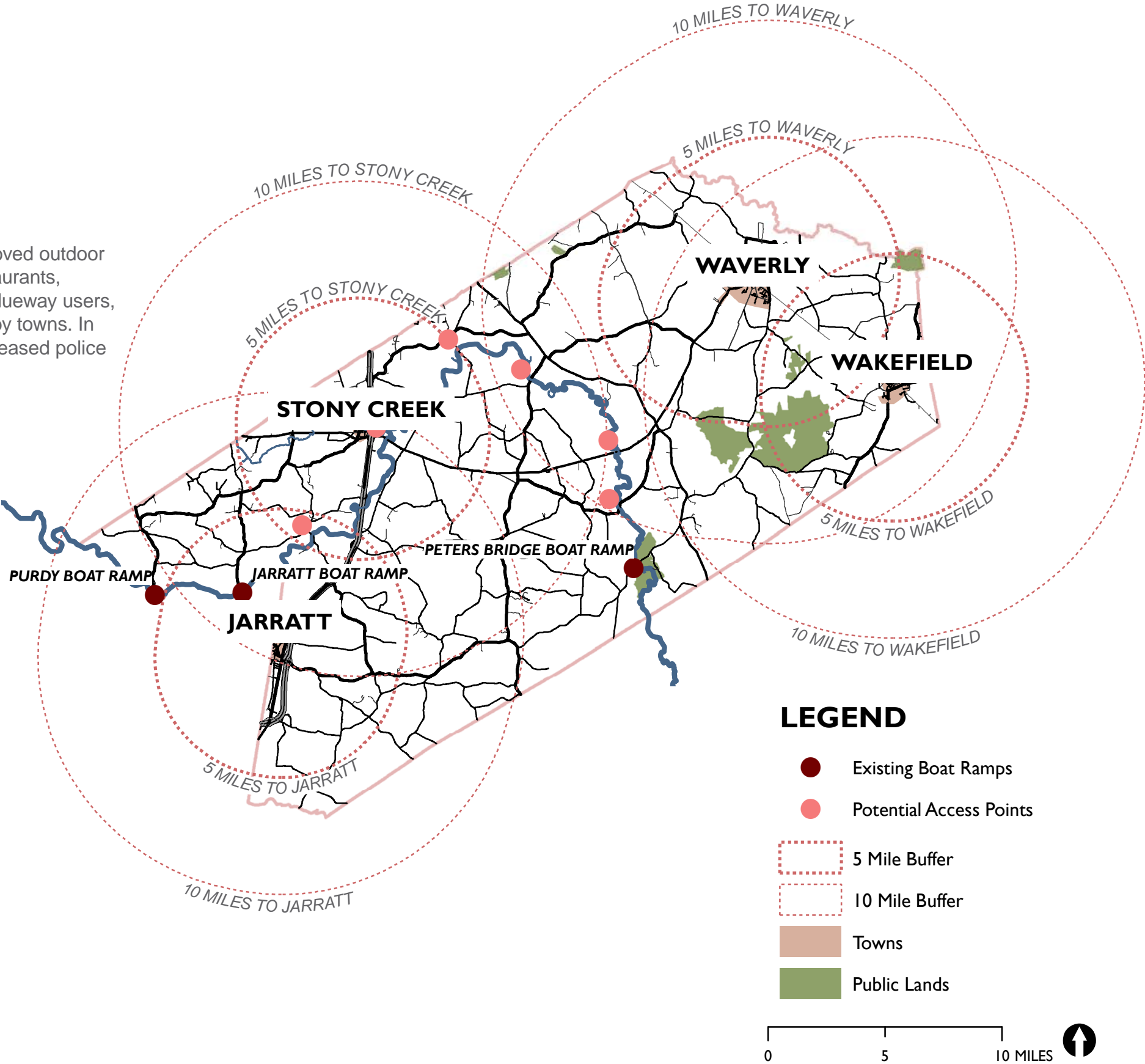
Access Point Analysis



Proximity

Locating access points in proximity to population centers benefits residents with improved outdoor recreation opportunities for improved wellness and quality of life. Easy access to restaurants, lodging, and businesses can facilitate an improved tourism experience for non-local blueway users, and demand for these amenities may in turn spur economic development within nearby towns. In addition, as river usage grows, so may incidents requiring emergency services or increased police patrolling. Locating access points close to towns may mitigate increased demands on those agencies.





Mile Marker	Name	Driving Time to Nearest Town	Nearest Town
9	Green Church Road	10 min.	Jarratt / Stony Creek
17.1	Sussex Road / Rt. 40 (West)	5 min.	Stony Creek
24.8	Railroad Bed Road	15 min.	Stony Creek
29.5	Courthouse Road	15 min.	Stony Creek
38.3	Sussex Road / Rt. 40 (East)	15 min.	Stony Creek
42	Old Forty Road	20 min.	Waverly / Stony Creek



Analysis Conclusions

The table below summarizes the access point considerations and analyses from previous pages. Key findings included:

- River interconnectivity played the highest role in selecting sites for a functional blueway trail.
- Even the sites with highest infrastructure elevations are likely to be influenced by flooding.
- Sites in the floodway, paradoxically, had higher infrastructure elevations than some of the sites downstream, so should not be excluded from consideration solely for facing an additional regulatory hurdle.
- Favorable land ownership or existing easements that could allow for public use strongly influenced stakeholder preference for the initial two access points.
- All sites share topographical similarities (flat bottomlands where wetlands are likely present leading to a steep grade change at the river’s edge) that will likely yield similar development costs, with the exception of the costs for acquiring land if currently held, and the need to obtain no-rise certificates for sites located within the regulatory floodway.
- The difference in proximity to population centers across sites was nominal.
- Several additional factors that played a role in site prioritization not included in this table were whether the access point was located on the designated State Scenic River segment of the Nottoway, and the river conditions and downstream navigability from each access point.

 Mile Marker	 Name	 River Interconnectivity	 Flood Risk	 Land Ownership	 Cost of Development	 Proximity	 Rank
9	Green Church Road	Good	High (Floodway)	Private	Medium	Good	3
17.1	Sussex Road / Rt. 40 (West)	Good	High (Floodway)	Private	Medium	Good	3
24.8	Railroad Bed Road	Excellent	Moderate	Conservation Easement Planned	Low	Fair	1
29.5	Courthouse Road	Good	Moderate	Utility Easement	Medium	Fair	2
38.3	Sussex Road / Rt. 40 (East)	Excellent	High	Private	High	Fair	3
42	Old Forty Road	Fair	High	Private	High	Fair	4

Master Plan

- Phase 1
- Phase 2
- Phase 1 Concept Plans
- Character Imagery
- Precedent Blueway and Greenway Projects
- Project Schedule
- Opinion of Probable Costs

Master Plan: Phase 1

Stakeholder meetings held from June-November 2024 provided input on the characteristics of the informal access points by which people access the Nottoway River and river conditions between access points. These observations are recorded within the access point inventory. Stakeholder meetings also refined priorities for locating the first two access points to be prioritized and for the amenities that should be included in the conceptual plan renderings for those sites.

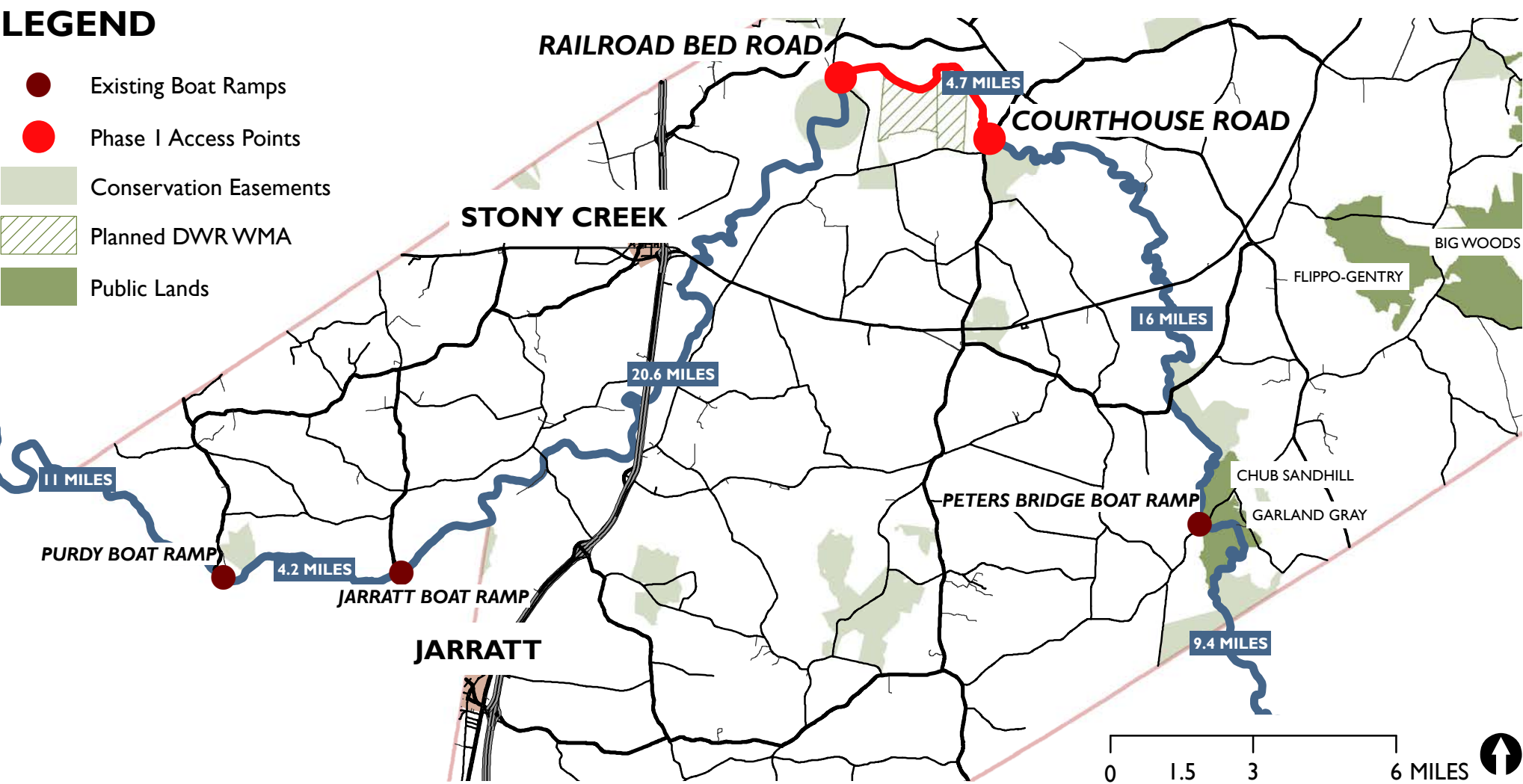
Initial site analyses indicated that the **Railroad Bed Road** and **Courthouse Road** sites were among the most favorable for developing river access in the first phase of the Master Plan. The Nottoway River between these two points is located within the State Scenic River designation, and has superior qualities for paddling, being usually free of obstructions, and with a sandy river bottom that is easy to portage when the river is low. The distance between the two access points is 4.7 miles, ideal for the two to three hour trip preferred by most paddlers. The purchase of a parcel adjacent to Railroad Bed Road by a conservation group amenable to providing public river access cemented stakeholder opinion that these two access points be prioritized in the first phase.

The Railroad Bed Road parcel, once under conservation easement, will connect other protected lands along the Nottoway, protecting the riparian corridor, and the qualities that support the Nottoway’s Scenic River designation, from future development. The planned Wildlife Management Area (WMA) to the south of the river in this segment could eventually host an additional boat launch or other amenities as permitted under WMA policies such as primitive camping for Blueway users. This growing constellation of conservation lands could also eventually foster hiking or multiuse trails in support of a Nottoway Greenway.

While Railroad Bed and Courthouse Road sites establish an excellent half-day paddle trip between them, large gaps remain between existing boat ramps and the new access points. Future phases of development will allow the vision of a connected water trail traversing the county to be achieved. These prospects are more fully considered in Phase 2 of the master plan.

LEGEND

- Existing Boat Ramps
- Phase I Access Points
- Conservation Easements
- Planned DWR WMA
- Public Lands



Phase 1 Sites: Railroad Bed Road and Courthouse Road

Attributes:

- High interconnectivity (2-3 hour trip)
- Favorable ownership or easement status supporting public use
 - Favorable river conditions
- On the State Scenic River designated portion of the Nottoway

Stakeholder Preferences:

Conversations with stakeholders influenced the access point conceptual design and character imagery. Stakeholders preferred:

- A low-frills approach to begin
 - Gravel parking lots
- Ramps for trailored unloading of small motorcraft (jon boats) onto the river in addition to canoes and kayaks
 - Few amenities to reduce maintenance costs

Master Plan: Phase 1





This linear graphic visualizes Phase 1 of the Nottoway Blueway Trail within Sussex County. Additional initiatives recommended in Phase 1 of the Master Plan encourage private development to build connectivity to the existing DWR boat ramps. These “river entrepreneurial zones” are located close to the main thoroughfares of I-95 and Route 40. With no river outfitters located in the county at present, river access is currently limited to owners of paddle and motorcraft. Besides offering equipment

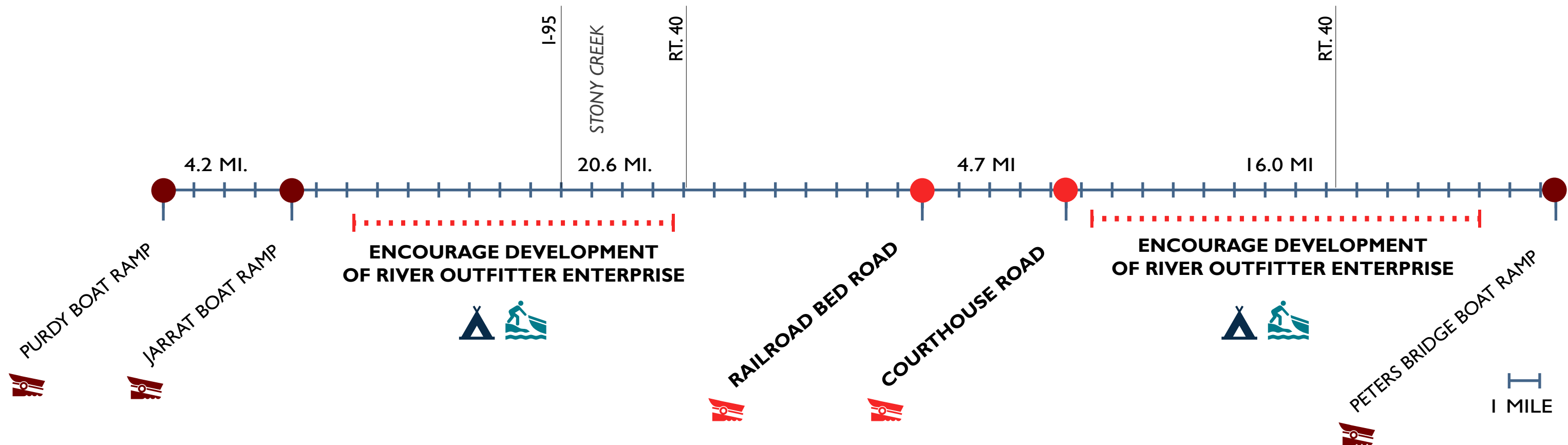
rentals and shuttle services, river outfitters can support amenities outside the scope of Phase 1 designs, such as camping or picnic facilities. The development of these enterprises can also assist in promoting river tourism and disseminating information about river conditions.

Entrepreneurs interested in river recreation businesses must consider flood risks. Portions of roads such as Blue Star Highway south of Stony

Creek are located within the FEMA regulatory floodplain, which places constraints on development. Even within the 100- year floodplain, passive, low-impact uses, such as a campground or a paddlecraft rental service operating out of a shipping container, may be a more appropriate and flood-resilient business model rather than a traditional brick-and-mortar storefront.

LEGEND

-  Existing Boat Ramp
-  Phase I Proposed Boat Ramp
-  Proposed Campground
-  Proposed River Outfitter Entrepreneurial Zone



Master Plan: Phase 2

This graphic envisions Phase 2 of the Master Plan. In this phase, three additional boat ramps fill in gaps left by Phase 1. Additionally, this Phase identifies several initial segments of a Nottoway Greenway trail that utilizes public lands and those in the process of being conserved under easement.

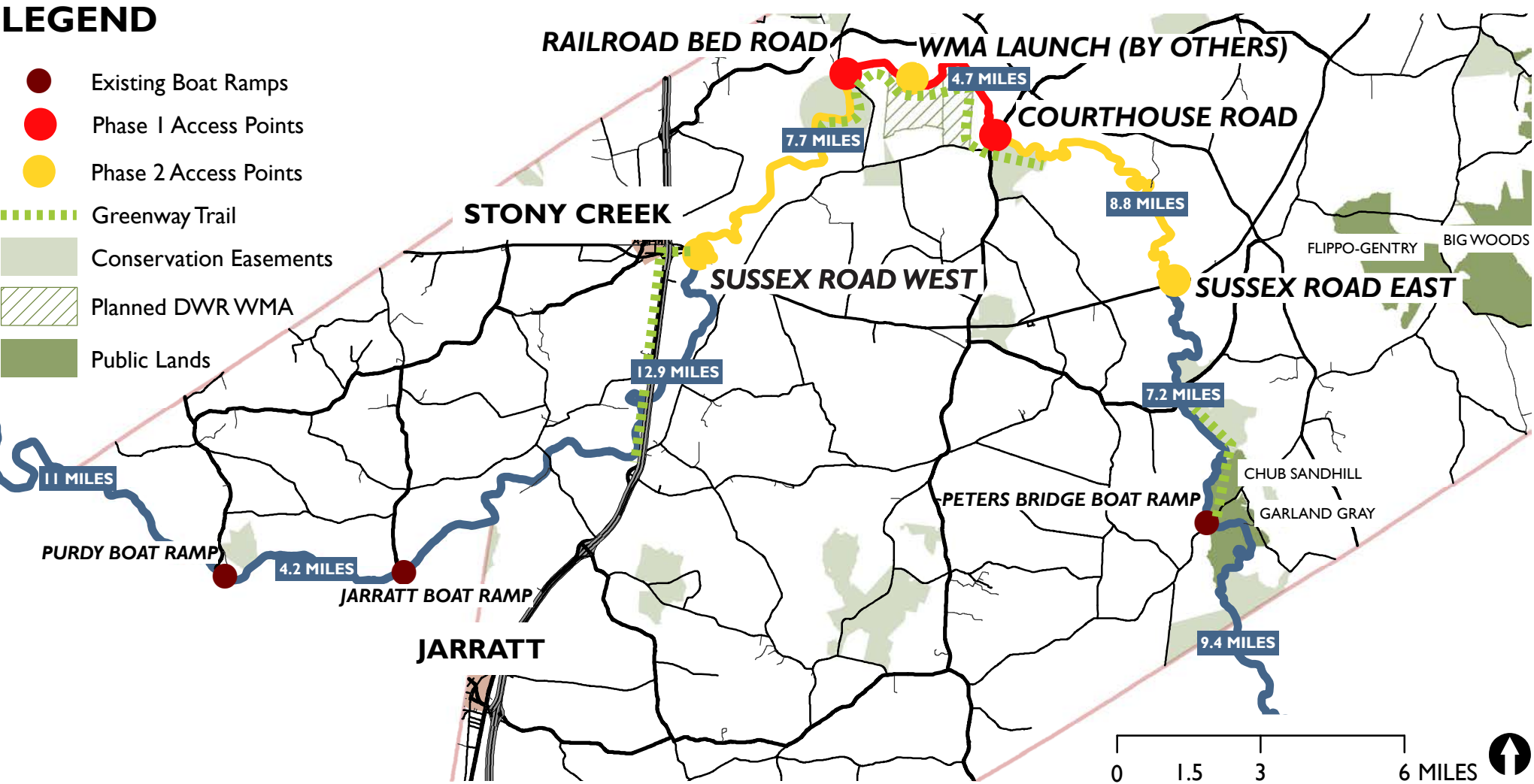
In this phase, two additional access points are envisioned on Sussex Road (Rt. 40). As a thoroughfare between Stony Creek and Waverly, these locations offer convenient river access to the county's population centers. The Sussex Road West location will hold particular interest to visitors as it is the start of the State Scenic River designation. These two access points add an additional three potential half-day paddle trips, multiplying the experiences available to users and providing several easy convenient routes for shuttling vehicles when planning a one-way trip. The third access point, being planned by others, is within the planned Wildlife Management Area.

DWR acquired 1,597 acres for the creation of a new Wildlife Management Area in 2023. With 2.5 miles of river frontage and an intent of protecting the land for hiking, fishing, hunting and wildlife watching, this stretch of the river is envisioned as an initial span of a Greenway trail. This trail could then extend through conserved Railroad Bed Road parcel where the Phase 1 access point is planned, and westward through other properties under conservation easements.

Two other opportunities for segments of a Nottoway Greenway were identified. The parking lot at Peter's Bridge Boat Ramp could provide access to a greenway trail that begins within the Chub Sandhill Natural Preserve. A short hiking trail currently leads north to an overlook on the Nottoway. A hiking trail could extend north through Chub Sandhill, though effort would be required to avoid impact to this site's sensitive and rare plant communities. North of Chub Sandhill, several properties are under conservation easement spanning the Nottoway to Old Forty Road and beyond.

South of Stony Creek, the Blue Star Highway parallels Interstate 95 as an access road. These lands are in the 100-year floodplain as well as the regulatory floodway in some areas, which limits the potential for traditional development. An on-road bike path or off-road multi-use path could parallel this road south until the Nottoway curves west, or

LEGEND



continue until Jarratt. Future phases of a greenway could follow the river, or proceed as a designated on-road bike route that utilizes quiet local roads to extend the journey to Purdy Boat Ramp or points beyond. Additional study should consider a greenway's potential connectivity to other existing or planned long-range on- or off-road bike paths.

Additional conversations with stakeholders are necessary to build support for a greenway. First, the activities this greenway should support (for example, hiking, biking, horseback riding) must be determined. The Nottoway's broad floodplain is both an opportunity and constraint for expanding recreational opportunities within the county. Recreation within the floodplain is generally viewed as sustainable because it carries a smaller adverse impact on the floodplain. However, a greenway trail would have to navigate the Nottoway's many tributary

creeks, swamps, and other wetlands, many of which are home to sensitive and rare species. Thus, on-road bike trails or trails that utilize existing right of ways should also be explored as a means for minimizing disturbance.

Conservation organizations recognize the ecological, scenic, and cultural value of the Nottoway River, and numerous efforts are underway to conserve lands adjacent to it. Though conservation easements are not required to provide public access, early coordination with landowners and organizations could establish public use as a provision in future conservation easements and help build support for a greenway effort.

Master Plan: Phase 2

This linear graphic visualizes Phase 2 of the Nottoway Blueway Trail with additional opportunities for greenway development.

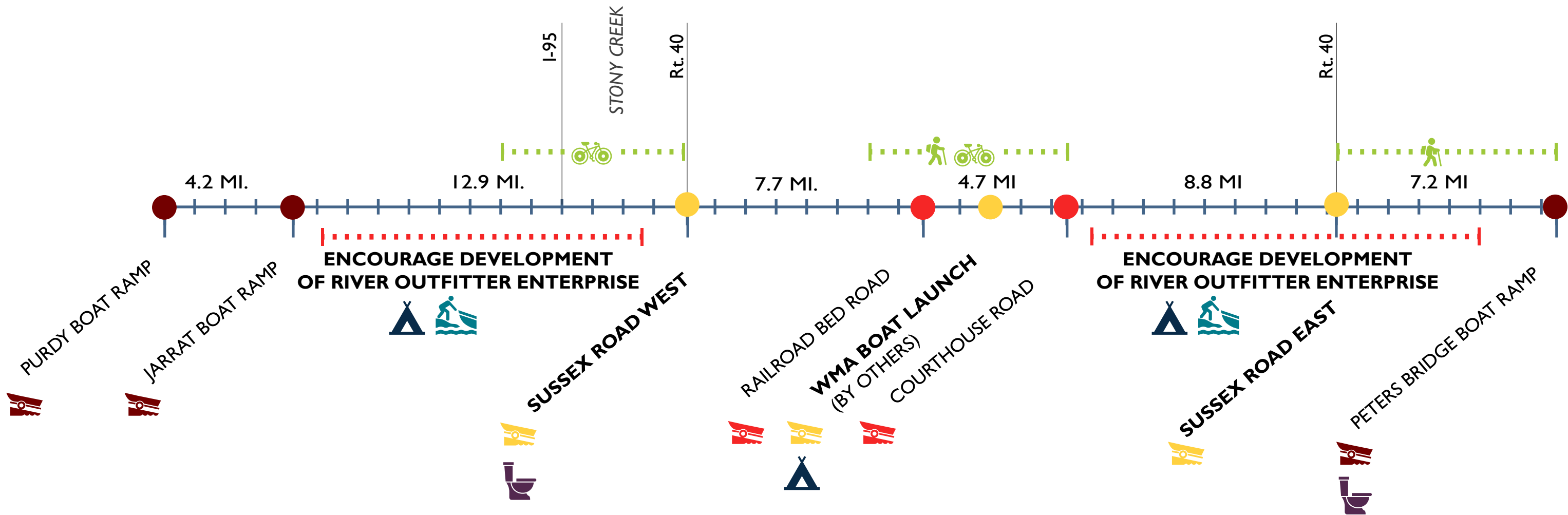
The creation of an access point at Sussex Road West halves the connectivity gap between Jarratt Boat Ramp and Railroad Bed Road, but 12.9 miles remains a long day's paddle. Private river enterprise in this area continues to bridge this gap, perhaps

expanding into bike rental services as a greenway trail develops. Between Courthouse Road and Sussex Road East, shuttle services could pick up one-way boaters who may have launched from Sussex Road West or Railroad Bed Road. Locating campgrounds in both of these areas as well as offering primitive camping within the WMA would lay the groundwork for a multi-day paddle tour of the Nottoway.

Anticipating the needs of users as river tourism increases can protect the sensitive habitats along the Nottoway. Explore the feasibility of adding restrooms and waste receptacles at access points with high usership and at ecologically sensitive sites such as at Chub Sandhill to protect the natural environment and to promote a positive visitor experience. Conduct periodic visitor surveys to solicit feedback for future improvements.

LEGEND

-  Existing Boat Ramp
-  Phase I Proposed Boat Ramp
-  Phase 2 Proposed Boat Launch
-  Trail Network Connectivity
-  Proposed Restroom
-  Proposed Campground
-  Proposed River Outfitter Entrepreneurial Zone



1 MILE

Access Point 1

Concept Plan: Railroad Bed Road

This graphic depicts a conceptual site plan for the first of the proposed two Phase 1 access points, Railroad Bed Road. Key site features include a 7,000 square foot gravel parking lot and ramp to accommodate vehicles hauling trailers. The parking lot can accommodate approximately 10-12 vehicles and trailers (capacity will vary based on individuals' parking habits as parking lot striping is not anticipated in this design). A 50' setback from the top of bank is a recommended best practice for preserving the ecological health of the riparian corridor. This site is located across the river from a popular informal access point with a sandy beach and shoulder parking.



Access Point 2

Concept Plan: Courthouse Road

This graphic depicts a conceptual site plan for the second of the proposed two Phase 1 access points, Courthouse Road, 4.7 miles downstream from the Railroad Bed Road access point. The 8,500 square foot parking lot can accommodate approximately 12-14 vehicles and trailers. This site is constrained by overhead utility lines that may have an easement governing allowable activities underneath. Additional research is required to determine necessary offsets from the power line as well as to locate the VDOT right of way recorded as a 'gift of open space' on this parcel to finalize parking lot and ramp locations.



Character Imagery

The images below show inspiration imagery for surfacing, amenities, and signage as expressed by stakeholder preferences as well as examples from other blueway projects.



Gravel Parking
Surfacing



Concrete Boat Ramp
Launch Amenities



Anti-Slip Textured Concrete



Boat Slide for Hand-Carried Boats



Riverside Navigation Signage
Wayfinding Examples



Information Kiosk



Blueway-Greenway Coordinated Branding



Wayfinding Column With Mileage

Precedent Blueway and Greenway Projects

As the Nottoway Blueway develops, study of comparable projects can provide insights on how to develop a successful blueway or blue-greenway. The following Blueway and Blue-Greenway were identified as potentially relevant precedents:

CASE STUDY 1



NEUSE RIVER BLUEWAY PLAN

The proposed Neuse River Blueway parallels the existing Neuse River Greenway in Raleigh, North Carolina and surrounding areas. While there were several existing launches prior to this master plan, they were located too far apart for most paddlers to travel between access points, and the user demand at the shared greenway/boat launch parking lots often exceeded available spaces. The goal of this plan was to create a cohesive 25 mile paddle trail offering multiple opportunities for 1-2 hour paddle trips. Like the Nottoway, the Neuse River has an extensive floodplain that limits locating amenities.

This plan includes detailed user preference data from community engagement and surveys. These studies found that most paddlers prefer 1-2 and 2-4 hour trips (3-5 and 6-10 miles respectively) and desired additional amenities and ADA-friendly infrastructure. This user feedback confirms an understanding of basic recreational paddlers' wants and needs that are applicable to the Nottoway River Blueway Master Plan. Amenities including restrooms, wayfinding signage along the river, and improved launches were desired. Several concept plans illustrating various parking lot and launch configurations were included.

CASE STUDY 2



JACKSON RIVER SCENIC TRAIL AND ALLEGHENY HIGHLANDS BLUEWAY

The Jackson River Scenic Trail is an existing 14.3 mile rails-to-trails multiuse trail that travels through rural countryside of western Virginia. This greenway largely parallels the Allegheny Highlands Blueway on the Jackson River, which like the Nottoway holds a scenic river designation. Both blueway and greenway terminate near Covington, Virginia, a city which has experienced economic and population decline since it peaked as a center for manufacturing in the 1960s. At least one outfitter operates out of the city. Jackson River levels are governed by the upstream Gathright Dam at Lake Moomaw, ensuring consistent and predictable water levels - except on scheduled water release days when water levels and flows increase dramatically.

Access point parking lots often service both blueway and greenway users and include amenities such as vault toilets, shade structures and wayfinding. These amenities are above the river at greenway crossings to remove them from more floodprone areas. A pair of websites succinctly provide maps, links to river information and local tourism details, and consistent branding across the blue and greenway pages. As water release days result in rapidly changing river conditions, it is essential that informational websites provide users with reliable, accessible information about water release schedules, river heights, and potential hazards.

Project Schedule

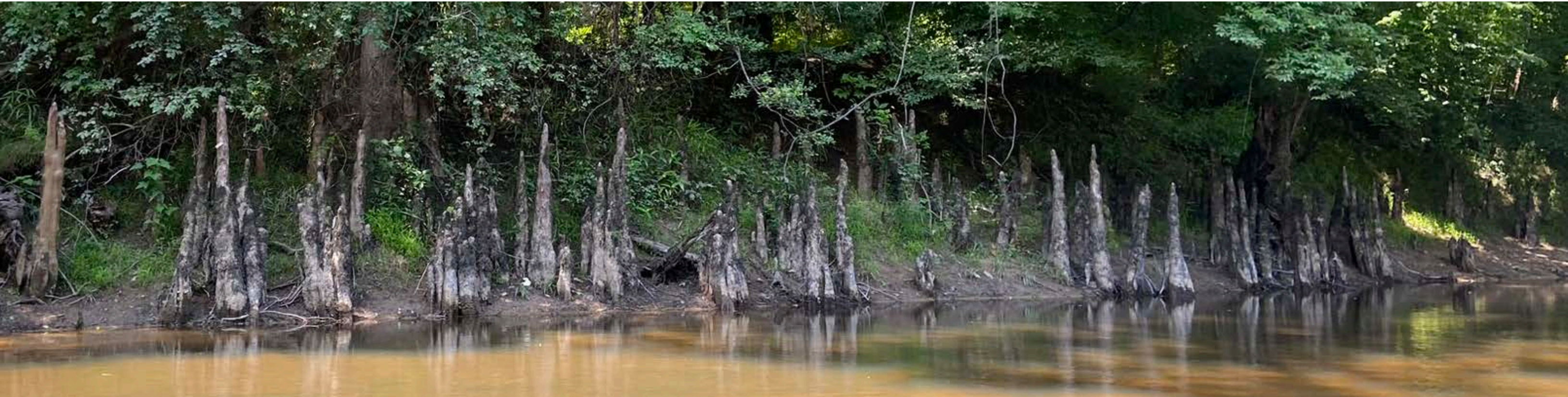
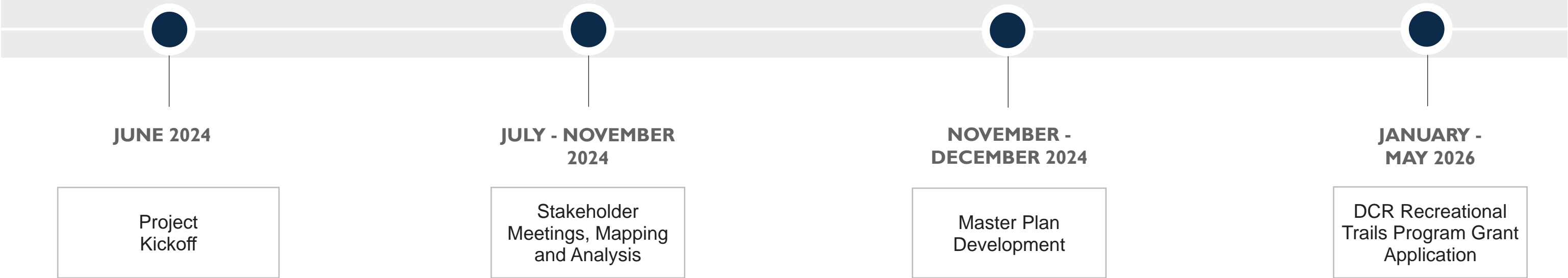


Image: bald cypress ‘knees’ line the lower reaches of the Nottoway River in Sussex County.

Opinion of Probable Costs

Below is an opinion of probable costs to construct one access point consisting of a concrete boat ramp, an approximately 8,000 square foot gravel parking lot, and gravel access drive. Wetland delineation and site surveys may reveal the need for additional engineering and permitting costs.

Item		Budget Estimate
Construction		
Mobilization		\$5,000.00
Clearing, Topsoil, & Grading		\$20,000.00
Erosion & Sediment Control		\$20,000.00
Gravel Paving		\$70,000.00
Concrete Boat Ramp		\$30,000
Shoreline Stabilization (Riprap)		\$15,000
Other Site Improvements		
Site Furnishings and Signage		\$15,000.00
Subtotal		\$175,000.00
Estimated Construction Cost		\$175,000.00
Contingencies & Escalation	20.00%	\$35,000.00
Bonds, Insurance, & OH&P	8.00%	\$14,000.00
Construction Management / Testing / Inspections	5.00%	\$8,750.00
Subtotal		\$232,750.00
Survey, Environmental, and Geotechnical Services		\$25,000.00
Architecture and Engineering Design and Permitting		\$125,000.00
Estimated Total Project Cost		\$382,750.00

Conclusion

In 2024, Sussex County sought the support of Timmons Group to engage in a master planning process to study the Nottoway River’s suitability for recreational use and potential access locations associated with a new blue-greenway along the river within the County. This report assessed the river and adjacent lands, identified opportunities and constraints, and identified two initial access points for prioritization as Phase 1 of the Nottoway Blueway Trail.

The Nottoway River is gaining recognition for its scenic qualities, unique ecosystems, and cultural and historical significance. Conservation efforts such as longleaf pine habitat restoration across the county indicate that Sussex County will only continue to expand its ecological richness. The Nottoway Blueway and Greenway will be a catalyst for growing the outdoor recreation economy in Sussex County, improving the health and wellbeing of residents, stimulating tourism, and contributing to revitalized downtowns.

The qualities that make the Nottoway River unique and contribute to Sussex County’s rural character, however, pose challenges for blue and greenway development. The Nottoway’s broad floodplain and frequent flooding foster the biologically diverse habitats found within and along the river. Undeveloped riparian corridors contribute to the river’s state designated Scenic River status. The creation of a blueway and greenway must carefully balance development of river-based recreation with preserving the Nottoway River’s outstanding qualities. If carried out successfully, the Nottoway Blueway and Greenway will become a treasured public open space for Sussex County and the region.



Acknowledgments

The following individuals and organizations provided critical feedback and support during the master planning process:

*Landon Bridges – Transportation Planner, Crater Planning District Commission
Jamie Craig – Beechtree Group
David Conmy – Deputy County Administrator, Director of Economic Development, Sussex County
The Honorable Deste Cox – Treasurer, Sussex County Treasurer
Richard Douglas – County Administrator, Sussex County
Stacey Feken – Albemarle-Pamlico National Estuary Partnership
Kit Friedman – Environment and Resilience Planner, Crater Planning District Commission, and Southern Rivers Roundtable Coordinator
Adams Lumsden-Cook – Economic Development Intern, Sussex County
Mitch Sims – Conservation Director, Friends of the Rivers of Virginia
The Honorable Otto Wachsmann – Virginia State Delegate, 83rd District
Garland Gray Forestry Center*

Resources:

*Cheroenhaka (Nottoway) Indian Tribe. Website. Accessed November 2024.
<https://www.cheroenhaka-nottoway.org/>*

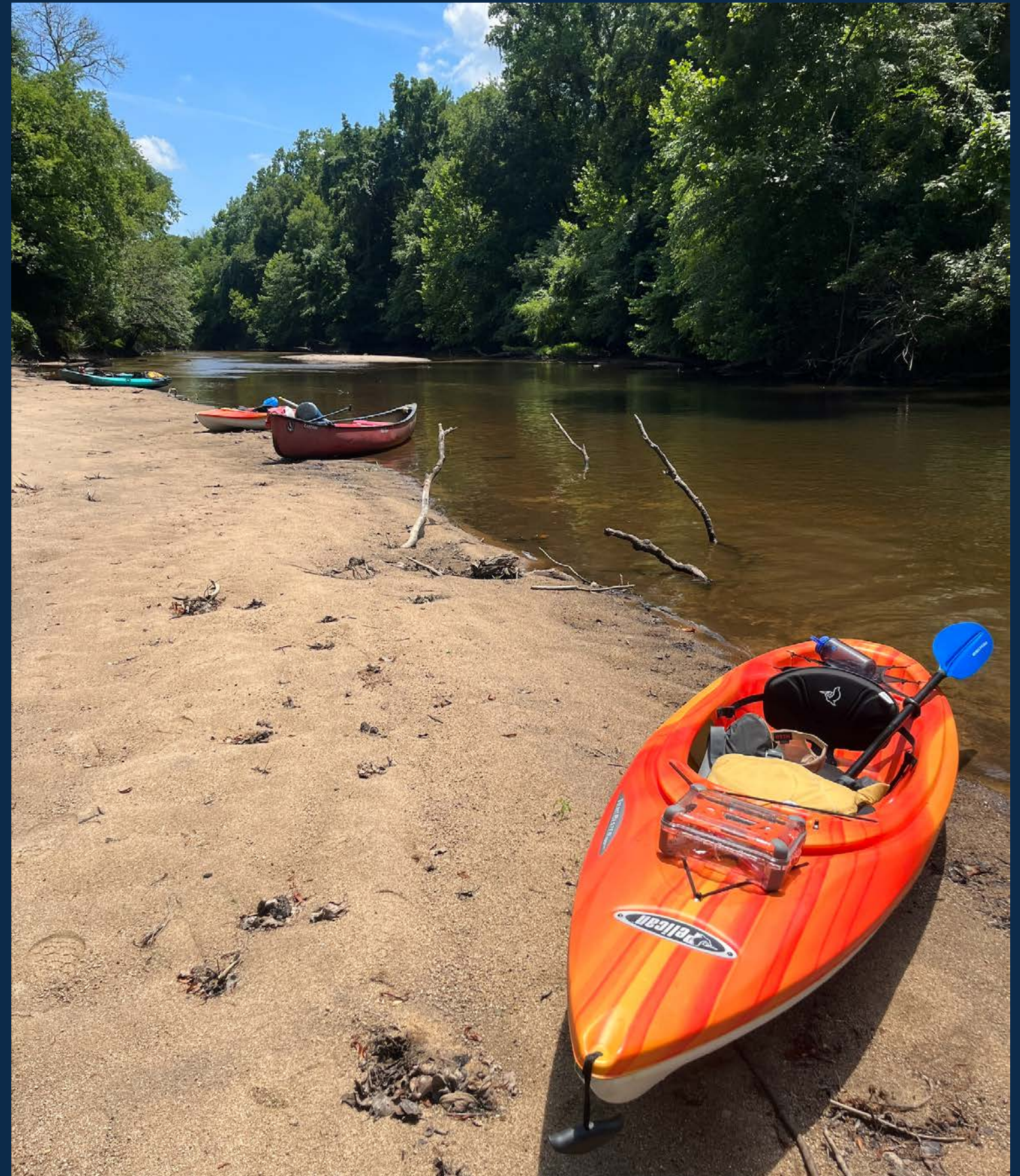
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*Nottoway Indian Tribe of Virginia. Website. Accessed November 2024.
<http://www.nottowayindians.org/home.html>*

Trout, W.E. III, and Turner, Jeff. The Virginia Canals and Navigations Society and the Blackwater-Nottoway Riverkeeper Program. The Blackwater, Nottoway, and Meherrin Rivers Atlas: Rediscovering River History on the Chowan River and Its Branches. Second Edition, 2014.

*Virginia Department of Wildlife Resources. Maps. “Nottoway River.” Accessed November 2024.
<https://dwr.virginia.gov/waterbody/nottoway-river/>*



BOARD ACTION FORM

Agenda Item: Public Hearing Item #4.01

Subject: Proposed FY2025-2026 Operating Budget

Board Meeting Date: May 15 2025

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Summary: A public hearing has been scheduled for the proposed FY2025-2026 County operating budget, as presented at the April regular meeting, to include up to a five-cent real estate tax increase if needed. The budget message summarizing key items in the proposed budget is attached for your convenience. With the completion of the public hearing, the Board may hold additional budget public hearings as it deems necessary, with a target adoption date of May 29.

Recommendation: No action is requested at this time.

Attachment: FY2025-2026 Budget Message

=====

ACTION: None

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 ___ ___

SUSSEX COUNTY FY2025-2026 BUDGET MESSAGE

April 24, 2025

To the Sussex County Board of Supervisors and Residents of Sussex County:

I am pleased to present the recommended \$51.73 million operating budget (\$31 million general fund) for fiscal year 2025-2026 for Sussex County, a \$4.7 million or ten percent increase from FY24-25. This budget was prepared in accordance with state budgeting requirements, and key highlights include the following:

- Increasing the real estate tax rate from 53 cents to 58 cents to meet additional operational and capital needs, with the option of maintaining the existing tax rate (\$635,000 that would be generated from a five cent tax increase is included as contingency funds, but can be easily removed to accommodate a balanced budget with no real estate tax increase)
- Maintaining the existing personal property rate of \$4.85
- No fund balance appropriation
- Accounting for newly implemented meals tax revenue (\$400,000)
- No proposed new fees nor increases to existing departmental fees (building, planning, animal services, etc.)
- Maintaining existing county funding for the school system

At the start of the budget process, a “big ticket” budget work session was held by the Board of Supervisors, where each department head and Constitutional Officer was provided the opportunity to present capital requests, personnel requests, and requested programmatic changes that would result in new costs. Following these meetings, the County Administrator and Director of Finance met with each department head and Constitutional Officer to review each line of their requested departmental budget and consider each department’s needs (the

budget worksheets reflect the amount requested by the department head for each line item). In addition, the Board of Supervisors met during formulation of the budget to review draft revenue projections and review funding requests of external organizations.

Staff prepared this proposed budget with the goal of providing modest increases in budgeted expenditures for operational needs. Expenditures within the recommended \$51.73 million operating budget are summarized as follows (with comparison to FY24-25 approved budget):

Legislative:	\$204,443 (\$28,214 increase)
Administrative:	\$1,408,272 (\$117,934 increase)
Legal:	\$111,000 (no change)
Financial:	\$1,201,456 (\$313,570 increase)
Board of Election:	\$304,489 (\$21,071 increase)
Judicial Administration:	\$1,547,698 (\$123,251 increase)
Fire/Rescue/Emergency Ops:	\$3,506,334 (\$550,217 increase)
Sheriff's Operations/Jail:	\$7,338,161 (\$554,596 increase)
Public Works:	\$1,995,244 (\$179,088 increase)
Heath/Human Services:	\$4,843,128 (\$72,870 decrease)
Public Education:	\$25,842,744 (\$2,123,178 increase)
Libraries/Recreation/Culture:	\$241,156 (\$9,721 increase)
Planning/Community Dev:	\$563,901 (\$22,559 increase)
Debt Services:	\$1,502,029 (\$2,553 increase)
Non-Departmental/Contingency:	\$1,116,805 (\$755,785 increase)
Capital Improvements:	\$0 (no change)

Expenditure Highlights for FY25-26:

- For all employees, a three percent salary increase, matching increases for state Compensation Board and DSS employees, which will help to

address cost-of-living increases and assist in retaining employees (\$109,335 county funds)

- For all employees, a 1.5 percent one-time bonus, matching increases for state Compensation Board and DSS employees (\$56,657 county funds)
- An 11.6 percent increase in health insurance premium costs (\$175,104) through Local Choice
- In lieu of a pay and classification plan, provided for salary adjustments for the following positions, in an effort to retain existing employees and maintain competitiveness in attracting quality job candidates: Children's Services—CSA Coordinator (\$7,000); Commonwealth's Attorney—two positions (\$10,000); Clerk of Court—Deputy Clerk (\$5,000)
- Additional compensation for A/P Clerk (Administration) to serve as back-up CSA Coordinator, a position required by the state Office of Children's Services and that will provide additional capacity for review of services and other CSA functions (\$20,000)
- Establishment of separate Economic Development function and additional funds for professional services, marketing, and other economic development activities (\$78,000)
- Ten sets of turnout gear for volunteer firemen, in a continued effort to replace gear on a regular schedule (\$35,000), and a cancer policy for volunteers (\$23,000)
- In accordance with the 24-month EMS plan, transition of contracted EMS to county services (hiring of eight full-time employees and reduction in contractual services costs; and additional operational expenses (\$300,000), to be offset by county EMS billing)
- Maintaining CSA local funding at \$621,000 (note department request/projection is \$870,000 higher, so additional funds may need to be considered throughout the fiscal year)
- An additional \$100,000 in "Aid to Citizens" funding for DSS, returning closer to local funding levels in previous years (local matching funds for various DSS assistance programs)

- Various Public Works projects, to include Courthouse lighting (\$15,000), animal shelter well/septic improvements (\$60,000), Waverly Convenience Center driveway repairs (\$24,000), and convenience center resurfacing (\$36,000)
- Contractual services for the 2026 General Reassessment (\$213,000) (Note: consistent with the practice of funding previous reassessments, these services could be paid through reserve funds, which would make \$213,000 available for other budget needs).
- “Holiday pay” for the Sheriff’s Department (approximate cost of \$250,000) is not budgeted but remains a priority item that could be funded through additional tax revenue, or in part by replacement of reassessment contractual services in operating budget

As always, each Department Head and Constitutional Officer should be commended for refining expenditure estimates and working to achieve only modest increases as necessary in their budget requests. I also wish to thank Treasurer Deste Cox for preparing our revenue projections, Director of Finance Kelly Moore for many hours of preparing the budget document and coordinating the budget development process, and Louise Brucato for preparing adjusted personnel salary and benefit figures.

The Board of Supervisors may wish to consider budget work sessions prior to the advertised public hearing on May 15th. Budget resolution adoption is tentatively scheduled for May 29th. I welcome further discussion on this proposed budget as we move toward the upcoming fiscal year.

Sincerely,

Richard Douglas

Richard Douglas
County Administrator

BOARD ACTION FORM

Agenda Item: Public Hearing Item #4.02

Subject: Conditional Use Permit #2025-01

Board Meeting Date: May 15 2025

=====

Summary: The applicant, Howell Godfrey Jr., under Condition Use Permit #2025-01 is seeking re-approval of CUP #2022-04 for a shooting range on approximately 20 acres of land for public use. The property is located on the north side of Rt. 460 approximately 2 miles northwest from the Town of Waverly.

Recommendation: Planning Commission recommended approval for Conditional Use Permit #2025-01 contingent with certain conditions. However, the Planning Commission recommended approval of Conditional Use Permit 2024-05 to the Board of Supervisors on March 3, 2025 with a vote of 6-0 with 1 no vote with the consideration of those conditions.

Attachments: Application with supplement materials, staff report, and recommended conditions

=====

ACTION:

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	___	___



STAFF REPORT

APPLICATION SUMMARY:

Project: The Blackwater Outdoor Shooting Range

Location: The property is located on the north side of Rt. 460 (General Mahone Highway), approximately 2 miles northwest from the Town of Waverly. The proposed location includes 20 acres out of a 167-acre parcel. To the north, there is mostly forested or agricultural lands. To the south, there is Butler's Towing & Repair and a communication tower. To the west, there is Garrison Enterprise, John's Auto Body, and two nearby residences. To the east, the property is adjacent to Sussex Shooting Sports, Emanuel Tires, and forested lands.

Tax Parcel Number(s): Portion of Tax Parcel 16-A-1

Applicant: Howell Godfrey Jr.
4076 Spring Grove
Claremont, VA 23899

APPLICATION:

The applicant, Howell Godfrey Jr. seeks a re-approval of conditional use permit (CUP) #2022-04 granted by the Board of Supervisors on January 19, 2023 for a shooting range on approximately 20 acres of land. The intent is to operate an outdoor shooting range that is available for public use. As part of the initial approval of CUP #2022-04, the project was subject to certain conditions to mitigate negative impacts such noise and lead remediation, ensuring safety measures are in place, and that the use would be constructed within a certain timeframe so as not to remain undeveloped well beyond the approval date. Specific reference is made to condition #24 below:

Condition #24:

The Blackwater Outdoor Shooting Range shall be in full operation within 2 years of obtaining the CUP or the CUP shall be null and void.

The applicant is seeking approval to reinstate the CUP in order to allow him to proceed with the construction of this project. The applicant has stated the following reasons as to why the project did not meet the 2-year deadline of January 19, 2025, as follows:



- Health issues of the civil engineer which delayed site plan submission.
- The timeframe to obtain site plan approval from DEQ which included a request for a conservation easement.
- The timeframe to meet final requirements in order to obtain final site plan and land disturbance approval.

At present, the applicant has accomplished site plan approval, posted surety, and was issued a land disturbing permit on November 20, 2024. However, the applicant has delayed beginning construction and has filed for re-approval of the CUP as required due to the 2 year time frame which recently expired on January 19, 2025. The following dates are specific to the project approval process:

1. Conditional site plan approval was granted on November 6, 2023 subject approval by DEQ for a permit by rule.
2. DEQ approval was granted on June 27, 2024.
3. Final site plan approval was obtained on November 20, 2024 with the issuance of a land disturbance permit.

ELECTION DISTRICT:

Blackwater Election District

DESCRIPTION:

The applicant is requesting re-approval of CUP #2022-04 to construct and operate an outdoor shooting range as a commercial business to be available to the public. They will offer lane rentals for firearms such as handguns, rifles, and shotguns. The shooting range anticipates having 3 employees on staff which will be Certified Range Safety Officers. The hours of operation will vary depending on the amount of daylight. The hours of operation would be typically 10:00 am to 6:00 pm for Wednesday & Thursday and 9:00 am to 6:00 pm for Friday through Sunday.

COMPREHENSIVE PLAN REVIEW:

The current Comprehensive Plan future land use designation for this property is Industrial. Future industry and investment should build on existing industrial development along U.S. 460 and near Cabin Point Road north and west of the Town of Waverly. This area contains existing facilities (landfill, composting facility, and feed mill) and land being actively marketed for commercial and/or industrial investment (Sussex Green site and Cabin Point site).



ORDINANCE REVIEW:

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

The zoning district only allows this use through a CUP.

STAFF CONCLUSIONS:

Strengths:

1. There are no residences immediately adjacent to the 20 acre site to be developed as part of the shooting range.
2. The use provides an opportunity to bring in a new commercial business.
3. Provides a recreational activity for public use in the form of shooting sports.
4. There are no known publicly available shooting ranges within a 30 miles radius.
5. The applicant has received site plan approval with the issuance of a land disturbance permit on November 20, 2024 and is ready to begin construction.

Weaknesses:

1. Located adjacent to a similar "private" use- Sussex Shooting Sports.
2. The use has the potential to create a noise impact as proposed with shooting to occur completely outdoors.
3. The proposed use is less than 200' to a major roadway (Route 460)

Conditional Use Permit #2025-01 Recommended Conditions:

The Planning Commission recommends approval of the conditional use permit consistent with the following conditions of the original permit with modification to Condition #1:

1. The hours of operation shall be 10:00 am to 6:00 pm for Wednesday & Thursday, 9:00 am to 6:00 pm for Friday and Saturday, and **12 pm to 6 pm for Sunday**.
2. The shooting range itself shall have a minimum setback of 300 feet from Rt. 460.
3. The applicant shall maintain an undisturbed natural or man-made sound buffer/barrier a minimum distance of 200' around the entire perimeter of the shooting area. The buffer shall be enhanced and/or created where insufficient or non-existent, specifically along the front of the property parallel with Rt. 460 to add an additional safety measure and to lessen the noise impact.



4. Impact berms shall be installed at a minimum height of 20' for rifle and 16' for pistols as shown on the conceptual site plan dated 6/6/22, to stop any misdirected rounds that may tend to travel slightly to one side or the other either by accident or ricochet. A side berm shall be added on the east side of the rifle range to provide for additional safety. Side berms shall be a minimum of 15'.
5. All berms shall be free from rocks, stones or objects that may tend to increase the possibility of ricochets.
6. The surface of the entire range shall be relatively clear of any objects, stones, or excessive growth that may tend to enhance the possibility of ricochets, or create bad footing conditions. The entire range shooting area shall be relatively flat and level.
7. A line of target brackets or holders shall be placed on the target area. Materials shall be designed so as not to create any ricochet hazard.
8. The target line shall be placed no more than 20' in from of the impact berm. There shall be a space between each target bracket or holder, approximately equal to the width of one target. The top of the targets, when attached to the brackets or holder, should be approximately 6' off the ground and in a relatively straight and level line.
9. The firing line shall be clearly marked on the ground surface across the entire width of each firing range. The numbered distance shall be placed on both sides of each firing line to indicate the distance from the firing line to the target.
10. There shall be an audible sound system to amplify voice commands. The sound system shall enable the range officer to project loud and clear voice commands to all shooters during actual shooting exercises. An adequate communications system shall be established to allow all shooting officers, and other staff to communicate with one another, and should be conveniently located to minimize the loss of time between an emergency and the call for assistance. The system shall also be capable of contacting the appropriate assistance in case of injuries or other unforeseen emergencies.
11. A control tower shall be placed at the center point of the range, approximately 15 to 20 yards behind the farthest firing line, and provide the range office with a clear unobstructed view of all shooters and the range personnel. The floor decking shall be at least 6' higher than the ground. A flag pole, for displaying a red flag or banner whenever the range is in use, shall be installed close to or attached directly to the control tower. The top of this pole should be at least 26' higher than ground level. The flag or banner should be large enough to be conspicuously viewed from any location in the range area.
12. Adequate lighting shall be provided as determined by the Zoning Administrator.
13. A rest or break area shall be available in a location that is safe from any firing line.
14. A security fence shall be installed to keep other pedestrians and vehicles from entering the shooting area while in use.
15. Adequate parking shall be provided as determined by the Zoning Administrator.
16. The range shall contain some form of storage shed or field office. The structure shall be relatively secure for the storage of target materials.
17. Any future site or building improvements to the site will require site plan review.



18. The existing entrance that is proposed for use as the main entrance to the site shall be improved to accommodate 2-way traffic and shall meet the moderate volume commercial entrance design standard as shown in Figure 4-15 of Appendix F of the VDOT Road Design Manual.
19. The area around entrance shall be cleared of brush and small trees in order to make the entrance more visible and to provide increased sight distance to the satisfaction of VDOT.
20. A new commercial entrance permit shall be obtained by the applicant from the Department for the proposed site entrance.
21. The site shall provide a toilet facility for men and women, handwashing stations, and potable water available for its employees prior to full operation.
22. Suitable access to the range site shall be provided for emergency vehicles. Emergency personnel should be familiar with the access road(s) and location of the range site. Additionally, emergency personnel shall be notified of the hours of operation for the shooting range.
23. Follow EPA Best Management Practices regarding Lead Management and Reclamation.
24. The Blackwater Outdoor Shooting Range shall be in full operation within 2 years of obtaining the CUP or the CUP shall be null and void.

Following the Planning Commission Meeting

Staff reached out directly to Department of Environmental Quality (DEQ) in regards to the public questions in concerns with potential lead contamination. See attached response from DEQ.

In summary, DEQ stated the following:

- DEQ has the full authority from US EPA to investigate and/or enforce any correction actions in relation to lead and Resource Conservation and Recovery Act (RCRA) throughout Virginia. DEQ would investigate any complaints, determine if off-site pollution concerns are valid, and determine what corrective actions or remediation may be necessary.
- In addition to the County requiring the project to follow EPA guidance Best Management Practices for Lead- Outdoor Shooting Ranges, DEQ recommend that the County consider requiring the Shooting Range operator to have liability insurance that would cover any potential on-site or off-site pollution remediation.
- DEQ also suggested the shooting range may want to consider establishing its own Environmental Management System (EMS) equivalent to the E3 Level of VEEP that is certified every three years by a third party-auditor.

*Note: Having an EMS does not guarantee regulatory compliance, however, it is a valuable tool to help with regulatory compliance and reduce environmental footprint/impact.



ATTACHMENTS:

- DEQ Response to lead contamination
- Application
- Statement of Reasons Letter
- Property Description
- Site Plans



Re: Outdoor Shooting Range Environmental Guidance

From Boisvert, Keith (DEQ) <Keith.Boisvert@deq.virginia.gov>

Date Thu 3/27/2025 2:22 PM

To Wilke, Timothy (DEQ) <Timothy.Wilke@deq.virginia.gov>; Michael Poarch <mpoarch@sussexcountyva.gov>

Cc Scott, Ashby (DEQ) <Ashby.Scott@deq.virginia.gov>; Woodruff, Melinda (DEQ) <Melinda.Woodruff@deq.virginia.gov>

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Mr. Poarch,

An Environmental Management System (EMS) is a valuable tool to help with regulatory compliance and reduce environmental footprint. However, the Virginia Environmental Excellence Program (VEEP) requires its members to maintain a certain level of regulatory compliance. If a facility does not meet the compliance requirement it may not be eligible for the program. So, a facility might have a fully functional and conformant EMS but might not be eligible for VEEP due to issues with regulatory compliance.

I would suggest an EMS equivalent to the E3 Level of VEEP ([EMS Track Framework | Virginia DEQ](#)), that is certified (every three years) by a third-party auditor. The facility can join VEEP on top of that, if they like. VEEP does provide recognition benefits and eligibility for some permit fee discounts.

I am happy to discuss further.



Keith A. Boisvert
Environmental Specialist II, Office of Pollution
Prevention
[Virginia Department of Environmental Quality](#)
1111 E. Main St., Suite 1400
Richmond, VA 23219
804-774-8261

From: Wilke, Timothy (DEQ) <Timothy.Wilke@deq.virginia.gov>

Sent: Thursday, March 27, 2025 2:01 PM

To: Michael Poarch <mpoarch@sussexcountyva.gov>

Cc: Boisvert, Keith (DEQ) <Keith.Boisvert@deq.virginia.gov>; Scott, Ashby (DEQ) <Ashby.Scott@deq.virginia.gov>; Woodruff, Melinda (DEQ) <Melinda.Woodruff@deq.virginia.gov>

Subject: RE: Outdoor Shooting Range Environmental Guidance

Mr. Poarch,

In regard to the insurance provider question – DEQ cannot refer or recommend any particular insurance provider since that could be seen as an endorsement by the state. I would advise you perform an internet search for an insurance broker, and they should be able to direct you several companies from there.



Tim W. Wilke
Permitting Ombudsman

Office of Permitting Assistance
[Virginia Department of Environmental Quality](#)
1111 East Main Street, Suite 1400
Richmond, Virginia 23219
804-698-0989

From: Wilke, Timothy (DEQ) <Timothy.Wilke@deq.virginia.gov>

Sent: Thursday, March 27, 2025 1:46 PM

To: Michael Poarch <mpoarch@sussexcountyva.gov>

Cc: Boisvert, Keith (DEQ) <Keith.Boisvert@deq.virginia.gov>; Scott, Ashby (DEQ) <Ashby.Scott@deq.virginia.gov>; Woodruff, Melinda (DEQ) <Melinda.Woodruff@deq.virginia.gov>

Subject: RE: Outdoor Shooting Range Environmental Guidance

Mr. Poarch,

If a facility (such as a shooting range) were to have an EMS, DEQ's Office of Pollution Prevention (OPP) would like them to be in VEEP. However, making the operation of some entity contingent on VEEP membership may pose a problem. In order to be a member of VEEP a facility needs to maintain a certain level of compliance '[Record of Sustained Compliance](#)'.

Public Hearing - Page 13

If they don't, they may be asked to withdraw from or be dismissed from the program. Having an EMS does not guarantee regulatory compliance.

I would suggest an EMS equivalent to the E3 Level of VEEP ([EMS Track Framework | Virginia DEQ](#)), that is certified (every three years) by a third-party auditor. The facility can join VEEP on top of that, if they like, but I don't think that VEEP membership should be an operating requirement.

If you have any further questions, please let us know.

Thank you.



Tim W. Wilke
Permitting Ombudsman

Office of Permitting Assistance

[Virginia Department of Environmental Quality](#)

1111 East Main Street, Suite 1400
Richmond, Virginia 23219

804-698-0989

From: Michael Poarch <mpoarch@sussexcountyva.gov>
Sent: Thursday, March 27, 2025 11:48 AM
To: Wilke, Timothy (DEQ) <Timothy.Wilke@deq.virginia.gov>
Cc: Boisvert, Keith (DEQ) <Keith.Boisvert@deq.virginia.gov>; Scott, Ashby (DEQ) <Ashby.Scott@deq.virginia.gov>; Woodruff, Melinda (DEQ) <Melinda.Woodruff@deq.virginia.gov>
Subject: Re: Outdoor Shooting Range Environmental Guidance

Good Morning,

Thank you for your quick responses and feedback. In regards to pollution liability insurance, do you know or have a list of different providers that actually provide this type of insurance?

In addition, I know the VEEP is a voluntary program. However, would any of the following conditions would be appropriate for the County to consider as a requirement in addition to:

- Require a new shooting range to create an Environmental Management System that is acceptable to DEQ
- Becoming and maintain participation in the VEEP

In a case that neither of two are recommended, is there alternative language that you would suggest?

Sincerely,

M. Poarch

County Planner

Sussex County Planning & Zoning Department

From: Wilke, Timothy (DEQ) <Timothy.Wilke@deq.virginia.gov>
Sent: Wednesday, March 26, 2025 4:42 PM
To: Michael Poarch <mpoarch@sussexcountyva.gov>
Cc: Boisvert, Keith (DEQ) <Keith.Boisvert@deq.virginia.gov>; Scott, Ashby (DEQ) <Ashby.Scott@deq.virginia.gov>; Woodruff, Melinda (DEQ) <Melinda.Woodruff@deq.virginia.gov>
Subject: RE: Outdoor Shooting Range Environmental Guidance

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Public Hearing - Page 14

You don't often get email from timothy.wilke@deq.virginia.gov. [Learn why this is important](#)

Mr. Poarch,

Thank you for reaching out to Virginia DEQ regarding this. I am happy to answer your questions.

It is DEQ's recommendation that in addition to requiring "the project shall follow Environmental Protection Agency's guidance Best Management Practices for Lead Outdoor Shooting Ranges", we also recommend that Sussex County require the Shooting Range operator have pollution liability insurance. Such an insurance policy would cover the cost of any on-site or off-site pollution remediation.

1. Who would have the authority to investigate and/or enforce any corrective actions in relation to lead?
 - a. [The Virginia Department of Environmental Quality has full authority from US EPA to investigate and/or enforce any correction actions in relation to lead and RCRA throughout Virginia.](#)
2. What role would the state or federal agencies play if an issue were to occur?
 - a. [Virginia DEQ and US EPA would work together regarding any corrective actions and/or enforcement actions.](#)
3. If the contamination spread beyond the site itself, who would be responsible in resolve those issue?
 - a. [Virginia DEQ would investigate any complaints and determine if off-site pollution concerns are valid and would determine what corrective actions and/or remediation may be necessary. The pollution liability insurance policy mentioned above would come into play here.](#)

If you have any additional questions, please let DEQ know. I have included Ashby Scott and Melinda Woodruff to this email as they would best be able to answer any further questions regarding this topic.

Thank you.



Tim W. Wilke
 Permitting Ombudsman
 Office of Permitting Assistance
[Virginia Department of Environmental Quality](#)
 1111 East Main Street, Suite 1400
 Richmond, Virginia 23219
 804-698-0989

From: Boisvert, Keith (DEQ) <Keith.Boisvert@deq.virginia.gov>
Sent: Wednesday, March 26, 2025 12:07 PM
To: Michael Poarch <mpoarch@sussexcountyva.gov>
Cc: Wilke, Timothy (DEQ) <Timothy.Wilke@deq.virginia.gov>
Subject: Re: Outdoor Shooting Range Environmental Guidance

Hello Mr. Poarch,

Unfortunately, I am not confident in my abilities to answer your regulatory questions. However, I have been advised to include Tim Wilke on this message. I believe Tim might be more helpful than I can be in this instance.

Please contact me if you have future questions in which you think I might be of assistance. Thanks



Keith A. Boisvert
 Environmental Specialist II, Office of Pollution Prevention
[Virginia Department of Environmental Quality](#)
 1111 E. Main St., Suite 1400

Public Hearing - Page 15

Richmond, VA 23219

804-774-8261

From: Michael Poarch <mpoarch@sussexcountyva.gov>
Sent: Tuesday, March 25, 2025 5:32 PM
To: Boisvert, Keith (DEQ) <Keith.Boisvert@deq.virginia.gov>
Subject: Re: Outdoor Shooting Range Environmental Guidance

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Good Afternoon,

I hope you are doing well. I 'm reaching out to see if you can provide me some more insight on some concerns or questions in regards to lead mitigation for outdoor shooting range. The County is considering another shooting range for an conditional use permit. The County has included in one of its condition that "the project shall follow Environmental Protection Agency's guidance Best Management Practices for Lead Outdoor Shooting Ranges." However, there are some concerns in relation to what if the applicant doesn't follow guidelines and it leads to an impact to the environment and adjacent property owners such contamination to the air and/or groundwater.

1. Who would have the authority to investigate and/or enforce any corrective actions in relation to lead?
2. What role would the state or federal agencies play if an issue were to occur?
3. If the contamination spread beyond the site itself, who would be responsible in resolve those issue?

Based on your expertise, do you have any suggestions to ensure that the EPA guidelines and Best Managements Practices for Lead Reclamation are followed?

Sincerely,

M. Poarch

County Planner

Sussex County Planning & Zoning Department

From: Boisvert, Keith (DEQ) <Keith.Boisvert@deq.virginia.gov>
Sent: Friday, October 4, 2024 9:11 AM
To: Michael Poarch <mpoarch@sussexcountyva.gov>
Subject: Outdoor Shooting Range Environmental Guidance

You don't often get email from keith.boisvert@deq.virginia.gov. [Learn why this is important](#)

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Mr. Poarch,

I am responding to your request to the Virginia Department of Environmental Quality (DEQ) for recommendations or general guidelines in regard to mitigating lead contamination from an outdoor shooting range (ISP Shooting Range and Defensive Training Center). Please see the Environmental Protection Agency's guidance [Best Management Practices for Lead Outdoor Shooting Ranges](#) | [US EPA](#).

Another resource is the Arlington-Fairfax Chapter of the Izaak Walton League. They maintain an Environmental Management System (EMS) [Environmental Management System \(EMS\) – The Arlington-Fairfax Chapter Inc. \(arlingtonfairfax-iwla.org\)](#), with many techniques for reducing the environmental impact of their operations. These may be applicable to the new facility on a case-by-case situation.

Public Hearing - Page 16

Lastly, the new shooting range may want to consider establishing its own EMS. DEQ would be available to assist with such an endeavor. We also maintain a recognition program for facilities that have an EMS called the [Virginia Environmental Excellence Program](#) | [Virginia DEQ](#)

4/30/25, 2:34 PM

Mail - Michael Poarch - Outlook

The Virginia Environmental Excellence Program (VEEP) is a voluntary, non-regulatory program that promotes the use of Environmental Management Systems in Virginia. DEQ believes maintaining an EMS is a valuable step toward managing environmental impacts for any facility.

If you have questions or need further assistance, please don't hesitate to contact me. Thanks



Keith A. Boisvert

Environmental Specialist II, Office of Pollution Prevention

[Virginia Department of Environmental Quality](https://www.deq.state.va.us/)

1111 E. Main St., Suite 1400

Richmond, VA 23219

804-774-8261



"Good Things Are Happening in Sussex County!"

Sussex County, Virginia
Planning and Zoning Department

CONDITIONAL USE PERMITS

WHY DO I NEED A CONDITIONAL USE PERMIT?

Sussex County's Zoning Ordinance permits certain "by right" land uses in a district, and other uses, which, because of their unique characteristics or potential impacts on adjacent land uses, are not generally permitted in certain zoning districts as a matter of right. Such other uses, under the right set of circumstances and conditions, may be acceptable in certain specific locations only after review and recommendation of a Conditional Use Permit by the Planning Commission and approval by the Board of Supervisors.

WHAT IS THE PROCEDURE FOR OBTAINING A CONDITIONAL USE PERMIT?

1. Prior to submitting an application, we recommend scheduling a pre-application meeting to review the application and discuss any questions the applicant may have. Pre-application meetings may be scheduled by calling the Planning and Zoning Department at 434-246-1043.
2. Submit fifteen (15) copies of the completed application form, completed application checklist with all required documents (See Submittal Checklist for additional items that may be required), completed disclosure of real estate holdings, owner's affidavit, the filing fee and one (1) digital copy of all documents.

Conditional Use Permit

- Basic Fee: \$1,000 + \$50 per acre
- Cell Tower: \$5,000
- Renewable Energy Project: \$5,000

WHEN IS A CONDITIONAL USE PERMIT APPLICATION CONSIDERED BY THE PLANNING COMMISSION?

Once a completed application has been submitted to the County, the application is distributed for comment and review to all appropriate County and State agencies and departments. Once all comments are received and the application is deemed acceptable by all appropriate County and State agencies and departments, the application is scheduled for public hearing at the next Planning Commission meeting. Planning Commission meetings are held at 6:00 p.m. on the first Monday of each month in the General District Courtroom at the Sussex Judicial Center. The advertising deadline for an upcoming Planning Commission public hearing is the first Friday of the month; therefore, an application must be deemed acceptable by the Planning and Zoning Department prior to this deadline in order to be placed on the next month's agenda.

WHAT IS THE PUBLIC HEARING PROCEDURE FOR A CONDITIONAL USE PERMIT?

1. Once the application is scheduled for a public hearing by the Planning Commission, the applicant may be required to submit additional copies of the application deemed necessary by the Planning and Zoning Department for distribution to the Planning Commission. All required items must be submitted to the Planning and Zoning Department no fewer than ten calendar days prior to the scheduled public hearing.
2. The applicant will be given at least one sign to post on the property at least ten (10) days prior to the Planning Commission public hearing, indicating an application has been filed.

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**Sussex County, Virginia
Planning and Zoning Department**

Additional signs may be required based on linear road frontage. These signs are provided by the County and may be picked up in the Planning and Zoning Department at 21035 Princeton Road, Sussex, VA 23884.

3. The application is advertised for public hearing in the local newspaper(s) twice – no more than twenty-one (21) days and no less than five (5) days prior to the public hearing.
4. Notices are sent by the Planning Department to all property owners within a 200-foot radius of the property associated with the application at least five (5) days prior to the public hearing.
5. Staff will prepare a report on the application and the applicant will be sent a copy of the report and other comments made by County and State agencies and departments prior to the meeting date.
6. The applicant and/or a representative is required to attend the Planning Commission meeting to present the application and answer any questions from Commission members.
7. Following the Planning Commission's recommendation of approval or denial, the application will be placed on the Board of Supervisors' agenda for a public hearing. Board of Supervisors meetings are held on the third Thursday of each month and begin at 6:00 pm in the Sussex County General District Courtroom, 15098 Courthouse Road, Sussex, VA 23884. The same notification procedure as outlined above will be followed, and ten (10) additional copies of all application documents will be required to be submitted by the applicant for distribution to the Board of Supervisors. All required items must be submitted to the Planning and Zoning Department no fewer than ten calendar days prior to the scheduled public hearing.

8. The Board of Supervisors will hold the public hearing as scheduled, and make a determination to approve or deny the application. The applicant and or a representative is required to attend the Board of Supervisors meeting to present the application and answer any questions from Board of Supervisors members.
9. The applicant will be notified in writing of the Board of Supervisors' discussion. If denied, a period of at least one (1) year must elapse in order to resubmit the application, unless significant changes are made. Also, the applicant may appeal the Board's decision to the Sussex County Circuit Court within 30 days.

HOW LONG IS A CONDITIONAL USE PERMIT VALID?

Indefinitely, unless the Board of Supervisors places a time limit or other condition on the use permit that makes it not indefinite.

CAN A CONDITIONAL USE PERMIT BECOME VOID OR BE REVOKED?

Yes, unless otherwise specified by the conditions of the use permit, failure to establish the use within two (2) years from the date of approval shall cause the use permit to become void. When a use is discontinued for any reason for a continuous period of two (2) years or more, the use permit shall become void. The Board of Supervisors may revoke a use permit due to a change in conditions affecting the public, repeated violations of the Zoning Ordinance and/or the conditions of the use permit, or providing false information in order to obtain the use permit.

WHAT OTHER PERMITS OR APPROVALS MAY BE REQUIRED PRIOR TO CONSTRUCTION?

- Zoning Permit
- Stormwater Permit
- Building Permit
- Health Department Permit
- Site Plan Approval
- Subdivision Plat Approval
- Landscaping Surety
- Public Hearing - Page 19
- BMP Maintenance Agreement



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Planning and Zoning Department

SUBMITTAL CHECKLIST FOR CONDITIONAL PERMIT APPLICATIONS

In conjunction with Article XV, *Administration and Enforcement* of the Sussex County Zoning Ordinance, as amended, the following information shall be submitted for a Conditional Use Permit Application. Please note that it is the applicant's responsibility to ensure that the application is in compliance with all Federal, State and County regulations.

No application for a Conditional Use shall be certified as complete unless the following information is provided, unless the Zoning Administrator reduces the number of required copies.

- ☐ 1. Fifteen (15) copies of the original, executed application and one (1) original executed application. Both the applicant(s) and the property owner(s) must have their signature(s) notarized on page No. 2 of the application.
- ☐ 2. The appropriate fees have been submitted with the application. Checks should be made payable to: Treasurer, Sussex County.
- ☐ 3. Fifteen (15) copies of a statement of the reasons for seeking such permit, and if applicable, a statement of conditions.
- ☐ 4. Fifteen (15) copies of a narrative description of the property which shall include the Tax Parcel Identification Number.
- ☐ 5. One (1) copy of the most recent deed(s) for the property(s) associated with the application.
- ☐ 6. A concept plan of the property showing all existing and proposed physical improvements and such other information as is necessary to clearly indicate to the Planning Commission and Board of Supervisors that adequate provisions shall be made for compliance with all standards for that particular use and the extent of the property to be so used on a given parcel or parcels. Such document shall be drawn to scale and shall include the following information:
 - 1. A vicinity map at a scale of no less than one (1) inch equals two thousand (2,000) feet
 - 2. Title of drawing
 - 3. Date of drawing
 - 4. Existing wood line
 - 5. North arrow
 - 6. Scale bar
 - 7. Dimensions of property, location, size and elevation of existing buildings and proposed buildings, roadways, sidewalks, parking and loading spaces, and landscaping.
 - 8. Current zoning of parcel(s) to be rezoned, including tax map number(s) and owner(s)
 - 9. Current zoning of adjacent parcel(s), including tax map number(s) and owner(s)
 - 10. Street names including route number and width(s) of the right-of-way(s)
 - 11. Fifteen (15) full size copies, with one (1) reduced 11-inch X 17-inch copy shall be submitted
 - 12. Please note that additional information on the site layout may be requested by the Zoning Administrator during the review process in order to more effectively review the application and prepare the staff reports for the Planning Commission and Board of Supervisors.



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Sussex County, Virginia

Planning and Zoning Department

- ☐ 7. Fifteen (15) copies of such supplemental material as may be necessitated by the proposal.
- ☐ 8. One (1) electronic copy of all application documents.
- ☐ 9. All real estate taxes must be paid and current at the time of submittal; otherwise, the submittal will be refused at the counter. Proof of the most recent tax payment to the County must accompany the application.

I, the undersigned, certify that this application is complete, accurate and contains all required and requested information, documents and other submittals, and that all statements made herein are, to the best of my knowledge, true and correct. I further certify that I have exercised due diligence to obtain the most recent, complete and correct information available. I understand that any section not completed in its entirety may delay processing of this application and the date of the Planning Commission public hearing and that the submittal of a complete application does not guarantee the application will be placed on the next available Planning Commission agenda.

Printed or Typed Name

Signature

Date



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Sussex County, Virginia

Planning and Zoning Department

- ☐ 7. Fifteen (15) copies of such supplemental material as may be necessitated by the proposal.
- ☐ 8. One (1) electronic copy of all application documents.
- ☐ 9. All real estate taxes must be paid and current at the time of submittal; otherwise, the submittal will be refused at the counter. Proof of the most recent tax payment to the County must accompany the application.

I, the undersigned, certify that this application is complete, accurate and contains all required and requested information, documents and other submittals, and that all statements made herein are, to the best of my knowledge, true and correct. I further certify that I have exercised due diligence to obtain the most recent, complete and correct information available. I understand that any section not completed in its entirety may delay processing of this application and the date of the Planning Commission public hearing and that the submittal of a complete application does not guarantee the application will be placed on the next available Planning Commission agenda.

Howell P. Godfrey Jr.

Printed or Typed Name

H. P. Godfrey Jr.

Signature

1/8/25

Date



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Sussex County, Virginia
Planning and Zoning Department

APPLICATION FOR CONDITIONAL USE PERMIT

This application should be used to petition for a permit for certain uses which, because of their unique characteristics or potential impacts on adjacent land uses, are not generally permitted in certain zoning districts as a matter of right, but which may, under the right set of circumstances and conditions be acceptable in certain specific locations. The following application requirements are consistent with the procedures set forth in Section 16-274, *Public hearing on Conditional Use Permit*, of the Sussex County Zoning Ordinance, as amended.

A. APPLICATION:

Conditional Use Permit (Are applicant proposed conditions attached?): ☒ Yes ☐ No

The proposed use or activity is listed as a conditional use in the A-1 zoning district as per Section Sec. 34-193 in Article III of the Sussex County Zoning Ordinance.

Proposed Use, Activity, or Type of Improvement: Commercial business - outdoor shooting range

Fair Market Value of Improvements? \$ 150,000

B. PROJECT DESCRIPTION:

Project Name: The Blackwater Outdoor Shooting Range

Property Address (if any): 4401 General Mahone Hwy Waverly, VA 23890

Election District: Blackwater

Comprehensive Plan Designation: Recreational

The use permit will apply to 20 acres out of 151 total acres

Tax Parcel Identification # 16-A-1 Number of acres to be effected: 20

Tax Parcel Identification # _____ Number of acres to be effected: _____

Tax Parcel Identification # _____ Number of acres to be effected: _____

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

Are there any deed restrictions on the property? ☐ Yes ☒ No
(If yes, please attach a copy of the deed restrictions.)



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Planning and Zoning Department

C. APPLICATION INFORMATION:

Applicant(s) Name(s): Howell Godfrey Jr.

Address: 4076 Spring Grove Ave

City, State, Zip Code: Claremont, VA 23899

Phone No.: 7579456285 Email: howellgodfrey43@gmail.com Fax No.: _____

Property Owner(s) Name(s): The Town of Waverly

Address: 119 Bank St

City, State, Zip Code: Waverly, VA 23890

Phone No.: (804) 834-2330 Email: amcphaul@town.waverlyva.us Fax No.: _____

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

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

Applicant: Howell Percell Godfrey Jr.

Printed or Typed Name

Owner: _____

Printed or Typed Name

Applicant: _____ Date: _____

Signature

Owner: _____ Date: _____

Signature

County of Sussex, Commonwealth of Virginia

County of Sussex, Commonwealth of Virginia

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

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

Notary Public

Notary Public

My Commission Expires _____

My Commission Expires _____



"Good Things Are Happening in Sussex County!"

Sussex County, Virginia
Planning and Zoning Department

C. APPLICATION INFORMATION:

Applicant(s) Name(s): Howell Godfrey Jr.
Address: 4076 Spring Grove Ave
City, State, Zip Code: Claremont, VA 23899
Phone No.: 7579456285 Email: howellgodfrey43@gmail.com Fax No.: _____
Property Owner(s) Name(s): The Town of Waverly
Address: 119 Bank St
City, State, Zip Code: Waverly, VA 23890
Phone No.: (804) 834-2330 Email: amcpaul@town.waverlyva.us Fax No.: _____

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

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

Applicant: Howell Percell Godfrey Jr.
Printed or Typed Name

Owner: _____
Printed or Typed Name

Applicant: H. T. Godfrey Jr. Date: 1/8/25
Signature

Owner: _____ Date: _____
Signature

County of Sussex, Commonwealth of Virginia

County of Sussex, Commonwealth of Virginia

Subscribed and sworn to before me Howell Percell Godfrey Jr., A Notary Public in and for the County of Sussex, Commonwealth of Virginia, this 8th day of January, 2025

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

Jan Anne Crutch
Notary Public

Notary Public

My Commission Expires 12/31/2027

My Commission Expires _____



"Good Things Are Happening in Sussex County!"

Sussex County, Virginia
Planning and Zoning Department

Owner: _____
Printed or Typed Name

Owner: _____
Printed or Typed Name

Owner: _____ Date: _____
Signature

Owner: _____ Date: _____
Signature

County of Sussex, Commonwealth of Virginia

County of Sussex, Commonwealth of Virginia

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

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

Notary Public

Notary Public

My Commission Expires _____

My Commission Expires _____



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Sussex County, Virginia

Planning and Zoning Department

NOTICE: THE ATTACHED CHECKLIST MUST BE COMPLETED, CERTIFIED, AND SUBMITTED OR THE APPLICATION WILL BE CONSIDERED INCOMPLETE.

Remit Application to: Sussex County Planning Department, 20135 Princeton Road, P. O. Box 1397,
Sussex, Virginia 23884

FOR OFFICE USE ONLY:

Complete Application Received On: _____ Fees Paid: _____
Tax Query: ☐ Current ☐ Delinquent Distribution Date: _____
Posted/Date to Post: _____

AGENCIES REFERRALS:

_____ Department of Environmental Quality
_____ Finance
_____ Industrial Development Authority
_____ County Administration
_____ Public Safety
_____ Health Department
_____ VDOT
_____ Commissioner of the Revenue
_____ Sussex Service Authority

_____ Building Inspections
_____ Sheriff's Office
_____ Town of Jarratt
_____ Town of Waverly
_____ Town of Stony Creek
_____ Town of Wakefield
_____ Schools
_____ County Attorney
_____ Other _____

Verified By: _____ Date: _____



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Sussex County, Virginia

Planning and Zoning Department

COUNTY OF SUSSEX

DISCLOSURE OF REAL ESTATE HOLDINGS

Applicant Howell Percell Godfrey Jr.

Address 4076 Spring Grove Ave

Claremont VA 23899
City State Zip

REAL ESTATE HOLDINGS TO BE AFFECTED

Location or Address	Description
4401 General Mahone Hwy Waverly, VA 23890	151 acres of woodlands

OTHER OWNERS OF AFFECTED REAL ESTATE

(Not Required for Corporation whose stock is traded on a national or local stock exchange or having more than 500 shareholders.)

Name of Individuals Corporation/Partnership Business Association	Address
The Town of Waverly, Inc	119 Bank St, Waverly, VA 23890

Does any member of the Sussex County Planning Commission or governing body have any interest in such property, either individually, by ownership of stock in a corporation owning such land, partnership, as the beneficiary of a trust, or the settlor of a revocable trust, or whether a member of the immediate household of any member of the Planning Commission or governing body has any such interest? ☐ Yes ☒ No

If yes, names of members:

I do solemnly swear that the foregoing statement(s) and attachments(s), if any, are complete, correct and true.

Applicant: Howell Percell Godfrey Jr. Applicant: _____ Date: _____
Printed or Typed Name Signature

Commonwealth of Virginia
County of Sussex

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

Notary Public

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My Commission Expires _____



"Good Things Are Happening in Sussex County!"

Sussex County, Virginia
Planning and Zoning Department

COUNTY OF SUSSEX
DISCLOSURE OF REAL ESTATE HOLDINGS

Applicant Howell Percell Godfrey Jr.

Address 4076 Spring Grove Ave

	Street	
<u>Claremont</u>	<u>VA</u>	<u>23899</u>
City	State	Zip

REAL ESTATE HOLDINGS TO BE AFFECTED

Location or Address	Description
4401 General Mahone Hwy Waverly, VA 23890	151 acres of woodlands

OTHER OWNERS OF AFFECTED REAL ESTATE

(Not Required for Corporation whose stock is traded on a national or local stock exchange or having more than 500 shareholders.)

Name of Individuals Corporation/Partnership Business Association	Address
The Town of Waverly, Inc	119 Bank St, Waverly, VA 23890

Does any member of the Sussex County Planning Commission or governing body have any interest in such property, either individually, by ownership of stock in a corporation owning such land, partnership, as the beneficiary of a trust, or the settlor of a revocable trust, or whether a member of the immediate household of any member of the Planning Commission or governing body has any such interest? ☐ Yes ☒ No

If yes, names of members:

I do solemnly swear that the foregoing statement(s) and attachment(s), if any, are complete, correct and true.

Applicant: Howell Percell Godfrey Jr. Applicant: V. T. Godfrey Jr. Date: 1/8/25
Printed or Typed Name Signature

Commonwealth of Virginia
County of Sussex

Subscribed and sworn to before me Howell Percell Godfrey Jr.
A Notary Public in and for the County of Sussex, Commonwealth of
Virginia this 8 day of January, 2025.

Laura Anne Crowder
Notary Public

My Commission Expires 12/31/2027



AMENDMENT TO CONTRACT FOR SALE OF REAL ESTATE

THIS AMENDMENT is made this 10th day of December, 2024, by and between THE TOWN OF WAVERLY, Seller, and Howell Godfrey Jr.
_____, Buyer.

WITNESSETH:

WHEREAS, The Town of Waverly (Seller) and Buyer previously entered into a contract on or about June, 2022 for the sale of a certain undeveloped tract of real property which is a portion of that larger parcel formerly known as "Waverly Airport Property," and,

WHEREAS, Buyer has encountered certain delays in obtaining various regulatory approvals for the proposed development of a shooting range on said property, and,

WHEREAS, under the terms of the initial contract, Seller, at its option, could cancel the contract, and,

WHEREAS, Buyer has requested additional time which Seller is willing to allow and on which the Town Council has voted to approve,

NOW, THEREFORE, the parties hereto agree to amend the contract and impose the following terms relating to the timing of closing:

1. The Buyer has an additional 90 days from the date of the Town's execution of the amendment, to-wit: December 10, 2024, to close.

Time shall be of the essence, provided, however, that upon Buyer's request, Seller agrees to grant up to two (2) 45-day extensions before the contract is rendered null and void. To be more specific, time is of the essence with closing to occur no later than 180 days from December 10, 2024.

Other terms of the contract shall remain in full force and effect except as amended by this document.

WITNESS OUR HANDS THIS 10th day of December, 2024.

SELLER:

THE TOWN OF WAVERLY, a Virginia
Municipal Corporation

By: Angela McPhaul
Angela McPhaul, Mayor

BUYER:

The Timberneck Corp.

By: H. T. Godfrey Jr.
Howell Godfrey Jr.

[NOTARY CLAUSES ON NEXT PAGE]

COMMONWEALTH OF VIRGINIA

CITY/COUNTY OF Surry, to wit:

I, the undersigned Notary Public in and for the aforesaid City/County and State, do hereby certify that The Timberneck Corporation whose name is signed to the foregoing document, has acknowledged the same before me this 11 day of December 2024. She/He is personally known to me or has produced identification.

Laura Anne Crowder
Notary Public

My Commission Expires: 12/31/2027

My Registration No.: 8036123

COMMONWEALTH OF VIRGINIA

CITY/COUNTY OF Surry, to wit:



I, the undersigned Notary Public in and for the aforesaid City/County and State, do hereby certify that _____ whose name is signed to the foregoing document, has acknowledged the same before me this _____ day of _____, 2024. She/He is personally known to me or has produced identification.

Notary Public

My Commission Expires: _____

My Registration No.: _____

THIS DEED, made this 1st day of November, 1934, by and between H. A. Gray and Pearl Gray, his wife, Garland Gray and Agnes T. Gray, his wife, and Ella V. Gray, parties of the first part, and the Town of Waverly, Incorporated, of Virginia, party of the second part.

WITNESSETH: that for and in consideration of the sum of nine hundred six (\$906.00) dollars, cash in hand paid, receipt whereof is hereby acknowledged, the said parties of the first part do hereby grant and convey; with General Warranty, unto the said party of the second part, the following described property, to-wit:

All of that certain piece or parcel of land located in Waverly Magisterial District, Sussex County, Virginia, containing by estimation one hundred fifty one (151) acres, more or less, known as the "Waverly Airport", and described as follows: beginning at a point north of U. S. Route No. 460 where the western boundary of a tract of land belonging to the Virginia Portland Cement Company crosses said U. S. Route No. 460, running westwardly along the northern boundary of said U. S. Route No. 460 a distance of two thousand eight hundred (2800) feet; thence running northward by a line parallel with the western boundary of the said tract of land belonging to the Virginia Portland Cement Company to a point located two thousand seven hundred ninety eight (2798) feet from the Norfolk and Western right of way; thence eastward in a straight line to a point on the western boundary of the said tract of land belonging to the said Virginia Portland Cement Company located two thousand seven hundred ninety eight (2798) feet from the Norfolk and Western right of way; thence running southward along the western boundary of the said Portland Cement Company's land to the point of beginning. It is expressly understood and agreed, though the measurements of this deed are from the Norfolk and Western right of way, the land located between the Norfolk and Western right of way and the said U. S. Route No. 460, within the confines of these measurements, is not included in this conveyance and remains the property of the parties of the first part.

The said parties of the first part covenant that they have the right to convey the said land to the grantee; that they have done no act to encumber the said land; that the grantee shall have quiet possession of said land, free from all encumbrances, and they, the said parties of the first part will execute such other and further assurance of said land as may be requisite.

Witness the following signatures and seals.

H. A. Gray	(SEAL)
Pearl F. Gray	(SEAL)
Garland Gray	(SEAL)
Agnes T. Gray	(SEAL)
Ella V. Gray	(SEAL)

State of Virginia, County of Sussex, to-wit:

I, H. E. Herbert, a notary public in and for the County of Sussex, State of Virginia, do hereby certify that H. A. Gray and Pearl Gray, his wife, Garland Gray and Agnes T. Gray, his wife, and Ella V. Gray, whose names are signed to the foregoing deed dated the 1st day of November, 1934, have each acknowledged the same before me in my county and state aforesaid. My commission expires September 24, 1935.

Given under my hand this 2nd day of November, 1934.

H. E. Herbert Notary Public.

Virginia: In the Clerk's Office of Sussex Circuit Court December 15, 1934.

This Deed of Sale from H. A. Gray et als to Town of Waverly, Inc. was this day lodged in the said office, and with the certificate annexed, admitted to record at 11 o'clock A. M. and indexed as required by law.

End

Tests:

James Hargrave

Clerk.

Public Hearing - Page 33

August 20, 1935 - Milled
H. W. O'Grady
Waverly, Va.

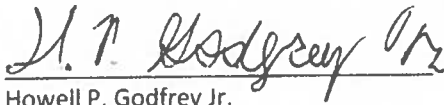
4116 PB 6174

Property Narrative Description

The Timberneck Corporation The Blackwater Outdoor Shooting Range Project

Tax Parcel Identification Number: 16-A-1

All of that certain piece or parcel of land located in Waverly Magisterial District, Sussex County, Virginia, containing by estimation one hundred fifty-one (151) acres, more or less, known as the "Waverly Airport", and described as follows: beginning at a point north of U.S. Route No. 450 where the western boundary of a tract or land belonging to the Grayland Company LP crosses said U.S. Route No. 460, running westwardly along the northern boundary of said U.S. Route No. 460 a distance of two thousand eight hundred (2800) feet; thence running northward by a line parallel with the western boundary of the said tract of land belonging to the Grayland Company LP to a point located two thousand seven hundred ninety eight (2798) feet from the Norfolk and Western right of way; thence eastward in a straight line to a point on the western boundary of the said tract of land belonging to the said Grayland Company LP located two thousand seven hundred ninety eight (2798) feet from the Norfolk and Western right of way; thence running southward along the western boundary of the said Grayland Company's land to the point or beginning. It is expressly understood and agreed, though the measurements of this deed are from the Norfolk and Western right of way, the land located between the Norfolk and Western right of way and the said U. s. Route No. 460, within the confines of these measurements, is not included in this conveyance and remain the property of the parties of the first part.



Howell P. Godfrey Jr.
President, The Timberneck Corporation

1/14/2025

Date

Statement of Reasons

The Timberneck Corporation

The Blackwater Outdoor Shooting Range Project

The Timberneck Corporation has entered into a purchase agreement to purchase 40 acres of tax ID: 16-A-1, which is currently zoned for General Agriculture (A-1). The corporation plans to utilize this site to open a publicly available outdoor shooting range, The Blackwater Outdoor Shooting Range (BOSR). As such we are required by Sussex County to obtain a conditional use permit to operate this business on the aforementioned property.

All operations will adhere and not deviate from the established Standard Operation Procedure (SOP). This also includes how patrons will enter/exit the range and occupy lanes. BOSR's operation hours will be 10AM – 6PM for Wednesday & Thursday and 9AM – 6PM for Friday - Sunday. These hours will be applicable as daylight permits and may be extended during the summer months. The staff will initially consist of 3 employees, not including ownership. All employees will be 'Range Safety Officer' certified by the National Rifle Association.

- 1 – General Manager
- 2 – Range Safety Officer

We will offer lane rentals for firearms use for handguns, rifles, and shotguns. We will have age restrictions such as listed below. More information can be found in our SOP.

- Individuals under age 18 are prohibited from entering all range facilities. (Does not include special events and sponsored programs)
- Individuals ages 18 - 20 will be permitted to use the range for shotguns or rifles only if not accompanied by an adult 21 or older.
- Individuals under the age of 21 who possess a handgun will not be allowed on the range and will be asked to leave the property unless accompanied by someone 21 or older.

BOSR will have a positive impact on the following areas:

1. Community
 - a. The facilities will be utilized by the Sussex Sheriff Department.
 - b. The business will be a place of recreation for the citizens of the surrounding areas.
 - c. We will offer hunter and youth safety classes.
 - d. This business complements the rural culture of the county.
2. Exclusivity
 - a. This will be the only publicly available outdoor shooting range within a 45-mile radius of the site.
 - b. This will be the only minority and veteran owned shooting range in the state of Virginia.
3. Economic Activity
 - a. Through our exclusivity, the business will increase tourism throughout the area.

We are requesting a 1-year extension to the previously approved conditional use permit as we were not able to complete construction and open for operation within the allotted time due to the following events. These events and their impact on our timeline were outside of our control and influence.

- Our civil engineer had some heart problems that delayed the site plan submission by 3-4 months
- The site plan approval was dependent on approval from DEQ, which requested that the conversation easement be on the plat. This took 4 months to complete and get their approval for this particular item.
- In all it took 1 year and 2 months from the first submission to be approved by DEQ
- We also had to secure a surety bond and meet the final requirements to get the land disturbance permit. This took about an additional 90 days to complete.

Timeline

- Conditional use permit issued – 1/2023
- Civil engineer out on medical leave – 1/2023 – 4/2023
- Initial site plans submitted – 5/2023
- DEQ requires easement on plat – 11/2023
- Easement requirement met and resubmitted to DEQ – 4/2024
- DEQ approval received – 7/2024
- Met final requirements – 7/2024 – 10/2024
- Site plan and land disturbance permit approval received – 11/2024

M. P. Godfrey Jr.

Howell P. Godfrey Jr.

President, The Timberneck Corporation

1/27/2024

Date

AUGUST 2023

1. **OWNERS/DEVELOPERS**

- CHASE, JAMES M. JR.
 10000 N. 22ND
 CUMMINGTON, VA 22808
 EMail: jchase@jchase.com
 PLYNDER, DONALD
 14000 N. 22ND
 CUMMINGTON, VA 22808
 EMail: plynderd@comcast.net
 3. ZONING & DISTRICTS
 4. ADJACENT DISTRICT
 5. DISTRICT REFERENCE
 6. DATA REFERENCE
 7. DATA REFERENCE
 8. DATA REFERENCE
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SCALE: 1" = 1,000'



SHEET INDEX	
SHEET NUMBER	SHEET TITLE
C00	COVER
C01	ISO PROJECT INFORMATION
C10	SITE DETAILS I
C11	SITE DETAILS II
C12	VOOI STANDARD NOTES
C13	TRAFFIC MANAGEMENT PLAN
C14	TRAFFIC MANAGEMENT DETAIL
C20	EROSION AND SEDIMENT CONTROL NOTES
C21	EROSION AND SEDIMENT CONTROL NOTES I
C22	SOIL MAP
C30	EXISTING CONDITIONS, UTILIZATION AND PHASE I L&P PLAN
C31	PHASE I EROSION & SEDIMENT CONTROL PLAN
C40	OVERALL SITE PLAN
C41	SITE PLAN I
C42	SITE PLAN II
C50	MAJOR HIGHWAYS
C61	PROPOSED SITE GRADING PLAN I
C62	PROPOSED SITE GRADING PLAN II
C63	PROPOSED SITE GRADING PLAN III
C60	EXISTING DRAINAGE AREA MAP
C61	STORMWATER MANAGEMENT - QUALITY EXISTING CONDITIONS
C70	EXISTING CBPA PLAN
C71	PROPOSED CBPA PLAN
C72	CBPA PLAN
C80	SHORT RUN DRAINAGE PLAN
C81	LIGHTING PLAN
C90	LIGHTING DETAILS I
C91	LIGHTING DETAILS II
C92	LIGHTING DETAILS III
C93	LIGHTING DETAILS IV
C94	LANDSCAPING PLAN
C95	LANDSCAPING NOTES AND DETAILS

MISS UTILITY OF VIRGINIA

CONTRACTOR SHALL CALL MISS UTILITY 48 HOURS PRIOR TO THE START OF EXCAVATION. CONTRACTOR SHALL VERIFY LOCATION AND ELEVATION OF ALL UNDERGROUND UTILITIES SHOWN ON PLANS IN AREAS OF CONSTRUCTION PRIOR TO STARTING WORK. CONTRACT ENGINEER IMMEDIATELY IF THE LOCATION OR ELEVATION DIFFERENT FROM THAT SHOWN ON THE PLAN, IF THERE APPEARS TO BE A CONFLICT, AND/OR URGENCY DISCOVERY OF ANY UTILITY NOT SHOWN ON PLAN. CONTRACT MESS OF VIRGINIA, 1-800-553-1001 (TOLL FREE)

223

APPROVAL BLOCK
DEQ PLAN # 20____-0____

DATA

APPROVAL STAMPS

PLANNING & ZONING

VO

NOT FOR CONSTRUCTION

**BLACKWATER
OUTDOOR SHOOTING RANGE**
SUSSEX COUNTY, VA
COVER SHEET

COVER SHEET

REVISIONS

DESCRIPTION
COUNTY REVIEW # COMMENT#
COUNTY REVIEW COMMENTS

Public Hearing

RATCHET DESIGN
7119 ST. ANTONIO PARK DRIVE
MADISON, VA 23103
PHONE: (804) 534-0280

RATCHET DESIGN:
7119 STAFFORD PARK DRIVE
MOBILE, VA 23110
PHONE: (804) 504-0280

GENERAL NOTES

- READING AND FILING NOTES:**

- MECHANICAL AREA SCREENING FENCE**
NOT TO SCALE



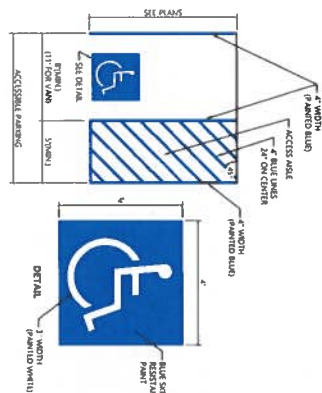
REVISIONS	
DATE	DESCRIPTION
08/03/21	COUNTY REVIEW COMMENTS
08/27/21	COUNTY REVIEW COMMENTS

BLACKWATER
OUTDOOR SHOOTING RANGE
 SUSSEX COUNTY, VA
 STANDARD SITE DETAILS II

PROJECT NO. 2101
 DATE: 08/10/2021
 DRAWN BY: MOHAMMAD
 DESIGN BY: MOHAMMAD
 REVIEW BY:

SHEET NO.
C1.1

NOT FOR CONSTRUCTION

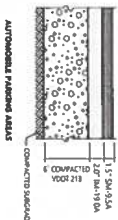
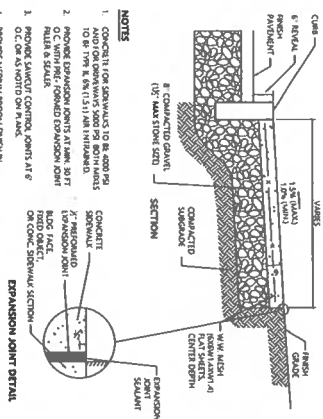


Accessible Parking Space
 Source: VHB

12/79
LD.353A

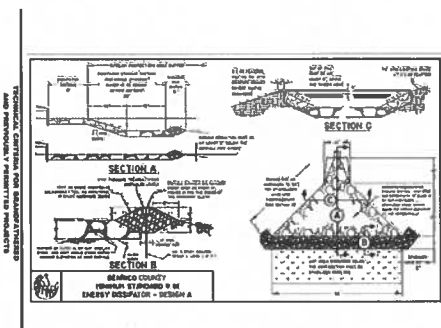
Concrete Sidewalk
 Source: VHB

3/70
LD.420



Bituminous Concrete Pavement Section - Parking Lot
 Source: Project Geotechnical Report

6/09
N.T.S.

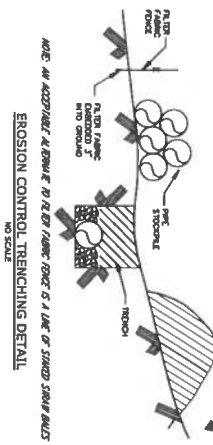


Level Spreader Type A
 Source: Project Geotechnical Report

6/09
N.T.S.

SYMBOL	TITLE	VELOCITY (FPS)	UNIT	QUANTITY
(1)	SAFETY FENCE	3.01	U	111
(2)	CONSTRUCTION DISTANCE	3.02	CA	111
(3)	SAFETY FENCE	3.03	U	111
(4)	SAFETY FENCE	3.04	CA	111
(5)	SAFETY FENCE	3.05	U	111
(6)	SAFETY FENCE	3.06	CA	111
(7)	SAFETY FENCE	3.07	U	111
(8)	SAFETY FENCE	3.08	CA	111
(9)	SAFETY FENCE	3.09	U	111
(10)	SAFETY FENCE	3.10	CA	111
(11)	SAFETY FENCE	3.11	U	111
(12)	SAFETY FENCE	3.12	CA	111
(13)	SAFETY FENCE	3.13	U	111
(14)	SAFETY FENCE	3.14	CA	111
(15)	SAFETY FENCE	3.15	U	111
(16)	SAFETY FENCE	3.16	CA	111
(17)	SAFETY FENCE	3.17	U	111
(18)	SAFETY FENCE	3.18	CA	111
(19)	SAFETY FENCE	3.19	U	111
(20)	SAFETY FENCE	3.20	CA	111

SYMBOLS LEGEND AND QUANTITIES
NO SCALE



EROSION CONTROL TRENCHING DETAIL
NO SCALE

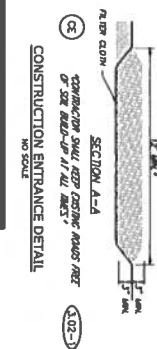
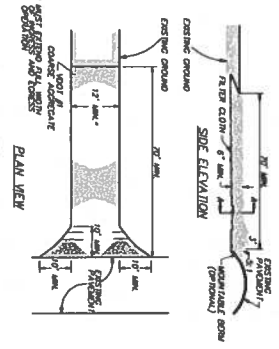
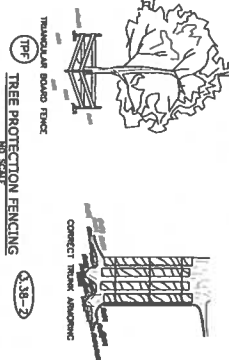
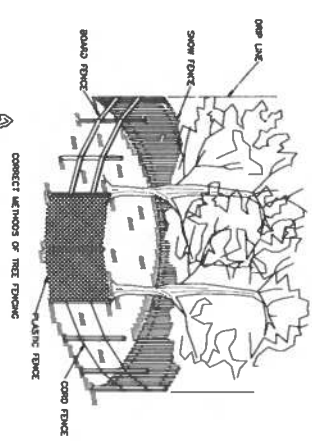
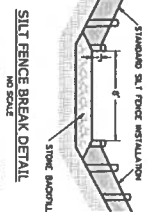


TABLE 1.1-1 PHYSICAL PROPERTIES OF PLASTIC SAFETY FENCE		
DESIGN REQUIREMENTS	MIN.	MAXIMUM
Material used	HDPE	
Thickness	1/8"	
Length	40' to 100'	
Weight	100 lbs	
Storage	Flat	
Installation	As Shown	

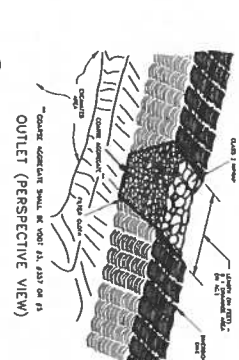
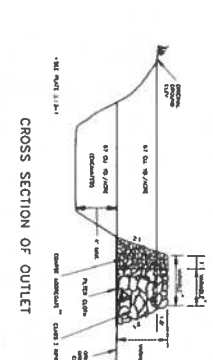
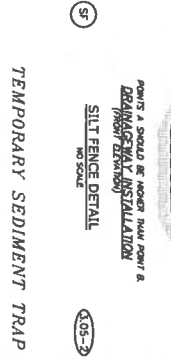
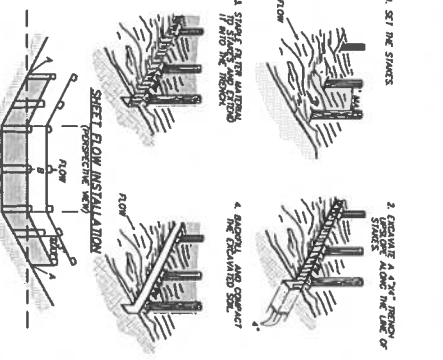
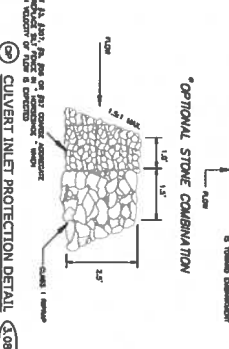
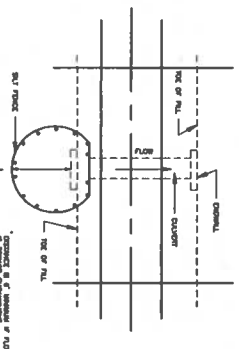
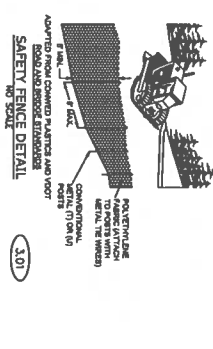
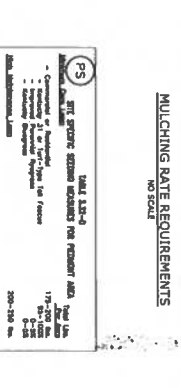
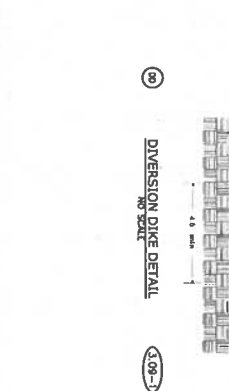
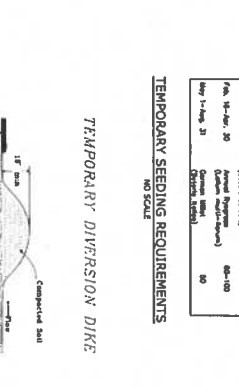
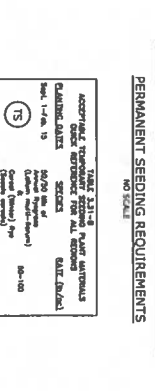


TABLE 1.3-2. A. ORGANIC MATTER WATERSHEDS AND APPLICATION RATES				
MATERIALS	WATERSHED		NOTES	
	PER ACRE	PER 1000 SQ. FT.		
STALKS OR HAY	10-20 LBS.	10-20 LBS.	NEED MORE STUDIES ON CATTLE WATER, WATER AND MANURE. SHOULD BE WASHED OFF FIRST	
WHEAT STRAW	10-20 LBS.	10-20 LBS.	DO NOT USE OF STALKS OR WHEAT STRAW ON PASTURE. ONLY ON PASTURE. ONLY ON PASTURE.	
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WHEAT STRAW	10-20 LBS.	10-20 LBS.	DO NOT USE OF STALKS OR WHEAT STRAW ON PASTURE. ONLY ON PASTURE. ONLY ON PASTURE.	
WHEAT STRAW	10-20 LBS.	10-20 LBS.	DO NOT USE OF STALKS OR WHEAT STRAW ON PASTURE. ONLY ON PASTURE. ONLY ON PASTURE.	
WHEAT STRAW	10-20 LBS.	10-20 LBS.	DO NOT USE OF STALKS OR WHEAT STRAW ON PASTURE. ONLY ON PASTURE. ONLY ON PASTURE.	
WHEAT STRAW	10-20 LBS.	10-20 LBS.	DO NOT USE OF STALKS OR WHEAT STRAW ON PASTURE. ONLY ON PASTURE. ONLY ON PASTURE.	
WHEAT STRAW	10-20 LBS.	10-20 LBS.	DO NOT USE OF STALKS OR WHEAT STRAW ON PASTURE. ONLY ON PASTURE. ONLY ON PASTURE.	
WHEAT STRAW	10-20 LBS.	10-20 LBS.	DO NOT USE OF STALKS OR WHEAT STRAW ON PASTURE. ONLY ON PASTURE. ONLY ON PASTURE.	
WHEAT STRAW	10-20 LBS.	10-20 LBS.	DO NOT USE OF STALKS OR WHEAT STRAW ON PASTURE. ONLY ON PASTURE. ONLY ON PASTURE.	
WHEAT STRAW	10-20 LBS.	10-20 LBS.	DO NOT USE OF STALKS OR WHEAT STRAW ON PASTURE. ONLY ON PASTURE. ONLY ON PASTURE.	



<ul style="list-style-type: none"> - Seed for 100 Acres - 100 lbs. of Seed - 1000 lbs. of Seed - 10000 lbs. of Seed - 100000 lbs. of Seed - 1000000 lbs. of Seed - 10000000 lbs. of Seed - 100000000 lbs. of Seed - 1000000000 lbs. of Seed - 10000000000 lbs. of Seed - 100000000000 lbs. of Seed - 1000000000000 lbs. of Seed - 10000000000000 lbs. of Seed - 100000000000000 lbs. of Seed - 1000000000000000 lbs. of Seed - 10000000000000000 lbs. of Seed - 100000000000000000 lbs. of Seed - 1000000000000000000 lbs. of Seed - 10000000000000000000 lbs. of Seed - 100000000000000000000 lbs. of Seed - 1000000000000000000000 lbs. of Seed - 10000000000000000000000 lbs. of Seed - 100000000000000000000000 lbs. of Seed - 1000000000000000000000000 lbs. of Seed - 10000000000000000000000000 lbs. of Seed - 100000000000000000000000000 lbs. of Seed - 1000000000000000000000000000 lbs. of Seed - 10000000000000000000000000000 lbs. of Seed - 100000000000000000000000000000 lbs. of Seed - 1000000000000000000000000000000 lbs. of Seed - 10000000000000000000000000000000 lbs. of Seed - 100000000000000000000000000000000 lbs. of Seed - 1000000000000000000000000000000000 lbs. of Seed - 10000000000000000000000000000000000 lbs. of Seed - 100000000000000000000000000000000000 lbs. of Seed - 1000000000000000000000000000000000000 lbs. of Seed - 10000000000000000000000000000000000000 lbs. of Seed - 100000000000000000000000000000000000000 lbs. of Seed - 1000000000000000000000000000000000000000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 1000 lbs. of Seed - 1000 lbs. of Seed - 1000 lbs. of Seed - 1000 lbs. of Seed - 1000 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 100 lbs. of Seed - 100 lbs. of Seed - 100 lbs. of Seed - 100 lbs. of Seed - 1000 lbs. of Seed - 100 lbs. of Seed - 100 lbs. of Seed - 100
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SOIL MAP

REVISIONS	
DATE	DESCRIPTION
08/03/23	COUNTY REVIEW COMMENTS
08/27/23	COUNTY REVIEW COMMENTS



EROSION & SEDIMENT CONTROL LEGEND

- 1. SLOPE PROTECTION
- 2. PERMANENT SEDIMENTATION
- 3. LEAK BREAKERS

SCALE 1"=40'

NOT FOR CONSTRUCTION

C3.1

SHEET NO.

PROJECT NO. 2017
DATE: 09/10/2023
DRAWN BY: MICHAEL
DESIGN BY: MICHAEL
REVIEW BY:

BLACKWATER OUTDOOR SHOOTING RANGE SUSSEX COUNTY, VA

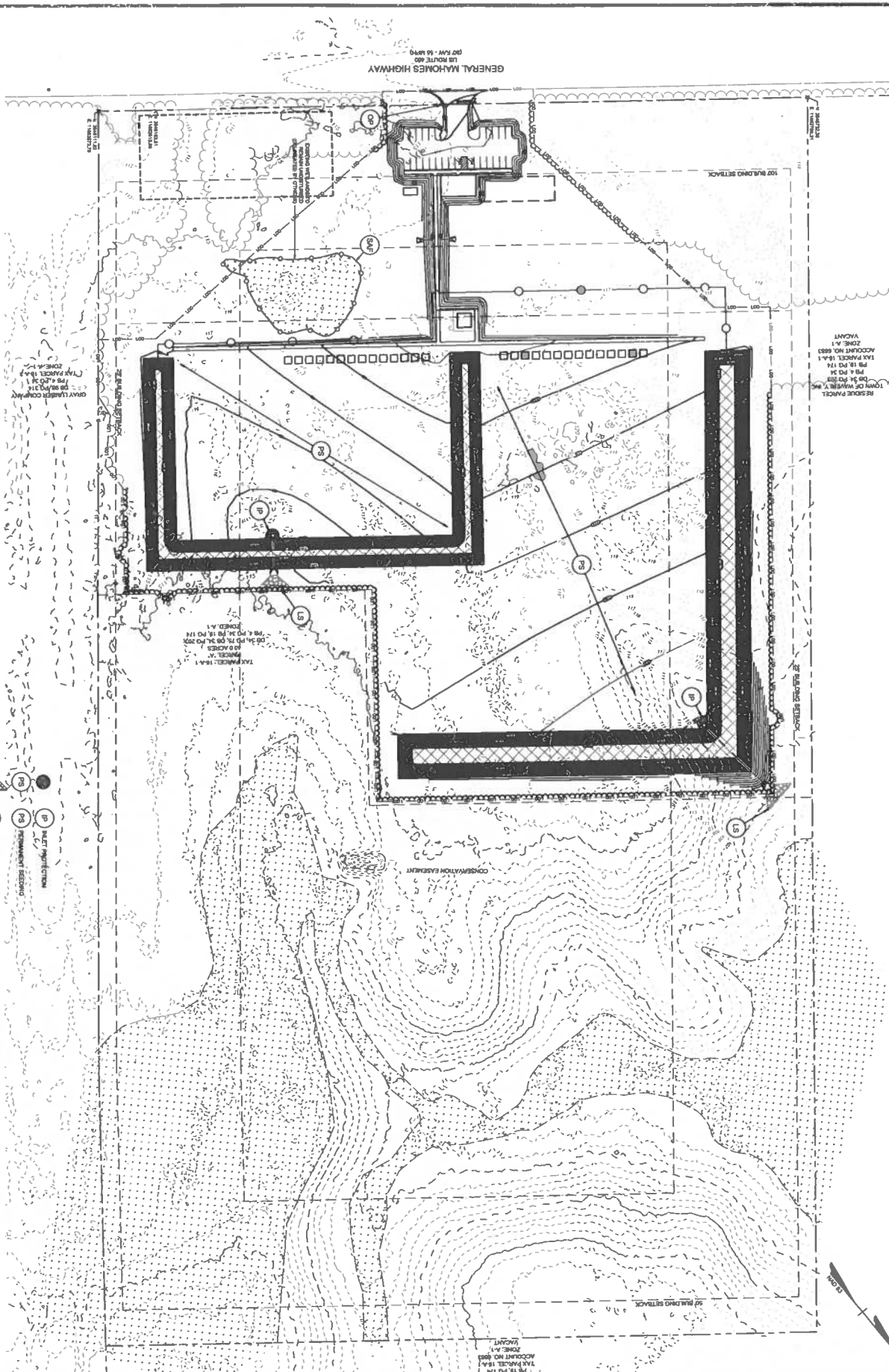
PHASE II EROSION & SEDIMENT CONTROL PLAN

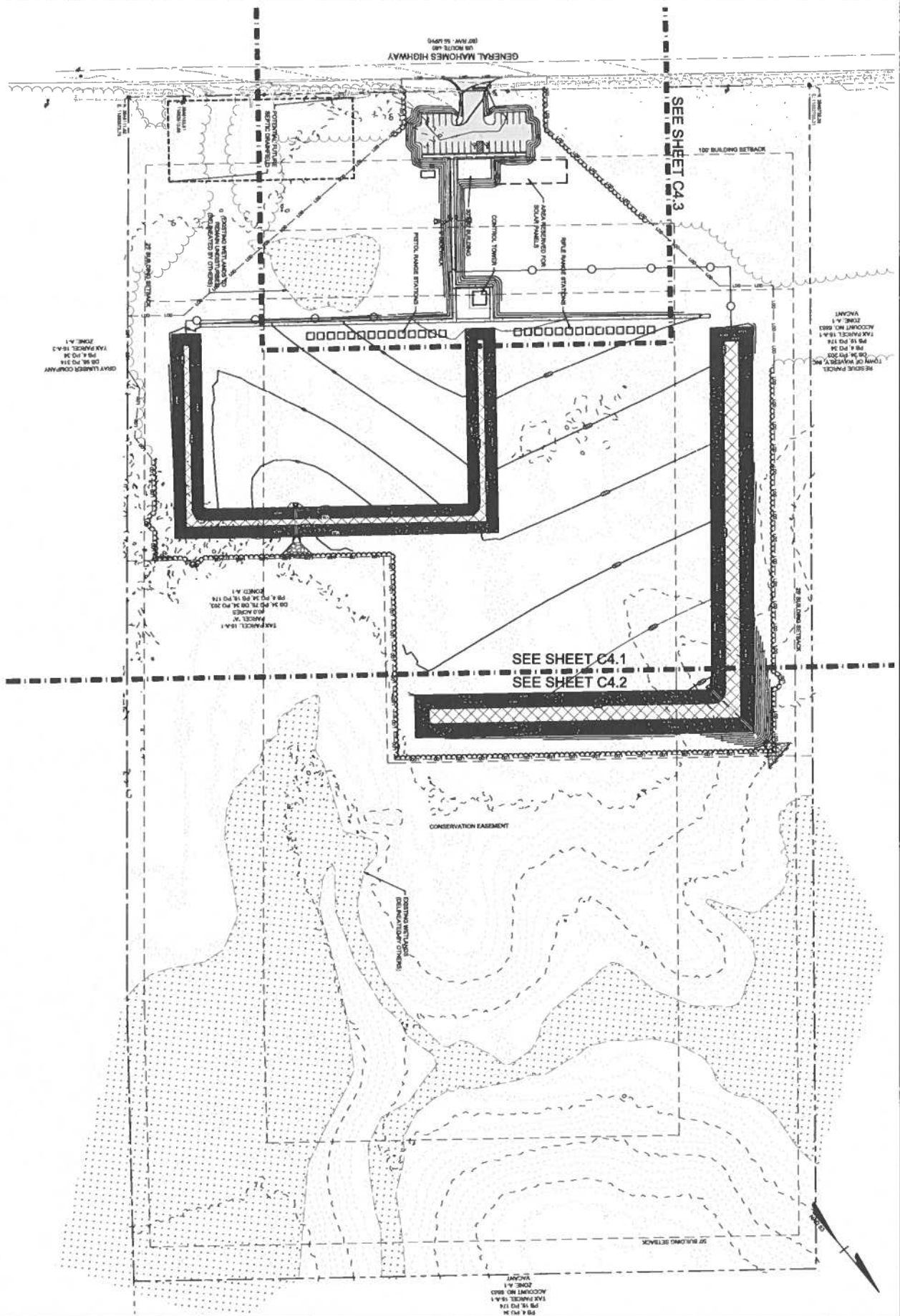
REVISIONS	
DATE	DESCRIPTION
08/03/23	COUNTY REVIEW COMMENTS
09/12/23	COUNTY REVIEW COMMENTS

Public Hearing Page 48



RATCH-DESIGNS
7119 BATTLE ROAD PARK DRIVE
ROANOKE, VA 24012
PHONE: 540-343-1238
FAX: 540-343-1239
MICHAEL@RATCH-DESIGNS.COM





**BLACKWATER
OUTDOOR SHOOTING RANGE**
SUSSEX COUNTY, VA
OVERALL SITE PLAN

REVISIONS	
DATE	DESCRIPTION
05/11/2023	COUNTY REVIEW COMMENTS
05/11/2023	COUNTY REVIEW COMMENTS

PROJECT NO. 23127
DATE: 05/11/2023
DRAWN BY: JACOB
CHECKED BY: MICHAEL
APPROVED BY:

Public Hearing Page 49

ATCH-DESIGNS
7118 E. 20th Ave. Suite 200
Arlington, VA 22206
703.521.1234
ATCH-DESIGNS.COM

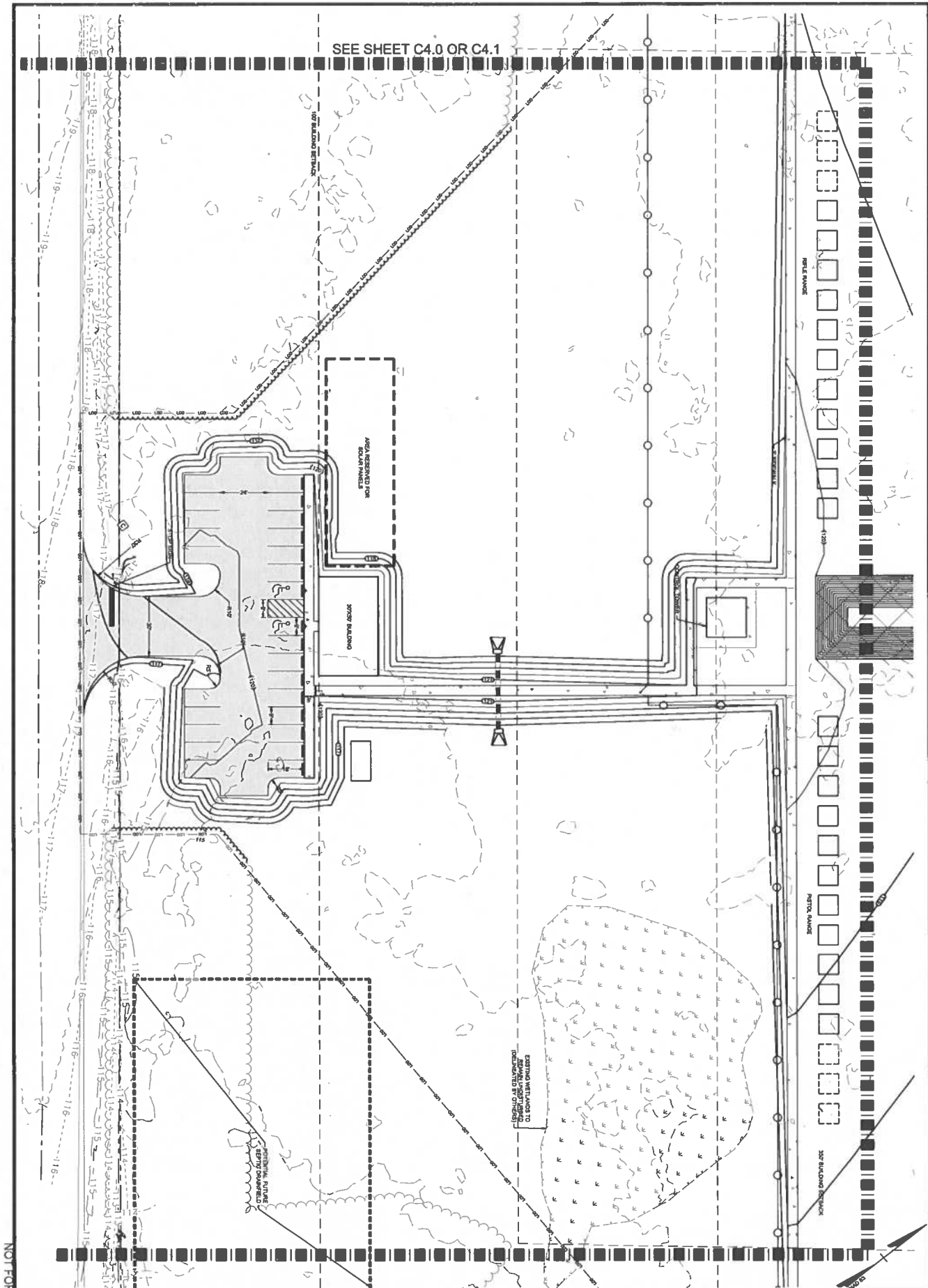
NOT FOR CONSTRUCTION

C4.0

SHEET NO.



SEE SHEET C4.0 OR C4.1



NOT FOR CONSTRUCTION

C4.3

SHEET NO.

DESIGN BY: MCKINLEY

DATE: 06/10/2023

PROJECT NO: 2013

**BLACKWATER
OUTDOOR SHOOTING RANGE**
SUSSEX COUNTY, VA
PROPOSED SITE LAYOUT - BUILDING AND PARKING

REVISIONS	
DATE	DESCRIPTION
08/07/23	COUNTY REVIEW COMMENTS
08/27/23	COUNTY REVIEW COMMENTS

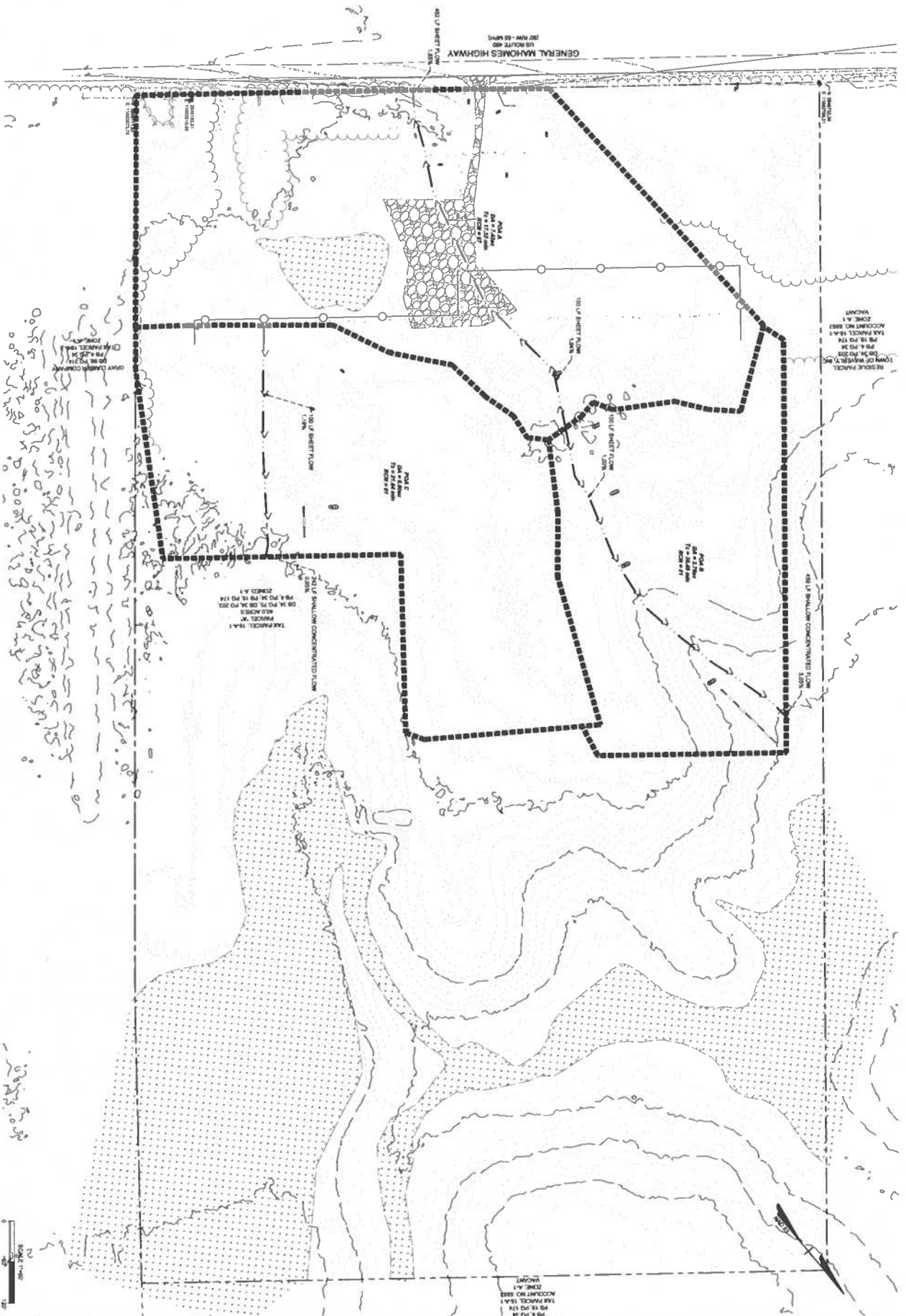
Public Hearing Page 52



7118 BLACKWATER PARK DRIVE
SUSSEX COUNTY, VA 22460
PHONE: 540-338-1234
FAX: 540-338-1235
E-MAIL: MCKINLEY@MCKINLEYVA.COM







NOT FOR CONSTRUCTION

C6.0

SHEET NO.

DESIGN BY: MOORE
REVIEW BY:

PROJECT NO. 20121
DATE: 09/10/2012

BLACKWATER OUTDOOR SHOOTING RANGE

SUSSEX COUNTY, VA

PRE DEVELOPMENT HYDROLOGY PLAN

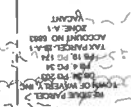
REVISIONS	
DATE	DESCRIPTION
08/03/12	COUNTY REVIEW COMMENTS
08/27/12	COUNTY REVIEW COMMENTS

Public Hearing - Page 55



RATCH DESIGN
7119 BROADWAY
VA 22120
CHANGING COURSE

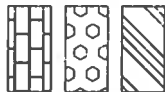




STORMWATER MANAGEMENT SUMMARY

NOT FOR CONSTRUCTION

Public Hearing Page 56



FOREST, HSG B
TURF, HSG B
IMPERIOUS, HSG B



FOREST, HSG C
TURF, HSG C
IMPERIOUS, HSG C

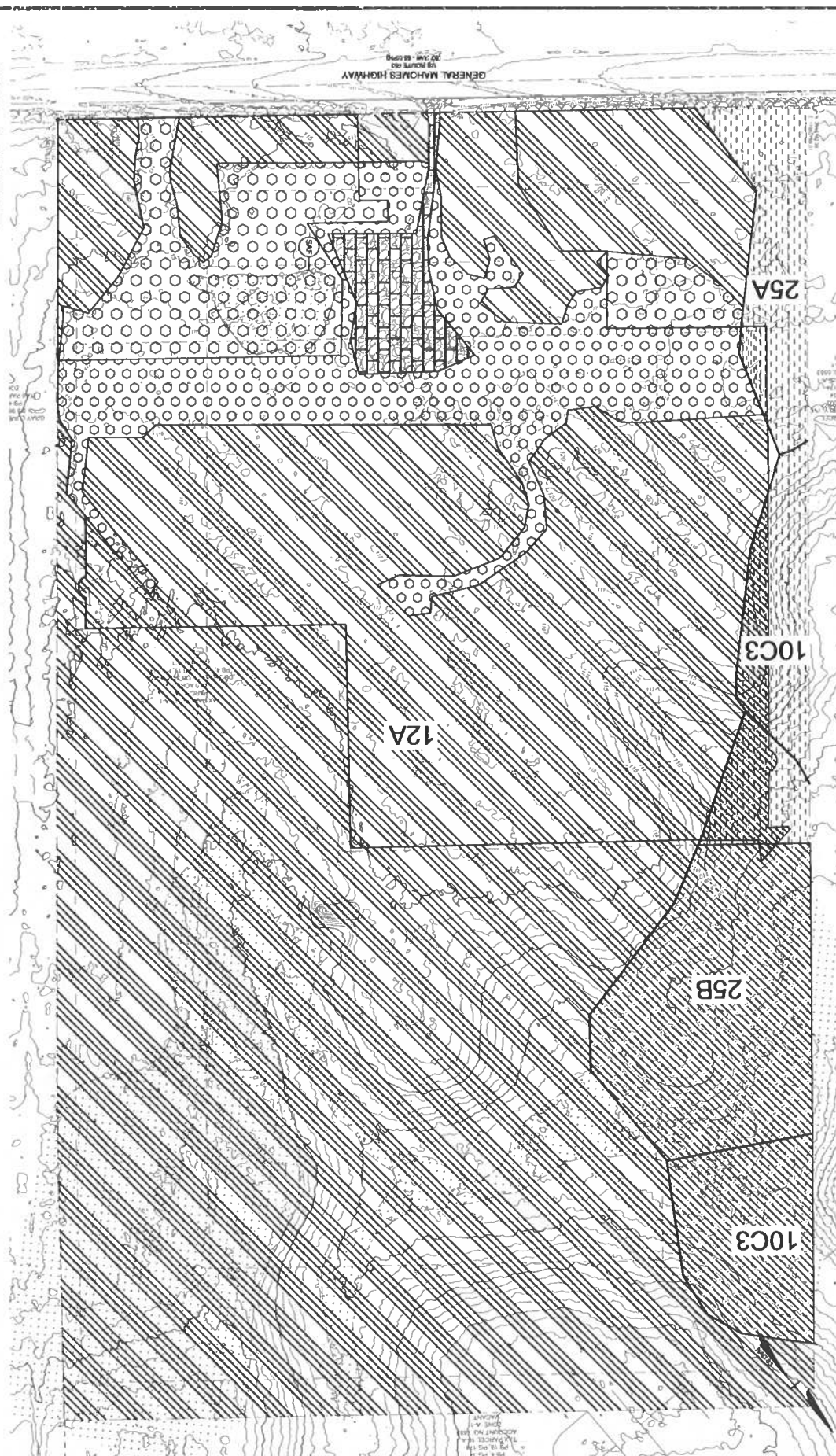
SOIL LEGEND

SOIL TYPES

SOIL AREA

10C3, HSG C
12A, HSG B
25A, HSG C
25B, HSG C

SOIL TYPE	AREA	PERCENT
10C3	1.08	27.3%
12A	0.8	2.0%
25A	0.8	2.0%
25B	0.8	2.0%
TOTAL	3.46	85.3%



**BLACKWATER
OUTDOOR SHOOTING RANGE**
SUSSEX COUNTY, VA
EXISTING CBPA PLAN

DATE	DESCRIPTION
08/07/23	COUNTY REVIEW COMMENTS
09/07/23	COUNTY REVIEW COMMENTS

Public Hearing Page 57

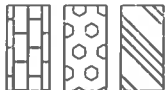


RATCHFORDS, INC.
1111 E. PARK DRIVE
FARMERSVILLE, VA 22430
540-895-1234
RATCHFORDS@RATCHFORDS.COM

NOT FOR CONSTRUCTION

C7.0

SHEET NO.
PROJECT NO. 2111
DATE: 06/10/2023
DRAWN BY: JPMAN
DESIGNED BY: JPMAN
REVIEWED BY:



SOIL LEGEND



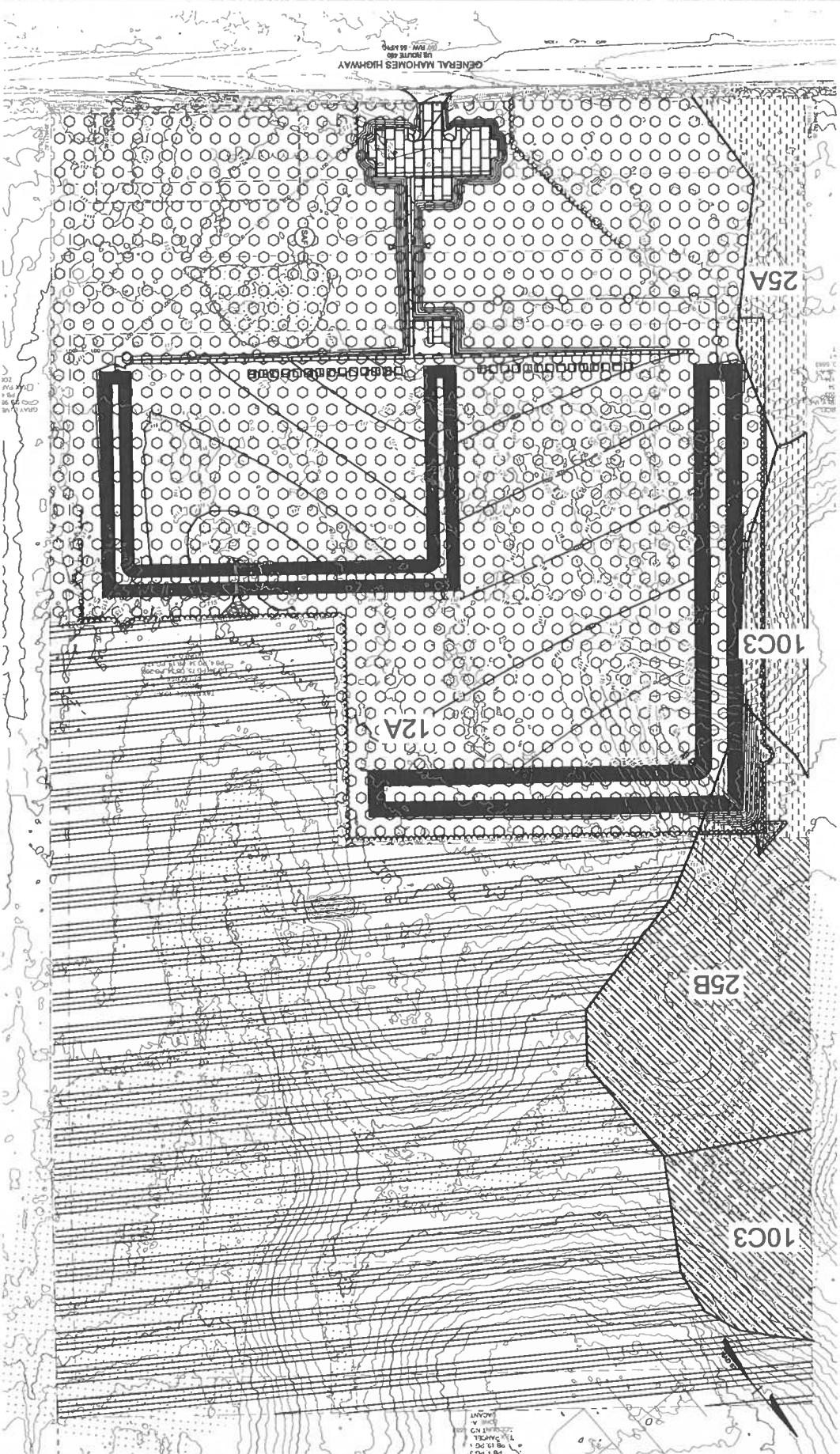
FOREST, HSG B
TURF, HSG B
IMPERIOUS, HSG B
FOREST, HSG C
TURF, HSG C
IMPERIOUS, HSG C

SOIL TYPES

10C3, HSG C
12A, HSG B
25A, HSG C
25B, HSG C

SOIL AREA

TYPE	AREA	PERCENT
10C3	0.00	0.00%
12A	0.00	0.00%
25A	0.00	0.00%
25B	0.00	0.00%
TOTAL	0.00	0.00%



SCALE 1"=40'

NOT FOR CONSTRUCTION

**BLACKWATER
OUTDOOR SHOOTING RANGE**
SUSSEX COUNTY, VA
PROPOSED CBPA PLAN

DATE	DESCRIPTION
08/01/02	COUNTY REVIEW COMMENTS
07/27/02	COUNTY REVIEW COMMENTS

Public Hearing - Page 58



RATCHFORD & ASSOCIATES, INC.
1119 BROADWAY
SUITE 200
ARLINGTON, VA 22202
(703) 525-1111
FAX (703) 525-1112
RATCHFORD@RATCHFORD.COM



SHEET NO
C7.1

PROJECT NO 21121
DATE 06/10/2002
DRAWN BY MCKAY
DESIGN BY MCKAY
REVIEW BY

EXISTING CBPA

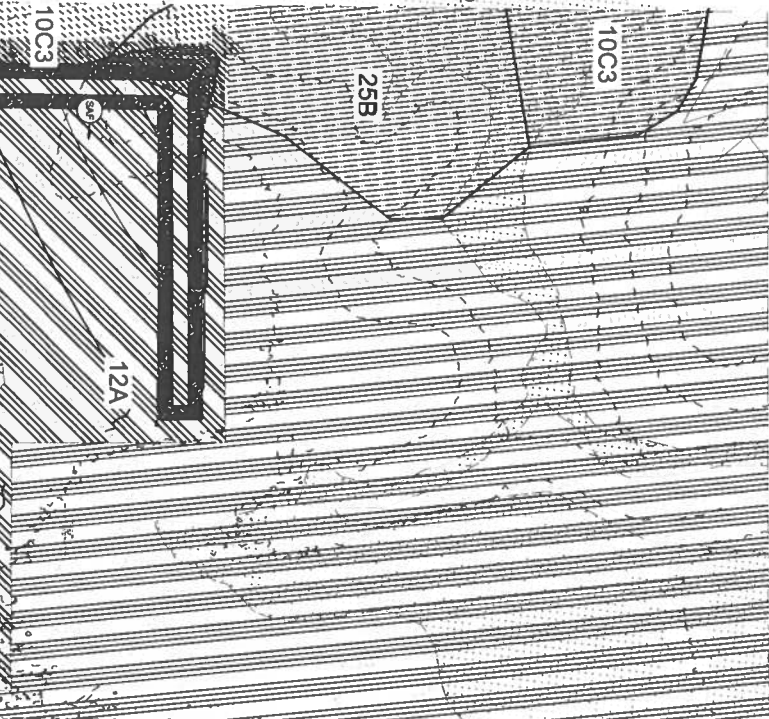
PROPOSED CBPA

EXISTING SOIL LEGEND

	FOREST H&B S
	TURF H&B S
	FOREST H&B C
	TURF H&B C
	FOREST H&B B
	TURF H&B B

SOIL AREA

SOIL	AREA	PERCENT
FOREST H&B S	1.78	52.7%
TURF H&B S	0.10	3.0%
FOREST H&B C	0.10	3.0%
TURF H&B C	0.00	0.0%
FOREST H&B B	0.00	0.0%
TURF H&B B	0.00	0.0%
TOTAL	1.18	100.0%



PROPOSED SOIL LEGEND

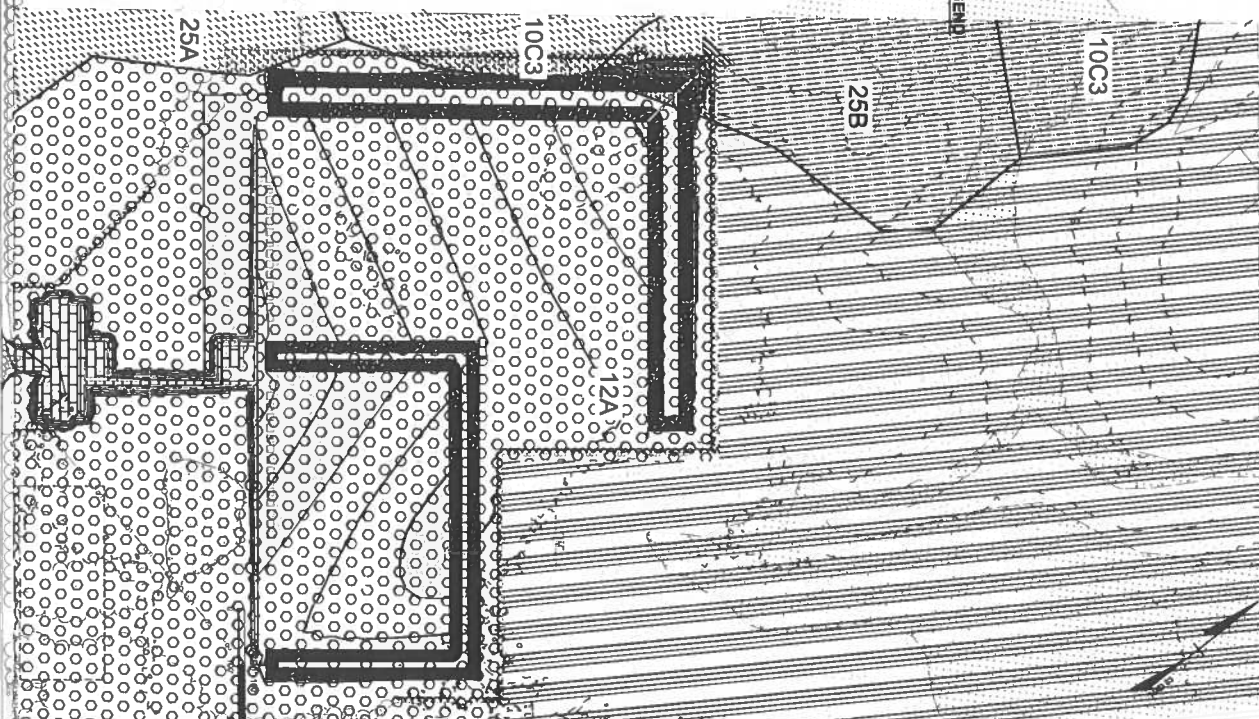
	FOREST H&B S
	TURF H&B S
	FOREST H&B C
	TURF H&B C
	FOREST H&B B
	TURF H&B B

SOIL AREA

SOIL	AREA	PERCENT
FOREST H&B S	1.78	52.7%
TURF H&B S	0.10	3.0%
FOREST H&B C	0.10	3.0%
TURF H&B C	0.00	0.0%
FOREST H&B B	0.00	0.0%
TURF H&B B	0.00	0.0%
TOTAL	1.18	100.0%

SOIL TYPES

FOREST H&B S
FOREST H&B C
FOREST H&B B
TURF H&B S
TURF H&B C
TURF H&B B



**BLACKWATER
OUTDOOR SHOOTING RANGE**
SUSSEX COUNTY, VA
CBPA PLAN

REVISIONS

DATE	DESCRIPTION
08/07/23	COUNTY REVIEW COMMENTS
08/07/23	COUNTY REVIEW COMMENTS

Public Hearing - Page 59



PROJECT NO. 231
DATE: 08/07/23
DRAWN BY: MCKINLEY
DESIGNED BY: MCKINLEY
REVIEW BY:
SHEET NO. C7.2

NOT FOR CONSTRUCTION

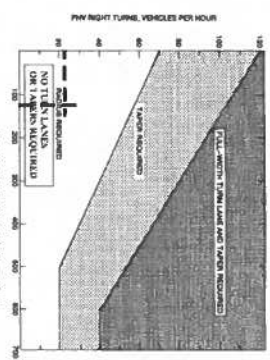
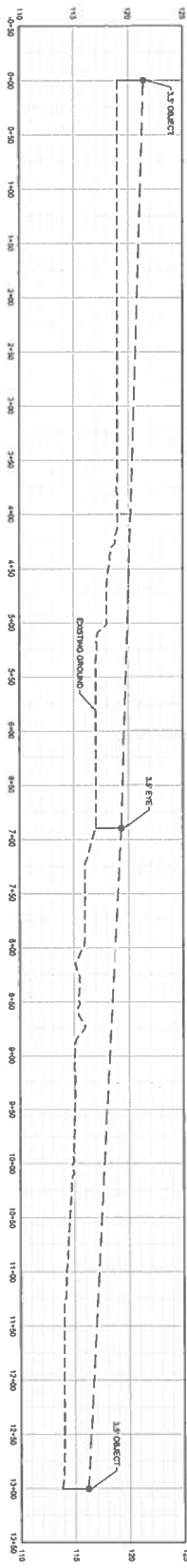
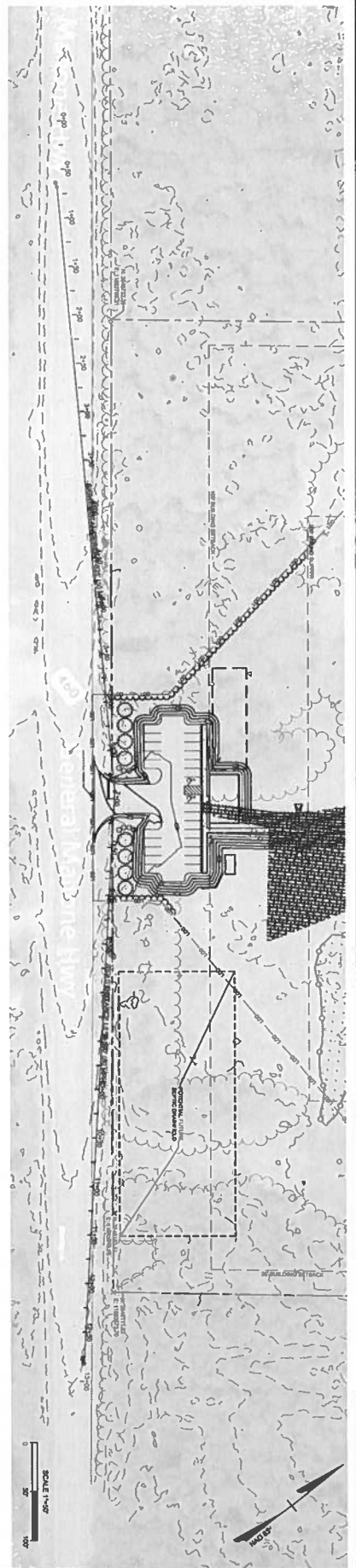


FIGURE 3.26 SIGHT DISTANCE PLAN FOR RIGHT TURN TREATMENT (2-LANE HIGHWAY)

LEGEND

RTV - Right Turn Vehicles (per Design Hour Volume adjustment)

Adjustment for Right Turn

For posted speeds of 40 mph, RTV (right turn) = 40, and

RTV (total) = 400

For posted speeds of 35 mph, RTV (right turn) = 35, and

RTV (total) = 350

For posted speeds of 30 mph, RTV (right turn) = 30, and

RTV (total) = 300

For posted speeds of 25 mph, RTV (right turn) = 25, and

RTV (total) = 250

For posted speeds of 20 mph, RTV (right turn) = 20, and

RTV (total) = 200

For posted speeds of 15 mph, RTV (right turn) = 15, and

RTV (total) = 150

For posted speeds of 10 mph, RTV (right turn) = 10, and

RTV (total) = 100

For posted speeds of 5 mph, RTV (right turn) = 5, and

RTV (total) = 50

For posted speeds of 0 mph, RTV (right turn) = 0, and

RTV (total) = 0

RTV = the percent of ADOT occurring in the peak hour

D = the percent of traffic in the peak direction of flow

Note: An average of 11% for K & D will suffice

When right turn vehicles are warranted, use Figure 3.26 for design criteria.

NOT FOR CONSTRUCTION

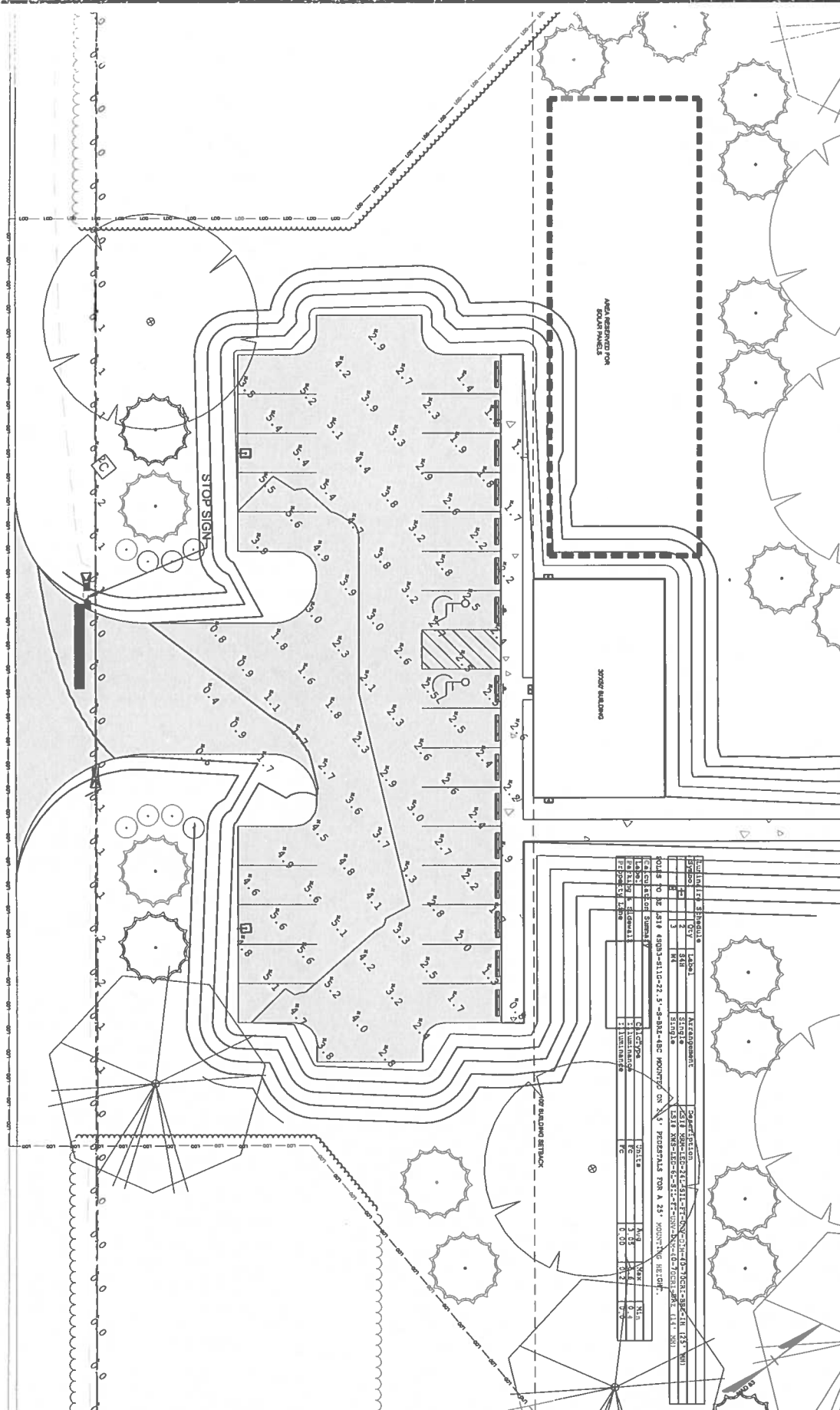
BLACKWATER OUTDOOR SHOOTING RANGE SUSSEX COUNTY, VA SIGHT DISTANCE PLAN

REVISIONS	
DATE	DESCRIPTION
08/09/22	COUNTY REVIEW COMMENTS
09/27/21	COUNTY REVIEW COMMENTS

Public Hearing



SHEET NO.
C8.0



DATE	DESCRIPTION
08/09/23	COUNTY REVIEW COMMENTS
09/27/23	COUNTY REVIEW COMMENTS

**BLACKWATER
OUTDOOR SHOOTING RANGE**
SUSSEX COUNTY, VA
LIGHTING PLAN

PROJECT NO: 23121
DATE: 09/09/2023
DRAWN BY: MCKIN
DESIGN BY: MCKIN
REVIEW BY:
SHEET NO.
C9.0

Public Hearing Page 61

RATCHFORD DESIGNS
7118 BAYVIEW PARK DRIVE
FARMINGTON, CT 06030
PHONE: 860.634.1234
FAX: 860.634.1235
WWW.RATCHFORDDESIGNS.COM

NOT FOR CONSTRUCTION

Hirsh Medium Outdoor LED Area Light



General Information

Model	HL-100
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"

Technical Specifications

Item	Value
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"



General Information

Model	SP-100
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"

Technical Specifications

Item	Value
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"

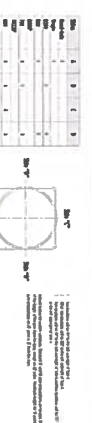


General Information

Model	SP-100
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"

Technical Specifications

Item	Value
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"



General Information

Model	SP-100
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"

Technical Specifications

Item	Value
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"



General Information

Model	SP-100
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"

Technical Specifications

Item	Value
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"



General Information

Model	SP-100
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"

Technical Specifications

Item	Value
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"



General Information

Model	SP-100
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"

Technical Specifications

Item	Value
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"



General Information

Model	SP-100
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"

Technical Specifications

Item	Value
Power	100W
Voltage	120V
Frequency	60Hz
Beam Angle	120°
Mounting	Flush Mount
Finish	Black
Weight	15 lbs
Dimensions	10" x 10" x 10"

DATE	DESCRIPTION
08/05/23	COUNTY REVIEW COMMENTS
08/17/23	COUNTY REVIEW COMMENTS

BLACKWATER OUTDOOR SHOOTING RANGE

SUSSEX COUNTY, VA

LIGHTING DETAILS II

PROJECT NO. 211
DATE: 08/01/2023
DRAWN BY: J. K. JAMES
DESIGN BY: J. K. JAMES
SHEET NO. C9.2

NOT FOR CONSTRUCTION

[illegible]

Mirada Small Wall Sconce Silicone (XTWS SIL

CONTROLS

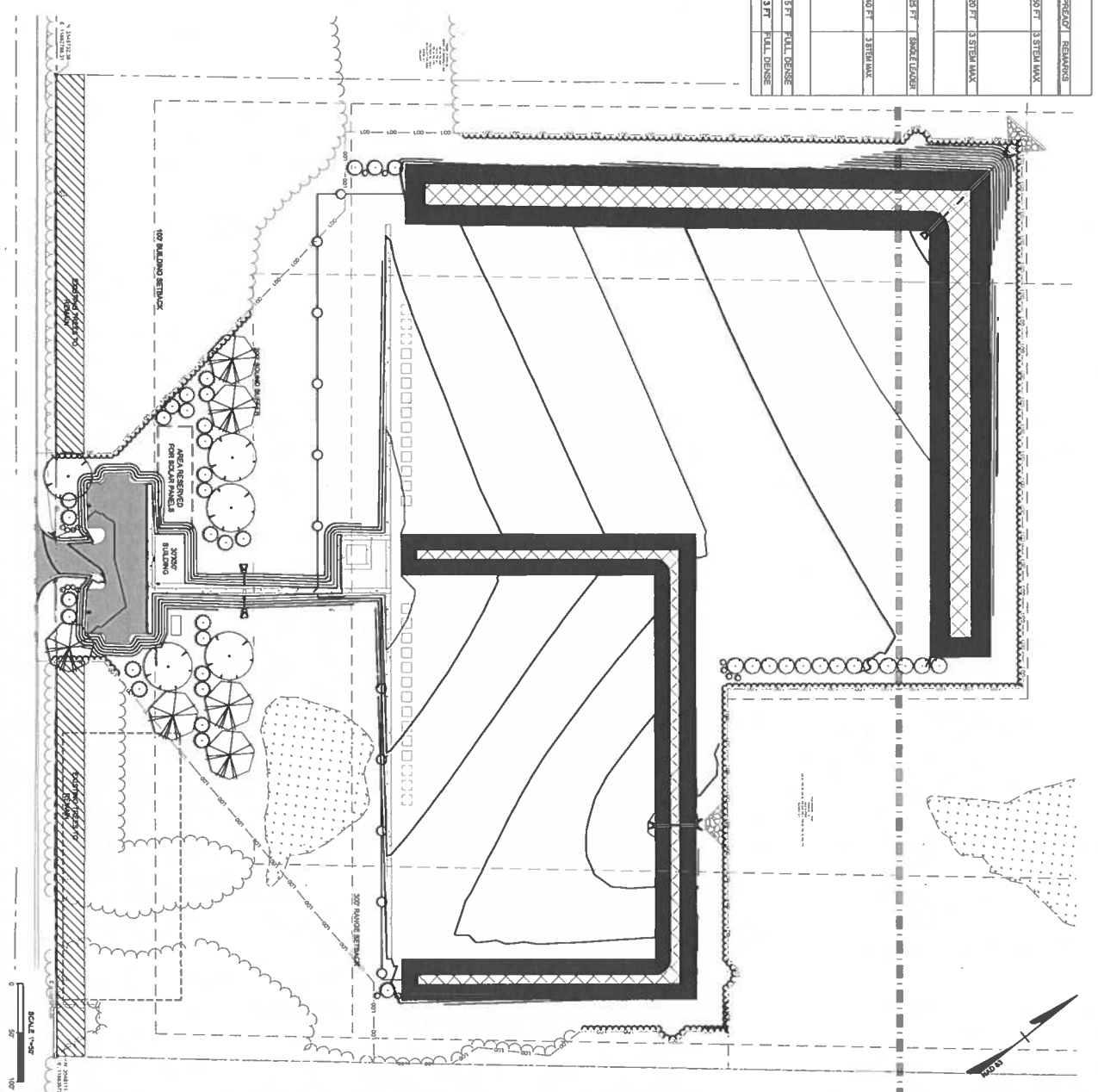
Integrated BioScience® Fusion and Resonant Reactor (IBR®)

Cells have aerobically warmer conditions (nearly twice warmer) based on function and/or growth. (former commonly 5-10 °C, 1-10 °C drivers and is 20-25 used for

[illegible]

PLANTING SCHEDULE					
SYMBOL	QTY.	SCIENTIFIC NAME	COMMON NAME	SIZE	SPECIES/REMARKS
DECIDUOUS TREES					
1	5 EACH	QUERCUS ALBA	WHITE OAK	2" CALIPER - 50 FT. 3 STEMS MAX	
2	10 EACH	CERES CANADENSIS	EASTERN REDBUD	2" CALIPER - 20 FT. 3 STEMS MAX	
EVERGREEN TREES					
3	20 EACH	PICTA RUBENS	RED SPRUCE	2" CALIPER - 20 FT. SINGLE LEADER	
4	5 EACH	PRINUS YALAPA	COCKEY PINE	2" CALIPER - 40 FT. 3 STEMS MAX	
SHRUBS					
5	3 EACH	KALIA LATIFOLIA	MOUNTAIN LAUREL, NY	8 FT. TALL - 5 FT. FULL DENSE	
6	3 EACH	LEUCODENDRON	REDDISH HOLY POSSUM	10 FT. TALL - 3 FT. FULL DENSE	

1. CALIPER SIZE AT PLANTING OR PROJECTED HEIGHT AT MATURITY.
2. PROJECTED SIZE AT MATURITY.



BLACKWATER OUTDOOR SHOOTING RANGE SUSSEX COUNTY, VA LANDSCAPING PLAN

REVISIONS	
DATE	DESCRIPTION
08/03/21	COUNTY REVIEW COMMENTS
08/27/21	COUNTY REVIEW COMMENTS

Public Hearing Page 66

RATCHFORD DESIGNS
7115 BAYVIEW PARK DRIVE
FARMINGTON, CT 06030
PHONE: 860.275.1232
WWW.RATCHFORDDESIGNS.COM

PROJECT NO. 2012-
DATE: 08/10/2023
DRAWN BY: MCHAM
DESIGN BY: MCHAM
REVIEW BY: MCHAM

SHEET NO. C10.0

NOT FOR CONSTRUCTION



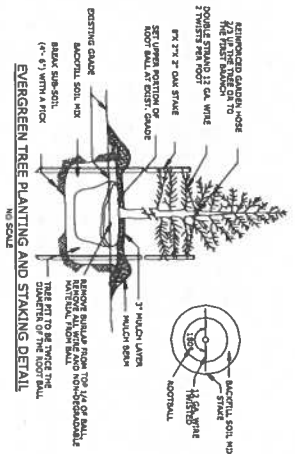
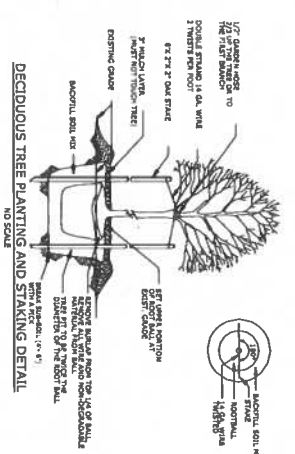
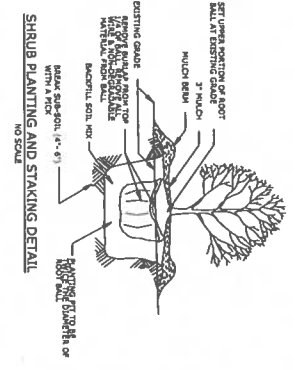
REVISIONS	
DATE	DESCRIPTION
08/27/23	1.0 COUNTY PLANNING COMMISSION COMMENTS
08/27/23	1.1 COUNTY PLANNING COMMISSION COMMENTS

BLACKWATER OUTDOOR SHOOTING RANGE

SUSSEX COUNTY, VA

LANDSCAPING NOTE AND DETAIL S

PROJECT NO 23121
DATE 07/02/23
DRAWN BY: MOHAMMAD
DESIGN BY: MOHAMMAD
REVIEW BY:
SHEET NO. **C10.1**



- ### LANDSCAPING NOTES:
1. THE LANDSCAPING SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS, AS ADOPTED BY THE SUSSEX COUNTY BOARD OF SUPERVISORS.
 2. THE LANDSCAPING SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS, AS ADOPTED BY THE SUSSEX COUNTY BOARD OF SUPERVISORS.
 3. THE LANDSCAPING SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS, AS ADOPTED BY THE SUSSEX COUNTY BOARD OF SUPERVISORS.
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Outlook

Environmental Stewardship Plan (ESP)

From Howell Godfrey <howellgodfrey43@gmail.com>
Date Wed 4/30/2025 12:39 PM
To Michael Poarch <mpoarch@sussexcountyva.gov>

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

Good afternoon Michael,

The following is a link to an article outlining environmental stewardship plan (ESP). This is also the company we will be using for the lead reclamation.

[Considerations for Starting an Environmental Stewardship Program for Your Firing Range - Firing Range Services | Gun Range Cleaning Services | Shooting Range Cleaning Services | Firing Range Lead Maintenance | Shooting Range Lead Mining | MTZ.com](#)

Sincerely,

H. P. Godfrey Jr.
(757)945-6285
howellgodfrey43@gmail.com
www.linkedin.com/in/howellgodfrey



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Home » environmental remediation » Considerations for Starting an Environmental Stewardship Program for Your Firing Range

Considerations for Starting an Environmental Stewardship Program for Your Firing Range

December 6, 2017 by Range Defender — [Leave a Comment](#)

Hello! Outdoor firing range here. So, you want to protect me from the dangerous effects of lead contamination? Good move! Protecting me protects YOU! I don't want to poison you, but leaving spent bullets behind can cause potentially toxic lead to leech into the ground or otherwise leave me. The lead may contaminate my soil and my water. This may impact my wildlife and humans too, or impact my neighbors. You can possibly get an acute (sudden) toxic dose of lead or suffer permanent health effects over time. The thing is, it doesn't have to be this way because lead poisoning is preventable! To stay safe, you must clean me up and keep me clean. To do this, you need a responsible, ongoing management plan also known as an Environmental Stewardship Program (ESP). I've compiled some basic information to get you started!



Throughout the last 20 years, we have begun to see the effects of mass pollution all around us. Poisonous waterways, species extinction, and new forming health problems are arising from human caused pollution in the natural environment.

Environmental Stewardship Program (ESP) involves taking the necessary steps in removing and reducing waste pollution, and any occupational health and safety hazard that may be present in order to protect everyone and environment around us. One area of human activity that needs improving is the potential lead contamination a firing ranges. According to the National Shooting Sports Foundation, lead can be a harmful metal if inhaled or ingested. An interesting fact is that lead is found in ammunition, used in the primer. When a bullet is discharged from a gun, heat is created. This converts the lead from a solid to airborne particles that can be breathed in, entering the lungs to be absorbed into the bloodstream. After continuous exposure, lead poisoning is a risk. Another place lead accumulates in your firing range is at backstops. Everyone should consider proper

monitoring and maintenance at both indoor and outdoor firing ranges, and don't worry, learning how to set up easy protocols is very simple.

An ESP can give you the guidelines for protection you need to keep everyone safe and help the environment in return. The benefits to consider when deciding whether this pertains to you include the following

- **What lead preventative measures can you establish to benefit your employees and customers?** The National Shooting Sports Foundation lists several improvements OSHA recommends and requires for lead control in indoor shooting facilities. They include airborne lead monitoring, ventilation, bullet traps, non-lead ammunition, regular cleaning, training, proper protective clothing, and respirators.
- **Can you implement conservation efforts to help lead pollution at you firing range?** Taking on the task of monitoring the soil in an outdoor shooting range can be a drastic conservation effort. The accumulation of lead can leech into the soil and eventually end up in a water source. The EPA limit of lead contamination in soil is 5 mg/L according to a Princeton publication. If the tested soil results higher than 5, treatment methods should be put into place.
- **What are the economic benefits involved in a ESP?** The economic benefit of reducing lead poisoning is your health. A study from the Blacksmith Institute showed that 2.8% of health care costs in the United States is contributed to environmental exposure of pollutants, such as lead. For more information relating to general OSHA lead regulations, click [here](#).

It is much simpler and less expensive to commit to environmental awareness and employ conservation measures before you are sanctioned.

Proactive conservation is easier and more economical than clean-up after contamination; known as remediation. It is much less complex and less expensive to achieve and maintain voluntary regulatory compliance before you are penalized and forced to comply. *Did you know the EPA has a list of fugitives? I know, right? I didn't either! It makes sense! There are laws to protect our environment. I guess we'd better get started! First,*

- **Bone up!** Begin your lead education with reliable resources, such as Centers for Disease Control (CDC) publications and tools, to deepen understanding about the potential dangers of lead; ways to reduce and monitor lead exposure; and lead remediation.

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Everyone can be educated about lead. Many of these teaching tools I found are reproducible and free!

- **Work with the experts!** The Environmental Protection Agency (EPA) has an easy-to-read manual entitled, "**Best Management Practices for Lead Outdoor Shooting Ranges**". You can print it or order as many copies as you need for **free**! The Occupational Safety and Health Administration (OSHA) offers a voluntary, on-site **consultation program** to help you understand site-specific compliance and avoid sanctions.

Also...be sure any contractors/engineers you employ have valid, appropriate certifications!

Get creative! Recycling or reusing spent lead may help the range from many of the more stringent solid waste restrictions of the EPA's Resource Conservation and Recovery Act (RCRA). Search for funding in creative ways. The EPA offers **grants** for lead cleanup that may help.

Keep track! Keep records of your progress; including the money you save by recycling or reusing lead. Awards and **recognition** do more than feel good; they are tangible evidence of effective management and send a clear message that you care about your employees, taxpayers, and the environment.

How to Properly Set Up an Environmental Stewardship Program (ESP) For Your Firing Range

The **EPA** defines environmental stewardship as "the responsibility for environmental quality shared by all those whose actions affect the environment". Because the earth is a finite resource, and many of the things we do can contaminate it, protecting both the environment and our fellow humans who live here is an important task.

Why Is an ESP Important for A Firing Range?

Firing ranges are in a unique place to be environmental stewards, largely because of huge potential for lead pollution that go hand in hand with ranges. "An environmental stewardship program is a written plan or "roadmap" for planning, implementing and monitoring the progress of environmental improvements at shooting ranges," according to the **Florida Department of Environmental Protection**. This holds true for other states as well. This plan would include proper characterization of your site, as well as implementing various management techniques.

Site Characterization

To properly set up an ESP, several things must be taken into consideration. These include:

- physical characteristics of the shooting range;
- soil characteristics;
- both yearly rainfall and the potential for erosion;
- lay of the land, which impacts water run-off;
- both ground and surface water;
- surrounding vegetation;
- potential risks to wildlife, their habitats, and feeding;
- and proximity to neighbors.

Management Techniques

Properly managing a firing range can make environmental stewardship easy. The following management techniques should be employed for a successful ESP:

- bullet containment;
- BMPs to prevent lead migration;
- lead removal;
- lead recycling;
- record keeping;
- wildlife management;
- human lead exposure standards;
- and remediation efforts.

MT2 is well known industry wide for being the nation's #1 largest professional provider of the full scale of outdoor/indoor range environmental and maintenance services; proven at over 2,000 ranges in all 50 states from our nationwide office network. Including our comprehensive OSHA training program, knowledge of EPA regulations and our "Never Generate Hazardous Waste Guarantee. Specializing in: Lead: Reclamation, Screening & Treatment to MAXIMIZE Your Lead Value! Environmental: EPA & OSHA Consulting; Remediation Maintenance: Filters/Ventilation, Rubber, Traps, Decontamination Construction: Renovation, Design/Build, Improvements, Closure.

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Get a **FREE quote** for your Range Maintenance and Environmental Management at the **BEST VALUE** with the **LOWEST RISK!**



Filed Under: [Blog](#), [Firing Range Services](#) | [Gun Range Lead Removal](#)

Tagged With: [environmental remediation](#), [Firing Range lead cleanup](#), [firing range remediation](#), [firing range services](#), [Soil excavation and handling](#)

About Range Defender

MT2 Firing Range Services is the #1 largest most cost-effective nationwide professional indoor & outdoor firing range lead reclamation & maintenance contractor providing the highest value for your recycled lead.

No one reclaims more lead or finishes a project faster than MT2!

MT2 is well known industry wide for being the nation's #1 largest professional provider of the full scale of outdoor/indoor range environmental, maintenance and construction services; proven at over 3,000 ranges, in the past 20 years and is an A+ BBB accredited business, in all 50 states from our nationwide office network. Including:

- Comprehensive OSHA training program
- Knowledge of EPA regulations
- Our "Never Generate Hazardous Waste Guarantee."

Specializing in:

- Lead: Treatment, Screening & Reclamation to MAXIMIZE Lead Value!
- Environmental: EPA & OSHA Consulting, Remediation, Closure.
- Maintenance: Filters/Ventilation, Rubber, Traps, Decontamination
- Construction: Renovation, Design/Build, Improvements, Dismantling.

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Office Hours

Monday-Friday 8:00am - 5:00pm

Mountain Time

MT2: Metals Treatment Technologies

14045 W. 66th Avenue

Arvada, CO 80004

Contact

1.888.435.6645 (tel)

info@mt2.com

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MT2 is the #1 Largest Nationwide Professional Firing Range Lead Reclamation Maintenance and Cleaning Contractor

BOARD ACTION FORM

Agenda Item: Unfinished Business #8.01

Subject: County Fiscal Policy

Board Meeting Date: May 15 2025

=====

Summary: This item was placed back on the agenda by the request of Vice Chair Tolliver on behalf of the Finance Committee

Recommendation: TBD.

Attachment: Will be provided at the meeting

=====

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	___	___
			White	___	___	