



***King and Queen County***  
*Founded 1691 in Virginia*

*County Administrator's Office*  
*242 Allens Circle*  
*P. O. Box 177*  
*King and Queen Court House, Virginia 23085*  
*Phone: (804) 785-5975 Fax: (804) 785-5999*

King and Queen County  
Board of Supervisors Meeting

Monday, August 12, 2019

7:00 P.M.

King and Queen County Courts and Administration Building  
General District Courtroom

**AGENDA**

1. Invocation and Pledge of Allegiance to the Flag of the United States
2. Approval and Signing of the June 24, 2019 and July 8, 2019 minutes of the Board
3. Approval and Signing of the August 2019 Warrants and Appropriations
  - a. County Warrants and Appropriations for month of July 2019
  - b. Ratification of recurring warrants/appropriation for month of July 2019
4. Public Comment Period
5. Schools and Social Services Monthly reports
6. Appointments/Reappointments to various Boards and Commissions
7. King and Queen County Landfill –
  - a) Proposal for Services – Training and Site visits
  - b) Discussion of Republic Services Application for new cell
8. Review/Approval of Hudson and Associates -Engineering/Architectural Services – King and Queen Elementary School Study Phase Proposal
9. Planning Commission – Request for Public Hearing – Zoning Text Amendments, ZA19-01 (Home Occupation) and ZA19-03 (Non-Conforming Uses)
10. County Administrators Comments
11. Board of Supervisors Comments
12. Closed Session (if needed)

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King and Queen County Wireless Services Authority  
(Immediately following the regular meeting of the Board of Supervisors)

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***AGENDA: Monday, August 12, 2019 Regular Meeting***

**ITEM #1:**

Invocation and Pledge of Allegiance to the Flag of the United States

**ACTION REQUESTED:**

None required.

**SUMMARY OF INFORMATION:**

None

**ATTACHMENTS:**

None

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***AGENDA: Monday, August 12, 2019 Regular Meeting***

**ITEM #2:**

**Approval and Signing of the June 24, 2019 and July 8, 2019  
Minutes of the Board**

**ACTION REQUESTED:**

Approval and Signing of the June 24, 2019 and July 8, 2019 Minutes  
of the board

**SUMMARY OF INFORMATION:**

**ATTACHMENTS:**

- Copy of minutes

**King and Queen County  
Board of Supervisors Workshop/Presentation Meeting**

**Monday, June 24, 2019  
7:00 P.M.**

**King and Queen County Courts and Administration Building  
2<sup>nd</sup> Floor Conference Room**

**“Minutes of the Meeting”**

Chairman Burns called the workshop/presentation meeting to order with all members present.

**BODY CAMERA REVIEW REQUIREMENT/AGREEMENT (CHARLES ADKINS)**

Commonwealths Attorney Charles Adkins appeared before the Board advising that as part of the Compensation Budget the General Assembly has provided for up to 75 body cams. The County must hire an assistant Commonwealths Attorney at \$67,000. If the county gets 76 cameras, then the County would need two assistant Commonwealth Attorneys. In his opinion, we do not need an assistant Commonwealth Attorney and suggest to hire a paralegal in the neighborhood of \$40-\$45,000. Mr. Adkins further commented that he was not sure of the exact costs. The office needs a case management system of which when a case comes in you input information on that particular case.

Mr. Adkins further advised that the agreement has to be filed each year and filed by July 1 with the State Compensation Board.

County Administrator Thomas Swartzwelder advised that the agreement would be on the hiring of a paralegal and to get the case management system up and running and would leave the hiring up to the next Commonwealths Attorney. The Board was advised that \$65,000.00 was budgeted.

A motion was made by Ms. Alsop and seconded by Mr. Bailey authorizing Mr. Swartzwelder and Mr. Adkins to execute agreement and the authority to purchase the case management system. It was noted that a budget amendment for the money would be placed on the July agenda.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

### **RIVERSTREET NETWORKS PRESENTATION**

Mr. Robert Taylor was present for the purpose of providing a presentation on Riverstreet Networks relating to options and steps concerning wireless services. Mr. Taylor presented to the Board a Welcome Kit, that will be given to all customers.

### **INSURANCE RENEWAL PRESENTATION - JEFF PENNY**

Jeff Penny, Broker with Marsh and McLennan Agency, was present to provide an overview of the County's Health and Dental Insurances, going over the options/renewal rates that are being offered effective August 1, 2019. Mr. Penny further advised that new this year was EyeMed of which would be voluntary insurance that the County could offer.

After discussion and questions of concerned, it was the consensus of the Board that the County offer the same plans as currently offering, the HMO and High Deductible Plan and the Delta Dental Plan.

It was noted that Open Enrollment meetings would be held on July 11<sup>th</sup> and 16<sup>th</sup>, for employees too have an opportunity to ask questions concerning especially the two (2) health insurance plans that are being offered and the new vision plan.

It was also noted that as insurance cost continue to rise, that employees would be advised that next year there may be a change in insurance plans offered and possibly a change in contribution rates.

### **EYEMED "NEW" PLAN**

A motion was made by Ms. Alsop and seconded by Mr. Bailey to add the EyeMed Vision Plan as presented at no cost to the County.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

### **APPROVAL OF RECURRING WARRANTS**

A motion was made by Ms. Alsop and seconded by Mrs. Morris and voted unanimously to approve the June 2019 recurring warrants, as presented.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

**PUBLIC HEARING**

**AN ORDINANCE TO REPEAL AND REPLACE PART I, CHAPTER 2, ARTICLE II, SEC. 2.31. – “COMPENSATION” OF MEMBERS OF THE BOARD OF SUPERVISORS**

Mr. Burns opened the public hearing on “An Ordinance to repeal and replace part I, Chapter 2, Article II, Sec. 2.31 – “Compensation” of Members of the Board of Supervisors.

County Administrator Thomas Swartzwelder provided proof of publication of public hearing and provided background information. The current Ordinance adopted the Alternative Procedures for Establishing Salaries as set forth in the Code of Virginia §15.2-1414.3. The new Ordinance proposes to replace that with the methodology as set forth in the Code of Virginia §15.2-1414.2.

It was also noted that repealing and replacing the current ordinance would eliminate the yearly public hearing and could not be changed until 2023.

If adopted, the Board will also set the maximum annual compensation allowable for the four year term of the next Board of Supervisors to be seated in January of 2020, following the November, 2019 election. No increase in salary of a member of the Board of Supervisors shall take effect during the incumbent supervisor’s term in office.

The floor was open for public comment. After hearing no comments, the public hearing was closed.

A motion was made by Mr. Bailey and seconded by Ms. Alsop to adopt the proposed Ordinance to repeal and replace Part I, Chapter 2, Article II, Section 2.31 – “Compensation” of the Members of the Board of Supervisors..

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

**SET SALARY FOR INCOMING BOARD OF SUPERVISORS EFFECTIVE JANUARY 1, 2020**

A motion was made by Mr. Bailey and seconded by Ms. Alsop to set the salaries for the Board of Supervisors at \$5,000.00 per Board Member, per year.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: J. M. BURNS

## **DISCUSSION/APPROVAL OF VPPSA MAINTENANCE CONTRACT**

County Administrator Thomas Swartzwelder advised the Board that the agreement is still under negotiation (being draft #4) where several things have been changed or eliminated in the agreement.

Discussion was made concerning compensation, labor rate, termination of contract and that it should be changed to 2025, striking the 5% markup, and adding two points of contact, the Sheriff and a county representative.

A motion was made by Ms. Alsop and seconded by Mr. Simpkins authorizing the County Administrator to sign, negotiate and make changes.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY

NAYS: NONE

## **REQUEST FROM THE SCHOOL BOARD**

- **\$95,000 FROM CONTINGENCY FUND FOR HEALTH INSURANCE (ACTUAL REQUEST AT JULY MEETING)**
- **MEETING WITH THE BOARD OF SUPERVISORS – SET DATE**

Ms. Alsop expressed concern to the request for \$95,000.00 to help with health insurance cost for the schools, commenting on the fact that the schools have a new means for internet services and asked if they have a budget with everything in it. So much has been left out and do the Schools really need. With all the extras that have been added, why don't they have the \$95,000.00.

Mr. Swartzwelder advised that the Schools have requested to meet with the Board of Supervisors at their July 22nd workshop and that the figure that the Superintendent is asking for is \$95,000.00.

Mr. Simpkins commented that he wants to see the numbers before the Board decides to give her the \$95,000.00.

No action was taken by the Board.

**CLOSED SESSION PURSUANT TO SECTION 2.2-2711.A.1 OF THE CODE OF VIRGINIA FOR THE PURPOSE OF DISCUSSION THE PERFORMANCE OF AN EMPLOYEE IN THE COUNTY ADMINISTRATORS OFFICE**



A motion was made by Ms. Alsop and seconded by Mr. Bailey to enter into closed session pursuant to Section 2.2-2711 A.1 of the Code of Virginia for the purpose of discussing the performance of an employee in the County Administrators Office.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to come out of closed session with each member of the Board certifying by individual vote that only those public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were heard, discussed and considered in closed session.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

**ACTION TAKEN:**

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to adopt the attached two (2) new job descriptions/offices and the Organizational Chart as presented.

**New Offices being: Finance Office and Director of Community Development Office**

Recommendation to promote current Finance Officer Tina Ammons to Director of Finance at a salary of \$55,341 and to hire a Finance Assistant/Purchasing Agent (unfilled at Grade 4 position) **(see attached job descriptions/offices)**

Recommendation to promote current Assistant Zoning Administrator Donna Sprouse to Director of Community Development at a salary of \$54,064, with current Environmental Codes Compliance Officer a direct report to the Director of Community Development. **(see attached job descriptions/offices)**

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY  
NAYS: D. H. MORRIS

Director of Community Development

County Step Plan Grade 7. Salary Range: \$51,579-\$68,368

The Director of Community Development will have all statutory powers and duties of a “Zoning Administrator” as set forth in the Code of Virginia and the King and Queen County Code of Ordinances. The Director shall be responsible for all zoning and planning matters provide staff to the Planning Commission, present zoning/planning matters to the Board of Supervisors and will be responsible for maintaining and operating the County GIS system. The Director shall work with the County Attorney in the preparation/drafting of County Ordinances. The Director shall be a certified Flood Plain Manager and shall work with the Building Official and County Attorney to ensure FEMA compliance of the County Ordinance and to ensure that all structures constructed in a floodplain are compliant. The Director shall supervise the Environmental/Codes Compliance Officer who shall directly report to the Director.

RECOMMENDATION: Promote current Assistant Zoning Administrator. Make current Environmental Codes Compliance Officer a direct report.

SALARY: \$54,064 (\$4,000 increase from current)

Available Funds 2020 budget (post creation of Finance Office)

- EDA admin staff \$8,000
- County salary contingency \$10,000 } \$40,000
- Unused salary \$22,000

Director of Community Dev. Move \$4,000 from unused salary

## PROPOSED FINANCE OFFICE

**GOAL:** Create a fully functional modern finance office capable of using all available technologies to handle all financial matters for the County and the EDA, WSA etc. including: purchasing, procurement, bill pay, maintenance of General ledger, audit and payroll. This is to include the implementation of Bright modules for payroll and leave by Department. The office should have a minimum of 2 employees to meet audit standards who shall be cross trained to ensure continuation of operations in a variety of contingencies.

**RECOMMENDATION:** Promote current Finance Officer to Director of Finance (Grade 6 to Grade 7) and hire a Finance Assistant/Purchasing Agent (unfilled Grade 4 position).

### Positions as set forth in approved step plan

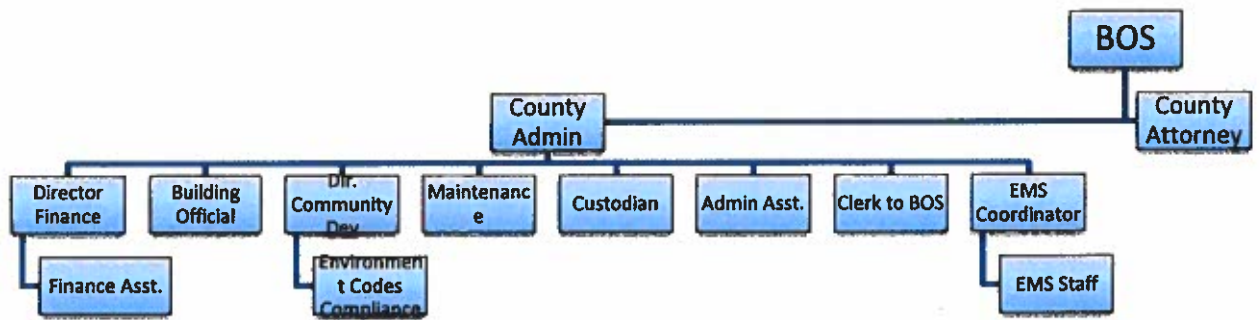
Director of Finance	Grade 7	salary range \$51,759--\$68,368
Finance Assistant	Grade 4	salary range \$29,736--\$39,117

### Recommended Salaries

Director of Finance	\$55,341 (\$4,000 increase from current)
Finance Assistant	\$30,000 -- \$35,000 (depending of qualifications)

### Available Funds 2020 budget

• EDA admin staff	\$10,000	
• County salary contingency	\$10,000	} \$44,000
• Unused salary	\$24,000	
Director of Finance	Move \$2,000 from unused EDA \$10,000 budget	
	Move \$2,000 from unused salary	
Finance Assistant	Use remainder of unused salary plus General Fund	
	(example, \$35,000 FTE costs \$53,000)	



**UPDATE**

County Administrator Thomas Swartzwelder provided an update on the Security Committee

**IT IS ORDERED THAT THE BOARD BE ADJOURNED:**

A motion was made by Ms. Alsop and seconded by Mrs. Morris to adjourn the meeting.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY

NAYS: NONE

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James M. Burns, Chairman

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K. Diane Gaber, Deputy Clerk, CMC



**King and Queen County  
Board of Supervisors Regular Meeting**

**Monday, July 8, 2019**

**7:00 P.M.**

**King and Queen County Courts and Administration Building  
General District Courtroom**

**“Minutes of the Meeting”**

Chairman Burns called the regular meeting to order with all members present.

**INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES**

Mr. Simpkins provided the invocation followed by the Pledge of Allegiance to the Flag of the United States.

**APPROVAL AND SIGNING OF THE MAY 29, 2019 AND JUNE 10, 2019 MINUTES OF THE BOARD**

A motion was made by Mr. Bailey and seconded by Ms. Alsop to approve the May 29, 2019 and June 10, 2019 minutes of the Board.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

**APPROVAL AND SIGNING OF THE JULY 2019 WARRANTS AND APPROPRIATIONS AND SCHOOL REVENUES FOR THE MONTH OF MAY, 2019**

**APPROVAL OF THE JULY 2019 WARRANTS AND APPROPRIATIONS**

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to approve the July warrants and appropriations.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

SCHOOLS

A motion was made by Mr. Simpkins and seconded by Ms. Alsop to approve the May 2019 School Revenues in the amount of \$655,950.03, subject to audit.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

**SCHOOLS HEALTH INSURANCE REQUEST - \$95,000.00**

Ms. Alsop expressed concern that the Board had requested information at their June workshop relating to additional items that have been added in expenditures, but not stated within the School Budget since its adoption and wants to see a complete and final budget for FY20, and further expressed that she was worried that there are dollars there and why they cannot be used. Ms. Alsop expressed that this issue was discussed at the June workshop and it was agreed upon by the Board that before approval of the \$95,000, that questions needed to be answered and a final budget submitted to the Board of Supervisors.

After discussion, Mr. Simpkins commented that the Board had agreed to discuss and make a decision after receiving answers to their questions.

Mrs. Morris commented that the Board has agreed to give the \$95,000 months ago. The Schools think we are holding them hostage.

A motion was made by Mr. Bailey and seconded by Mrs. Morris to approve the Schools request of \$95,000 to help with the health insurance increase.

AYES: J. M. BURNS, J. L. SIMPKINS, D. H. MORRIS, R. F. BAILEY  
NAYS: S. C. ALSOP

**SCHOOLS – LOCAL FUNDS APPROPRIATION FOR FY2019-2020 - \$3,702,176.00**

Per Resolution approving and appropriating the Fiscal Year 2019-2020 Annual Fiscal Plan for the County of King and Queen, local funds in the amount of \$3,702,176.00 will be appropriated on July 8<sup>th</sup> or as soon thereafter as the Board of Supervisors approves.

A motion was made by Mrs. Morris and seconded by Mr. Bailey to approve and appropriate the local funds in the amount of \$3,702,176.00.

AYES: J. M. BURNS, J. L. SIMPKINS, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

Ms. Alsop expressed that she felt the board should go back to Categorical Transfers like they use to do, so that they will have an idea of where funds are being spent.

**SHERIFFS REQUEST – FOR DRUG INVESTIGATION FUNDS - \$6,000.00**



A motion was made by Ms. Alsop and seconded by Mrs. Morris to approve \$6,000 for use of drug investigation funds.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY

NAYS: NONE

## **SUPERINTENDENT OF SCHOOLS AND DIRECTOR OF SOCIAL SERVICES REPORTS**

**Superintendent of Schools Carol Carter was present to provide an update on the following:**

- Advised that preliminary data predicts that all three (3) schools will be fully accredited.
- Advised that they are not holding summer school, but they are having speech at the elementary schools
- Advised of positions that have been filled and that they still have one (1) vacancy.
- Advised that they are preparing to work on several projects and would be asking for more money and would be asking for \$50,000 for roof repairs at Central High School.

Mrs. Carter was advised that the request for funds would be added on later in the meeting.

**Director of Social Services Betty Dougherty had the following update:**

- Provided an update on yoots and coots event to be held in August
- Provided an update on Cooling Assistance that began on June 15<sup>th</sup> and ends August 15<sup>th</sup>. So far they have received processed 50 applications.
- Update on 5 Assessments,
- CMPT

## **BUDGET AMENDMENTS**

### **REGISTRARS OFFICE – BUDGET SUPPLEMENT - \$3,355.00**

The budget supplement is due to state approved salary for the General Registrar and Electoral Board members being at a higher rate than estimated for the FY20 budget.

A motion was made by Mrs. Morris and seconded by Ms. Alsop to approve the budget supplement in the amount of \$3,355.00.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY

NAYS: NONE

### **COMMONWEALTHS ATTORNEY – BUDGET TRANSFER \$7,935.00**

Budget transfer for purchase of document management system for Commonwealths Attorney court documents.

A motion was made by Mrs. Morris and seconded by Ms. Alsop to approve the budget transfer of \$7,935.00 for purchase of document management system for Commonwealth Attorney court documents.

It was noted that funds are in the budget and would be a transfer from contingency fund.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY

NAYS: NONE

#### **BOARD OF SUPERVISORS – BUDGET TRANSFER \$2,691.00**

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to approve a budget transfer of \$2,691.00. The budget transfer will come from the salary contingency line item to the Board of Supervisors salary and fringe benefits line item to cover annual increase of \$1,000 per year, per supervisor beginning in January 2020.

#### **SCHOOL CAPITAL PROJECTS – BUDGET AMENDMENT - \$50,000.00**

A motion was made by Ms. Alsop and seconded by Mrs. Morris to re-appropriate funds in the amount of \$50,000 that were previously appropriated to the FY19 budget in October 2019 but not expended by the School Division prior to June 30<sup>th</sup>. The funds were requested to make roof repairs at Central High School. Funds will be appropriated into the County Budget.

AYES; J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY

NAYS: NONE

#### **SHERIFFS DEPARTMENT – BUDGET AMENDMENT \$140,000.00 GRANT**

The Sheriffs Department applied for and received two (2) grants in order to continue the full-time SRO positions, one being located at Central High School and one split between Lawson Marriott Elementary School and King and Queen Elementary

As part of the FY20 budget process, the Board set contingency funds aside within the General Fund to cover the match for these grants.

#### **ACCEPTANCE OF GRANT AWARD**

A motion was made by Mr. Simpkins and seconded by Ms. Alsop accepting the two grant awards in the amount of \$70,000 each (\$140,000.00).

#### **BUDGET AMENDMENT - \$84,770.00 IN GRANT FUNDS**

A motion was made by Mrs. Morris and seconded by Mr. Bailey to approve a budget amendment in the amount of \$84,770.00 (funds for both grants)

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY

NAYS: NONE

**BUDGET TRANSFER FROM CONTINGENCY FUNDS TO SHERIFFS  
DEPARTMENT - \$55,230.00**

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to approve the budget transfer in the amount of \$55,230.00 in local funds from the contingency fund to the Sheriffs Department.

**PUBLIC COMMENT PERIOD**

Chairman Burns opened the public comment period asking that those who wish to speak to state their name, district and to limit their comments to 3 minutes.

**Ann Marie Voight**, Stevensville District, was present expressing concern of how her tax dollars are being spent and the fact that EMS vehicles are running the roads and that they should remain parked and personal vehicles be use to go out to eat or to sleep.

Ms. Voight further commented that the County only needs one ambulance and one crew. The County is not being good stewards of her money.

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**Quinn Rivers** representative Jason Burke was present for the purpose of providing an overview about food insecurity in King and Queen County and the impact of health outcomes for county residents.

Ms. Alsop expressed concern if citizens do not have transportation to get food was there anything as a county that could be done.

After hearing no further comments, the public comment period was closed.

**VPPSA – AUTHORIZATION TO CLOSE/EXECUTE DEED – VEHICLE  
MAINTENANCE SERVICES AGREEMENT**

A motion was made by Ms. Alsop and seconded by Mr. Bailey authorizing the Chairman of the Board to execute documents for approval.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

## **APPOINTMENTS/REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS**

**WETLANDS BOARD – 5 YEAR TERM (TO FILL UNEXPIRED TERM OF MR. ROBERT GIBSON – 12.20.20)**

TABLED

## **COUNTY ADMINISTRATORS COMMENTS**

Thomas Swartzwelder County Administrator provided the following updates:

- Commented on the new audio equipment and wireless mics
- Advised that she Treasurer as completed the automated bank recon module, which should be helpful in eliminating a lot of work
- Received an email from the Engineers relating to the Landfill and has forwarded that correspondence to the State

## **BOARD OF SUPERVISORS COMMENTS**

**Ms. Alsop had the following comments:**

- Thanked everyone for coming out to the meeting
- Expressed that a lot of people say that she is difficult and yes that is true, however if she does not understand something, she is going to keep asking questions until she received the answers.
- Advised that the Rural Coastal summit was coming up and hopes that some of the other Board Members can be there, supporting our Delegate. When the State makes rules it affects the entire County.
- Advised that VACO held a conference on Solar Farms in which she attended and if anyone has a chance they need to take a look at them. Ms. Alsop further commented that not one person there was for solar farms. Ms. Alsop further expressed that the meeting was very informative addressing a lot of issues. We need to look at what is beind done to the land.

**Mr. Bailey had the following comments:**

- Commented on the Rural Coastal initiatives and that the State has numerous rules and our representative is trying to make people aware that one end of the County is different from the other end. Delegate Hodges has been working very hard on this.

- Thanked everyone for their reports and to be safe going home

**Mr. Simpkins had the following comments:**

- Thanked everyone for attending the meeting
- Advised that he would be attending the Rural Coastal Meeting and expressed that Delegate Hodges has been working hard on this and we need to show our support.
- Wished everyone a safe trip home.

**Mrs. Morris had the following comments:**

- Thanked Mrs. Voight for all her comments
- Expressed that she hopes to see everyone at next months meeting

**Mr. Burns had the following comments:**

- Thanked everyone for attending the meeting
- Expressed that he has been on vacation and that it was good to be back home
- Expressed his concern about spending money, that there are a lot of things that we should not be spending money on.
- Expressed his appreciation for reports submitted each month from Social Services and for the things that they are involved in.
- Wished everyone a safe trip home

**IT IS ORDERED THAT THE BOARD BE ADJOURNED:**

A motion was made by Mr. Bailey and seconded by Ms. Alsop to adjourn the meeting.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY

NAYS: NONE

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James M. Burns, Chairman

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K. Diane Gaber, Deputy Clerk, CMC



**AGENDA:**            *Monday, August 12, 2019 Regular Meeting*

**ITEM #3:**

Approval and Signing of the August 2019 warrants and appropriations

**ACTION REQUESTED:**

**Actions requested:**

**(a) Approval of the August 2019 Warrants and Appropriations**

**Need a motion and a second to approve or disapprove warrants and appropriation for month of July 2019**

**(b) Approval/Ratification of recurring warrants/appropriation for month of July 2019**

**Need a motion and a second to approve or disapprove the Recurring warrants for the month of July 2019.**

**ATTACHMENTS:**

**See attachments**

# Part-time Employee Payroll Run

Payroll: Wednesday, August 12, 2019

## County

Collins, Melodie	\$1,614.00
Cavanaugh, Wyatt	\$1,603.00
Miller, Ed	\$811.85
Hunter, Greg	\$2,240.00

## Registrar

Nickelson, Robert W.	\$185.00
Prom, Patricia	\$1,182.00

## Sheriff's Department

Copeland-Balke, Denise	\$1,473.00
Jorgenson, Craig	\$2,210.25
Sciscente, Andrew	\$1,822.50
Shackleford, Donald	\$1,496.75
Trent, Darryl	\$1,065.00
Wilson, Megan	\$2,444.00

## Overtime/Sheriff's Department

Clark, Jon-Eric	\$510.00
Burr, Brian	\$442.50
Kline, Matthew	\$750.00
Russell, Brian	\$300.00
Shipman, Joshua	\$270.00
Wilson, Mitchell	\$180.00

## Rescue Services

Irby, Daniel	\$198.00
Michaud, Daniel	\$387.75
Marable, Adam	\$1,699.50
Bennett, Christopher	\$672.00
Boutchyard, Shaun	\$1,106.00
Floyd, David	\$168.00
Evans, Norwood	\$1,092.00
Brantley, Brian	\$198.00
Barill, Kelly	\$2,367.00
Farmer, Joseph	\$214.50

**TOTAL**

**\$28,702.60**



**Fulltime Payroll - August 2019**

**Board of Supervisors**

James Burns	\$333.33
R.F. Bailey	\$333.33
Doris Morris	\$333.33
Lawrence Simpkins	\$333.33
Sherrin Alsop	\$333.33

**County Administrator**

Tom Swartzwelder	\$20,471.25
Diane Gaber	Hourly

**Commissioner of the Revenue**

Kelly Lumpkin	\$5,366.56
Brenda Robinson	\$3,121.84
Shelby Dufour	\$2,478.01

**Finance**

Tina Ammons	\$4,611.78
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**Treasurer**

Irene Longest	\$5,986.53
Stephanie Sears	\$3,765.68
Cheryl Jessie	\$2,478.01

**Registrar**

Diane Klausen	\$4,104.67
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**Clerk of Circuit Court**

Vanessa Porter	\$6,742.47
Patricia Reed	\$3,121.84
Hattie Robinson	\$2,478.01

**Commonwealth Attorney**

Charles Adkins	\$11,321.42
Ann Young	\$2,772.93

**Sheriff**

John Charboneau	\$6,173.75
Rob Balderson	\$5,266.08
James Simmons	\$4,298.08
Ronald Hirtz	\$3,962.08
Ernie Shefflien	\$3,916.67

William Moore	\$3,224.67
Brian Russell	\$3,224.67
Mitchell Wilson	\$3,500.00
Brian Burr	\$3,224.67
Matthew Kline	\$3,224.67
Jon-Eric Clark	\$3,224.67
Micheal Andrews	\$3,125.00
Joshua Shipman	\$3,125.00
Rachel Cook	\$3,132.92
Sandra Davis	\$3,437.50
Cathy Brooks	\$3,201.50
Shirley Hill	\$3,201.50
Michelle Barbee	\$2,933.75
Tammy Thompson	\$2,708.33
Crystal Gibson	\$2,504.58
Vickie Draine	\$3,445.42

**Rescue Services**

David Lankford	\$4,440.23
Kevin Mounts	\$4,111.17
Josh Schrum	\$3,150.94
Robert Coggsdale	\$3,937.69
Kevin Harris	\$3,762.25
Phillip Jewell	\$3,342.78
Philip Shahan	\$3,150.94
Gary Breen	\$3,150.94

**Building Inspections**

Mike Eutsey	\$5,071.03
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**General Properties/Buildings & Grounds**

Charles Thornton	\$1,982.06
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**Zoning Administrator**

Donna Sprouse	\$4,505.35
David McIntire	\$2,937.90

**\$198,086.44**

FY19 Accruals

8/02/2019 FROM DATE- 8/12/2019 TO DATE- 8/12/2019 ACCOUNTS PAYABLE LIST PAGE 1  
AP375 FUND # - 1.00 GENERAL FUND KING & QUEEN DEPT # - 000200 LIABILITIES

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
DMV	LIABILITIES DMV Stop Fee Payable	DMV STOP FEES	201918100826	6/30/2019	2,675.00
				TOTAL	2,675.00 *
					2,675.00



8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012100 \*\*\* County Administrator \*\*\*

VENDOR NAME  
-----

OFFICE DEPOT

CHARGE TO  
-----

\*\*\* County Administrator \*\*\*  
Office Supplies

DESCRIPTION  
-----

OFFICE/CLEAN SUPPLY 331927828001

INVOICE#  
-----

6/20/2019

INVOICE  
DATE  
----

\$\$\$ PAY \$\$\$  
-----

24.17  
24.17 \*  
24.17

TOTAL

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012310 \*\*\* Commissioner of Revenue \*\*\*

VENDOR NAME  
-----

LJMPKIN, KELLY N.

CHARGE TO  
-----

\*\*\* Commissioner of Revenue \*\*\*  
Convention & Education

DESCRIPTION  
-----

MEAL/DISTRICT MTG

INVOICE#  
-----

6/26/19

INVOICE  
DATE

----

6/26/2019

\$\$\$ PAY \$\$\$  
-----

28.00  
28.00 \*  
28.00

TOTAL

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012400 \*\*\* Finance \*\*\*

VENDOR NAME  
-----

OFFICE DEPOT

CHARGE TO  
-----

\*\*\* Finance \*\*\*  
Office Supplies

DESCRIPTION  
-----

OFFICE/CLEAN SUPPLY 331927828001

INVOICE#  
-----

INVOICE  
DATE  
-----

6/20/2019

\$\$\$ PAY \$\$\$  
-----

62.40  
62.40 \*  
62.40

TOTAL

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012410 \*\*\* Treasurer \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
LONGEST, IRENE SEARS, STEPHANIE	*** Treasurer *** Mileage - Allowances Mileage - Allowances	MILEAGE MILEAGE	6/30/19 6/30/19	6/30/2019 6/30/2019	34.80 44.08 *
SHRED-IT USA, LLC	Office Supplies	SHREDDING	8127635823	6/30/2019	48.60 48.60 *
			TOTAL		127.48



8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 013200 \*\*\* Registrar \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
KLAUSEN, DIANE	*** Registrar *** Mileage - Allowances	MILEAGE	6/24/19	6/24/2019	71.92 71.92 * 71.92
				TOTAL	

8/02/2019  
 AP375  
 FUND # - 100

FROM DATE- 8/12/2019  
 TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 021600 \*\*\* Clerk of Circuit Court \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	PAY
-----	-----	-----	-----	----	----
ELAVON	*** Clerk of Circuit Court ***	CREDIT CARD FEES	M9120101601	4/30/2019	26.10
ELAVON	Telecommunications	CREDIT CARD FEES	M9120101743	4/30/2019	16.68
ELAVON	Telecommunications	CREDIT CARD FEES	M9151101642	5/31/2019	22.85
ELAVON	Telecommunications	CREDIT CARD FEES	M9151101883	5/31/2019	15.99
ELAVON	Telecommunications	CREDIT CARD FEES	M9181101578	6/30/2019	26.56
ELAVON	Telecommunications	CREDIT CARD FEES	M9181101820	6/30/2019	22.90
PORTER, VANESSA	Office Supplies	DROP BOX SIGN	6/21/19	6/21/2019	131.08 *
					23.61 *
					23.61 *
					154.69
				TOTAL	

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 031200 \*\*\* Sheriff \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	PAY \$\$
RAPPAHANNOCK TIMES	*** Sheriff ***	DISPATCHER AD	KQC008 6/19	6/30/2019	132.00
COUNTRY COURIER	Advertising	DISPATCHER AD	13721	6/26/2019	195.00
SOUTHSIDE SENTINEL	Advertising	DISPATCHER AD	67256	6/30/2019	199.50
TAPPAHANNOCK CHEVROLET	Vehicle Maintenance & Repair	REPAIR A/C	03956	6/28/2019	526.50
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	OIL CHANGE	10351	6/21/2019	1,899.96
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	OIL CHANGE	10352	6/21/2019	15.00
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	OIL CHANGE/BRAKES	10405	6/28/2019	15.00
WYATT'S PRO MECHANIX	Vehicle Maintenance & Repair	INSPECTION/RPR HORN	4214	6/07/2019	70.00
WYATT'S PRO MECHANIX	Vehicle Maintenance & Repair	REPAIR A/C	4234	6/12/2019	482.45
MANSFIELD OIL COMPANY	Vehicle & Equipment Fuel	FUEL	527019	7/03/2019	254.98
PORT RICHMOND AUTO PARTS	Vehicle & Equipment Supplies	HEADLIGHT LAMP	310529	6/27/2019	2,532.68
PORT RICHMOND AUTO PARTS	Vehicle & Equipment Supplies	BRAKE PADS	310582	6/27/2019	19.41
ADVANCE AUTO PARTS	Vehicle & Equipment Supplies	WASHER FLUID	2135917853719	6/27/2019	266.42
GALL'S LLC	Police Supplies	UNIFORMS/EXPLORERS	012888014	6/04/2019	17.94
GALL'S LLC	Police Supplies	FLASHLIGHT/100FT TPE	013028431	6/21/2019	303.77
GALL'S LLC	Police Supplies	UNIFORMS/EXPLORERS	013032733	6/21/2019	240.00
GALL'S LLC	Police Supplies	UNIFORMS/EXPLORERS	013090947	6/28/2019	434.00
EVIDENT CRIME	Police Supplies	EVIDENCE SUPPLIES	146538A	6/27/2019	56.84
GLOBAL INDUSTRIES	Police Supplies	TRAFFIC CONES	114500236	6/20/2019	59.66
FUTURE TECHNOLOGIES	Police Supplies	ANTENNAS	276815	1/28/2019	305.20
					129.32
					2,462.80
					3,687.82
					9,788.16
				TOTAL	

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 032302 \*\*\* Rescue Services \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
FUTURE TECHNOLOGIES	Equipment - Grant Match	MOBILE ANTENNAS	264462	4/22/2019	8,335.58
				TOTAL	8,335.58 *
					8,335.58

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 032400 \*\*\* Radio Communications \*\*\*

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VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
FUTURE TECHNOLOGIES	Maintenance Radio Equipment	ANTENNA BRACKETS	200034	2/18/2019	138.55
FUTURE TECHNOLOGIES	Maintenance Radio Equipment	ANTENNA MOUNTS	219454	3/25/2019	539.76
		TOTAL			678.31 *

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 034500 \*\*\* Building Inspections \*\*\*

VENDOR NAME  
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CHARGE TO  
-----

DESCRIPTION  
-----

INVOICE#  
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INVOICE  
DATE  
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\$\$ PAY \$\$  
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ELAN CORPORATE PAYMENT SYS \*\*\* Building Inspections \*\*\*  
Convention & Education

PERMIT TECH CLASS 07/15/2019

7/15/2019

209.00  
209.00 \*  
209.00

TOTAL

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 035100 \*\*\* Animal Control \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
WYATT'S PRO MECHANIX	*** Animal Control ***	INPSECTION	4205	6/05/2019		17.00	
WYATT'S PRO MECHANIX	Vehicle Maintenance	REPAIR WIRING	4233	6/12/2019		485.48	
				TOTAL		502.48	*

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 035500 \*\*\* Emergency Services \*\*\*

PAGE 14

VENDOR NAME  
-----

CHARGE TO  
-----

ELAN CORPORATE PAYMENT SYS  
\*\*\* Emergency Services \*\*\*  
Postage

DESCRIPTION  
-----

INVOICE  
DATE  
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INVOICE#  
-----

\$\$ PAY \$\$  
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RETURN FLASHLIGHT 07/15/2019

7/15/2019

15.55  
15.55 \*  
15.55

TOTAL



8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 042600 \*\*\* Refuse Control/VPPSA \*\*\*

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VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
VIRGINIA PENINSULA PUBLIC	Landfill Monitoring	LANDFILL MONITOR/JUN 26284		7/23/2019	4,465.30
				TOTAL	4,465.30 *
					4,465.30

8/02/2019  
 AP375  
 FUND # - 100

FROM DATE- 8/12/2019  
 TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 043200 \*\*\* General Properties \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
OFFICE DEPOT	*** General Properties ***	OFFICE/CLEAN SUPPLY	331927828001	6/20/2019	33.28
OFFICE DEPOT	Janitorial Supplies	CLEANING SUPPLIES	331947825001	6/20/2019	3.78
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	6988	6/24/2019	37.06 *
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	8129	6/27/2019	21.32
360 HARDWARE	Building Supplies	BLDG & GROUND SUPPLY	11001 0 6/19	6/30/2019	42.64 *
ELAN CORPORATE PAYMENT SYS	Grounds Supplies	MOWER BLADES	07/15/2019	7/15/2019	133.07 *
				TOTAL	98.97 *
					311.74



8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 081800 \*\*\* Industrial Dev. Authority \*\*\*

PAGE 18

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
LONGEST, JR., GEORGE M.	*** Industrial Dev. Authority *** Mileage	MILEAGE	6/26/19	6/26/2019	156.60	156.60	*
			TOTAL		156.60	156.60	

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/12/2019  
TO DATE- 8/12/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 091400 \*\*\* Contingency Fund \*\*\*

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VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
ELAN CORPORATE PAYMENT SYS	*** Contingency Fund ***	MOUNTS/AV EQUIP/CRT 07/15/2019		7/15/2019	152.31
ELAN CORPORATE PAYMENT SYS	Miscellaneous Contingencies	VIDEO & RECORDER/CRT 07/15/2019		7/15/2019	1,256.95
	Miscellaneous Contingencies			TOTAL	1,409.26 *
				FUND TOTAL	29,396.98

8/02/2019 FROM DATE- 8/12/2019 TO DATE- 8/12/2019 ACCOUNTS PAYABLE LIST PAGE 20  
 AP375 KING & QUEEN  
 FUND # - 224 Expenditures DEPT # - 031800

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
AYLETT ANIMAL HOSPITAL	Veterinarian Services	ANNUAL EXAM/TYSON	180841	6/25/2019	78.00 *
ELAN CORPORATE PAYMENT SYS	Supplies	FOOD/TYSON	07/15/2019	7/15/2019	78.00
ELAN CORPORATE PAYMENT SYS	Supplies	FOOD/TYSON	07/15/2019	7/15/2019	128.20
		TOTAL			128.20 *
		FUND TOTAL			206.20
		TOTAL DUE			29,603.18

Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_.

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



**FY20 Expenses**

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 011010 \*\*\* Board of Supervisors \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	PAY
ELAN CORPORATE PAYMENT SYS	*** Board of Supervisors ***	VACO CONF DEPOSIT	07/16/2019	7/16/2019	.00
ELAN CORPORATE PAYMENT SYS	Convention & Education	VACO CONF DEPOSIT	07/16/2019	7/16/2019	314.11
ELAN CORPORATE PAYMENT SYS	Convention & Education	COUNTY OFFICIALS SUM	07/16/2019	7/16/2019	40.00
					354.11 *
		TOTAL			354.11



8/02/2019  
 AP375  
 FUND # - 1.00

FROM DATE- 8/13/2019  
 TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 012100 \*\*\* County Administrator \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
RICOH USA, INC.	*** County Administrator *** Maintenance Service Contracts	COLOR OVERAGES	9027507040	7/24/2019	108.91 *
COUNTRY COURIER	Advertising	RECEPTIONIST AD	13771	7/24/2019	108.91
COUNTRY COURIER	Advertising	PURCHASING AD	13772	7/24/2019	110.00
RICOH USA, INC.	Lease of Equipment - Copier	COPIER LEASE	9027502157	7/13/2019	220.00 *
SHRED-IT USA, LLC	Office Supplies	SHREDDING	8127745555	7/22/2019	147.82 *
				TOTAL	50.91 *
					527.64

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012240 \*\*\* Independent Auditor \*\*\*

PAGE 3

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
MILLIMAN, INC.	OPEB Study	OPEB STUDY	7/29/19	7/29/2019	1,700.00
				TOTAL	1,700.00 *
					1,700.00

8/02/2019  
 AP375  
 FUND # - 100

FROM DATE- 8/13/2019  
 TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 012310 \*\*\* Commissioner of Revenue \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
RESERVE ACCOUNT	*** Commissioner of Revenue *** Postal Services	POSTAGE	7/26/19	7/26/2019	300.00 *
COMMISSIONER OF REVENUE	Convention & Education	CRAV CONFERENCE	2626	7/22/2019	375.00 *
V. A. L. E. C. O.	Dues & Association Membership	COMMISSIONER DUES	8/1/19	8/01/2019	60.00
COMMISSIONER OF REVENUE	Dues & Association Membership	MEMBER DUES	8/1/19	8/01/2019	260.00
BAI COMMISSIONERS'	Dues & Association Membership	MEMBER DUES	8/1/19	8/01/2019	400.00
LUMPKIN, KELLY N.	Office Supplies	BUSINESS CARDS	VWMPB-D5A89-OJ6	7/02/2019	720.00 *
					26.30 *
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027502157	7/13/2019	120.39 *
				TOTAL	1,541.69

8/02/2019  
 AP375  
 FUND # - 100

FROM DATE- 8/13/2019  
 TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 012410 \*\*\* Treasurer \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
LONGEST, IRENE	*** Treasurer ***	MILEAGE	7/26/19	7/26/2019	174.00 *
UNIVERSITY OF VIRGINIA	Mileage - Allowances				174.00 *
V A L E C O	Convention & Education	ENROLLMENT/JESSIE	8/1/19	8/01/2019	75.00 *
TREASURERS ASSOC. OF VA.	Dues & Association Memberships	TREASURER DUES	8/1/19	8/01/2019	40.00
BAI TREASURERS USER GROUP	Dues & Association Memberships	MEMBER DUES	8/1/19	8/01/2019	325.00
	Dues & Association Memberships	MEMBER DUES	5/1/19	5/01/2019	450.00
					815.00 *
BMS DIRECT, INC.	Tax Billing Service	REAL ESTATE POSTAGE	136167P	7/12/2019	1,840.40
BMS DIRECT, INC.	Tax Billing Service	PERS PROP POSTAGE	136168P	7/12/2019	2,482.40
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027502157	7/13/2019	4,322.80 *
					120.39 *
					5,507.19
				TOTAL	

8/02/2019  
 AP375  
 FUND # - 100

FROM DATE- 8/13/2019  
 TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 012510 \*\*\* Information Technology \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
AMAZON CAPITAL SERVICES	*** Information Technology *** Office Supplies/Software Upgra	NETWORK SUPPLIES	1G6X-7J7Q-KXKN	7/24/2019	1,266.98
PLANET TECHNOLOGIES, INC.	Email - Cloud Exchange Service	EMAIL LICENSES	1001894	6/19/2019	6,219.00
			TOTAL		7,485.98

8/02/2019  
 AP375  
 FUND # - 100

FROM DATE- 8/13/2019  
 TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 012550 \*\*\* Risk Management \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VACORP	*** Risk Management *** Worker Compensation Insurance	WORKERS COMP INS.	64677F	7/08/2019	13,564.50
VACORP	Property Insurance Tavern	INSURANCE/TAVERN	070119-BP-RMP-Y	7/01/2019	986.95
MCNEIL & COMPANY, INC.	Gen Liability - Fire & Rescue	FIRE/RESCUE INS.	17270125	6/28/2019	54,275.00
VACORP	Line of Duty Insurance	LINE OF DUTY INS.	64677F	7/08/2019	5,959.25
				TOTAL	74,785.70

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 013100 \*\*\* Electoral Board \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
BEN. FRANKLIN PRINTING CO	*** Electoral Board *** Printing & Binding	ENVELOPES	41219	7/16/2019	98.95 98.95 *
DEMTech VOTING SOLUTIONS	Electronic Poll Books/Demtek	SOFTWARE MAINTENANCE	1177	7/01/2019	420.00 420.00 *
			TOTAL		518.95

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 013200 \*\*\* Registrar \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027502157	7/13/2019	78.49
RICOH USA, INC.	Copier Lease	COLOR OVERAGES	9027507040	7/24/2019	12.01
				TOTAL	90.50 *



8/02/2019  
 AP375  
 FUND # - 100

FROM DATE- 8/13/2019  
 TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 021200 \*\*\* General District Court \*\*\*

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VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
RICOH USA, INC.	*** General District Court *** Lease/Rent of Equipment	COPIER LEASE	32115307	7/12/2019	108.58 *
ASSOCIATION OF CLERKS OF	Dues & Association Memberships	MEMBER DUES	8/1/19	8/01/2019	25.00 *
PITNEY BOWES	Office Supplies	POSTAGE METER INK	1013538709	7/16/2019	25.00 *
OSBORNE, J. TERRY	Court Appointed Attorney	GC1900144600	8589936	7/11/2019	120.00
RENICK, SCOTT	Court Appointed Attorney	GC1800440700	8885488	7/05/2019	120.00
		TOTAL			240.00 *
					458.57

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 021600 \*\*\* Clerk of Circuit Court \*\*\*

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VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
TREASURER OF VIRGINIA	*** Clerk of Circuit Court ***	AUDIT	20837	7/18/2019	1,796.33 *
RICOH USA, INC.	Accounting & Auditing Services	COPIER LEASE	9027502157	7/13/2019	1,796.33 *
REED, PATRICIA	Lease of Equipment - Copier	MILEAGE	7/26/19	7/26/2019	119.46 *
ROBINSON, HATTIE	Mileage	MILEAGE	7/26/19	7/26/2019	118.32
	Mileage				74.24 *
					192.56 *
				TOTAL	2,108.35

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 022100 \*\*\* Commonwealth Attorney \*\*\*

PAGE 12

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027502157	7/13/2019	87.12
RICOH USA, INC.	Copier Lease	COLOR OVERAGES	9027507040	7/24/2019	3.13
				TOTAL	90.25 *

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 031200 \*\*\* Sheriff \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
KUSTOM SIGNALS, INC.	*** Sheriff *** Repairs & Maintenance	REPAIR BODY CAM	565473	7/16/2019	384.50 *
ID NETWORKS	Maintenance Service Contracts	SOFTWARE MAINTENANCE	274925	7/01/2019	2,505.00 *
RRJJA	Dues - Rapp Criminal Justice A	FY20 DUES-20		7/01/2019	12,080.00 *
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	9834415448	7/19/2019	12,080.00 *
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027502157	7/13/2019	838.20 *
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027502157	7/13/2019	50.22
RICOH USA, INC.	Copier Lease	COLOR OVERAGES	9027507040	7/24/2019	134.78
ELAN CORPORATE PAYMENT SYS	Meals & Lodging	HOTEL/SRO COURSE	07/16/2019	7/16/2019	238.01 *
ELAN CORPORATE PAYMENT SYS	Meals & Lodging	HOTEL/SRO COURSE	07/16/2019	7/16/2019	462.92
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	339133694001	7/11/2019	765.83
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	339136241001	7/11/2019	1,431.37
TAPPAHANNOCK CHEVROLET	Vehicle Maintenance & Repair	RPLC SOLENOIDS	04164	7/09/2019	501.27 *
TAPPAHANNOCK CHEVROLET	Vehicle Maintenance & Repair	RPR A/C SYSTEM	04292	7/15/2019	515.89
WHITMORE CHEVROLET	Vehicle Maintenance & Repair	RPR LIGHTS & LOCKS	CVCS81592	7/02/2019	2,873.49
PORT RICHMOND AUTO PARTS	Vehicle Maintenance & Repair	BRAKE PADS	312861	7/22/2019	223.06
ATLANTIC COMMUNICATIONS	Vehicle Maintenance & Repair	RPR SPOTLIGHT	200615	7/03/2019	467.65
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	OIL CHANGE	10408	7/01/2019	95.00
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	OIL CHANGE	10409	7/01/2019	15.00
MANSFIELD OIL COMPANY	Vehicle & Equipment Fuel	FUEL	530959	7/23/2019	4,205.09 *
TAPPAHANNOCK CHEVROLET	Vehicle & Equipment Supplies	RPLC LIGHT/RPR WIRE	04194	7/10/2019	2,700.11 *
OFFICE DEPOT	Police Supplies	POLICE SUPPLIES	339414648001	7/11/2019	65.10 *
OFFICE DEPOT	Police Supplies	POLICE SUPPLIES	340877196001	7/15/2019	75.88
OFFICE DEPOT	Police Supplies	POLICE SUPPLIES	340880729001	7/12/2019	85.16
ALCOPRO	Police Supplies	RPR BREATHALIZER	0226451-IN	7/18/2019	15.98
					320.00 *
				TOTAL	25,243.05

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 031400 \*\*\* E911 \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
MOBILE COMMUNICATIONS OF A	Annual Maintenance - CPE	CPE ANNUAL MAINT.	80029064	7/10/2019	16,200.00
					16,200.00 *
				TOTAL	16,200.00

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 032200 \*\*\* Volunteer Fire Departments \*\*\*

PAGE 15

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
AIR-CARE, INC.	Fire Program Funds	SCBA TESTING	12260	7/25/2019	2,311.69 2,311.69 *
UPPER K & Q FIRE DEPT.	Upper King & Queen Fire Dept.	FY20 CONTRIBUTION	7/18/19	7/18/2019	22,000.00 22,000.00 *
			TOTAL		24,311.69

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 032300 \*\*\* Ambulance & Rescue Services \*\*\*

PAGE 16

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
AMAZON CAPITAL SERVICES	Four For Life Funds	IPAD CASES	1HX7-4J6W-MW7G	7/15/2019	837.78	837.78	*
CHESTERFIELD COUNTY	Chesterfield Med Flight	FY20 MED FLIGHT	7/19/19	7/19/2019	200.00	200.00	*
			TOTAL		1,037.78		

8/02/2019  
 AP375  
 FUND # - 100

FROM DATE- 8/13/2019  
 TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 032302 \*\*\* Rescue Services \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
WEST POINT FORD	*** Rescue Services ***	OFL/ROTATE TIRES	19212	7/03/2019	58.75
WEST POINT FORD	Vehicle Maintenance	OFL/ROTATE TIRES	19359	7/11/2019	78.75
WHITMORE CHEVROLET	Vehicle Maintenance	OFL/REPLACE SENSOR	CTCS81693	7/03/2019	1,255.05
WHITMORE CHEVROLET	Vehicle Maintenance	RPR A/C	CTCS81885	7/17/2019	166.51
PORT RICHMOND AUTO PARTS	Vehicle Maintenance	WIPER BLADES	313065	7/24/2019	35.65
ROBERT G. ALLEY, INC.	Vehicle Maintenance	TIRES/AMBULANCE	10446	7/05/2019	1,209.00
ROBERT G. ALLEY, INC.	Vehicle Maintenance	TIRES	10534	7/11/2019	72.00
MANSFIELD OIL COMPANY	Vehicle Fuel	FUEL	529738	7/18/2019	2,875.71 *
MANSFIELD OIL COMPANY	Vehicle Fuel	FUEL	529860	7/18/2019	653.73
FIRE RESCUE TACTICAL, INC	Uniforms	NAME PATCHES	2812	7/17/2019	85.77 *
NNPDC	NNPDC Ambulance Billing Fee	EMS BILLING FEE	7/31/19	7/31/2019	739.50 *
TOTAL					4,027.30



8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 032400 \*\*\* Radio Communications \*\*\*

PAGE 18

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
RAPPAHANNOCK ELECTRIC	*** Radio Communications ***	244 LAKE POND ROAD	114292001	7/16/2019	468.69		
RAPPAHANNOCK ELECTRIC	Electrical Services	490 CANTERBURY ROAD	114292002	7/19/2019	366.68		
RAPPAHANNOCK ELECTRIC	Electrical Services	8786 NEWTOWN ROAD	114292003	7/17/2019	399.84		
					1,235.21	*	
SBA TOWERS, INC.	Tower Rent - Shacklefords Site	TOWER RENT	IN30488441	8/01/2019	5,217.91	*	
				TOTAL	5,217.91	*	
					6,453.12		

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 033400 \*\*\* Regional Jail \*\*\*

PAGE 19

VENDOR NAME  
-----

MIDDLE PENINSULA

CHARGE TO  
-----

\*\*\* Regional Jail \*\*\*  
Payment to Joint Operation

DESCRIPTION  
-----

FY20 1ST QTR PAYMENT 555

INVOICE#  
-----

TOTAL

INVOICE  
DATE  
-----

7/01/2019

\$\$\$ PAY \$\$\$  
-----

148,822.68  
148,822.68 \*  
148,822.68

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 034500 \*\*\* Building Inspections \*\*\*

PAGE 20

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
RICOH USA, INC.	*** Building Inspections *** Lease of Equipment - Copier	COPIER LEASE	9027502157	7/13/2019	147.81	147.81	*
MANSFIELD OIL COMPANY	Vehicle Fuel	FUEL	529860	7/18/2019	59.46	59.46	*
			TOTAL		207.27	207.27	

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 035100 \*\*\* Animal Control \*\*\*

PAGE 21

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VERIZON WIRELESS	*** Animal Control *** Telecommunications	WIRELESS DEVICES	9834415448	7/19/2019	50.08 *
SEREDNI TIRE & AUTO CENTE	Vehicle Supplies	TIRES	267174	7/24/2019	582.24 *
ADVANCE AUTO PARTS	Vehicle Maintenance	WIPER BLADES	2135919020500	7/09/2019	19.98
AMAZON CAPITAL SERVICES	Vehicle Maintenance	INSULATION SEAL	1MRD-CFLC-6YPT	7/19/2019	26.34
ROBERT G. ALLEY, INC.	Vehicle Maintenance	OIL CHANGE	10467	7/09/2019	15.00
		TOTAL			61.32 *
					693.64

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
WATER PRO, INC	*** General Properties *** Water System Testing	WATER TESTING/JULY	1049928	7/31/2019	210.00 *
DOMINION ENERGY VIRGINIA	Electrical Services	5-B	8305983002	7/23/2019	210.00 *
RUTHERFORD SUPPLY	Janitorial Supplies	CLEANING SUPPLIES	1106763	7/10/2019	69.27 *
RUTHERFORD SUPPLY	Janitorial Supplies	CLEANING SUPPLIES	1109696	7/29/2019	261.73 *
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	1552	7/08/2019	322.45 *
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	161	7/03/2019	21.32
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	4692	7/17/2019	21.32
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	9793	7/02/2019	21.32 *
AMAZON CAPITAL SERVICES	Building Supplies	LIGHTBULBS	1GXQ-Q7WX-1NGF	7/02/2019	79.94 *
HORNS MIDDLESEX ACE HARDWA	Building Supplies	PAINT/REGISTRAR OFFC	20999/2	7/15/2019	47.00
HORNS MIDDLESEX ACE HARDWA	Building Supplies	SCREWDRIVERS	21061/2	7/17/2019	111.96
ELAN CORPORATE PAYMENT SYS	Building Supplies	SHAFT FOR BUSH HOG	07/16/2019	7/16/2019	15.98
DIAMOND SPRINGS WATER, INC	Water Fountain/Circuit Court	BOTTLED WATER	712152230	7/12/2019	70.00 *
		TOTAL			244.94 *
					14.98
					14.98 *
					941.58

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 043300 \*\*\* Marriott School Facility \*\*\*

PAGE 23

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
DOMINION ENERGY VIRGINIA	*** Marriott School Facility ***	MARRIOTT	4314102924	7/19	58.66
DOMINION ENERGY VIRGINIA	Electrical Service	MARRIOTT	7823700310	7/19	166.11
	Electrical Service			7/23/2019	224.77 *
				7/23/2019	224.77
				TOTAL	

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 051200 \*\*\* Local Health Department \*\*\*

PAGE 24

VENDOR NAME  
-----

VA STATE DEPT OF HEALTH

CHARGE TO  
-----

\*\*\* Local Health Department \*\*\*  
Payment to State Health Depart

DESCRIPTION  
-----

FY20 QTRY PAYMENT

INVOICE#  
-----

7/15/19

INVOICE  
DATE  
----

7/15/2019

\$\$ PAY \$\$  
-----

15,401.25  
15,401.25 \*  
15,401.25

TOTAL

8/02/2019  
AP375  
FUND # - 1.00

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 053600 \*\*\* Contributions \*\*\*

PAGE 25

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
LEGAL AID WORKS	Legal Aid Works	FY20 CONTRIBUTION	7/15/19	7/15/2019	4,712.00
				TOTAL	4,712.00 *
					4,712.00



8/02/2019  
 AP375  
 FUND # - 1.00

FROM DATE- 8/13/2019  
 TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 073200 \*\*\* Public Library \*\*\*

PAGE 26

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
DOMINION ENERGY VIRGINIA	*** Public Library ***	LIBRARY	2571861216	7/23/2019	298.34
DOMINION ENERGY VIRGINIA	Electrical Services	LIBRARY	2967503158	7/23/2019	291.39
PAMUNKEY REGIONAL LIBRARY	Electrical Services				589.73 *
	Purchase of Services	FY20 1ST QTR PAYMENT	7/18/19	7/18/2019	41,356.00 *
				TOTAL	41,945.73

8/02/2019  
 AP375  
 FUND # - 1.00

FROM DATE- 8/13/2019  
 TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 081300 \*\*\*\* Planning District Commission\*\*

PAGE 27

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
MIDDLE PENINSULA PLANNING	MPFDC - Payment	FY20 CONTRIBUTION	7/9/19	7/09/2019	19,300.00
MIDDLE PENINSULA ALLIANCE	MP Economic Development Org.	FY20 CONTRIBUTION	7/15/19	7/15/2019	19,300.00 *
MIDDLE PENINSULA PLANNING	Public Access Authority	FY20 CONTRIBUTION	7/9/19	7/09/2019	5,000.00
MIDDLE PENINSULA PLANNING	GA Session & Advocacy Service	FY20 CONTRIBUTION	7/9/19	7/09/2019	5,000.00 *
					600.00
					600.00 *
					3,301.00
					3,301.00 *
		TOTAL			28,201.00

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 081402 \*\*\* Zoning Administrator \*\*\*

PAGE 28

VENDOR NAME  
-----

RICOH USA, INC.

CHARGE TO  
-----

\*\*\* Zoning Administrator \*\*\*  
Lease of Equipment - Copier

DESCRIPTION  
-----

COPIER LEASE

INVOICE#  
-----

9027502157

INVOICE  
DATE  
-----

7/13/2019

\$\$\$ PAY \$\$\$  
-----

147.81  
147.81 \*  
147.81

TOTAL

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 082400 \*\*\* Three Rivers S & W Conv. \*\*\*

PAGE 29

VENDOR NAME  
-----

CHARGE TO  
-----

DESCRIPTION  
-----

INVOICE  
DATE  
-----

\$\$\$ PAY \$\$\$  
-----

THREE RIVERS SOIL AND

\*\*\* Three Rivers S & W Conv. \*\*\*  
Annual Contribution

FY20 CONTRIBUTION 7/15/19

7/15/2019

TOTAL

9,674.00  
9,674.00 \*  
9,674.00

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 082700 \*\*\* Wetlands Board \*\*\*

PAGE 30

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
HAVENS, DR. KIRK	*** Wetlands Board ***	MILEAGE	7/23/19	7/23/2019		19.72	
HENLEY, IV, WILLIAM T.	Mileage	MILEAGE	7/23/19	7/23/2019		10.44	
HERRIN, WILLIAM	Mileage	MILEAGE	7/23/19	7/23/2019		17.40	
WILLIAMS, DAVID	Mileage	MILEAGE	7/23/19	7/23/2019		17.40	
LACKS, JASON	Mileage	MILEAGE	7/23/19	7/23/2019		2.90	
				TOTAL		67.86	*

8/02/2019  
AP375  
FUND # - 100

FROM DATE- 8/13/2019  
TO DATE- 8/13/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 091400 \*\*\* Contingency Fund \*\*\*

PAGE 31

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
MOBILE MINI, INC.	*** Contingency Fund *** Miscellaneous Contingencies	STORAGE CONTAINER	9006741361	7/26/2019	157.56
				TOTAL	157.56 *
			FUND TOTAL		423,639.02

8/02/2019 FROM DATE- 8/13/2019 ACCOUNTS PAYABLE LIST PAGE 32  
 AP375 TO DATE- 8/13/2019 KING & QUEEN  
 FUND # - 513 Expenditure - Wireless Authority DEPT # - 043400

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VACORP	General Property Insurance	INSURANCE	64670	7/08/2019	1,579.00
RIVERSTREET NETWORKS	Engineer Study - Fiber to the	FIBER STUDY	8/1/19	8/01/2019	1,579.00 *
			TOTAL		25,000.00
			FUND TOTAL		25,000.00 *
			TOTAL DUE		26,579.00
					450,218.02

Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_





## **Diane Gaber**

---

**From:** Tom Swartzwelder  
**Sent:** Monday, July 22, 2019 2:43 PM  
**To:** Tina Ammons; Diane Gaber  
**Subject:** warrants

The Board has approved by consensus. Please pay the bills. However, they will need to have them as a separate item at the regular August meeting so that they can ratify

Thomas J. Swartzwelder  
County Administrator  
County Attorney  
PO Box 177  
King & Queen VA, 23085  
PH: 804 785 5975  
FX: 804 785 5999  
tswartzwelder@kingandqueenco.net

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*EY19 Accruals*

7/18/2019  
 AP375  
 FUND # - 100

FROM DATE- 7/22/2019  
 TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 011010 \*\*\* Board of Supervisors \*\*\*

PAGE 1

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
RAPPAHANNOCK TIMES DAILY PRESS	*** Board of Supervisors *** Advertising	PUBLIC HEARING ADS	KQC001	6/30/2019	276.00
	Advertising	PUBLIC HEARING ADS	007467252000	6/30/2019	317.04
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	9832840212	6/25/2019	593.04 *
					50.14
					50.14 *
					643.18
				TOTAL	

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012100 \*\*\* County Administrator \*\*\*

PAGE 2

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VERIZON SOUTH, INC.	*** County Administrator ***	ANALOG LINES	785-2516	7/04/2019	36.83
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	9832840212	6/25/2019	40.01
CENTURYLINK BUSINESS	Telecommunications	LONG DISTANCE	1471092996	6/23/2019	1.33
				TOTAL	78.17 *

7/18/2019  
AP375  
FUND # - 1.00

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012310 \*\*\* Commissioner of Revenue \*\*\*

PAGE 3

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
PITNEY BOWES	*** Commissioner of Revenue *** Maintenance Service Contracts	POSTAGE METER LEASE	3309214191	6/30/2019	362.94	362.94	*
VERIZON SOUTH, INC.	Telecommunications	ANALOG LINES	785-2516 7/19	7/04/2019	36.83	36.83	
CENTURYLINK BUSINESS	Telecommunications	LONG DISTANCE	1471092996	6/23/2019	1.39	1.39	
				TOTAL	38.22	38.22	*
					401.16	401.16	

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012400 \*\*\* Finance \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
VERIZON WIRELESS CENTURYLINK BUSINESS	*** Finance *** Telecommunications Telecommunications	WIRELESS DEVICES LONG DISTANCE	9832840212 1471092996	6/25/2019 6/23/2019	40.01 1.33 41.34 *
		TOTAL			41.34

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012410 \*\*\* Treasurer \*\*\*

VENDOR NAME  
-----

VERIZON SOUTH, INC.  
CENTURYLINK BUSINESS

CHARGE TO  
-----

\*\*\* Treasurer \*\*\*  
Telecommunications  
Telecommunications

DESCRIPTION  
-----

ANALOG LINES  
LONG DISTANCE

INVOICE#  
-----

785-2516 7/19  
1471092996

INVOICE  
DATE  
----

7/04/2019  
6/23/2019

\$\$\$ PAY \$\$\$  
-----

73.65  
1.60  
75.25 \*  
75.25

TOTAL

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012510 \*\*\* Information Technology \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
CRULLER TECHNOLOGIES, INC	*** Information Technology *** Professional Services	ANTIVIRUS	20932	7/01/2019	294.00	294.00	*
				TOTAL	294.00	294.00	

7/18/2019  
 AP375  
 FUND # - 100

FROM DATE- 7/22/2019  
 TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 043200 \*\*\* General Properties \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
*** General Properties ***					
DOMINION ENERGY VIRGINIA	Electrical Services	CIRCUIT COURT	1803982501	7/09/2019	321.79
DOMINION ENERGY VIRGINIA	Electrical Services	LIGHTING ACCOUNT	2539892311	6/27/2019	68.86
DOMINION ENERGY VIRGINIA	Electrical Services	REGISTRAR	3804020000	7/01/2019	49.24
DOMINION ENERGY VIRGINIA	Electrical Services	LIGHTING ACCOUNT	6106939421	6/27/2019	156.70
DOMINION ENERGY VIRGINIA	Electrical Services	ADMIN BUILDING	8775688446	7/01/2019	4,321.93
DOMINION ENERGY VIRGINIA	Electrical Services	WATER SYSTEM	8784603386	7/01/2019	27.59
DOMINION ENERGY VIRGINIA	Electrical Services	TAVERN MUSEUM	9883802507	7/01/2019	164.96
VERIZON SOUTH, INC.	Telecommunications	ANALOG LINES	785-2516	7/04/2019	37.50
VERIZON SOUTH, INC.	Telecommunications	ANALOG LINES	785-2516	7/04/2019	73.65
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	9832840212	6/25/2019	27.86
LAMB EXTERMINATING	Pest Control	PEST CONTROL	51811	6/30/2019	139.01 *
TOTAL					315.00
					315.00 *
					5,565.08



7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 043300 \*\*\* Marriott School Facility \*\*\*

PAGE 21

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
LAMB EXTERMINATING	*** Marriott School Facility ***	TERMITE INSPECTION	417361T	5/31/2019	300.00		
LAMB EXTERMINATING	Repairs & Maintenance	PEST CONTROL	51811	6/30/2019	65.00		
	Repairs & Maintenance				365.00 *		
				TOTAL	365.00		

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 071500 \*\*\* Mattaponi Pier \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
Dominion Energy Virginia	*** Mattaponi Pier *** Electrical Service	PIER	3013039916	7/08/2019	104.02
Church View Septic	Operating Expenses	TOILET @ PIER	36504	7/10/2019	104.02 *
					70.00
					70.00 *
				TOTAL	174.02

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 081200 \*\*\* Economic Development \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VERIZON WIRELESS	*** Economic Development *** Telecommunications	WIRELESS DEVICES	9832840212	6/25/2019	30.62 *
MILLER, ED	Mileage	MILEAGE	7/12/19	7/12/2019	56.26 *
				TOTAL	86.88

7/18/2019  
AF375  
FUND # - 100

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 081402 \*\*\* Zoning Administrator \*\*\*

PAGE 24

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
VERIZON WIRELESS	*** Zoning Administrator ***	WIRELESS DEVICES	9832840212	6/25/2019	50.14		
CENTURYLINK BUSINESS	Telecommunications	LONG DISTANCE	1471092996	6/23/2019	1.33		
MANSFIELD OIL COMPANY	Vehicle Equipment Fuel	FUEL	526825	7/03/2019	51.47	*	*
					25.77		
					25.77	*	*
					77.24		
				TOTAL			

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 08300 \*\*\* Cooperative Extension Prog. \*\*\*

PAGE 25

VENDOR NAME  
-----

VERIZON SOUTH, INC.  
CENTURYLINK BUSINESS

CHARGE TO  
-----

\*\*\* Cooperative Extension Prog. \*\*\*  
Telecommunications  
Telecommunications

DESCRIPTION  
-----

ANALOG LINES  
LONG DISTANCE

INVOICE#  
-----

785-2516 7/19  
1471092996

INVOICE  
DATE  
----

7/04/2019  
6/23/2019

\$\$ PAY \$\$  
-----

36.83  
1.33  
38.16 \*  
38.16

TOTAL

FUND TOTAL

14,325.26

7/18/2019  
AP375  
FUND # - 105

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 053100 Welfare Administration

PAGE 26

VENDOR NAME  
-----

VERIZON SOUTH, INC.  
CENTURYLINK BUSINESS

CHARGE TO  
-----

Welfare Administration  
Telephone  
Telephone

DESCRIPTION  
-----

ANALOG LINES  
LONG DISTANCE

INVOICE#  
-----

785-2516 7/19  
1471092996

INVOICE  
DATE  
-----

7/04/2019  
6/23/2019

\$\$ PAY \$\$  
-----

36.83  
2.21  
39.04 \*  
39.04

TOTAL

FUND TOTAL

39.04

7/18/2019  
AP375  
FUND # - 231

FROM DATE- 7/22/2019  
TO DATE- 7/22/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 064200

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
VERIZON SOUTH, INC. CENTURYLINK BUSINESS	*** Building Services ** Communications Communications	ANALOG LINES LONG DISTANCE	785-2516 1471092996	7/04/2019 6/23/2019	36.83 1.53 38.36 *
		TOTAL			38.36
		FUND TOTAL			38.36
		TOTAL DUE			14,402.66

Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

FY20 Expenses

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012100 \*\*\* County Administrator \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
ESI HOSTED SERVICES, LLC	*** County Administrator *** Postal Services	POSTAGE	7/1/19	7/01/2019	300.00
PURCHASE POWER	Telecommunications	VOIP SYSTEM	003280 7/19	7/06/2019	300.00 *
					35.03
					35.03 *
				TOTAL	335.03



7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012310 \*\*\* Commissioner of Revenue \*\*\*

VENDOR NAME  
-----

CHARGE TO  
-----

DESCRIPTION  
-----

INVOICE#  
-----

INVOICE  
DATE  
-----

\$\$ PAY \$\$  
-----

ESI HOSTED SERVICES, LLC  
\*\*\* Commissioner of Revenue \*\*\*  
Telecommunications

VOIP SYSTEM  
003280 7/19 7/06/2019

TOTAL

34.14  
34.14 \*  
34.14

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012400 \*\*\* Finance \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
PURCHASE POWER	*** Finance *** Postal Services	POSTAGE	7/1/19	7/01/2019	400.00
ESI HOSTED SERVICES, LLC	Telecommunications	VOIP SYSTEM	003280 7/19	7/06/2019	400.00 *
					29.74
					29.74 *
				TOTAL	429.74

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012410 \*\*\* Treasurer \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
ESI HOSTED SERVICES, LLC	*** Treasurer *** Telecommunications	VOIP SYSTEM	003280	7/19	35.92
				7/06/2019	35.92 *
				TOTAL	35.92

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 013200 \*\*\* Registrar \*\*\*

VENDOR NAME  
-----

CHARGE TO  
-----

DESCRIPTION  
-----

INVOICE#  
-----

INVOICE  
DATE  
-----

\$\$ PAY \$\$  
-----

ESI HOSTED SERVICES, LLC  
\*\*\* Registrar \*\*\*  
Telecommunications

VOIP SYSTEM  
003280 7/19

7/06/2019

30.58  
30.58 \*  
30.58

TOTAL

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 021200 \*\*\* General District Court \*\*\*

PAGE 6

VENDOR NAME  
-----

CHARGE TO  
-----

DESCRIPTION  
-----

INVOICE  
DATE  
-----

\$\$ PAY \$\$  
-----

ESI HOSTED SERVICES, LLC  
\*\*\* General District Court \*\*\*  
Telecommunications

VOIP SYSTEM  
003280 7/19 7/06/2019

TOTAL

33.25  
33.25 \*  
33.25

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 021501 \*\*\* 9th Dist Court Service Unit \*\*\*

PAGE 7

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
MIDDLE PENINSULA JUVENILE	Merrimac Center	MERRIMAC CENTER	20023710	7/02/2019	6,859.00
				TOTAL	6,859.00 *
					6,859.00

7/18/2019  
AP375  
FUND # - 1.00

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 021600 \*\*\* Clerk of Circuit Court \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
ESI HOSTED SERVICES, LLC	*** Clerk of Circuit Court *** Telecommunications	VOIP SYSTEM	003280 7/19	7/06/2019	30.58
				TOTAL	30.58 *
					30.58

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 022100 \*\*\* Commonwealth Attorney \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
ESI HOSTED SERVICES, LLC	*** Commonwealth Attorney *** Telecommunications	VOIP SYSTEM	003280 7/19	7/06/2019	32.36
				TOTAL	32.36 *
					32.36



7/18/2019      FROM DATE- 7/23/2019      ACCOUNTS PAYABLE LIST      PAGE 10  
 AP375      TO DATE- 7/23/2019      KING & QUEEN  
 FUND # - 100      DEPT # - 031200 \*\*\* Sheriff \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
ESI HOSTED SERVICES, LLC	*** Sheriff *** Telecommunications	VOIP SYSTEM	003280	7/06/2019	37.70
					37.70 *
				TOTAL	37.70

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
AMERICAN TOWER CORP.	Tower Rent - Courthouse Site	TOWE RENT	3069831	7/01/2019	4,600.67 4,600.67 *
SBA TOWERS, INC.	Tower Rent - Shackelfords Site	TOWER RENT	IN30486218	7/01/2019	5,217.91 5,217.91 *
SPECTRASITE	Tower Rent - Canterbury Site	TOWER RENT	3081583	6/26/2019	4,948.62 4,948.62 *
AMERICAN TOWER CORP.	Tower Rent - Newtown Site	TOWE RENT	3069831	7/01/2019	4,952.00 4,952.00 *
				TOTAL	19,719.20

7/18/2019  
 AF375  
 FUND # - 100

VENDOR NAME  
 -----

PURCHASE POWER

FROM DATE- 7/23/2019  
 TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 034500 \*\*\* Building Inspections \*\*\*

CHARGE TO  
 -----

DESCRIPTION  
 -----

INVOICE#  
 -----

INVOICE DATE  
 -----

\$\$\$ PAY \$\$\$  
 -----

\*\*\* Building Inspections \*\*\*  
 Postal Services

7/1/19      7/01/2019

POSTAGE      TOTAL

300.00      300.00 \*  
 300.00      300.00

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 035100 \*\*\* Animal Control \*\*\*

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

7/18/2019  
AP375  
FUND # - 100

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
ESI HOSTED SERVICES, LLC	*** Animal Control *** Telecommunications	VOIP SYSTEM	003280 7/19	7/06/2019	29.69
					29.69 *
				TOTAL	29.69

7/18/2019      FROM DATE- 7/23/2019      ACCOUNTS PAYABLE LIST      PAGE 14  
 AP375      TO DATE- 7/23/2019      KING & QUEEN  
 FUND # - 100      DEPT # - 035500 \*\*\* Emergency Services \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
ESI HOSTED SERVICES, LLC	*** Emergency Services *** Communication Equipment	VOIP SYSTEM	003280	7/19	7/06/2019	30.58	30.58 *
					TOTAL	30.58	30.58

FROM DATE- 7/23/2019  
 TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
 KING & QUEEN

DEPT # - 042600 \*\*\* Refuse Control/VPESA \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VIRGINIA PENINSULA PUBLIC	Administrative Services	ADMIN FEE	26161	7/03/2019	2,687.50
VIRGINIA PENINSULA PUBLIC	Administrative Services	ADMIN FEE	36176	7/03/2019	349.50
					3,037.00 *
VIRGINIA PENINSULA PUBLIC	Transfer System Operations	TRANSFER SYSTEM	26170	7/03/2019	29,271.50
					29,271.50 *
VIRGINIA PENINSULA PUBLIC	Convenience Center Operations	CONV CENTER FEE	26180	7/03/2019	62,706.75
					62,706.75 *
VIRGINIA PENINSULA PUBLIC	MP Household Chemical Collecti	HOUSEHOLD CHEM COLL.	36191	7/03/2019	100.00
					100.00 *
				TOTAL	95,115.25

7/18/2019 FROM DATE- 7/23/2019 ACCOUNTS PAYABLE LIST PAGE 16  
 AP375 TO DATE- 7/23/2019 KING & QUEEN  
 FUND # - 100 DEPT # - 043200 \*\*\* General Properties \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VDH-OFFC. OF DRINK. WATER	*** General Properties *** Water System Testing	WATERWORKS FEE	2002727	7/01/2019	90.00 *
ESI HOSTED SERVICES, LLC	Telecommunications	VOIP SYSTEM	003280 7/19	7/06/2019	35.92 *
COUNTY WASTE	Dumpster Service - Courthouse	DUMPSTER/COURTHOUSE	2824109	7/02/2019	184.80 *
SOUTHERN ELEVATOR	Elevator Inspections	ELEVATOR INSPECTION	193864	7/01/2019	295.00 *
		TOTAL			605.72

DEPT # - 071500 \*\*\* Mattaponi Pier \*\*\*

VENDOR NAME  
-----  
INVOICE  
DATE  
-----  
\$\$ PAY \$\$  
-----

CHARGE TO  
-----  
DESCRIPTION  
-----  
INVOICE#  
-----

\*\*\* Mattaponi Pier \*\*\*  
Operating Expenses

COUNTY WASTE  
-----  
DUMSPTR/PIER  
-----  
TOTAL

2824539

7/02/2019

128.66  
128.66 \*  
128.66



ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 081100 \*\*\* Planning Commission \*\*\*

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

7/18/2019  
AP375  
FUND # - 100

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
PURCHASE POWER	*** Planning Commission *** Postal Services	POSTAGE	7/1/19	7/01/2019	900.00 *
CAMPBELL, DAVID	Mileage - Allowances	MILEAGE	7/1/19	7/01/2019	19.47
WATKINS, MILTON	Mileage - Allowances	MILEAGE	7/1/19	7/01/2019	19.72
GUESS, JAMES H.	Mileage - Allowances	MILEAGE	7/1/19	7/01/2019	17.98
RICHARDSON, HUNTER	Mileage - Allowances	MILEAGE	7/1/19	7/01/2019	19.72
HERRIN, WILLIAM	Mileage - Allowances	MILEAGE	7/1/19	7/01/2019	15.66
MORTON, SHEILA	Mileage - Allowances	MILEAGE	7/1/19	7/01/2019	35.96
HUDGINS, BARBARA J.	Mileage - Allowances	MILEAGE	7/1/19	7/01/2019	19.72
		TOTAL			148.23 *
					1,048.23

7/18/2019      FROM DATE- 7/23/2019      ACCOUNTS PAYABLE LIST      PAGE 19  
 AP375          TO DATE- 7/23/2019      KING & QUEEN  
 FUND # - 100      DEPT # - 081402 \*\*\* Zoning Administrator \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
*** Zoning Administrator *** Postal Services		POSTAGE	7/1/19	7/01/2019	400.00 *
ESI HOSTED SERVICES, LLC Telecommunications		VOIP SYSTEM	003280 7/19	7/06/2019	31.47 *
				TOTAL	431.47

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 082700 \*\*\* Wetlands Board \*\*\*

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

7/18/2019  
AP375  
FUND # - 100

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
PURCHASE POWER	*** Wetlands Board *** Postal Services	POSTAGE	7/1/19	7/01/2019	100.00
					100.00 *
				TOTAL	100.00

7/18/2019 FROM DATE- 7/23/2019 ACCOUNTS PAYABLE LIST  
AP375 TO DATE- 7/23/2019 KING & QUEEN  
FUND # - 100 DEPT # - 083000 \*\*\* Cooperative Extension Prog. \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
ESI HOSTED SERVICES, LLC	*** Cooperative Extension Prog. ***	VOIP SYSTEM	003280	7/06/2019	33.25
	Telecommunications				33.25 *
				TOTAL	33.25

7/18/2019  
AP375  
FUND # - 100

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 091400 \*\*\* Contingency Fund \*\*\*

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VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
MOBILE MINI, INC.	*** Contingency Fund *** Miscellaneous Contingencies	STORAGE CONTAINER	9006585159	6/28/2019	157.56
				TOTAL	157.56 *
				FUND TOTAL	125,557.91

7/18/2019  
AP375  
FUND # - 105

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 053100 Welfare Administration

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
ESI HOSTED SERVICES, LLC	Welfare Administration Telephone	VOIP SYSTEM	003280 7/19	7/06/2019	39.48
				TOTAL	39.48 *
				FUND TOTAL	39.48

7/18/2019  
AP375  
FUND # - 231

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 064200

PAGE 24

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
ESI HOSTED SERVICES, LLC	*** Building Services ** Communications	VOIP SYSTEM	003280	7/19	7/06/2019	41.26	41.26 *
				TOTAL		41.26	41.26
				FUND TOTAL		41.26	41.26

7/18/2019  
AP375

FROM DATE- 7/23/2019  
TO DATE- 7/23/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 043400

FUND # - 513 Expenditure - Wireless Authority

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
COX BUSINESS	Telecommunications	BROADBAND	125268201	7/01/2019	3,630.00
				TOTAL	3,630.00 *
			FUND TOTAL		3,630.00
			TOTAL DUE		129,268.65

Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_





Rec. 8-7-19

# Accounts Payable July 2019 (1)

7/11/2019  
AP375  
FUND # - 231

FROM DATE- 7/11/2019  
TO DATE- 7/11/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN SCHOOLS  
DEPT # - 061100 \*\* Classroom Instruction \*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$	PAY \$\$\$
VACORP	** Elementary KQES ** Worker's Compensation	WORKERS' COMP	64245	6/25/2019	6,360.00	6,360.00 *
HOUGHTON MIFFLIN HARCOURT	Textbooks	BILL TO 282276	954393183	6/19/2019	9,140.36	9,140.36
HOUGHTON MIFFLIN HARCOURT	Textbooks		954393185	6/19/2019	31,754.42	31,754.42
HOUGHTON MIFFLIN HARCOURT	Textbooks		954410289	6/28/2019	2,800.00	2,800.00 *
COMDATA		HAMPTON INN	492874SBO	6/19/2019	43,694.78	43,694.78 *
BOTETOURT ELEMENTARY	Gifted Tuition	PARTICIPATION	MPSRGS2019-20	7/01/2019	100.58	100.58 *
VACORP	** Elementary LMES ** Worker's Compensation	WORKERS' COMP	64245	6/25/2019	6,360.00	6,360.00 *
TEACHER SYNERGY, LLC	Instructional Materials	QUOTE ID 137675	92690907	7/08/2019	107.99	107.99 *
COMDATA		HAMPTON INN	492874SBO	6/19/2019	107.99	107.99 *
BOTETOURT ELEMENTARY	Gifted Tuition	PARTICIPATION	MPSRGS2019-20	7/01/2019	100.58	100.58 *
VACORP	** Secondary CHS ** Workers Comp Insurance	WORKERS' COMP	64245	6/25/2019	512.50	512.50 *
CHESAPEAKE BAY GOVERNOR'S	Payment to Joint Operation-CBG	TUITION (7 SLOTS)	CBGS2020	6/24/2019	6,360.00	6,360.00 *
THE AUDIOLOGY OFFICES	Purchased Services	CALLIBATIONS	77799	7/02/2019	31,367.00	31,367.00 *
TOTAL					95,925.93	95,925.93
COMDATA	Travel	DELTA	546720DC	6/05/2019	73.53	73.53 *
PUBLIC CONSULTING GROUP	Purchased Services-Teacher Tra	P0035626.79	195010	7/02/2019	1,187.38	1,187.38
PUBLIC CONSULTING GROUP	Purchased Services-Teacher Tra	IEP ONLINE	200063	6/12/2019	1,666.67	1,666.67 *
TREASURER OF VIRGINIA	Travel	REGISTRATION	201-95945-A	7/01/2019	2,854.05	2,854.05 *
COMDATA	Travel	DELTA	546720DC	6/05/2019	10.00	10.00 *
PUBLIC CONSULTING GROUP	Purchased Services-Teacher Tra	P0035626.79	195010	7/02/2019	73.53	73.53 *
PUBLIC CONSULTING GROUP	Purchased Services-Teacher Tra	IEP ONLINE	200063	6/12/2019	1,187.38	1,187.38
					1,666.67	1,666.67 *
					2,854.05	2,854.05 *

7/11/2019  
AP375  
FUND # - 231

FROM DATE- 7/11/2019  
TO DATE- 7/11/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN SCHOOLS  
DEPT # - 061310

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
TREASURER OF VIRGINIA	Travel	REGISTRATION	201-95945-A	7/01/2019	10.00 *
COMDATA	Travel	DELTA	546720DC	6/05/2019	73.54 *
PUBLIC CONSULTING GROUP	Purchased Services-Teacher Tra	P0035626.79	195010	7/02/2019	1,187.37
PUBLIC CONSULTING GROUP	Purchased Services-Teacher Tra	IEP ONLINE	200063	6/12/2019	1,666.66
COMDATA	Travel	HAMPTON INN	Z91731021SBO	6/22/2019	12.18-
COMDATA	Travel	HAMPTON INN	492874SBO	6/19/2019	103.26
TREASURER OF VIRGINIA	Travel	REGISTRATION	201-95945-A	7/01/2019	10.00 *
				TOTAL	8,903.81
TRA, INC	Support/Student Attend Softwar	SCHOOL FUNDS ONLINE	23916	7/01/2019	711.36 *
TRA, INC	Support/Student Attend Softwar	SCHOOL FUNDS ONLINE	23916	7/01/2019	711.36 *
TRA, INC	Support/Student Attend Softwar	SCHOOL FUNDS ONLINE	23916	7/01/2019	711.36 *
COMDATA	Travel	DELTA	580435SBO	6/06/2019	246.60 *
				TOTAL	2,380.68
VACORP	** Executive Administration ** Worker's Compensation	WORKERS' COMP	64245	6/25/2019	120.00 *
VIRGINIA RETIREMENT SYSTEM	Other Benefits	POPS-408	V05166511	7/01/2019	10,196.64 *
MCGUIREWOODS LLP	Legal Services	LEGAL FEES	048B20182388995	6/19/2019	12,518.55
MCGUIREWOODS LLP	Legal Services	LEGAL FEES	048B20182388995B	6/19/2019	12,518.55-
VACORP	Legal Services	LEGAL REIMBURSEMENT	048B20182388995	6/19/2019	1,445.15
VACORP	Legal Services	LEGAL REIMBURSEMENT	048B20182388995	6/19/2019	1,445.15-
AASA MEMBERSHIP	Member Dues	MEMBERSHIP DUES	611898-2020	6/11/2019	460.00 *
				TOTAL	10,776.64
TREASURER OF VIRGINIA	** Fiscal Services ** Travel	REGISTRATION	201-95945-B	7/01/2019	30.00 *
				TOTAL	30.00 *

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FROM DATE- 7/11/2019  
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ACCOUNTS PAYABLE LIST  
KING & QUEEN SCHOOLS  
DEPT # - 062160

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	PAY \$\$
VACORP	** Vehicle Operation **	DEPT # - 063200			
VACORP	Worker's Compensation	WORKERS' COMP	64245	6/25/2019	28,262.00 *
	Insurance	PROPERTY & LIABILITY	64244	6/25/2019	24,597.00 *
				TOTAL	52,859.00
VACORP	** Management & Direction **	DEPT # - 064100			
	Insurance	PROPERTY & LIABILITY	64244	6/25/2019	8,884.00 *
				TOTAL	8,884.00
VACORP	*** Building Services **	DEPT # - 064200			
	Worker's Compensation	WORKERS' COMP	64245	6/25/2019	9,360.00 *
	Purchased Services	PEST TREATMENT KOES	9989768-366	7/02/2019	185.00
	Purchased Services	PEST TREATMENT CHS	9989768-367	7/02/2019	225.00
	Purchased Services	PEST TREATMENT LMES	9989768-388	7/02/2019	185.00 *
	Communications	GARAGE	130901152JUL19	7/01/2019	97.45
	Communications	METER REFILL	20086047-JUL19	7/01/2019	316.00
	Insurance	PROPERTY & LIABILITY	64244	6/25/2019	413.45 *
	Materials and Supplies	ACCT 99006377289	907834	7/01/2019	21,829.00 *
	Materials and Supplies	CUST 5981	20722/2	7/01/2019	21,204.47
				TOTAL	32,475.44
CARNELL HENCE	** Grounds Services **	DEPT # - 064300			
	Purchased Services	LAWN SERVICE	HENCE-JUL19	7/01/2019	1,300.00
				TOTAL	1,300.00 *
VACORP	Worker's Compensation	DEPT # - 068100 Technology			
		WORKERS' COMP	64245	6/25/2019	673.00
				TOTAL	673.00 *

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ACCOUNTS PAYABLE LIST  
 KING & QUEEN SCHOOLS  
 DEPT # - 068100 Technology

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
BORDERLAN SECURITY BLACKBOARD	Network & Internet Services	3-YEAR TERM CUST 325556	8358 1321606	6/12/2019 6/18/2019	9,500.00 2,632.14
GAMEWOOD TECHNOLOGY GROUP	Communications	INTERNET SERVICE	24214	6/26/2019	12,132.14 *
RICOH USA, INC.		ACCT 1249045	102360897	7/10/2019	5,000.00 *
FOLLETT SCHOOL SOLUTIONS	Software/online Content (Non VP	CUST 4543983	1363643	7/02/2019	2,555.44 *
				TOTAL	2,234.49 *
				FUND TOTAL	22,595.07
					236,130.57

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ACCOUNTS PAYABLE LIST  
KING & QUEEN SCHOOLS  
DEPT # - 065100 School Food

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VACORP	** Other Non-Instruction ** Worker's Compensation	DEPT # - 065100 School Food	64245	6/25/2019	2,850.00
				TOTAL	2,850.00 *
				FUND TOTAL	2,850.00
				TOTAL DUE	238,980.57

Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_.

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Rec 8-7-19

# Accounts Payable June 2019 ACCRUALS

7/11/2019 FROM DATE- 7/10/2019 TO DATE- 7/10/2019  
 AP375 FUND # - 231  
 ACCOUNTS PAYABLE LIST  
 KING & QUEEN SCHOOLS  
 DEPT # - 061100 \*\* Classroom Instruction \*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$	PAY \$\$\$
K12 MANAGEMENT	** Elementary KQES ** Purchased Services	VAVA K&Q	200052230	6/15/2019	22,653.75	22,653.75
SCHOOL SPECIALTY, INC.	Materials & Supplies	CUST 446531	308103315600	6/27/2019	1,583.68	1,583.68
HOUGHTON MIFFLIN HARCOURT	Textbooks	BILL TO 282276	954393994	6/19/2019	27,591.98	27,591.98
THERAPY RESOURCES, INC.	Therapy Services	THERAPY SERVICES	0622	6/30/2019	1,417.66	1,417.66
THERAPY RESOURCES, INC.	Therapy Services	THERAPY SERVICES	0622	6/30/2019	1,087.67	1,087.67
K12 MANAGEMENT	Purchased Services	VAVA K&Q	200052230	6/15/2019	1,208.20	1,208.20
THERAPY RESOURCES, INC.	Purchased Services	THERAPY SERVICES	0622	6/30/2019	4,473.67	4,473.67
ALLIED INSTRUCTIONAL	Purchased Services	VISION/HEARING	DB84893	6/30/2019	182.81	182.81
NCS PEARSON	Purchased Services	CUST 39005634	5020243	5/23/2019	4,656.48	4,656.48
COMDATA		FAIRFIELD INN	55331SBO	6/18/2019	170.00	170.00
					111.18	111.18
K12 MANAGEMENT	** Elementary LMES ** Purchased Services	VAVA K&Q	200052230	6/15/2019	22,653.75	22,653.75
HOUGHTON MIFFLIN HARCOURT	Textbooks	BILL TO 282276	954393182	6/19/2019	7,682.50	7,682.50
HOUGHTON MIFFLIN HARCOURT	Textbooks	BILL TO 282276	954393184	6/19/2019	34,504.32	34,504.32
HOUGHTON MIFFLIN HARCOURT	Textbooks	BILL TO 282276	954394571	6/19/2019	27,469.15	27,469.15
HOUGHTON MIFFLIN HARCOURT	Textbooks		954410288	6/28/2019	2,800.00	2,800.00
THERAPY RESOURCES, INC.	Therapy Services	THERAPY SERVICES	0622	6/30/2019	1,417.66	1,417.66
THERAPY RESOURCES, INC.	Therapy Services	THERAPY SERVICES	0622	6/30/2019	849.12	849.12
K12 MANAGEMENT	Purchased Services	VAVA K&Q	200052230	6/15/2019	1,510.25	1,510.25
THERAPY RESOURCES, INC.	Purchased Services	THERAPY SERVICES	0622	6/30/2019	1,200.44	1,200.44
THERAPY RESOURCES, INC.	Purchased Services	THERAPY SERVICES	0622	6/30/2019	1,410.45	1,410.45
COMDATA	** Secondary CHS ** Travel	COOKOUT GLOUCESTER	105934SBO	6/06/2019	157.11	157.11
COMDATA	Textbooks	AMAZON	171895SBO	6/18/2019	89.27	89.27
COMDATA	Textbooks	AMAZON	333838SBO	6/15/2019	68.99	68.99
COMDATA	Textbooks	AMAZON	333944SBO	6/15/2019	63.80	63.80
COMDATA	Textbooks	AMAZON	377711SBO	6/19/2019	89.30	89.30

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ACCOUNTS PAYABLE LIST  
KING & QUEEN SCHOOLS  
DEPT # - 061100 \*\* Classroom Instruction \*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
COMDATA	Textbooks	AMAZON	45196SBO	6/19/2019	89.99
COMDATA	Textbooks	AMAZON	46318SBO	6/17/2019	74.39
COMDATA	Textbooks	AMAZON	66618SBO	6/14/2019	74.37
COMDATA	Textbooks	AMAZON	66728SBO	6/14/2019	76.76
COMDATA	Textbooks	AMAZON	66895SBO	6/14/2019	322.98
COMDATA	Textbooks	AMAZON	90978SBO	6/15/2019	106.94
COMDATA	Textbooks	AMAZON	91059SBO	6/16/2019	110.78
COMDATA	Textbooks	AMAZON	96511SBO	6/10/2019	74.50
THERAPY RESOURCES, INC.	Therapy Services	THERAPY SERVICES	0622	6/30/2019	1,242.07 *
K12 MANAGEMENT	Purchased Services	VAVA K&Q	200052230	6/15/2019	1,417.66 *
THERAPY RESOURCES, INC.	Purchased Services	THERAPY SERVICES	0622	6/30/2019	302.05 *
COMDATA		AMAZON	Z91641476SBO	6/13/2019	1,052.66 *
COMDATA		AMAZON	166079SBO	6/04/2019	29.25-
COMDATA		AMAZON	166208SBO	6/04/2019	189.99
COMDATA		AMAZON	180607SBO	5/31/2019	877.21
COMDATA		AMAZON	180802SBO	5/31/2019	549.98
COMDATA		AMAZON	447145SBO	5/06/2019	109.98
COMDATA		AMAZON	68023SBO	6/06/2019	284.81
COMDATA		AMAZON	70389SBO	5/31/2019	284.81
LOWE'S		PERKINS	983100	6/05/2019	1,989.00
LOWE'S		PERKINS	989598	5/30/2019	904.33
				6/04/2019	49.65-
				TOTAL	5,344.90 *
					171,494.69
COMDATA	Purchased Services	PAYPAL LITERACYRES	123554AS	6/10/2019	30.00 *
COMDATA	Materials and Supplies	NICK'S SPAGHETTI	250895AK	6/20/2019	30.00 *
COMDATA	Materials & Supplies	O'BRIEN ASSOCIATES	57800CC	6/18/2019	25.55 *
COMDATA	Materials and Supplies	NICK'S SPAGHETTI	250895AK	6/20/2019	25.55 *
COMDATA	Materials & Supplies	O'BRIEN ASSOCIATES	57800CC	6/18/2019	70.22 *
COMDATA	Materials and Supplies	NICK'S SPAGHETTI	250895AK	6/20/2019	25.55 *
COMDATA	Materials & Supplies	O'BRIEN ASSOCIATES	57800CC	6/18/2019	70.22 *
COMDATA	Materials and Supplies	NICK'S SPAGHETTI	250895AK	6/20/2019	25.55 *
COMDATA	Materials & Supplies	O'BRIEN ASSOCIATES	57800CC	6/18/2019	70.21 *
				TOTAL	317.30

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ACCOUNTS PAYABLE LIST  
KING & QUEEN SCHOOLS  
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VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
PAMELA PATE	Travel	REIMBURSEMENT	PPAT-062019	6/30/2019	18.20 *
GEORGETTE WARE	Travel	REIMBURSEMENT	GWAR-062019	6/30/2019	17.55 *
BERNITA FAJARDO	Travel	REIMBURSEMENT	BFAJ-062019	6/30/2019	16.56 *
			TOTAL		52.31
COMDATA	** Board Services **				
COMDATA	Travel	GUS' ITALIAN CAFE	215616CC	6/04/2019	13.03
COMDATA	Travel	FASMART	234496CC	6/14/2019	3.42
COMDATA	Travel	GUS' ITALIAN CAFE	287399CC	6/11/2019	13.82 *
COMDATA	Miscellaneous	SCOTT'S STORE	569749AS	6/19/2019	25.90 *
COMDATA	Miscellaneous	SCOTT'S STORE	589437CC	6/05/2019	35.36 *
COMDATA	Materials and Supplies	AMAZON	385582SBO	6/14/2019	61.26 *
COMDATA	Materials and Supplies	STAPLES	416996CC	6/17/2019	107.96
KING AND QUEEN ELEMENTARY	Materials and Supplies	2019-YEARBOOKS	2019-YEARBOOKS	7/01/2019	37.53
LAWSON-MARRIOTT	Materials and Supplies	2019-YEARBOOKS	2019-YEARBOOKS	6/19/2019	120.00
			TOTAL		78.00 *
					343.49 *
					435.02
COMDATA	** Executive Administration **				
DIAMOND SPRINGS	Purchased Services	AMAZON PRIME	91977SBO	6/15/2019	12.99
DIAMOND SPRINGS	Purchased Services	EQUIPMENT RENTAL	3248485	6/14/2019	19.00
	Purchased Services	ACCT 15250600	515152225	5/15/2019	14.50
MCGUIREWOODS LLP	Legal Services	LEGAL FEES	048B2018238995	6/19/2019	46.49 *
MCGUIREWOODS LLP	Legal Services	LEGAL FEES	92249403	7/08/2019	12,518.55
VACORP	Legal Services	LEGAL REIMBURSEMENT	048B2018238995	6/19/2019	1,412.65
					14,376.35 *
COMDATA	Travel	LANIER PARKING	146449CC	6/11/2019	30.00
COMDATA	Travel	GUS' ITALIAN CAFE	215616CC	6/04/2019	13.03
COMDATA	Travel	FASMART	234496CC	6/14/2019	3.42
COMDATA	Travel	GUS' ITALIAN CAFE	287399CC	6/11/2019	13.81
COMDATA	Travel	CITY PARKING, INC.	556001CC	6/04/2019	20.00
					80.26 *

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VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
COMDATA	Miscellaneous	AMAZON	234501AK	6/13/2019	50.98
COMDATA	Miscellaneous	AMAZON	234565AK	6/13/2019	59.48
COMDATA	Miscellaneous	NICK'S SPAGHETTI	254667SBO	6/27/2019	74.13
COMDATA	Miscellaneous	AMAZON	377641AK	6/19/2019	84.97
COMDATA	Miscellaneous	AMAZON	66549AK	6/14/2019	115.90
COMDATA	Miscellaneous	AMAZON	91594AK	6/15/2019	239.98
COMDATA	Materials and Supplies	ADOBE SYSTEMS	119179SBO	6/14/2019	625.44 *
		DEPT # - 062140		TOTAL	14.99 *
					15,143.53

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VIRGINIA STATE POLICE	Purchased Services	FINGERPRINT SEARCH	A1500-062019	7/01/2019	81.00
VA DEPT. OF SOCIAL SRVCS.	Purchased Services	CENTRAL REGISTRY	B11197-JUN2019	7/10/2019	50.00
ADMIN PARTNERS, LLC	Purchased Services	COMPLIANCE MONITOR	22178	6/30/2019	46.00
ADMIN PARTNERS, LLC	Purchased Services	HYBRID PLAN SERVICE	22277	6/30/2019	341.96 *
		DEPT # - 062220		TOTAL	518.96 *
					518.96

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
MIDDLESEX HEALTH DEPT.	Purchased Services	ORG ID 133264838	135633506	6/04/2019	14.58
MIDDLESEX HEALTH DEPT.	Purchased Services		136466481	9/25/2018	14.58
		DEPT # - 063400		TOTAL	29.16 *
					29.16

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
AYLETT TIRE	Purchased Services	IDENTIFIX	0135255	6/21/2019	16.00
AYLETT TIRE	Purchased Services		0135296	6/26/2019	16.00
AYLETT TIRE	Purchased Services		0135310	6/27/2019	16.00
AYLETT TIRE	Purchased Services		0135311	6/27/2019	16.00
COMDATA	Purchased Services		254393SBO	6/12/2019	159.00 *
JAMES RIVER SOLUTIONS	Vehicle/Equipment Fuel	ACCT 0076530	CL31900	6/24/2019	223.00 *
JAMES RIVER SOLUTIONS	Vehicle/Equipment Fuel	REIMBURSEMENT	CL32171	6/30/2019	28.44
ROBERT BURNETT	Vehicle and Powered Equipment		REUR-62419	6/24/2019	99.43
AYLETT TIRE	Vehicle and Powered Equipment		0135076	6/11/2019	5.02 *
AYLETT TIRE	Vehicle and Powered Equipment		0135255	6/21/2019	132.89
KINGMOR SUPPLY, INC.	Vehicle and Powered Equipment	ACCT 10319	127748	6/05/2019	153.94
PORT RICHMOND AUTO PARTS	Vehicle and Powered Equipment	ACCT 144	307910	6/03/2019	189.55
PORT RICHMOND AUTO PARTS	Vehicle and Powered Equipment		308728	6/10/2019	337.97
					158.44
					142.91

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ACCOUNTS PAYABLE LIST  
KING & QUEEN SCHOOLS  
DEPT # - 063400

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE #	INVOICE DATE	\$\$\$ PAY \$\$\$
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	308946	6/12/2019	68.63
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	309255	6/14/2019	86.83
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	309457	6/17/2019	74.93
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	309780	6/20/2019	129.95
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	309792	6/20/2019	91.44
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	309918	6/21/2019	159.51
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	309965	6/21/2019	129.95
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	309978	6/21/2019	108.93
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	310138	6/24/2019	15.58
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	310140	6/24/2019	76.50
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	310161	6/24/2019	58.56
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	310350	6/27/2019	23.29
PORT RICHMOND AUTO PARTS	Vehicle and Powered	Equipment	310699	6/28/2019	1,747.01
TOTAL					2,102.90

DEPT # - 064200

\*\*\* Building Services \*\*

UNIFIRST CORPORATION	Purchased Services	ACCT 342028	288 1879658	6/11/2019	160.61
UNIFIRST CORPORATION	Purchased Services	ACCT 342026	288 1881745	6/18/2019	160.61
UNIFIRST CORPORATION	Purchased Services		288 1883076	6/21/2019	73.98
UNIFIRST CORPORATION	Purchased Services		288 1883830	6/25/2019	160.61
UNIFIRST CORPORATION	Purchased Services		288 1885134	6/28/2019	73.98
WATER PRO INC.	Purchased Services	JUN-19 TESTING	1049299	6/27/2019	125.00
WATER PRO INC.	Purchased Services		1049301	6/27/2019	174.50
WATER PRO INC.	Purchased Services		1049302	6/27/2019	174.50
VSC FIRE & SECURITY, INC.	Purchased Services	CUST 01022K0509	05-000123380	7/11/2019	928.00
					2,031.79
DOMINION ENERGY VIRGINIA	Utilities		1866310004JN19	7/01/2019	6,767.90
DOMINION ENERGY VIRGINIA	Utilities		3045950007JN19	6/24/2019	2,885.92
DOMINION ENERGY VIRGINIA	Utilities		3564070005JN19	7/02/2019	92.28
DOMINION ENERGY VIRGINIA	Utilities		3584020006JN19	7/01/2019	291.84
DOMINION ENERGY VIRGINIA	Utilities		4094420009JN19	7/01/2019	1,490.46
DOMINION ENERGY VIRGINIA	Utilities		4104395001JN19	7/01/2019	426.71
DOMINION ENERGY VIRGINIA	Utilities		5784087503JN19	7/01/2019	513.72
DOMINION ENERGY VIRGINIA	Utilities		6078619084JN19	6/27/2019	21.09
DOMINION ENERGY VIRGINIA	Utilities		7724042507JN19	7/02/2019	16.66
DOMINION ENERGY VIRGINIA	Utilities		7784292505JN19	7/01/2019	451.91
					12,958.49
VERIZON	Communications		130878491JN19	6/22/2019	334.75
VERIZON	Communications		130901061JN19	6/13/2019	79.54
VERIZON	Communications		130901179JN19	6/01/2019	511.75
VERIZON	Communications		131074009JN19	7/01/2019	20.91
VERIZON	Communications		131094655JN19	7/01/2019	20.91
COMDATA	Materials and Supplies	FREEMAN AUTO & OUTD	441999DC	6/26/2019	967.86
					6,699.95

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ACCOUNTS PAYABLE LIST  
 KING & QUEEN SCHOOLS  
 DEPT # - 064200

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
LOWE'S	Materials and Supplies		901273	6/18/2019	59.20
LOWE'S	Materials and Supplies		901421	6/05/2019	944.17
LOWE'S	Materials and Supplies		901422	6/05/2019	936.85
LOWE'S	Materials and Supplies		902827-1	6/24/2019	89.16
LOWE'S	Materials and Supplies		902981	6/04/2019	133.62
LOWE'S	Materials and Supplies		906673	6/07/2019	50.53
LOWE'S	Materials and Supplies		907284	6/17/2019	263.95
LOWE'S	Materials and Supplies		908711	6/04/2019	806.55
LOWE'S	Materials and Supplies		911033	6/05/2019	66.20-
LOWE'S	Materials and Supplies	ITEM RETURNED	3611924	7/01/2019	13,716.10 *
S. FREEDMAN & SONS, INC.	Materials and Supplies	CUST ID 966507			29,592.02
			TOTAL		

DEPT # - 068100 Technology

SESTITO TECHNOLOGY	Network & Internet Services	ERATE	20150073	6/25/2019	1,440.00 *
COMDATA	Technology Supplies	AMAZON	220843SBO	6/12/2019	55.95 *
COMDATA	Software/Online Content(Non VP	ADOBE SYSTEMS	119179SBO	6/14/2019	14.99 *
			TOTAL		1,510.94
			FUND TOTAL		221,196.83

7/11/2019  
AP375  
FUND # - 232

FROM DATE - 7/10/2019  
TO DATE - 7/10/2019

ACCOUNTS PAYABLE LIST  
KING & QUEEN SCHOOLS  
DEPT # - 065100 School Food

VENDOR NAME  
-----

DENA CARLTON  
JENNIFER JARABEK  
JENNIFER JARABEK  
FRANCES ANDERSON

CHARGE TO  
-----

\*\* Other Non-Instruction \*\*

Travel  
Travel  
Travel  
Travel

DESCRIPTION  
-----

DEPT # - 065100 School Food

REIMBURSEMENT  
REIMBURSEMENT  
REIMBURSEMENT  
REIMBURSEMENT

INVOICE#  
-----

DCAR-62919  
JJAR-062819  
JJAR-62119  
FAND-62119

INVOICE  
DATE  
-----

7/01/2019  
6/28/2019  
6/21/2019  
6/21/2019

\$\$\$ PAY \$\$\$  
-----

44.53  
29.25  
194.13  
16.38  
284.29 \*  
284.29

TOTAL

FUND TOTAL 284.29

TOTAL DUE 221,481.12

Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_

Signed \_\_\_\_\_ TITLE \_\_\_\_\_ Date \_\_\_\_\_



KING AND QUEEN COUNTY  
DEPARTMENT OF SOCIAL SERVICES  
P. O BOX 7  
242 ALLENS CIRCLE  
KING AND QUEEN COURTHOUSE, VIRGINIA 23085

PHONE (804) 785-5977  
(804) 769-5003


FAX (804) 785-5885  
(804) 769-5073

TO: Board of Supervisors  
King and Queen Courthouse, Virginia 23085

FROM: King and Queen Department of Social Services

DATE: July 19, 2019

The administrative, public assistance and special federal grant expenditures estimated expenses for August 2019 is \$130,000.00.

  
BETTY A. DOUGHERTY  
DIRECTOR





***AGENDA: Monday, August 12, 2019 REGULAR MEETING***

**ITEM #4:**

**Public Comment Period**

**ACTION REQUESTED:**

None required

**SUMMARY OF INFORMATION:**

**ATTACHMENTS:**



**AGENDA:**     *Monday, August 12, 2019 Regular Meeting*

**ITEM #5:**

Superintendent of Schools and Director of Social Services Reports

**ACTION REQUESTED:**

None required

**SUMMARY OF INFORMATION:**

None

**ATTACHMENTS:**

- Treasurers Report
- VDOT Report
- o Schools



**Irene B. Longest  
Treasurer, King and Queen County  
July 31, 2019**

**Balance as of July 31, 2019**

<b>C&amp;F - CDBG</b>	<b>\$</b>	<b>99,525.42</b>
<b>C&amp;F - Checking</b>	<b>\$</b>	<b>911,490.56</b>
<b>C&amp;F-Overnight Sweep Account</b>	<b>\$</b>	<b>2,050,888.74</b>
<b>LGIP - Republic</b>	<b>\$</b>	<b>14,353,577.12</b>
<b>LGIP - County</b>	<b>\$</b>	<b>259,987.31</b>
<b>LGIP - Landfill Contingency Reserve</b>	<b>\$</b>	<b>805,510.53</b>
<b>LGIP - Rescue Squads</b>	<b>\$</b>	<b>187,135.56</b>
<b>LGIP - Reserve</b>	<b>\$</b>	<b>2,378,902.31</b>
<b>LGIP - Schools</b>	<b>\$</b>	<b>973,813.71</b>
<b>VIP 1-3 Year - Landfill</b>	<b>\$</b>	<b>1,037,460.13</b>
<b>VIP 1-3 Year - Landfill Contingency</b>	<b>\$</b>	<b>1,037,460.13</b>
<b>VIP NAV Liquidity - Landfill</b>	<b>\$</b>	<b>1,027,774.18</b>
<b>VIP NAV Liquidity - Landfill Contingency</b>	<b>\$</b>	<b>1,026,110.65</b>
<b>Total</b>	<b>\$</b>	<b><u>26,149,636.35</u></b>

**NOTES:**

<u>Abatements</u> - July 2019		ABA	PTR	Total
Commissioner of Revenue	\$	1,701.96	-	\$ 1,701.96
Treasurer	\$	-	-	-
<u>Supplements</u> - July 2019		Supplement	PTR	
Commissioner of Revenue	\$	3,274.73	-	

8/05/2019

AMATEMENT FOR REPORT

7/01/2019 -- 7/31/2019

PAGE 1  
TK311

DATE	TYPE	YEAR	CLAS	TRF	TICKET#	NAME	FP VALUE	ABA AMOUNT	FPR AMOUNT	TOTAL AMATEMENT
7/25/2019	EL	2016		ABA	00002350001	MULTIC TRASH SERVICE LLC		75.00-	.00	75.00-
TYPE TOTALS										
YEAR TOTALS										
								75.00-	.00	75.00-

8/05/2019

AMATEMENT DOK REPORT

7/01/2019 -- 7/31/2019

PAGE 2  
TK311

DATE	TYPE	YEAR	CLAS	TRM	TICKETS#	NAME	PF VALUE	ABA AMOUNT	PTR AMOUNT	TOTAL AMOUNT
7/17/2019	FP	2018	TP	ABA	00022680007	KIDDIE KORNER INC	555	13.99-		
7/17/2019	FP	2018	TP	ABA	00032680008	KIDDIE KORNER INC	2140	60.87-		
7/19/2019	FP	2018	MT	ABA	00049140001	SANDERS CONSTRUCTION CO	172420	1332.10-		
						TYPE TOTALS	175115	1406.96-	.00	1406.96-
						YEAR TOTALS	175115	1406.96-	.00	1406.96-

8/05/2019

ARRANGMENT EOM REPORT

7/01/2019 -- 7/31/2019

PAGE 3  
TR311

DATE	TYPE	YEAR	CLASS	TYPE	TICKETS	NAME	PP VALUE	ABA AMOUNT	PTX AMOUNT	TOTAL ABATEMENT
7/08/2019	EL	2019		ABA	00005510001	360 TRUCKING EQUIPMENT		75.00-	.00	75.00-
TYPE TOTALS										



8/05/2019

ABATEMENT EOM REPORT

7/01/2019 -- 7/31/2019

PAGE 4  
T3311

DATE	TYPE	YEAR	CLAS	TEX	TICKETS	NAME	FP VALUE	ABA AMOUNT	FPR AMOUNT	TOTAL ABATEMENT
7/30/2019	VL	2019		ABA	0001520001	GALLAGHY WILLIAM T JR		25.00-		
7/30/2019	VL	2019		ABA	0001520002	GALLAGHY WILLIAM T JR		10.00-		
7/25/2019	VL	2019		ABA	00036590001	FRITCE SETH LAYTON		25.00-		
7/15/2019	VL	2019		ABA	00037940001	KIVERA RAMOS JOSE FELIX		25.00-		
7/19/2019	VL	2019		ABA	00039310001	SAMPLE ROBERT		10.00-		
7/19/2019	VL	2019		ABA	00039310002	SAMPLE ROBERT		25.00-		
7/19/2019	VL	2019		ABA	00039340001	SAMUEL PESSIAS DOROTHEA		25.00-		
						TYPE TOTALS		145.00-	.00	145.00-
						YEAR TOTALS		220.00-	.00	220.00-
						TOTALS	175115	1701.96-	.00	1701.96-

ABATEMENT COUNT = 12

Treas.

DATE	TYPE	YEAR	CLAS	TRN	TICKET#	NAME	PP VALUE	ABA AMOUNT	PTR AMOUNT	TOTAL ABATEMENT
------	------	------	------	-----	---------	------	----------	------------	------------	-----------------

								.00	.00	.00
								.00	.00	.00
								.00	.00	.00
TYPE TOTALS								.00	.00	.00
YEAR TOTALS								.00	.00	.00
TOTALS								.00	.00	.00

ABATEMENT COUNT =

Car

8/05/2019 SUPPLEMENT FROM REPORT 7/01/2019 -- 7/31/2019

DATE	TYPE	YEAR	CLAS	TRM	TICKETS	NAME	FP VALUE	AMOUNT	FPZ
7/18/2019	PP	2018	MT	SUP	00167480001	VFS LEASING CO	120430	1324.73	
TYPE TOTALS							120430	1324.73	.00
YEAR TOTALS							120430	1324.73	.00

DATE	TYPE	YEAR	CLAS	TRM	TICKET#	NAME	FP VALUE	AMOUNT	PER AMOUNT
7/01/2019	EL	2019		SUP	00005620001	HILL EDWARD		75.00	
7/02/2019	EL	2019		SUP	00005630001	SEARS ROBERT		75.00	
7/02/2019	EL	2019		SUP	00005640001	BUNNY KARATE		75.00	
7/03/2019	EL	2019		SUP	00005650001	BOAT KENTAL		75.00	
7/08/2019	EL	2019		SUP	00005660001	TLC		75.00	
7/08/2019	EL	2019		SUP	00005670001	TITSON CHRISTOPHER R		75.00	
7/08/2019	EL	2019		SUP	00005680001	HALL STEPHEN		75.00	
7/08/2019	EL	2019		SUP	00005690001	FOLLARD GEMETZA		75.00	
7/09/2019	EL	2019		SUP	00005700001	EAMES TUTORING		75.00	
7/10/2019	EL	2019		SUP	00005710001	TEBER MARYS		75.00	
7/10/2019	EL	2019		SUP	00005720001	JESSIE FORMAN		75.00	
7/11/2019	EL	2019		SUP	00005730001	PURPLE EXPRESS LLC		75.00	
7/12/2019	EL	2019		SUP	00005740001	DGR LAMB AND LANDSCAPING		75.00	
7/15/2019	EL	2019		SUP	00005750001	BROWN RENEE		75.00	
7/15/2019	EL	2019		SUP	00005760001	CROSSDALE JESSICA		75.00	
7/15/2019	EL	2019		SUP	00005770001	MULTI-TECH BUILDERS LLC		75.00	
7/19/2019	EL	2019		SUP	00005780001	BROOKS JAMES		75.00	
7/19/2019	EL	2019		SUP	00005790001	COGESHALL, NANCY		75.00	
7/19/2019	EL	2019		SUP	00005800001	BLESSED HAND LAWN SERVICE		75.00	
7/22/2019	EL	2019		SUP	00005810001	DEB REAL ESTATE SOLUTION		75.00	
7/22/2019	EL	2019		SUP	00005820001	COASTAL PATIO FURNITURE REPAIR		75.00	
7/22/2019	EL	2019		SUP	00005830001	COOKE FLORENCE		75.00	
7/22/2019	EL	2019		SUP	00005840001	ANDERSON HOME CARE		75.00	
7/22/2019	EL	2019		SUP	00005850001	THE SERIES ANOZE COLLECTION		75.00	
7/22/2019	EL	2019		SUP	00005860001	VENTURING VALUE LLC		75.00	
7/23/2019	EL	2019		SUP	00005870001	TOWNSHIP TINIJA		75.00	
						TYPE TOTALS		1950.00	.00
						YEAR TOTALS		1950.00	.00
						TOTALS	120430	3274.73	.00





## Fredericksburg

King & Queen County Board of Supervisors  
August 2019 VDOT Transportation Briefing

### **Construction Projects Underway**

#### **Upcoming Unpaved Road Projects on Secondary Six Year Plan:**

As a reminder the board prioritized ten roads on the six-year plan, they are listed in priority order below. Routes 637, 673, 607 and 612 are on schedule for paving in 2019. The rest will be done through the plan years as listed.

Road preparation will begin in the month listed and hard surfacing will occur spring/summer 2019.

Route 637 Chatham Hill Road – UPC 111929 - underway

Route 673 Martin Town Road – UPC 111931 – July 2019

Route 607 Crouches Road – UPC 111932 – August 2019

Route 612 Lily Pond Road – UPC 113938 Phase II – April 2020

Route 662 Greenbriar Road– UPC 111934 – July 2020

Route 651 Dewsville Road – UPC 111935 – August 2020

Route 642 Green Chambers Road – UPC 111954 – August 2020

Route 645 Page Lane – UPC 111933 – September 2020

#### **Cape Seal Resurfacing Routes 2019**

Route 14 The Trail – from 2.81 mile east of Route 360 to Intersection of Route 614 –  
3/25 Start Patching

#### **Resurfacing Routes 2019 - Surface Treatment Routes**

Route 612 – Lily Pond Road

Route 631 - Norwood Road

Route 658 – Travellers Road



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF TRANSPORTATION

Stephen C. Brich, P.E.  
COMMISSIONER

87 Deacon Road  
Fredericksburg, Virginia 22405  
August 6, 2019

Mr. Thomas J. Swartzwelder  
County Administrator  
King and Queen County  
P.O. Box 177  
King & Queen C.H., VA 23085

Dear Mr. Swartzwelder:

The Virginia Department of Transportation will be load posting the bridge located on Route 612, Lilly Pond Road, over Exol Swamp. This structure is 1.1 miles from Route 630 and 1.7 miles from Route 617. The bridge is currently posted for 27 Tons for single unit vehicles and 40 Tons for multiple unit vehicles. The new load posting is 20 Tons for single unit vehicles and 34 Tons for multiple unit vehicles. This bridge has a regular bridge safety inspection performed every 12 months.

There are no businesses adjacent to this structure. The structure is currently not programmed for replacement. Emergency response vehicles impacted by this load posting may submit a load determination for their vehicles in accordance with the Code of Virginia 46.2-1130.1 and referenced sections therein. School buses are allowed to cross this bridge.

The Department inspects and load rates bridges in accordance with the Code of Federal Regulations Title 23 Section 650.313. The load posting is to ensure the continued safety of the traveling public as well as increase the life span of the bridge.

Please do not hesitate to contact me if additional information is needed or if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "David L. Beale".

David L. Beale, P.E.  
Acting Residency Administrator

## Diane Gaber

---

**From:** Beale, David <david.beale@vdot.virginia.gov>  
**Sent:** Tuesday, August 06, 2019 12:07 PM  
**To:** Tom Swartzwelder  
**Cc:** Greg Hunter; Diane Gaber; Peaks, Ronald  
**Subject:** Rt. 612 Lilly Pond Rd over Exol Swamp - Reduced Load Posting  
**Attachments:** KQ 612 Exol Swamp.pdf

Tom,

Please see the attached letter regarding the reduced load posting for the bridge over Exol Swamp on Rt. 612, Lilly Pond Rd. The load posting is being reduced from 27/40 to 20/34. Please let me know if you have any questions or need additional information. Thanks.

-David

David L. Beale, P.E.  
Acting Resident Engineer  
Saluda Residency  
(540) 907-1939 Cell





Rec:  
WED 8/7/19



## King and Queen County Public Schools

### August/September 2019 Events

**Tuesday, August 20 & Wednesday, August 21** – New Teacher Orientation

**Thursday, August 22** – Staff report to their school buildings- Hours are 8:00 A.M. – 3:30 P.M.

**Friday, August 23-** Convocation at Central High School (CHS) (8:00 A.M. - 3:30 P.M.),  
Coffee, tea, juice & water served in cafeteria (8:00 A.M. - 8:30 A.M.)  
Convocation in auditorium (8:30 A.M.), Lunch will be served from 11:00 A.M. – 12:30 P.M.,  
Staff report back to buildings after lunch, Transportation meeting-Library from 12:30 P.M. - 3:30 P.M.

**Monday, August 26** – HMH Elementary/Middle Reading & Math training at CHS (8:00 A.M. – 3:30 P.M.)  
Pre-K Curriculum training at King & Queen Elementary School (KQES)  
CHS site based professional development

**Tuesday, August 27** – HMH Elementary/Middle Reading & Math training at CHS (8:00 A.M. – 3:30 P.M.)  
Pre-K planning at Lawson Marriott Elementary School (LMES) (8:00 A.M. – 3:30 P.M.)  
Back to School Night – CHS 5:30 P.M. – 7:00 P.M.

**Wednesday, August 28** – Achieve 3000 Training for CHS New Teachers (8:00 A.M. – 3:30 P.M.)  
Back to School Night – KQES 4:30 P.M. – 5:30 P.M. PK/K  
Back to School Night - KQES 5:30 P.M. - 7:00 P.M. (1<sup>st</sup> – 7<sup>th</sup> grade)

**Thursday, August 29** – Achieve 3000 Training for KQES & LMES New Teachers (8:00 A.M. – 3:30 P.M.)  
Back to School Night – LMES 5:00 P.M. – 6:00 P.M. PK/K  
Back to School Night – LMES 5:30 P.M. – 7:00 P.M. (1<sup>st</sup> – 7<sup>th</sup> grade)

**Friday, August 30** – Teacher Holiday (12 month employee's work)

**Monday, September 2** - All Staff Holiday

**Tuesday, September 3** - First Day of School



**AGENDA: *Monday, August 12, 2019 Regular Meeting***

**ITEM #6: Appointments/reappointments to various Boards and Commissions**

**ACTION REQUESTED:**

**(Please advise if Board wishes for staff to contact those that their terms are about to expire or have expired)**

**Wetlands Board – 5 year term**

(1)(Vacancy for Alternate Member (to fill Mr. Gibsons **unexpired term**)(12.14.20)

**CPMT (Community Policy and Management Team) Private Provider Representative**

(2)The Community Policy and Management Team is requesting that the Board appoint Sarah Finley, M.S. Ed QMHP-C, Private Provider Representative Special Education and Admissions Coordinator or another provider representative of the Boards choice to their Team.

**ATTACHMENTS:**

- **Copy of Memo from Betty Dougherty/Code of Virginia**

## **Diane Gaber**

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**From:** Dougherty, Betty <betty.dougherty@dss.virginia.gov>  
**Sent:** Monday, July 22, 2019 5:09 PM  
**To:** Diane Gaber; Tina Ammons; Tom Swartzwelder  
**Subject:** Appointment to CPMT

Diane:

We are requesting that the Board of Supervisors appoint a Provider Representative to the CPMT at their August 12, 2019 meeting. The following person has agreed to serve:

***Sarah Finley***, M.S. Ed QMHP-C

Special Education & Admissions Coordinator

Oyster Point Academy

766 J. Clyde Morris Blvd.

Newport News VA 23601

Phone: (757) 594-1580

Fax: (757) 594- 1588

Please let me know if you have questions.

Thanks

Betty

**Betty A. Dougherty, BSW, M.Ed. HRD, SHRM-SCP**  
Director  
King and Queen Social Services  
242 Allen's Circle PO Box 7  
King and Queen Courthouse VA 23085  
804-785-5881/804-785-5977  
[betty.dougherty@dss.virginia.gov](mailto:betty.dougherty@dss.virginia.gov)

**King & Queen County  
Community Policy & Management Team  
PO Box 7  
King and Queen Courthouse, VA 23085  
Phone: 804-785-5881/804-785-5977  
Fax: 804-769-5885**

**King & Queen Social Services  
Fiscal Agent**

**Betty A. Dougherty  
Chairperson**

August 12, 2019

TO: King and Queen Board of Supervisors

FROM: Betty A. Dougherty  
CPMT Chair

RE: Request for Appointment of a Private Provider Representative  
Community Policy and Management Team "CPMT"

The Community Policy and Management Team is requesting that you appoint the following Private Provider Representative or another Provider Representative of your choice to our Team:

**Sarah Finley, M.S. Ed QMHP-C  
Special Education & Admissions Coordinator  
Oyster Point Academy  
766 J. Clyde Morris Blvd.  
Newport News VA 23601**

I have attached a copy of the *Virginia Code* section that pertains to the appointment of a Provider Representative on the CPMT for your convenience. King and Queen is exempt by the *Code of Virginia*, because we do not have a private provider physically located in our County. In our current CSA audit, the Auditor has informed us, that it will continue to be listed as a compliance issue on our CSA audits until we conform to this best practice.

Having a Private Provider Representative is a best practice. Their contribution will broaden and strengthen the knowledge base and competency of the Team by bringing the perspective and expertise of a children's services provider. We recommend this specific Provider Representative for the following two reasons: She is willing to volunteer to drive to King and Queen for our meetings and her organization serves the special education needs of children. Special education services consumes the majority of our CSA budget every year.

Thank you in advance for your consideration of our request.

Code of Virginia  
Title 2.2. Administration of Government  
Chapter 52. Children's Services Act

## § 2.2-5205. Community policy and management teams; membership; immunity from liability.

The community policy and management team to be appointed by the local governing body shall include, at a minimum, at least one elected official or appointed official or his designee from the governing body of a locality that is a member of the team, and the local agency heads or their designees of the following community agencies: community services board established pursuant to § 37.2-501, juvenile court services unit, department of health, department of social services and the local school division. **The team shall also include a representative of a private organization or association of providers for children's or family services if such organizations or associations are located within the locality, and a parent representative.** Parent representatives who are employed by a public or private program that receives funds pursuant to this chapter or agencies represented on a community policy and management team may serve as a parent representative provided that they do not, as a part of their employment, interact directly on a regular and daily basis with children or supervise employees who interact directly on a daily basis with children. Notwithstanding this provision, foster parents may serve as parent representatives. Those persons appointed to represent community agencies shall be authorized to make policy and funding decisions for their agencies.

The local governing body may appoint other members to the team including, but not limited to, a local government official, a local law-enforcement official and representatives of other public agencies.

When any combination of counties, cities or counties, and cities establishes a community policy and management team, the membership requirements previously set out shall be adhered to by the team as a whole.

Persons who serve on the team shall be immune from any civil liability for decisions made about the appropriate services for a family or the proper placement or treatment of a child who comes before the team, unless it is proven that such person acted with malicious intent. Any person serving on such team who does not represent a public agency shall file a statement of economic interests as set out in § 2.2-3117 of the State and Local Government Conflict of Interests Act (§ 2.2-3100 et seq.). Persons representing public agencies shall file such statements if required to do so pursuant to the State and Local Government Conflict of Interests Act.

Persons serving on the team who are parent representatives or who represent private organizations or associations of providers for children's or family services shall abstain from decision-making involving individual cases or agencies in which they have either a personal interest, as defined in § 2.2-3101 of the State and Local Government Conflict of Interests Act, or a fiduciary interest.

1992, cc. 837, 880, § 2.1-751; 1995, c. 190; 1999, cc. 644, 669; 2001, c. 844.







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**AGENDA:      *Monday, August 12, 2019*      Regular Meeting**

**ITEM #7:**

**King and Queen County Landfill**

- a) Proposal for Services – Training and Site visits**
- b) Discussion of Republic Services Application for new cell**

**ACTION REQUESTED:**

**SUMMARY OF INFORMATION:**

**ATTACHMENTS:**

- Smith Gardner- Engineers - Letter**
-

July 31, 2019

Mr. Thomas J. Swartzwelder  
County Administrator  
PO Box 177  
King & Queen, VA 23085  
[tswartzwelder@kingandqueenco.net](mailto:tswartzwelder@kingandqueenco.net)

**RE: King & Queen Landfill - King & Queen County, Virginia  
Proposal - Training Services and Site Visits**

Dear Tom:

Smith Gardner, Inc. (S+G) is pleased to provide this proposal for services to be performed by S+G to assist the County with oversight of the King & Queen Landfill facility which is operated by Republic Services under agreement with the County. The following presents our proposed scope (by task) and budget for the anticipated services.

## **SCOPE OF SERVICES**

### **1. Training**

S+G will prepare and provide a one (1) day training session for County personnel who are designated to perform inspections of landfill operations and compliance activities. This training session will be performed by Joan Smyth, P.G. or Scott Bost, each of whom have their Manager of Landfill Operations (MOLO) certification through the Solid Waste Association of North America (SWANA) and perform MOLO training. The training will cover basic landfill operations and compliance activities and will include recommendations of items/activities to focus on during inspections (such as odor, leachate, excess litter, etc.). It is assumed that the training session will include a site visit to the landfill facility.

### **2. Periodic Site Visits**

S+G will perform periodic site visits to the landfill facility as requested by the County. These visits can be used to perform site inspections with County staff and/or to meet with County and/or Republic Services personnel to review site/construction activities and/or to discuss any areas of concern. The budget herein assumes two (2) one (1) day visits with preparation and follow up documentation as required.

Mr. Thomas J. Swartzwelder  
July 31, 2019  
Page 2 of 2

**BUDGET**

S+G proposes to undertake the above scope of work on a time and materials basis for the not to exceed budget amounts as shown in the table below. Please also refer to our current fee schedule which is **attached**. S+G will keep the County informed of our budget status and will not exceed the proposed budget without prior approval.

Task	Budget
1. Training (1-Day Training Session)	\$3,000
2. Periodic Site Visits (2) (Incl. Prep/Follow-Up)	\$4,500
<i>Total:</i>	<i>\$7,500</i>

Smith Gardner, Inc. is pleased to be of continued service to King & Queen County. If you should have any questions, or require additional information, please contact us at your earliest convenience.

Sincerely,  
**SMITH GARDNER, INC.**

DocuSigned by:  
*Joan Smyth*  
887792BA711F488...

Joan A. Smyth, P.G.  
Vice President, Senior Hydrogeologist  
[joan@smithgardnerinc.com](mailto:joan@smithgardnerinc.com)

DocuSigned by:  
*Pieter Scheer*  
888831988A674D7...

Pieter K. Scheer, P.E.  
Vice President, Senior Engineer  
[pieter@smithgardnerinc.com](mailto:pieter@smithgardnerinc.com)

Attachment: S+G Fee Schedule



Raleigh, NC



Columbia, SC

**2019 FEE SCHEDULE**

<b>Staff Professional</b>	<b>Hourly Billing Rates*</b>
President, Senior Engineer - Stacey A. Smith, P.E.**	\$210/hour
Vice President, Senior Project Manager - John M. Gardner, P.E.**	\$200/hour
Vice President, Senior Engineer - Pieter K. Scheer, P.E.**	\$185/hour
Vice President, Senior Hydrogeologist - Joan A. Smyth, P.G.**	\$150/hour
Principal, Senior Project Engineer - Gregory G. Mills, P.E.**	\$125/hour
Principal, Senior Civil Designer - Christopher T. Jones**	\$125/hour
Senior Project Manager - W. Michael Brinczek, P.E.**	\$160/hour
Project Manager, Senior Geologist - C. Kevin Anderson, P.G.**	\$150/hour
Senior Electrical Engineer – Herman B. Thio, P.E.	\$150/hour
Senior Scientist - Matthew S. Lamb**	\$125/hour
Project Engineer - John R. Fearington, P.E.**	\$120/hour
Project Engineer - Spencer W. Hollomon, P.E.**	\$110/hour
Staff Engineer - Mary C. Kennamer, E.I.	\$115/hour
Civil Designer – Robert V. Maynard	\$100/hour
Management Consultant – D. Scott Bost	\$100/hour
Staff Engineer - Cybele M. Brockmann	\$95/hour
Field Services Manager - Britt P. Ransom** (AAI)	\$95/hour***
Staff Engineer – Jesse C. Li	\$90/hour
CAD Designer – Lloyd "Hal" Blevins	\$90/hour
Staff Geologist – Clyde A. L."CAL" Easter, G.I.T.	\$90/hour
Field Services Manager - Byron S. Hackney**	\$85/hour
Staff Scientist – Nich C. Toole	\$65/hour
Staff Geologist - Seth C. Rickerts	\$65/hour
Environmental Technician – Joshua C. Rue	\$60/hour
Staff Technician	\$50/hour
Systems Administrator - Sam T. Spencer ** (UAS)	\$100/hour
Clerical/Administrative Secretary	\$50/hour
Expert Witness/Legal Services	Negotiated
<b>Reproduction Expenses</b>	
Small Format (B size or smaller)	Black & White \$0.10 per page Color \$0.40 per page
Large Format (C size or larger)	\$4 per sheet
<b>Equipment</b>	see Rate Sheet
<b>Expenses &amp; Fees</b>	
Direct Project Expenses	Cost + 10%
* Rates are subject to review annually.	
**Employee Owner	
***Accredited Asbestos Inspector (AAI) Services	
**FAA Small Unmanned Aircraft Systems (UAS) Certificate & NC Commercial UAS Operator Permit Holder	
	+\$15/hour to rate

## Diane Gaber

---

**From:** Tom Swartzwelder  
**Sent:** Wednesday, July 31, 2019 10:41 AM  
**To:** Diane Gaber; Tina Ammons  
**Subject:** FW: King & Queen County - S+G Proposal - Training and Site Visits  
**Attachments:** S+G K&Q Proposal 2019-07-31 (Training & Site Visits).pdf

Thomas J. Swartzwelder  
County Administrator  
County Attorney  
PO Box 177  
King & Queen VA, 23085  
PH: 804 785 5975  
FX: 804 785 5999  
[tswartzwelder@kingandqueenco.net](mailto:tswartzwelder@kingandqueenco.net)

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---

**From:** Tom Swartzwelder  
**Sent:** Wednesday, July 31, 2019 10:40 AM  
**To:** Jim Burns; 'Simpkins, J Lawrence'; Lawrence Simpkins; Rusty Bailey; Sherrin Alsop; Dorris Morris  
**Subject:** FW: King & Queen County - S+G Proposal - Training and Site Visits

Good morning. Attached is the fee schedule for training our personnel and having the engineer visit the landfill twice a year. I believe that this is an important step that we should take to ensure that Republic mitigating issues and that the County is properly monitoring activities at the landfill.

I will include this in the August packet as an action item with a budget amendment from the landfill contingency fund.

Thomas J. Swartzwelder  
County Administrator  
County Attorney  
PO Box 177  
King & Queen VA, 23085  
PH: 804 785 5975  
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---

**From:** Pieter Scheer [<mailto:pieter@smithgardnerinc.com>]

**Sent:** Wednesday, July 31, 2019 9:00 AM

**To:** Tom Swartzwelder

**Cc:** Scheer, Pieter

**Subject:** King & Queen County - S+G Proposal - Training and Site Visits

Tom:

Please find attached our proposal for the training and site visits. Just let me know if you have any questions or need anything further.

Thanks.

Pieter

**Pieter K. Scheer, P.E.**

Vice President, Senior Engineer

**SMITH + GARDNER**

14 N. Boylan Avenue

Raleigh, NC 27603

P (919) 828.0577

F (919) 828.3899

C (919) 815.9377

[www.smithgardnerinc.com](http://www.smithgardnerinc.com)

## **Diane Gaber**

---

**From:** Tom Swartzwelder  
**Sent:** Wednesday, July 31, 2019 11:32 AM  
**To:** Diane Gaber  
**Subject:** agenda august

Along with the fees issue for smith Gardener need to put on discussion of republic application for new cell.

Thomas J. Swartzwelder  
County Administrator  
County Attorney  
PO Box 177  
King & Queen VA, 23085  
PH: 804 785 5975  
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tswartzwelder@kingandqueenco.net

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**AGENDA:**     *Monday, August 12, 2019 Regular Meeting*

**ITEM #8:**

Review/Approval of Hudson and Associates –  
Engineering/Architectural Services – King and Queen Elementary  
School Study Phase Fee Proposal

**ACTION REQUESTED:**

Need a motion and a second to accept or not accept fee proposal and  
authorize \_\_\_\_\_ to sign proposal for approval

**SUMMARY OF INFORMATION:**

County Administrator to provide background information

**ATTACHMENTS:**

- Treasurers Report
- VDOT Report



Richard S. Corner, AIA, Senior Partner  
Keith Mushenski, AIAA, Partner  
C. Craig Hudson, AIA, Senior Partner Emeritus

July 15, 2019

**Mr. Thomas J. Swartzwelder**  
County Administrator  
County Attorney  
P.O. Box 177  
King & Queen Courthouse, VA 23085

**Re: Engineering/Architectural Services – King and Queen Elementary School  
STUDY Phase Fee Proposal, RFP No. 20181101**

Dear Tom:

Thank you for considering and selecting the firm of Hudson + Associates Architects along with our supporting team of consulting engineers for the subject project. What follows is our statement of the Scope of Work and associated professional fees to undertake a study of the existing school.

We will employ the consulting engineering team included in our original proposal and interview. Our team's study will tackle the following major objectives:

- To perform a thorough, detailed examination of the existing building envelope, interior construction, building systems, site features and utilities.
- To assess life safety, building code compliance.
- To investigate for hazardous materials.
- To assess the life expectancy of the building and constituent elements.
- To determine suitability of the building and constituent elements for renovation and/or future expansion or consolidation.
- To develop options and strategies for partial reconstruction in conjunction with renovation, where necessary or suggested by existing conditions
- To estimate costs of construction for various alternatives
- To generate a deliverable report complete with graphics, narratives on condition of the building, site and various systems, proposals and alternatives for renovation, cost estimates and timelines for implementation.

#### **CONDITION STUDY**

1. As-Built Drawings: We will compile a set of available drawings from which to create an accurate composite floor plan of the building. We have already retrieved some drawings made available from a repository of school facility data in Richmond. We are hoping to acquire additional drawings from school records in King and Queen County. With this plan in hand, our team can document its findings.
2. Building Envelope Study: Our team will examine condition of the entire building envelope including roof, walls, windows, doors and foundation to detect sources of

water infiltration and/or degree of weathertightness. We will coordinate this effort with the civil engineer's study of exterior grades and drainage of water into the building. We will also coordinate this effort with the structural engineer's characterization of roof structure. One item that we are looking for is deterioration of any metal or tectum roof decks due to prior water infiltration.

We have included an option to perform minor destructive testing at the roof to investigate condition of the structural deck below roofs. These are easily repaired in the field and made watertight. This type of investigation may be better to perform later, and only if necessary, after a definitive course of action is planned. But if we find sufficient evidence of deterioration from below the deck, this type of testing may be warranted sooner.

3. Building Interior Study: Our team will examine interior conditions of the building, mostly wear-and-tear on physical elements such as finishes, ceilings, casework, doors, and built-in equipment and furnishings. We will also look at qualitative aspects of the building interiors such as lighting, noise control and acoustics, important to an effective learning environment.
4. Building Systems: Our team will generate an overview of all of the building's engineering systems, summarized as follows:
  - a) Building Structure: The structural engineer will determine load-bearing elements in the building as well as lateral load-resisting elements. We will look for evidence of building settlement and cracking in walls and floor slabs. Outwardly, the structure may appear to be in good, sustainable condition; however, there is a history of school construction in Virginia where many exterior masonry walls were left unreinforced, vulnerable to collapse under extreme high wind conditions.
  - b) HVAC Systems: The mechanical engineer will inventory HVAC equipment, ductwork and controls. Attention will be given to age, reliability, maintenance, and efficiency of equipment. We will look at outdoor air intake to determine if sufficient indoor air change cycle is met. We will also look for any conditions contributing to poor indoor air quality.
  - c) Plumbing Systems: The plumbing engineer will assess condition of water supply and waste piping throughout the building. One thing we will look for is lead piping or galvanized steel piping, common in schools constructed during certain eras in Virginia. The plumbing engineer will coordinate with the civil engineer when studying the potable water source and sanitary drainfields. We will also look at condition and quantity of plumbing fixtures.
  - d) Electrical Power Systems: The electrical engineer will assess layout and condition of the building's main power as condition of primary sub-panels. We commonly find unbalanced circuits and/or old feeders and wiring that no longer meets the National Electric Code. It is also common to find old panels circuit breakers that are no longer manufactured - and are therefore unrepairable in event of loss of a

circuit breaker. We will look for proper grounding of circuits and placement of neutral wiring where required to balance loads.

- e) Electrical Lighting: Our team will examine lighting fixtures and light quality, as well as energy efficiency of current equipment. We have retrofit dimmable LED lights in many schools with significant energy savings. There is new evidence supporting retrofit of LED lighting based upon improvement of student performance. We will also look at exterior lighting from standpoint of security.
- f) Electrical Special Systems: Our team will document extent and condition of telecommunication wiring and terminations for voice and data, fire alarm and security system infrastructure, HVAC system/automation control wiring and access control.
- g) Fire Protection and Life Safety: We will identify existing fire-rated construction and features. We will complete a building code compliance checklist and document any areas of above-ceiling conditions that warrant repair during renovation. Common problems that we encounter include, but are not limited to:
- Corridor walls failing to meet one-hour fire resistance in unsprinkled buildings.
  - Placement of non-plenum-rated cabling above ceilings that are used as return-air plenums.
  - Minor egress-related deficiencies related to doors and door hardware.
  - Lack of smoke detection in air handlers larger than 2,000 CFM
  - Antiquated fire detection and notification devices and systems. In some cases, older systems have been modernized by prior expansions and renovations, which should be documented.
- h) Handicapped Accessibility: We will document any shortcomings that we encounter. It will be helpful to learn if County has any profoundly-handicapped children or children with particular/special needs that the school should be renovated to accommodate.
- i) HAZMAT Investigation: We have included in our fee a thorough investigation of the entire school for asbestos, lead- and chromate-containing coatings, mercury, PCBs and any mold or air-quality problems. One of the common problems encountered in schools is asbestos content in block filler paints used to prime CMU walls. This is a notorious problem, particularly when attempting selective demolition and remodeling, as walls coated with such paint must be demolished under air-lockdown conditions, and waste must be disposed of as HAZMAT.
- j) School Security: We will conduct a brief assessment of systems in place to protect students and staff. We will include mention of these features in the Report, and make recommendations going forward where there may be gaps, or as affects future renovation and alterations.

5. Site: We will develop a comprehensive site plan based on aerial survey. The site plan will include sufficient detail to present findings in our report. The work will not

undertake a physical or topographic survey of the site; however, limited surveying will be performed to assess drainage issues. The Study will include:

- a) Stormwater Drainage Analysis: The civil engineer/surveyor will undertake limited physical and aerial surveying (including use of drone-mounted LIDAR) to determine the topography around the building and where contributing to minor flooding during heavy rainfall. We will determine which areas of the building lie at lower floor elevations and which are prone to flooding.
- b) Site Soils Analysis: In conjunction with the stormwater analysis, we will sample and laboratory test soils at rear of the site to assess their water infiltrating characteristics. Any strategies or recommendations related to future stormwater management will depend on some knowledge about the local subsoils.
- c) Utilities: Our team will undertake a comprehensive look at utilities, including well extraction for potable water, sanitary sewer drainfields (and SCADA, if any), power, telecommunication, propane distribution. Site lighting will be evaluated. We will summarize findings and make any recommendations to suit future renovation and/or alteration.

#### **RECOMMENDATIONS FOR RENOVATION**

6. Building and Systems 'Scorecard' Summary: Our team will generate an overall rating for each building system and set of components. Rating criteria will be applied to:
  - Condition;
  - Functionality; and,
  - Suitability to remain versus priority to replace.

We will caveat each item with what implied repair work appears necessary to extend the life of such elements.

We will also apply a set of similar filters to separate areas of the building that were constructed as separate projects over time. We will look closely at the original building constructed in 1938, as it is a priority to retain this character-defining historic element of the school.

The most profound problems may relate to floor elevation/flooding and presence of any HAZMAT. Many schools can live with minor functional compromises as long as they don't affect student safety or classroom learning. We will highlight any significant issues encountered that suggest partial demolition and reconstruction, as these will have major impact on budget and construction schedule.

**It is at this juncture that we propose to have a meeting with King and Queen County to present our findings.** We propose that, before taking any steps toward planning, we collaborate with the County to discuss any major issues or 'showstoppers.' It is at this point that we can also discuss any strategic goals related to the school's educational mission.

7. Master Planning: Once we have synthesized and presented our findings to King and Queen County, we can compile a set of comprehensive recommendations for construction that will renovate and, as needed, reconstruct portions of the school.

We will rely on the County's guidance to filter expectations. In most cases, there are at least two or more paths of action that merit consideration. It will be our team's goal to present to King and Queen County options for renovation and reconstruction. Each option will have defined pros and cons, and each will be accompanied by a cost estimate, in order to help the County assess the relative value of each approach.

Cost and value are not always directly dependent. We will inject imaginative thinking to look at the school holistically, always remembering that the least-invasive approach is usually the lowest cost approach. This must be tempered by the necessity to solve any major problems.

We will prepare floor plans of each proposal, accompanied by a site plan, where any areas of the school are proposed to be reconstructed.

A synopsis of work for each major building system will be generated and included in our report. Cost options will be considered where more than one system can be considered.

#### **FEE PROPOSAL**

8. Basic Services: A breakdown of our team's basic fee to undertake the Study and Report is as follows:

▪ As-Built Drawing/Architectural/Project Management:	\$ 25,700.00
▪ Structural Engineering:	2,650.00
▪ Plumbing/Mechanical/Electrical:	12,500.00
▪ Civil Engineering/Surveying:	11,000.00
▪ Geotechnical (Soils):	8,850.00
▪ HAZMAT Investigation:	19,075.00
▪ Reimbursable Expenses (Allowance):	2,200.00
▪ <b>TOTAL, Basic Fee:</b>	<b>\$ 81,975.00</b>

9. Optional Services: These are excluded from the Basic Services, and include:

▪ Topographic and Compiled Boundary Survey, Mapping:	\$ 15,850.00
▪ Subsurface Utility Engineering (using Ground-Penetrating Radar):	6,440.00
▪ Roof Cuts for Evaluation of Deck: \$375.00/cut x 6 =	2,250.00
▪ Renderings/3D exterior views of school, excluding printing:	3,200.00

10. Reimbursable Expenses: These include mileage, printing of the report and various documents, overnight mailings and any similar expenses. We have included an allowance and will not exceed this amount without prior authorization. Reimbursable

Mr. Tom Swartzwelder, County Administrator

July 15, 2019

Page 6 of 6

expenses are billed at direct cost multiplied by 1.1. We will bill only for any reimbursable expenses incurred. Any unused allowance will remain unbilled.

11. Meetings: We propose to meet at least twice with you and others from the Board of Supervisors, including a session to present findings of our field investigation and preliminary recommendations, and a second meeting to present our final report. In advance of presenting the Report, we will furnish you a draft copy for review.

12. Schedule: We are prepared to start work immediately, and wish to complete as much, if not all, our field investigation prior to teachers returning late in August. We expect to wrap up the Study before end of the calendar year. We would like to present our findings and preliminary recommendations before end of October, and our draft report by mid-November. Our Final Report will be ready by mid-December. We will present it in both written format as well as Executive Summary PowerPoint presentation.

Our scope of work and associated fee recognizes that the County wanted a thorough and detailed Study. Of course, scope and fee are negotiable, and we want to make sure that we do no more, nor any less, than what you and the Board of Supervisors feel is appropriate. I am available to discuss this as needed.

Thank you again for choosing our team to undertake this work. If desired, and acceptable you can sign this proposal below and return to us as Notice to Proceed. This letter may suffice as a contract commitment for the Study; but if the County prefers, we are more than willing to execute the full agreement included in the RFP, subject to revising some dates therein. Our firm's Terms and Conditions are attached, but will not supersede any terms or conditions in the RFP's form of agreement.

Sincerely,

**HUDSON + ASSOCIATES ARCHITECTS, PLLC**



Richard S. Corner, AIA, CSI, Senior Partner

**Accepted by:**

\_\_\_\_\_  
Signed:

\_\_\_\_\_  
Name, Printed:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Title:

120 W. Queens Way Suite 201  
Hampton, VA 23669  
(757) 722-1964  
Fax (757) 722-0280

**Hudson + Associates Architects, PLLC**  
Terms and Conditions of the Agreement

H+A shall perform the services outlined in this agreement for the stated fee arrangement.

**Billings/ Payments**

Invoices will be submitted monthly for services and reimbursable expenses and are due when rendered. Invoice shall be considered past due if not paid within 30 days after the invoice date. H+A may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the services. A service charge will be charged at 1.5% (or the legal rate) per month on the unpaid balance. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorneys' fees.

**Termination of Services**

This agreement may be terminated upon 10 days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, the Client shall pay H+A for all services rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

**Ownership of the Documents**

All documents produced by H+A under this agreement shall remain the property of Hudson + Associates, Architects and may not be used by the Client for any other endeavor without the written consent of H+A.

**Opinion of Probable Construction Costs**

H+A's opinion of probable construction costs is base on assumed labor costs and approximate quantities of material and equipment and therefore is of a conditional character. H+A cannot guarantee the cost of work to be performed by others since market or bidding conditions can change at any time and changes in the scope or quality of the Project may effect estimates.

**Dispute Resolution**

Any Claim or dispute between the client and H+A shall be submitted to non-binding mediation, subject to the parties agreeing to a mediator(s). This agreement shall be governed by the laws of the principal place of business of H+A

**Acceptance of Proposal, Terms and Conditions**

Upon agreement of the scope of services, fees, terms and conditions the Client will note approval by signing and returning a copy of the proposal to Hudson + Associates. The Client will retain the proposal original.





**AGENDA:      *Monday, August 12, 2019    Regular Meeting***

**ITEM #9:**

King and Queen County Planning Commission – Request to set date for public hearing – Zoning Text Amendments ZA19-01 (Home Occupations and ZA19-03 (Non-Conforming Uses)

**ACTION REQUESTED:**

**Need a motion and a second to hold a public hearing at the September 9, 2019 on the Zoning Text Amendments as stated.**

**SUMMARY OF INFORMATION:**

The Planning Commission at their August 5, 2019 meeting held a public hearing to consider :

**ZA19-01, Article 4, Table 4.1** to allow for home occupations in the Rural Residential zoning district, and

**ZA19-03, Article 17, Non-Conforming Uses** – Amending Article 17 in its entirety for clarity.

The Planning Commission recommended approval and is requesting the Board to set a public hearing and accept their recommendation of approval of ZA19-03, however to have both section 3-386 and section 3-387 to have the language mirrored for consistency.

**ATTACHMENTS:**

- See attached memo's



# King and Queen County

Founded 1691 in Virginia

Office of the Zoning Administrator  
P.O. Box 177 • King and Queen Court House, Virginia 23085  
Phone: (804) 785-5985 • Fax: (804) 785-5999

## MEMORANDUM

**TO:** King & Queen County Board of Supervisors  
Thomas J. Swartzwelder, County Administrator

**FROM:** Donna Sprouse, Director of Community Development

**DATE:** August 6, 2019

**RE:** Public Hearings – Zoning Text Amendments ZA19-01 & ZA19-03

---

During the August 5, 2019 Planning Commission meeting, the Planning Commission held a public hearing to consider the following...

- **ZA19-01, Article 4, Table 4.1– Article 4, Table 4.1** to allow for home occupations in the Rural Residential (RR) zoning district.

A motion was made by Mr. Burns recommending approval of ZA19-01, accepting staff's recommendation as presented, seconded by Mr. Herrin.

*Voting For: Herrin, Campbell, Burns, Guess, Morton, Richardson, Coleman, Hudgins, Watkins*

*Voting Against: None*

*Abstain: None*

- **ZA19-03, Article 17, Non-Conforming Uses – Amending Article 17** in its entirety for clarity.

A motion was made by Mrs. Hudgins recommending approval of ZA19-03, however to have both section 3-386 and section 3-387 to have the language mirrored for consistency, seconded by Mr. Watkins.

*Voting For: Campbell, Burns, Guess, Morton, Richardson, Coleman, Hudgins, Watkins*

*Voting Against: Herrin*

*Abstain: None*

Staff would like to point out that when the recommended changes as approved by the Commission were made to sections 3-386 and 3-387, it was clear that they now read alike, and should be combined as one section. Therefore, you have two draft copies of the text amendment. One is based on the recommendation of the Commission and the second was prepared by staff, should you agree that both should be combined as one as both sections have the same language.

The Commission has tabled Text Amendment ZA19-02 for further review and will come to you at a later date.

The Commission requests that the Board of Supervisors set a public hearing and accept their recommendation for approval.

ZA19-01

**KING & QUEEN COUNTY  
Land Development Application  
Planning & Zoning Department**

(804) 785-5985  
(804) 769-0511  
Fax: (804) 785-5999

(Please print in ink or use a typewriter)

Applicant: King and Queen County Zoning & Planning Department

Applicant's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Agent (Contact Person): Thomas J. Swartzwelder, Zoning Administrator Phone: 785-5975

Agent's Company: King and Queen County Zoning & Planning Department

Agent's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Current Property Owner: N/A

Owner's Address: N/A

Correspondence to be sent to:  Applicant  Owner  Agent  Other

Tax Map/Parcel Number: N/A Magisterial District: N/A

General Project Location: N/A

Size of request site: N/A

Are Proffer's Being offered along with this Application: YES  or NO   
If so please Attach.  
Check Appropriate Request:

- Zoning Administrator**
- :Site Plan (Level 1)
  - :1-2 Lot Subdivision Approval
  - :Estate Subdivision Review

- Planning Commission**
- :Site Plan (Level 2)
  - :Section 15.1-455
  - :Other

- Planning Commission & Board of Supervisors**
- :Rezoning
  - :Conditional Use Permit
  - :Zoning Ordinance Text Amendment
  - :Subdivision Ordinance Text Amendment
  - :Site Plan (Level 3)
  - :Other

- Board of Zoning Appeals**
- :Administrative Appeal
  - :Variance
  - :Special Exception
  - :Other


**Complete As Applicable:**

Name of Subd'n, Development, or Proposal: \_\_\_\_\_

Proposal/Request: \_\_\_\_\_

Reason for request: Article 4, Table 4.1 - allow home occupation as a  
permitted use in the Rural Residential (RR) Zoning District

**Applicant:** The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health Official or the Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.

Applicant's Signature:  Date: 7/1/19

**Owner:** I have read this completed application, understand its content, and freely consent to it's filing. If this application is for the purpose of subdivision, further subdivision of this property will require a new application and approval by the Board of Supervisors. Furthermore, I grant permission to the zoning administrator and the other County Officials to enter the property and make such investigations and tests as they deem necessary.

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Abbreviated Description of Uses	A	RS	RR	RG	LB	GB1	GB2	LI	I	Comments / Footnotes
										LOT.
Home Business	R									SEE CHAPTER 6, DEFINITIONS FOR CLARIFICATION
Home Occupation	R	R	R							SEE CHAPTER 6, DEFINITIONS FOR CLARIFICATION
Hotel & Motel							R			
Household furniture / furnishings sales						R	R			NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.
Kennel - Commercial	C						C	C	C	SEE CHAPTER 6, DEFINITIONS FOR CLARIFICATION. REQUIRES A MINIMUM OF 5 ACRES AND ALL KENNEL ACTIVITY AND STRUCTURES MUST BE 100 FROM ALL PROPERTY LINES AND SHALL INCLUDE A MINIMUM 40' WIDE NATURAL VEGETATED BUFFER OR OTHER APPROVED FENCING/BUFFER. NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.

ZA19-03

**KING & QUEEN COUNTY  
Land Development Application  
Planning & Zoning Department**

(804) 785-5985  
(804) 769-0511  
Fax: (804) 785-5999

(Please print in ink or use a typewriter)

Applicant: King and Queen County Zoning & Planning Department

Applicant's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Agent (Contact Person): Thomas J. Swartzwelder, Zoning Administrator Phone: 785-5975

Agent's Company: King and Queen County Zoning & Planning Department

Agent's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Current Property Owner: N/A

Owner's Address: N/A

Correspondence to be sent to:  Applicant  Owner  Agent  Other

Tax Map/Parcel Number: N/A Magisterial District: N/A

General Project Location: N/A

Size of request site: N/A

Are Proffer's Being offered along with this Application: YES  or NO   
If so please Attach.  
Check Appropriate Request:

**Zoning Administrator**

- :Site Plan (Level 1).
- :1-2 Lot Subdivision Approval
- :Estate Subdivision Review

**Planning Commission**

- :Site Plan (Level 2)
- :Section 15.1-455
- :Other

**Planning Commission & Board of Supervisors**

- :Rezoning
- :Conditional Use Permit
- :Zoning Ordinance Text Amendment
- :Subdivision Ordinance Text Amendment
- :Site Plan (Level 3)
- :Other

**Board of Zoning Appeals**

- :Administrative Appeal
- :Variance
- :Special Exception
- :Other



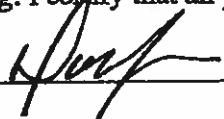
**Complete As Applicable:**

Name of Subd'n, Development, or Proposal: \_\_\_\_\_

Proposal/Request: \_\_\_\_\_

Reason for request: Article 17, Nonconforming Uses.

**Applicant:** The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health Official or the Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.

Applicant's Signature:  Date: 7/1/19

**Owner:** I have read this completed application, understand its content, and freely consent to it's filing. If this application is for the purpose of subdivision, further subdivision of this property will require a new application and approval by the Board of Supervisors. Furthermore, I grant permission to the zoning administrator and the other County Officials to enter the property and make such investigations and tests as they deem necessary.

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ARTICLE 17 NONCONFORMING USES<sup>1</sup>****3-380 Nonconforming Uses and Nonconforming Buildings May be Continued**

Subject to the limitations and restrictions set forth in this Article, nonconforming uses and nonconforming buildings may be continued. A change in title or possession, or renewal of a lease, of any such nonconforming land, lot, building, or structure does not constitute a change affecting the continuance of the use. If a nonconforming use should be discontinued or abandoned for a continuous period of more than two (2) years, including any period of discontinuation before the effective date of this ordinance, then that use shall not be renewed or reestablished and any subsequent use of the lot or structure shall conform to the regulations of this ordinance.

**3-381 Alterations to Buildings Devoted to Nonconforming Uses**

No building or portion thereof devoted to a nonconforming use shall be enlarged, extended, structurally altered, reconstructed or moved, unless such building or portion thereof is thereafter devoted to a use which conforms with the use regulations of this Ordinance, provided that nothing in this Article shall be construed to prohibit normal repair, maintenance, or nonstructural alteration of a building nor the alteration, strengthening or restoring of a building to safe condition as may be required by laws of the County or the Commonwealth.

~~**3-382 Extension of Nonconforming Uses**~~~~No nonconforming use shall be extended, enlarged or moved so as to occupy a different or greater area of land or buildings than was occupied by and actively devoted to such use at the time it became nonconforming, provided that a nonconforming use of a building may be extended throughout those parts of the building which were manifestly arranged, designed and intended for such use at the time it became nonconforming.~~**3-383 Change of Nonconforming Use**

A nonconforming use of land or of a building may be changed to a use which is more restricted by or which conforms with the use regulations of this Ordinance, provided that such use shall not thereafter be changed to a less restricted use, except in conformance with the use regulations of this Ordinance.

**3-384 Discontinuance of Nonconforming Uses**

Whenever a nonconforming use of land or a nonconforming use of a building is discontinued for a period of twenty-four (24) consecutive months or longer, whether or not equipment or fixtures are removed, any subsequent use of the land or building shall conform with the use regulations of the district in which it is located.

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<sup>1</sup>Taken from Article 13 of the existing Zoning Ordinance.

**3-3854 Nonconforming Dwelling Uses**

A building located in a Limited Business, General Business, or Industrial District and which is occupied by a nonconforming dwelling use may be enlarged, extended, structurally altered or reconstructed if damaged, subject to compliance with the applicable requirements of the district in which it is located.

**3-3865 Alterations to Nonconforming Buildings**

A nonconforming building may be enlarged, extended or structurally altered, provided that such enlargement, extension or alteration does not increase the degree or extent of nonconformity in any respect.

**3-3876 Nonconforming Building Relocation, Replacement, and Alterations**

Nonconforming buildings and structures erected prior to August 12, 1986, may be relocated, replaced, or altered within the boundaries of a building lot and shall not be subject to current yard setback requirements. Such nonconforming buildings shall have yards setbacks equal to or greater than those at the original building date and site. Nonconforming buildings and structures may be relocated and/or replaced within the first twenty-four (24) consecutive months from the date of damage, loss, discontinuance, or County building permit issuance.

**3-3887 Nonconforming Building Dwelling Relocation, Replacement, and Alternations**

A single-family dwelling erected prior to August 12, 1986, with a state approved septic system and water supply may be replaced, relocated, or altered on the original building site. Such dwelling shall have required yards setbacks equal to or greater than those at the original building date and site. Nonconforming buildings and structures may be relocated and/or replaced within the first twenty-four (24) consecutive months from the date of damage, loss, discontinuance, or County building permit issuance.

**~~3-389 Damage to Nonconforming Buildings or Buildings Devoted to Nonconforming Uses~~**

~~Whenever a nonconforming building or a building devoted to a nonconforming use is damaged by any cause whatsoever to the extent of more than sixty percent (60%) of its most recent assessed taxable value, such building shall not be restored, repaired, or reconstructed except in conformance with the applicable provisions of this Ordinance, provided that the Board of Zoning Appeals shall have the authority to grant a special exception under the provisions of this Ordinance for the restoration, repair or reconstruction of such building to an extent that does not constitute any greater deviation from the provisions of this Ordinance than that which existed prior to the damage. Prior to granting any such special exception, the Board shall receive testimony and make a finding that restoration, repair or reconstruction of the building will not unreasonably impair light and air to adjoining property, will not impair established property values in the immediate area and will not otherwise be detrimental to the health, safety and general welfare of the public. In the case of restoration, repair or reconstruction of a building devoted to a nonconforming use, the Board shall, in addition to the foregoing criteria, make a finding that the continued operation of such nonconforming use is in the public interest and is reasonably necessary for the welfare and~~

convenience of the general public.

~~Whenever a nonconforming building or a building devoted to a nonconforming use is damaged to an extent of sixty percent (60%) or less of its most recent assessed taxable value, such building may be restored, repaired or reconstructed and may be used as before the time of damage provided that such restoration, repair or reconstruction does not increase the degree or extent of any nonconformity that existed prior to the damage and does not increase the area devoted to any nonconforming use. Such restoration, repair or reconstruction shall be substantially completed within twenty-four (24) months of the date of damage.~~

### **3-39088 Intermittent or Illegal Uses**

The casual, intermittent, temporary or illegal use of land or buildings shall not be construed to establish the existence of nonconforming use for the purposes of this Article.

### **3-39189 Determination of Existence of Nonconforming Uses and Nonconforming Buildings**

The Zoning Administrator shall determine whether a nonconforming use or a nonconforming building exists in accordance with the provisions of this Ordinance. Appeals from any decision of the Zoning Administrator regarding such determination may be taken to the Board of Zoning Appeals in accordance with the provisions of Article 20 of this Ordinance. **The Zoning Administrator, may require a stamped and sealed site plan survey of the existing nonconforming building to determine current setbacks for the relocation, replacement, or alteration of such buildings.**

### **3-39290 Use of Nonconforming Lots Recorded Prior to Regulations**

A lot of record lawfully established prior to August 12, 1986, which does not conform with the minimum lot area, frontage, setbacks, and/or minimum lot width requirements applicable in the district in which such lot is situated, may nonetheless be used for any use permitted in the district in which it is located, provided that all other applicable provisions of this Ordinance and applicable health regulations shall be met. Any such lawfully established lot which is located within an "A" District and which does not conform with the minimum lot width requirements applicable in that district shall be provided with ~~side-yards~~ **setbacks** of not less than twenty (20) percent of the width of the lot.



**ARTICLE 17 NONCONFORMING USES<sup>†</sup>****3-380 Nonconforming Uses and Nonconforming Buildings May be Continued**

Subject to the limitations and restrictions set forth in this Article, nonconforming uses and nonconforming buildings may be continued. A change in title or possession, or renewal of a lease, of any such nonconforming land, lot, building, or structure does not constitute a change affecting the continuance of the use. If a nonconforming use should be discontinued or abandoned for a continuous period of more than two (2) years, including any period of discontinuation before the effective date of this ordinance, then that use shall not be renewed or reestablished and any subsequent use of the lot or structure shall conform to the regulations of this ordinance.

**3-381 Alterations to Buildings Devoted to Nonconforming Uses**

No building or portion thereof devoted to a nonconforming use shall be enlarged, extended, structurally altered, reconstructed or moved, unless such building or portion thereof is thereafter devoted to a use which conforms with the use regulations of this Ordinance, provided that nothing in this Article shall be construed to prohibit normal repair, maintenance, or nonstructural alteration of a building nor the alteration, strengthening or restoring of a building to safe condition as may be required by laws of the County or the Commonwealth.

**~~3-382 Extension of Nonconforming Uses~~**

~~No nonconforming use shall be extended, enlarged or moved so as to occupy a different or greater area of land or buildings than was occupied by and actively devoted to such use at the time it became nonconforming, provided that a nonconforming use of a building may be extended throughout those parts of the building which were manifestly arranged, designed and intended for such use at the time it became nonconforming.~~

**3-382 Change of Nonconforming Use**

A nonconforming use of land or of a building may be changed to a use which is more restricted by or which conforms with the use regulations of this Ordinance, provided that such use shall not thereafter be changed to a less restricted use, except in conformance with the use regulations of this Ordinance.

**3-383 Discontinuance of Nonconforming Uses**

Whenever a nonconforming use of land or a nonconforming use of a building is discontinued for a period of twenty-four (24) consecutive months or longer, whether or not equipment or fixtures are removed, any subsequent use of the land or building shall conform with the use regulations of the district in which it is located.

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<sup>†</sup>Taken from Article 13 of the existing Zoning Ordinance.

**3-3854 Nonconforming Dwelling Uses**

A building located in a Limited Business, General Business, or Industrial District and which is occupied by a nonconforming dwelling use may be enlarged, extended, structurally altered or reconstructed if damaged, subject to compliance with the applicable requirements of the district in which it is located.

**3-3865 Alterations to Nonconforming Buildings**

A nonconforming building may be enlarged, extended or structurally altered, provided that such enlargement, extension or alteration does not increase the degree or extent of nonconformity in any respect.

**3-3876 Nonconforming Building and Dwelling Relocation, Replacement, and Alterations**

Nonconforming buildings, dwellings and structures erected prior to August 12, 1986, with a state approved septic system and water supply may be relocated, replaced, or altered within the boundaries of a building lot and shall not be subject to current yard setback requirements. Such nonconforming buildings, dwellings and structures shall have yards setbacks equal to or greater than those at the original building date and site. Nonconforming buildings and structures may be relocated and/or replaced within the first twenty-four (24) consecutive months from the date of damage, loss, discontinuance, or County building permit issuance.

**3-3887 Nonconforming Building Dwelling Relocation, Replacement, and Alterations**

~~A single family dwelling erected prior to August 12, 1986, with a state approved septic system and water supply may be replaced, relocated, or altered on the original building site. Such dwelling shall have required yards setbacks equal to or greater than those at the original building date and site. Nonconforming buildings and structures may be relocated and/or replaced within the first twenty four (24) consecutive months from the date of damage, loss, discontinuance, or County building permit issuance.~~

**3-389 Damage to Nonconforming Buildings or Buildings Devoted to Nonconforming Uses**

~~Whenever a nonconforming building or a building devoted to a nonconforming use is damaged by any cause whatsoever to the extent of more than sixty percent (60%) of its most recent assessed taxable value, such building shall not be restored, repaired, or reconstructed except in conformance with the applicable provisions of this Ordinance, provided that the Board of Zoning Appeals shall have the authority to grant a special exception under the provisions of this Ordinance for the restoration, repair or reconstruction of such building to an extent that does not constitute any greater deviation from the provisions of this Ordinance than that which existed prior to the damage. Prior to granting any such special exception, the Board shall receive testimony and make a finding that restoration, repair or reconstruction of the building will not unreasonably impair light and air to adjoining property, will not impair established property values in the immediate area and will not otherwise be detrimental to the health, safety and general welfare of the public. In the case of restoration, repair or reconstruction of a building devoted to a nonconforming use, the Board shall, in addition to the foregoing criteria, make a finding that the continued operation of such~~

~~nonconforming use is in the public interest and is reasonably necessary for the welfare and convenience of the general public.~~

~~Whenever a nonconforming building or a building devoted to a nonconforming use is damaged to an extent of sixty percent (60%) or less of its most recent assessed taxable value, such building may be restored, repaired or reconstructed and may be used as before the time of damage provided that such restoration, repair or reconstruction does not increase the degree or extent of any nonconformity that existed prior to the damage and does not increase the area devoted to any nonconforming use. Such restoration, repair or reconstruction shall be substantially completed within twenty-four (24) months of the date of damage.~~

### **3-39087 Intermittent or Illegal Uses**

The casual, intermittent, temporary or illegal use of land or buildings shall not be construed to establish the existence of nonconforming use for the purposes of this Article.

### **3-39188 Determination of Existence of Nonconforming Uses and Nonconforming Buildings**

The Zoning Administrator shall determine whether a nonconforming use or a nonconforming building exists in accordance with the provisions of this Ordinance. Appeals from any decision of the Zoning Administrator regarding such determination may be taken to the Board of Zoning Appeals in accordance with the provisions of Article 20 of this Ordinance. **The Zoning Administrator, may require a stamped and sealed site plan survey of the existing nonconforming building to determine current setbacks for the relocation, replacement, or alteration of such buildings.**

### **3-39289 Use of Nonconforming Lots Recorded Prior to Regulations**

A lot of record lawfully established prior to August 12, 1986, which does not conform with the minimum lot area, frontage, setbacks, and/or minimum lot width requirements applicable in the district in which such lot is situated, may nonetheless be used for any use permitted in the district in which it is located, provided that all other applicable provisions of this Ordinance and applicable health regulations shall be met. Any such lawfully established lot which is located within an "A" District and which does not conform with the minimum lot width requirements applicable in that district shall be provided with ~~side-yards~~ **setbacks** of not less than twenty (20) percent of the width of the lot.





**AGENDA: Monday, August 12, 2019 REGULAR MEETING**

**ITEM #10:**

**County Administrator's Comments**

**ACTION REQUESTED:**

**SUMMARY OF INFORMATION:**

**ATTACHMENTS:**

*\* FYI - <sup>WALNUT</sup> SOLAR FARM*



# King and Queen County

Founded 1691 in Virginia

Office of the Zoning Administrator  
P.O. Box 177 • King and Queen Court House, Virginia 23085  
Phone: (804) 785-5985 • Fax: (804) 785-5999

## MEMORANDUM

TO: King & Queen County Board of Supervisors  
Thomas J. Swartzwelder, County Administrator

FROM: Donna Sprouse, Director of Community Development

DATE: August 6, 2019

RE: Walnut Solar, I – Open Road Renewables 2<sup>nd</sup> deferral request approved

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During the August 5, 2019 Planning Commission meeting, Open Road Renewables asked the Commission to consider a second deferral of their application for Walnut Solar, I. The deferral was for 15.2-2232 - In Accordance Review, ZA18-05 – Zoning Text Amendment, CUP18-02 – Conditional Use Permit, and SP18-04 – Level 3 Site Plan.

The Commission was clear that they were ready to proceed with a public hearing to have this request brought before the public and will grant their second deferral request as their final deferral.

A motion was made by Mr. Burns to accept the deferral for 15.2-2232 - In Accordance Review, ZA18-05 – Zoning Text Amendment, CUP18-02 – Conditional Use Permit, and SP18-04 – Level 3 Site Plan and to set a public hearing for Wednesday, November 6, 2019 at 6:00 p.m., with additional meeting dates if needed for Thursday, November 14, 2019 at 6:00 p.m. and Tuesday, November 19, 2019 at 6:00 p.m. Mr. Burns motion was second by Mr. Herrin.

*Voting For: Herrin, Campbell, Burns, Guess, Morton, Richardson, Coleman, Hudgins, Watkins*

*Voting Against: None*

*Abstain: None*

The applicant must have all submittals in our office no later than October 1, 2019 for staff consideration/review and to provide public notice.



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***AGENDA: Monday, August 12, 2019 Regular Meeting***

**ITEM #11:**

Board of Supervisors Comments

**ACTION REQUESTED:**

**SUMMARY OF INFORMATION:**

None

**ATTACHMENTS:**

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***AGENDA: Monday, August 12, 2019 Regular Meeting***

**ITEM #12:**

Closed Session : Pursuant to :  
(If Needed)

**ACTION REQUESTED:**

(See County Administrator)

- (1) Motion to enter into closed session pursuant to: Section \_\_\_\_\_ where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. \_\_\_\_\_

**AFTER COMING OUT OF CLOSED SESSION**

- (2) Need a motion and a second to come out of closed session with each member of the Board certifying by individual vote that only those public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were heard, discussed and considered in the closed session.

**Any action:**

**SUMMARY OF INFORMATION:**

**ATTACHMENTS:**

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Wireless

Services

Authority

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King and Queen County  
Wireless Services Authority Meeting  
Monday, August 12, 2019

(immediately following the Board of Supervisors  
Meeting)

King and Queen County Courts and Administration  
Building  
General District Courtroom

AGENDA

1. Approval and Signing of the July 8, 2019 minutes of the Wireless Services Authority
  2. Update
- 
-

King and Queen County  
**Wireless Services Authority Meeting**

**Monday, July 8, 2019**

**7:57 P.M.**

**(immediately following the Board of Supervisors Meeting)**

**King and Queen County Courts and Administration Building**

- **General District Courtroom**

**“Minutes of the Meeting”**

**APPROVAL AND SIGNING OF THE JUNE 10, 2019 WIRELESS SERVICES  
AUTHORITY MINUTES**

A motion was made by Mr. Bailey and seconded by Mrs. Morris to approve the June 10, 2019 minutes.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY  
NAYS: NONE

**UPDATE**

County Administrator Thomas Swartzwelder provided an update on the following:

- Advised the Board that Emergency Services Coordinator Greg Hunter has asked for information from RiverStreet and would to talk to them about some things. Mr. Swartzwelder asked the Board if there was anything they had any comments on.

Discussion was made relating to services for the schools and concerning rent/least cost. Mr. Hunter was recommending \$1,000 a month, and RiverStreet wants to pay \$300.00 for least/rent of EMS buildings.

Mr. Simpkins suggested a monthly amount of \$600.00.

It was further questioned as to whom would be responsible should something happen to the County equipment

Mr. Bailey questioned where we are leaning as far as fiber was concerned.

- Advised that information has been received relating to application for grant funds

**IT IS ORDERED THAT THE BOARD BE ADJOURNED:**

A motion was made by Mrs. Morris and seconded by Ms. Alsop to adjourn the meeting.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY

NAYS: NONE

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James M. Burns, Chairman

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Thomas J. Swartzwelder, Secretary