

REGULAR MONTHLY MEETING AGENDA
MONDAY, June 21, 2021 7:00 P.M.
REMINGTON TOWN COUNCIL
105 E MAIN ST
REMINGTON, VA 22734

- I. CALL TO ORDER, RECOGNITION OF TOWN COUNCIL, STAFF AND GUESTS
- II. PLEDGE OF ALLEGIANCE
- IV. CITIZENS TIME
- V. CONSENT AGENDA
 - Utility Billing Report
 - Minutes: Monthly Work Session May 10, 2021
Regular Monthly Meeting May 17, 2021
 - Bill Listing
- VI. STAFF REPORTS
 - A. Town Superintendent
 - B. Police Chief
 - C. Town Administrator
- VII. COMMITTEE REPORTS

A. WATER	Chair: Loving	Member:
B. PERSONNEL/POLICE	Chair: Ashby	Member: Tiffany
C. FINANCE <ul style="list-style-type: none">- Monthly Report: May- Ratification of CD renewal	Chair: Heaney	Member: Ashby
D. CEMETERY	Chair: Tiffany	Member: Heaney
E. PUBLIC FACILITIES	Chair: Heflin	Member: Loving
F. COMMUNITY DEVELOPMENT	Chair: Hart	Member: Heflin
- VIII. UNFINISHED BUSINESS
 - Resurfacing of parking lots
 - Golf Carts
 - Ratification of Lock installation
- IX. NEW BUSINESS
 - Alarm System Quote
 - DMV Reopening-Front bathroom
 - Appointments
 - Picnic tables- Loving
 - USDA Biologist Quote – Heflin
 - No Parking signs on Main St - Tiffany
 - Light Pollution Ordinance – Erard
 - Va. Overtime Act-Erard
 - Electronic Meetings Policy-Erard
- X. CLOSED SESSION AS NEEDED
- XI. ADJOURNMENT

UTILITY BILLING REPORT

AS OF May 31, 2021

Water Billing

Balance forward from previous month end.....	\$	45,891.34
Late fees assessed May 21st.....	\$	-
Water billing for May 2021.....	\$	26,798.79
Manual bills.....	\$	294.00
Final Bills.....	\$	342.00
Deposit Credit Removal.....	\$	-
Total Due	\$	73,326.13
Payments 5/1/21 through 5/31/21.....	\$	22,033.61
OverPayments (OPA) 5/1/21 through 5/31/21.....	\$	2,986.90
Applied deposits 5/25/21.....	\$	405.71
Manual payments.....	\$	51.35
Balance to collect as of 5/31/2021	\$	47,848.56
Monthly Billing Balance Due.....	\$	29,232.63
Past due*	\$	18,615.93
	\$	47,848.56

* Includes accounts delinquent greater than 15 months

** Includes accounts no greater than 15 months delinquent

Respectfully Submitted:



Carol Stalter, Treasurer

6/1/2021

ADMINISTRATOR'S REPORT

June 21, 2021

1. As most of you are aware, I am out of state for a family illness. I remain available by phone to staff, Mayor, and Council. I will respond as quickly as possible.
2. The hard drive on the computer in the Administrative Office crashed at the end of May. Scylla Group has installed a new hard drive and Southern Software has connected their software to the server. Our Cemetery Software resided only on this hard drive and cannot be recovered. Fortunately, Ms. Stalter printed out site owner histories quite recently. We are scheduled to install the new FMS Cemetery software in July. We feel that the histories which Ms. Stalter printed can be used to input our data to the new system. Although I feel that both Ms. Brinson and Ms. Stalter need to be trained on the new software, I would recommend that the Council consider hiring a temporary part time employee to assist with the data entry. Since the Clerk is responsible for the cemetery, Ms. Brinson needs to have major input in the selection of the part-timer. **Authority to hire a part-timer will need a motion.**
3. At our last meeting the Council was aware of two renewing CDs – one of which was too small to qualify for the special rate being offered by TFB. The approved motion was to combine the two CDs to take advantage of the special rate. When I contacted TFB, we discovered that there were actually three CDs renewing, two of which were in the same lower amount. Since I felt that it was the intent of the Council to renew all at the special rate, I had the two smaller CDs combined to qualify for the rate and left the larger one separate. The two resulting CDs are approximately \$10,350.00 and \$14,500.00 – both renewed for 18 month at .35%. **This action will need to be ratified.**
4. After the Council was polled on Monday, May 31st, Town Hall doors were opened to the public in accordance with the recent recommendations and changes by the CDC and Governor Northam. We have placed 11 chairs in the lobby and 9 in the Council room. Signs are posted stating the requirement for masks for unvaccinated visitors, DMV remains by appointment only, the front bathroom remains closed, and the tables remain in front of our counter. The electronic sign and Remington website have been updated with the new information.

Decision on the reopening of the front bathroom and the continuation of DMV appointments is on the agenda for the next Council meeting. The Personnel Committee is working on guidelines for the DMV appointments to be used if the decision is to continue with DMV by appointment only.

5. The “Bird Bangers” are back in the office in the bottom drawer of my desk. The problem seems to have moved from our neighborhood. I believe Mr. Loving and Ms. Hart are willing to use this equipment if the problem returns to the Town.
6. We have finally received a response from BB&T | SunTrust confirming the insurance on all our deposit accounts. A copy of Mr. Leggett’s letter is included in your packet.
7. Mr. Loving has been medically released to return to work on “Modified Duty beginning 06/07/21 - no jumping off truck repeatedly; 4 hours a day, 5 days a week; weekend duty OK”. Mr. Stewart and Mr. Loving are working together on the tasks and schedule.
8. The latest report that I have received from DMV regarding the status of all Dmv Selects is included in your packet. This might be useful when deciding how to proceed with DMV appointments.

9. The Depot Project is a VDOT funded project. The Root's and the Remington Partnership have always been the "moving force" on the project, but VDOT requires them to partner with the Town. Another requirement is that there is a full-time Town employee listed on all applications. Ms. Brinson has agreed to take that responsibility. I have always attended meetings, but since I am part-time, I cannot be the official Town Representative.

In your packet there is a flier regarding a workshop scholarship for training for these projects. Ms. Brinson is interested in applying for this scholarship to attend the workshop which takes place in October. I asked Ms. Root if she thought it would be advantageous for Rachael to attend. She feels it might provide some insight on how to keep the project moving. She also noted that, if the scholarship is not awarded to Ms. Brinson, RCP could help defray the cost.

Ms. Brinson has applied, but **it will require a Council motion for her to attend.** We will have adequate staff to cover her absence.

10. Mr. Stewart and Ms. Stalter both have a Town credit card for their purchases, but Ms. Brinson does not. I would suggest that the Town authorize a third card for Ms. Brinson. **This will require a motion.**

Check Listing

Date From: 5/18/2021 Date To: 6/30/2021
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

TOWN OF REMINGTON
06/17/2021 11:39 AM

Page: 1 of 9

Check Number	Bank	Vendor	Date	Amount
26521	11	ANTHEM BLUE CROSS BLUE SHIELD	05/25/2021	<u>\$2,905.00</u>
		10-200-01	\$853.00	
		40-200-01	\$1,751.04	
		20-200-01	\$300.96	
Invoice: 001180927G		Inv Date 05/25/2021	Due Date 05/25/2021	Amt: \$2,736.00
10-401-06		INSURANCE/JUNE		\$684.00
20-401-06		INSURANCE/JUNE		\$300.96
40-401-06		INSURANCE/JUNE		\$1,751.04
Total Distributed:				\$2,736.00
Invoice: 001180928G		Inv Date 05/25/2021	Due Date 05/25/2021	Amt: \$169.00
10-401-06		JUNE INSURANCE/LEE		\$169.00
Total Distributed:				\$169.00
26538	11	AT&T MOBILITY	06/04/2021	<u>\$142.48</u>
		40-200-01	\$142.48	
Invoice: 061321		Inv Date 06/02/2021	Due Date 06/04/2021	Amt: \$142.48
40-413-46		CELL PHONES		\$142.48
Total Distributed:				\$142.48
26539	11	BB&T FINANCIAL, FSB	06/04/2021	<u>\$76.02</u>
		40-200-01	\$60.28	
		10-200-01	\$15.74	
Invoice: 060121		Inv Date 05/26/2021	Due Date 06/04/2021	Amt: \$76.02
10-429-19		ZOOM		\$15.74
40-413-43		UNIFORMS		\$60.28
Total Distributed:				\$76.02
26568	11	BB&T FINANCIAL, FSB	06/15/2021	<u>\$1,341.75</u>
		10-200-01	\$1,224.22	
		40-200-01	\$94.40	
		60-200-01	\$23.13	
Invoice: 062921		Inv Date 06/15/2021	Due Date 06/15/2021	Amt: \$1,341.75
40-410-89		USPS/RETURN SCADA PART		\$94.40
10-429-19		ZOOM, BOTTLED WATER		\$31.61
60-411-27		ARTIFICIAL GRASS RUG		\$23.13
10-411-27		BIRD BANGER LAUNCHER/ROUNDS		\$120.05
10-413-47		HOTEL/CLERKS CONFERENCE		\$1,072.56
Total Distributed:				\$1,341.75
26537	11	BB&T/SASG 2	05/26/2021	<u>\$6,400.00</u>

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TOWN OF REMINGTON
06/17/2021 11:39 AM

Page: 2 of 9

Check Number	Bank	Vendor	Date	Amount
		60-200-01	\$6,400.00	
Invoice: 052621		Inv Date 05/25/2021	Due Date 05/26/2021	Amt: \$6,400.00
60-421-01		80% LOT SALES THRU 5/21/21		\$6,400.00
Total Distributed:				\$6,400.00
26569	11	BRITTANY ERICKSON	06/15/2021	\$12.00
		40-200-01	\$12.00	
Invoice: UB1577210614102214110		Inv Date 06/14/2021	Due Date 06/15/2021	Amt: \$12.00
40-250-00		Deposit Refund for WATER		\$12.00
Total Distributed:				\$12.00
26540	11	BUTLER & EICHER	06/04/2021	\$75.00
		10-200-01	\$75.00	
Invoice: 063021		Inv Date 06/02/2021	Due Date 06/04/2021	Amt: \$75.00
10-415-72		PORTABLE TOILET/RECYCLE CENTER		\$75.00
Total Distributed:				\$75.00
26522	11	CARROT-TOP INDUSTRIES	05/25/2021	\$243.72
		10-200-01	\$243.72	
Invoice: 49819200		Inv Date 05/12/2021	Due Date 05/25/2021	Amt: \$243.72
10-417-79		US FLAG		\$243.72
Total Distributed:				\$243.72
26523	11	CFC FARM & HOME CENTER	05/25/2021	\$120.00
		60-200-01	\$120.00	
Invoice: 4249189-310		Inv Date 05/12/2021	Due Date 05/25/2021	Amt: \$120.00
60-411-26		COMPOSTED MANURE		\$120.00
Total Distributed:				\$120.00
26524	11	CHARLES ELKINS	05/25/2021	\$450.00
		60-200-01	\$450.00	
Invoice: 051421		Inv Date 05/25/2021	Due Date 05/25/2021	Amt: \$450.00
60-411-26		MOW CEMETERY		\$450.00
Total Distributed:				\$450.00
26570	11	CHARLES ELKINS	06/15/2021	\$450.00
		60-200-01	\$450.00	
Invoice: 060421		Inv Date 06/11/2021	Due Date 06/15/2021	Amt: \$450.00
60-411-26		MOW CEMETERY		\$450.00
Total Distributed:				\$450.00
26525	11	CLANCY SYSTEMS INTL, INC.	05/25/2021	\$556.23
		10-200-01	\$556.23	

Check Listing

Date From: 5/18/2021 Date To: 6/30/2021
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

TOWN OF REMINGTON
06/17/2021 11:39 AM

Page: 3 of 9

Check Number	Bank	Vendor	Date	Amount
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Invoice: REM2103		Inv Date 05/12/2021	Due Date 05/25/2021	Amt:
10-419-45		CITATION LATE NOTICES		\$556.23
10-419-52		CITATION SOFTWARE ANNUAL LICENSE		\$6.23
				\$550.00
Total Distributed:				\$556.23
26526	11	COMCAST COMMUNICATIONS	05/25/2021	\$239.65
		10-200-01		\$239.65
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Invoice: 060721		Inv Date 05/25/2021	Due Date 05/25/2021	Amt:
10-413-46		SHOP/PD PHONE & INTERNET		\$239.65
10-419-46		SHOP/PD PHONE & INTERNET		\$59.91
				\$179.74
Total Distributed:				\$239.65
26571	11	COMCAST COMMUNICATIONS	06/15/2021	\$352.94
		20-200-01		\$98.82
		40-200-01		\$98.82
		10-200-01		\$155.30
<hr/>				
Invoice: 062421		Inv Date 06/11/2021	Due Date 06/15/2021	Amt:
10-413-46		PHONE/INTERNET - LOBBY		\$352.94
20-413-46		PHONE/INTERNET - LOBBY		\$155.30
40-413-46		PHONE/INTERNET - LOBBY		\$98.82
				\$98.82
Total Distributed:				\$352.94
26541	11	DCLS	06/04/2021	\$671.26
		40-200-01		\$671.26
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Invoice: 060421		Inv Date 06/04/2021	Due Date 06/04/2021	Amt:
40-410-85		3RD QUARTER H2O TESTING		\$671.26
				\$671.26
Total Distributed:				\$671.26
26527	11	DENISE SANDLIN	05/25/2021	\$750.00
		10-200-01		\$375.00
		40-200-01		\$375.00
<hr/>				
Invoice: 053121		Inv Date 05/25/2021	Due Date 05/25/2021	Amt:
10-414-62		BANK REC/ADJ ENTRIES - APRIL		\$750.00
40-414-62		BANK REC/ADJ ENTRIES - APRIL		\$375.00
				\$375.00
Total Distributed:				\$750.00
26542	11	DMV	06/04/2021	\$25.00
		10-200-01		\$25.00
<hr/>				
Invoice: 202115100036		Inv Date 06/02/2021	Due Date 06/04/2021	Amt:
10-332-05		PP TAX STOP REMOVAL		\$25.00
				\$25.00

Check Listing

Date From: 5/18/2021 Date To: 6/30/2021
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

TOWN OF REMINGTON
06/17/2021 11:39 AM

Page: 4 of 9

Check Number	Bank	Vendor	Date	Amount
Total Distributed:				\$25.00
26543	11	DOMINION ENERGY VIRGINIA	06/04/2021	\$910.64
		10-200-01	\$175.62	
		40-200-01	\$735.02	
Invoice: 062321A		Inv Date 06/02/2021	Due Date 06/04/2021	Amt: \$69.64
10-412-31		TOWN HALL		\$69.64
Total Distributed:				\$69.64
Invoice: 062321B		Inv Date 06/02/2021	Due Date 06/04/2021	Amt: \$134.18
10-412-32		SHOP/POLICE		\$44.72
10-419-30		SHOP/POLICE		\$44.73
40-412-32		SHOP/POLICE		\$44.73
Total Distributed:				\$134.18
Invoice: 062321C		Inv Date 06/02/2021	Due Date 06/04/2021	Amt: \$16.53
10-415-72		RECYCLE CENTER		\$16.53
Total Distributed:				\$16.53
Invoice: 062421A		Inv Date 06/04/2021	Due Date 06/04/2021	Amt: \$597.04
40-412-31		CONFEDERATE BLVD		\$597.04
Total Distributed:				\$597.04
Invoice: 062421B		Inv Date 06/04/2021	Due Date 06/04/2021	Amt: \$85.24
40-412-30		FIFTH STREET		\$85.24
Total Distributed:				\$85.24
Invoice: 062421C		Inv Date 06/04/2021	Due Date 06/04/2021	Amt: \$8.01
40-412-31		FREEMANS FORD		\$8.01
Total Distributed:				\$8.01
26572	11	DOMINION VA POWER	06/15/2021	\$624.87
		10-200-01	\$624.87	
Invoice: 070121		Inv Date 06/11/2021	Due Date 06/15/2021	Amt: \$624.87
10-420-31		STREET LIGHTS		\$624.87
Total Distributed:				\$624.87
26544	11	F/C FLEET MAINTENANCE	06/04/2021	\$319.77
		40-200-01	\$57.70	
		10-200-01	\$262.07	
Invoice: 063021		Inv Date 06/02/2021	Due Date 06/04/2021	Amt: \$319.77
10-415-70		FUEL/TRASH TRUCKS		\$175.77
10-419-22		FUEL/POLICE CARS		\$86.30
40-411-20		FUEL/FORD RANGER		\$57.70

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Date From: 5/18/2021 Date To: 6/30/2021
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

TOWN OF REMINGTON
06/17/2021 11:39 AM

Page: 5 of 9

Check Number	Bank	Vendor	Date	Amount
Total Distributed:				\$319.77
26545	11	FCWSA	06/04/2021	\$49.40
		40-200-01	\$8.24	
		10-200-01	\$41.16	
Invoice: 062021		Inv Date 06/04/2021	Due Date 06/04/2021	Amt: \$49.40
10-412-31		105 E MAIN ST		\$24.70
10-412-32		105 E MAIN ST		\$8.23
10-419-30		105 E MAIN ST		\$8.23
40-412-32		105 E MAIN ST		\$8.24
Total Distributed:				\$49.40
26546	11	FCWSA 5TH STREET	06/04/2021	\$35.03
		40-200-01	\$35.03	
Invoice: 062021		Inv Date 06/04/2021	Due Date 06/04/2021	Amt: \$35.03
40-412-30		WATER TREATMENT FACILITY		\$35.03
Total Distributed:				\$35.03
26547	11	FORGET ME NOT FLOWERS	06/04/2021	\$90.00
		10-200-01	\$90.00	
Invoice: 164		Inv Date 06/02/2021	Due Date 06/04/2021	Amt: \$90.00
10-417-79		SYMPATHY BASKET/LOVING		\$90.00
Total Distributed:				\$90.00
26528	11	FORTILINE WATERWORKS	05/25/2021	\$1,965.75
		40-200-01	\$1,965.75	
Invoice: 5287978		Inv Date 05/12/2021	Due Date 05/25/2021	Amt: \$74.35
40-411-22		H2O DISTRIBUTION SUPPLIES		\$74.35
Total Distributed:				\$74.35
Invoice: 5281723		Inv Date 05/12/2021	Due Date 05/25/2021	Amt: \$1,891.40
40-411-22		H2O DISTRIBUTION SUPPLIES		\$1,891.40
Total Distributed:				\$1,891.40
26548	11	GROVES HARDWARE, LLC	06/04/2021	\$72.45
		10-200-01	\$26.97	
		40-200-01	\$45.48	
Invoice: 063021		Inv Date 06/04/2021	Due Date 06/04/2021	Amt: \$72.45
40-411-22		MISC SUPPLIES		\$45.48
10-411-27		MISC SUPPLIES		\$6.99
10-411-21		MISC SUPPLIES		\$19.98
Total Distributed:				\$72.45

Check Listing

Date From: 5/18/2021 Date To: 6/30/2021
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

TOWN OF REMINGTON
06/17/2021 11:39 AM

Page: 6 of 9

Check Number	Bank	Vendor	Date	Amount
26549	11	IPITOMY	06/04/2021	\$102.08
		20-200-01	\$102.08	
Invoice: 65126		Inv Date 06/02/2021	Due Date 06/04/2021	Amt: \$102.08
20-413-46		AUTOMATED PHONE SYSTEM		\$102.08
		Total Distributed:		\$102.08
26573	11	JOINER MICRO LABORATORIES, INC	06/15/2021	\$90.00
		40-200-01	\$90.00	
Invoice: 21051005		Inv Date 06/11/2021	Due Date 06/15/2021	Amt: \$30.00
40-410-85		H2O TESTING		\$30.00
		Total Distributed:		\$30.00
Invoice: 21050303		Inv Date 06/11/2021	Due Date 06/15/2021	Amt: \$30.00
40-410-85		H2O TESTING		\$30.00
		Total Distributed:		\$30.00
Invoice: 21052409		Inv Date 06/11/2021	Due Date 06/15/2021	Amt: \$30.00
40-410-85		H2O TESTING		\$30.00
		Total Distributed:		\$30.00
26529	11	K&M LAWN & GARDEN	05/25/2021	\$101.14
		10-200-01	\$101.14	
Invoice: 162193		Inv Date 05/12/2021	Due Date 05/25/2021	Amt: \$101.14
10-411-21		OIL, TRIM LINE		\$101.14
		Total Distributed:		\$101.14
26530	11	LUCK STONE	05/25/2021	\$469.59
		40-200-01	\$469.59	
Invoice: 051521		Inv Date 05/12/2021	Due Date 05/25/2021	Amt: \$469.59
40-411-22		CRUSHER RUN		\$469.59
		Total Distributed:		\$469.59
26574	11	MICHAEL & REBECCA VANCE	06/15/2021	\$37.00
		40-200-01	\$37.00	
Invoice: UB833210614102214110		Inv Date 06/14/2021	Due Date 06/15/2021	Amt: \$37.00
40-250-00		Deposit Refund for WATER		\$37.00
		Total Distributed:		\$37.00
26531	11	MINNESOTA LIFE	05/25/2021	\$44.80
		40-200-01	\$35.84	
		10-200-01	\$8.96	
Invoice: 061521		Inv Date 05/25/2021	Due Date 05/25/2021	Amt: \$44.80
10-401-07		SUPPLEMENTAL LIFE/STEWART		\$8.96
40-401-07		SUPPLEMENTAL LIFE/STEWART		\$35.84

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Date From: 5/18/2021 Date To: 6/30/2021
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

TOWN OF REMINGTON
06/17/2021 11:39 AM

Page: 7 of 9

Check Number	Bank	Vendor	Date	Amount
Total Distributed:				\$44.80
26550	11	MP COPIERS, INC.	06/04/2021	\$136.69
		20-200-01	\$45.56	
		40-200-01	\$45.56	
		10-200-01	\$45.57	
Invoice: 29390138		Inv Date 06/04/2021	Due Date 06/04/2021	Amt: \$136.69
10-413-54		COPIER LEASE		\$45.57
20-413-54		COPIER LEASE		\$45.56
40-413-54		COPIER LEASE		\$45.56
Total Distributed:				\$136.69
26532	11	OFFICE DEPOT	05/25/2021	\$556.50
		40-200-01	\$6.55	
		10-200-01	\$8.02	
		20-200-01	\$541.93	
Invoice: 168835508001		Inv Date 05/25/2021	Due Date 05/25/2021	Amt: \$4.95
20-413-45		POST IT NOTES		\$4.95
Total Distributed:				\$4.95
Invoice: 168824400001		Inv Date 05/25/2021	Due Date 05/25/2021	Amt: \$545.58
10-413-45		OFFICE SUPPLIES		\$5.05
20-413-45		2 TONERS, OFFICE SUPPLIES		\$535.48
40-413-45		2 TONERS, OFFICE SUPPLIES		\$5.05
Total Distributed:				\$545.58
Invoice: 168824400002		Inv Date 05/25/2021	Due Date 05/25/2021	Amt: \$4.50
10-413-45		PACKING TAPE		\$1.50
20-413-45		PACKING TAPE		\$1.50
40-413-45		PACKING TAPE		\$1.50
Total Distributed:				\$4.50
Invoice: 168824400003		Inv Date 05/25/2021	Due Date 05/25/2021	Amt: \$1.47
10-413-45		TAPE DISPENSER		\$1.47
Total Distributed:				\$1.47
26575	11	OFFICE DEPOT	06/15/2021	\$388.39
		40-200-01	\$170.46	
		20-200-01	\$3.39	
		10-200-01	\$214.54	
Invoice: 175226143001		Inv Date 06/11/2021	Due Date 06/15/2021	Amt: \$226.40
10-413-45		OFFICE SUPPLIES		\$106.55
20-413-45		OFFICE SUPPLIES		\$3.39

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TOWN OF REMINGTON
06/17/2021 11:39 AM

Page: 8 of 9

Check Number	Bank	Vendor	Date	Amount
40-413-45		OFFICE SUPPLIES		\$116.46
Total Distributed:				\$226.40
Invoice: 175222463001		Inv Date 06/11/2021	Due Date 06/15/2021	Amt: \$54.00
40-413-45		COPIER PAPER/BLUE		\$54.00
Total Distributed:				\$54.00
Invoice: 175785044001		Inv Date 06/11/2021	Due Date 06/15/2021	Amt: \$107.99
10-419-45		TONER CARTRIDGE		\$107.99
Total Distributed:				\$107.99
26536	11	POSTMASTER	05/26/2021	\$326.91
40-200-01				\$326.91
Invoice: 052621		Inv Date 05/26/2021	Due Date 05/26/2021	Amt: \$326.91
40-410-88		MAIL WATER BILLS		\$326.91
Total Distributed:				\$326.91
26533	11	RAPPAHANNOCK STATION, INC	05/25/2021	\$168.01
10-200-01				\$168.01
Invoice: 053121		Inv Date 05/25/2021	Due Date 05/25/2021	Amt: \$168.01
10-411-20		FUEL/#1 TRUCK		\$70.00
10-411-21		FUEL/MOWER		\$18.00
10-415-70		FUEL/TRASH TRUCK		\$80.01
Total Distributed:				\$168.01
26576	11	RAPPAHANNOCK STATION, INC	06/15/2021	\$28.10
10-200-01				\$28.10
Invoice: 063021		Inv Date 06/15/2021	Due Date 06/15/2021	Amt: \$28.10
10-411-21		FUEL/EQUIPMENT		\$28.10
Total Distributed:				\$28.10
26551	11	REMINGTON DRUG COMPANY	06/04/2021	\$9.04
10-200-01				\$9.04
Invoice: 06321		Inv Date 06/04/2021	Due Date 06/04/2021	Amt: \$9.04
10-419-20		KEY FOB BATTERIES		\$9.04
Total Distributed:				\$9.04
26552	11	TANNER'S PEST SERVICES LLC	06/04/2021	\$80.00
10-200-01				\$66.66
40-200-01				\$13.34
Invoice: 34183		Inv Date 06/04/2021	Due Date 06/04/2021	Amt: \$80.00
10-411-25		PEST CONTROL SERVICES		\$40.00
10-411-32		PEST CONTROL SERVICES		\$13.33

Check Listing

Date From: 5/18/2021 Date To: 6/30/2021
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

TOWN OF REMINGTON
06/17/2021 11:39 AM

Page: 9 of 9

Check Number	Bank	Vendor	Date	Amount
10-419-32		PEST CONTROL SERVICES		\$13.33
40-411-32		PEST CONTROL SERVICES		\$13.34
Total Distributed:				\$80.00
26534	11	VACORP	05/25/2021	\$30.05
		10-200-01	\$15.03	
		20-200-01	\$15.02	
Invoice: 061521 Inv Date 05/25/2021 Due Date 05/25/2021 Amt:				\$30.05
10-401-01		HYBRID DISABILITY		\$15.03
20-401-01		HYBRID DISABILITY		\$15.02
Total Distributed:				\$30.05
26535	11	VERIZON WIRELESS	05/25/2021	\$80.08
		10-200-01	\$80.08	
Invoice: 9879369002 Inv Date 05/25/2021 Due Date 05/25/2021 Amt:				\$80.08
10-419-46		POLICE/IN-CAR COMPUTERS		\$80.08
Total Distributed:				\$80.08
26553	11	VUPS	06/04/2021	\$69.30
		40-200-01	\$69.30	
Invoice: 05210530 Inv Date 06/02/2021 Due Date 06/04/2021 Amt:				\$69.30
40-413-46		MISS UTILITY		\$69.30
Total Distributed:				\$69.30
42	Checks Totaling -			\$21,596.64

Totals By Fund

	Checks	Voids	Total
10	\$5,728.70		\$5,728.70
20	\$1,107.76		\$1,107.76
40	\$7,317.05		\$7,317.05
60	\$7,443.13		\$7,443.13
Totals:	\$21,596.64		\$21,596.64

Open Payables

TOWN OF REMINGTON
06/17/2021 11:33 AM

Page: 1 of 5

Vendor Code: ERARD Vendor Name: ANDREA G. ERARD
Invoice: FY2020 Invoice Date: 06/17/2021 Inv Amt Open: \$16,200.00
Desc: LEGAL SERVICES JULY 2019-JUNE 2020 Due Date: 06/17/2021

GL Account	Description	Manual PO:	PO Num	Amount
10-414-60	LEGAL SERVICES JULY 2019-JUNE 2020			\$8,100.00
40-414-60	LEGAL SERVICES JULY 2019-JUNE 2020			\$8,100.00
Total Distributed:				\$16,200.00

Invoice: FY2021 Invoice Date: 06/17/2021 Inv Amt Open: \$23,220.00
Desc: LEGAL SERVICES JULY 2020-JUNE 2021 Due Date: 06/17/2021

GL Account	Description	Manual PO:	PO Num	Amount
10-414-60	LEGAL SERVICES JULY 2020-JUNE 2021			\$11,610.00
40-414-60	LEGAL SERVICES JULY 2020-JUNE 2021			\$11,610.00
Total Distributed:				\$23,220.00

ANDREA G. ERARD Total: \$39,420.00

Vendor Code: BURTON ROB Vendor Name: BURTON & ROBINSON, INC.
Invoice: 129414 Invoice Date: 06/17/2021 Inv Amt Open: \$1,800.00
Desc: MILL & PATCH/STREET CROSSING PATCHES Due Date: 06/17/2021

GL Account	Description	Manual PO:	PO Num	Amount
40-411-22	MILL & PATCH/STREET CROSSING PATCHES			\$1,800.00
Total Distributed:				\$1,800.00

Invoice: 129416 Invoice Date: 06/17/2021 Inv Amt Open: \$7,218.00
Desc: ASPHALT WEDGES/CAP SIDEWALKS 4" Due Date: 06/17/2021

GL Account	Description	Manual PO:	PO Num	Amount
10-420-26	ASPHALT WEDGES/CAP SIDEWALKS 4"			\$7,218.00
Total Distributed:				\$7,218.00

Invoice: 129415 Invoice Date: 06/17/2021 Inv Amt Open: \$8,512.00
Desc: SLAB FOR GARAGE Due Date: 06/17/2021

GL Account	Description	Manual PO:	PO Num	Amount
10-450-00	SLAB FOR GARAGE			\$8,512.00
Total Distributed:				\$8,512.00

BURTON & ROBINSON, INC. Total: \$17,530.00

Vendor Code: CABLIN SYS Vendor Name: CABLING SYSTEMS, INC.

Open Payables

TOWN OF REMINGTON
06/17/2021 11:33 AM

Page: 2 of 5

Invoice:	7842	Invoice Date:	06/17/2021	Inv Amt Open:	\$658.38
Desc:	(1) KEYPAD LOCK & INSTALLATION	Due Date:	06/17/2021		

GL Account	Description	Manual PO:	PO Num	Amount
10-429-19	(1) KEYPAD LOCK & INSTALLATION			\$658.38
Total Distributed:				\$658.38

<u>CABLING SYSTEMS, INC.</u>	Total:	\$658.38
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Vendor Code:	<u>CFC</u>	Vendor Name:	<u>CFC FARM & HOME CENTER</u>		
Invoice:	063021	Invoice Date:	06/17/2021	Inv Amt Open:	\$145.49
Desc:	COMPOSTED MANURE, ROUND UP	Due Date:	06/17/2021		

GL Account	Description	Manual PO:	PO Num	Amount
10-411-27	ROUND UP			\$54.29
60-411-26	COMPOSTED MANURE			\$91.20
Total Distributed:				\$145.49

<u>CFC FARM & HOME CENTER</u>	Total:	\$145.49
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Vendor Code:	<u>PROFFITT</u>	Vendor Name:	<u>CHARLES T. PROFFITT</u>		
Invoice:	063021	Invoice Date:	06/17/2021	Inv Amt Open:	\$45.25
Desc:	REIMBURSE/COMSONICS SHIPPING	Due Date:	06/17/2021		

GL Account	Description	Manual PO:	PO Num	Amount
10-419-21	REIMBURSE/COMSONICS SHIPPING			\$45.25
Total Distributed:				\$45.25

Invoice:	204389	Invoice Date:	06/17/2021	Inv Amt Open:	\$194.63
Desc:	REIMBURSE/BADGES	Due Date:	06/17/2021		

GL Account	Description	Manual PO:	PO Num	Amount
10-419-12	REIMBURSE/BADGES			\$194.63
Total Distributed:				\$194.63

Invoice:	033121	Invoice Date:	06/17/2021	Inv Amt Open:	\$218.88
Desc:	REIMBURSE/HOTEL - CHIEFS CONFERENCE	Due Date:	06/17/2021		

GL Account	Description	Manual PO:	PO Num	Amount
10-419-47	REIMBURSE/HOTEL - CHIEFS CONFERENCE			\$218.88
Total Distributed:				\$218.88

<u>CHARLES T. PROFFITT</u>	Total:	\$458.76
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Vendor Code:	<u>POPE</u>	Vendor Name:	<u>CLAYTON POPE & ASSOCIATES</u>		
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Open Payables

TOWN OF REMINGTON
06/17/2021 11:33 AM

Page: 3 of 5

Invoice:	21105	Invoice Date:	06/17/2021	Inv Amt Open:	\$1,308.00
Desc:	TROUBLESHOOT SCADA ALARM ERRORS	Due Date:	06/17/2021		

GL Account	Description	Manual PO:	PO Num	Amount
40-410-89	TROUBLESHOOT SCADA ALARM ERRORS			\$1,308.00
Total Distributed:				\$1,308.00

<u>CLAYTON POPE & ASSOCIATES</u>	Total:	\$1,308.00
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Vendor Code:	<u>CULP PAPER</u>	Vendor Name:	<u>CULPEPER STAR-EXPONENT</u>
Invoice:	063021	Invoice Date:	06/17/2021
Desc:	AD/PUBLIC HEARING	Due Date:	06/17/2021
			Inv Amt Open: \$261.80

GL Account	Description	Manual PO:	PO Num	Amount
10-413-41	AD/PUBLIC HEARING			\$261.80
Total Distributed:				\$261.80

<u>CULPEPER STAR-EXPONENT</u>	Total:	\$261.80
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Vendor Code:	<u>K&M</u>	Vendor Name:	<u>K&M LAWN & GARDEN</u>
Invoice:	164026	Invoice Date:	06/17/2021
Desc:	REPLACE TIRE/MOWER	Due Date:	06/17/2021
			Inv Amt Open: \$173.95

GL Account	Description	Manual PO:	PO Num	Amount
10-411-21	REPLACE TIRE/MOWER			\$173.95
Total Distributed:				\$173.95

<u>K&M LAWN & GARDEN</u>	Total:	\$173.95
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Vendor Code:	<u>PIED PRESS</u>	Vendor Name:	<u>PIEDMONT PRESS & GRAPHICS</u>
Invoice:	97609	Invoice Date:	06/17/2021
Desc:	DIGN/NO SKATEBOARDING	Due Date:	06/17/2021
			Inv Amt Open: \$176.35

GL Account	Description	Manual PO:	PO Num	Amount
10-411-25	DIGN/NO SKATEBOARDING			\$176.35
Total Distributed:				\$176.35

<u>PIEDMONT PRESS & GRAPHICS</u>	Total:	\$176.35
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Vendor Code:	<u>LEE</u>	Vendor Name:	<u>SHARON LEE</u>
Invoice:	063021	Invoice Date:	06/17/2021
Desc:	REIMBURSE/OFFICE SUPPLIES & MILEAGE	Due Date:	06/17/2021
			Inv Amt Open: \$33.16

GL Account	Description	Manual PO:	PO Num	Amount
10-413-45	OFFICE SUPPLIES			\$17.48
10-413-51	MILEAGE			\$15.68

Open Payables

TOWN OF REMINGTON
06/17/2021 11:33 AM

Page: 4 of 5

Total Distributed: \$33.16

SHARON LEE Total: \$33.16

Vendor Code: SO SOFTWARE Vendor Name: SOUTHERN SOFTWARE, INC.
Invoice: 248490 Invoice Date: 06/17/2021 Inv Amt Open: \$5,536.00
Desc: FMS ANNUAL RENEWAL/SUPPORT FEE Due Date: 06/17/2021

GL Account	Description	Manual PO:	PO Num	Amount
10-413-52	FMS ANNUAL RENEWAL/SUPPORT FEE			\$2,768.00
40-413-52	FMS ANNUAL RENEWAL/SUPPORT FEE			\$2,768.00
Total Distributed:				\$5,536.00

SOUTHERN SOFTWARE, INC. Total: \$5,536.00

Vendor Code: SCYLLA Vendor Name: THE SCYLLA GROUP, INC.
Invoice: 5469 Invoice Date: 06/17/2021 Inv Amt Open: \$435.94
Desc: HARD DRIVE REPLACE/INSTALL Due Date: 06/17/2021

GL Account	Description	Manual PO:	PO Num	Amount
10-411-24	HARD DRIVE REPLACE/INSTALL			\$435.94
Total Distributed:				\$435.94

Invoice: 5488 Invoice Date: 06/17/2021 Inv Amt Open: \$156.25
Desc: SERVER MAINTENANCE/TROUBLESHOOT BACKUP Due Date: 06/17/2021

GL Account	Description	Manual PO:	PO Num	Amount
10-419-52	SERVER MAINTENANCE/TROUBLESHOOT BACKUP			\$156.25
Total Distributed:				\$156.25

THE SCYLLA GROUP, INC. Total: \$592.19

Vendor Code: UNIVAR Vendor Name: UNIVAR
Invoice: 49154234 Invoice Date: 06/17/2021 Inv Amt Open: \$1,449.46
Desc: CHEMICALS/H2O TREATMENT Due Date: 06/17/2021

GL Account	Description	Manual PO:	PO Num	Amount
40-410-89	CHEMICALS/H2O TREATMENT			\$1,449.46
Total Distributed:				\$1,449.46

UNIVAR Total: \$1,449.46

Vendor Code: VACP Vendor Name: VA ASSN. OF CHIEFS OF POLICE
Invoice: 2481 Invoice Date: 06/17/2021 Inv Amt Open: \$175.00
Desc: MEMBERSHIP RENEWAL 070121-063022 Due Date: 06/17/2021

Open Payables

TOWN OF REMINGTON
06/17/2021 11:33 AM

Page: 5 of 5

GL Account	Description	Manual PO:	PO Num	Amount
10-419-44	MEMBERSHIP RENEWAL 070121-063022			\$175.00
Total Distributed:				\$175.00

Invoice: 2230	Invoice Date: 06/17/2021	Inv Amt Open: \$250.00
Desc: 2021 WINTER CONFERENCE	Due Date: 06/17/2021	

GL Account	Description	Manual PO:	PO Num	Amount
10-419-47	2021 WINTER CONFERENCE			\$250.00
Total Distributed:				\$250.00

<u>VA ASSN. OF CHIEFS OF POLICE</u>			Total:	\$425.00
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Vendor Code: <u>VEPGA</u>	Vendor Name: <u>VEPGA</u>
Invoice: 1286	Invoice Date: 06/17/2021
Desc: FY2022 DUES	Due Date: 06/17/2021
Inv Amt Open: \$45.00	

GL Account	Description	Manual PO:	PO Num	Amount
10-413-44	FY2022 DUES			\$45.00
Total Distributed:				\$45.00

<u>VEPGA</u>			Total:	\$45.00
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Vendor Code: <u>VML</u>	Vendor Name: <u>VIRGINIA MUNICIPAL LEAGUE</u>
Invoice: 1383	Invoice Date: 06/17/2021
Desc: FY22 MEMBERSHIP DUES	Due Date: 06/17/2021
Inv Amt Open: \$470.00	

GL Account	Description	Manual PO:	PO Num	Amount
10-413-44	FY22 MEMBERSHIP DUES			\$470.00
Total Distributed:				\$470.00

<u>VIRGINIA MUNICIPAL LEAGUE</u>			Total:	\$470.00
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Report Totals

Vendors with Open Invoices:	16
Number of Invoices:	23
Total Open Amount:	\$68,683.54
Total Credit Amount:	
<u>Total:</u>	<u>\$68,683.54</u>

REVISED DATE: 6/4/2021

SELECT OFFICE INFORMATION

TOTAL SELECT OFFICES: 54

****Have an office in Department of Wildlife Resources that process vehicle transactions but is currently closed.**

TOTAL SELECT OFFICES OPEN: 50

TOTAL SELECT OFFICES WITH TEMPORARY CLOSINGS: 1

1. **NATHALIE**

TOTAL SELECT OFFICES CLOSED UNTIL FURTHER NOTICE: 3

1. **ARLINGTON**
2. **DUMFRIES – THIS OFFICE PLANS TO REOPEN TUE, JULY 6, 2021**
3. **PORTSMOUTH**

TOTAL SELECT OFFICES SOON CLOSING PERMANENTLY: 2

1. **PURCELLVILLE – WED, JUNE 30, 2021**
2. **DILLWYN – WED, JUNE 30, 2021**

TOTAL NEW SELECT OFFICES TO OPEN SOON: 2

1. **HAYMARKET – THUR, JULY 1, 2021**
2. **SCOTTSVILLE – MON, AUG 16, 2021**

TOTAL SELECT OFFICES WITH AN APPOINTMENT SYSTEM: 43

TOTAL SELECT OFFICES WITHOUT AN APPOINTMENT SYSTEM: 7

1. **ABINGDON**
2. **BRUNSWICK**
3. **CHERITON**
4. **DILLWYN**
5. **MINERAL**
6. **ORANGE**
7. **PALMYRA**

SELECT OFFICES THAT ARE CURRENTLY OPEN (50)

- 1. ABINGDON** – This office has outside walk up windows open accepting check, cash, debit or credit card (customer spacing in effect) and three cashier windows inside accepting cash, check, debit or credit cards. Some teller windows open inside all the time, two outside teller windows are not open in extreme cold temperatures. Open Monday-Friday 8:00am-4:00pm. **Face Masks Are Required for inside with limited occupancy and social distancing.** Must be in line by 4pm, line closes at this time.
- 2. AMELIA COUNTY** – Office is open But All Title Work is By Appointment Only - Must Call 804-561-1287 Monday–Friday 9:00am-4:30pm to be given an appointment. Non-title work transactions may walk in between 9:00am-2:00pm. Transactions after 2:00pm are by appointment only. No transactions processed after 4:00pm.
- 3. AMHERST** – Office is open By Appointment Only Monday-Thursday 9am-4pm. To make an appointment please visit <https://www.picktime.com/AmherstDMVSelect.com> or call 434-946-5218 or email Amherst.DMV.Select@gmail.com **Face Coverings Are Required.** Please Remember this Select office does not issue Driver's License or Photo ID's.
This office will be closed Monday, July 5th through Friday, July 9, 2021.
- 4. APPOMATTOX** – Office is open By Appointment Only Monday, Tuesday, Thursday and Friday 8:30am-1:00pm and 2:00-4:30pm, Closed Wednesdays. Customers will need to stop by office or call 434-352-5547 to make appointments. Last appointments will be taken at 4:00pm.
This office will be closed Monday, June 21st through Friday, June 25, 2021.
- 5. BERRYVILLE** – Office open By Appointment Only Monday-Friday 9:00am-4:00pm. Walk-in customers will not be waited on. Customers may arrive no more than 15 minutes before their appointment, waiting in their vehicles until called into the office. **PLEASE DO NOT FORM LINES.** Appointments will be verified, social distancing observed, and **Face Coverings Are Required.** Only those directly required for the transaction will be allowed into the office, no more than 2 persons per appointment. Last appointment available 3:45pm. Customers may schedule an appointment at the following link <https://berryvilledmvselect.as.me> or call 540.955.1367 during office hours.
- 6. BLACKSTONE** – Office closed to the public and will only take customers who currently have an appointment Office is open By Appointment Only Monday-Friday 8:30am-4:00pm. Please call 434-292-7251 to schedule appointments. Walk-in customers will be scheduled an appointment for a later date.
This office is back open By Appointment Only.
- 7. BRUNSWICK** – Office is open to the public Monday-Friday 8:30am-11:00am and 1:00pm-3:00pm, Closed 11:00am-1:00pm. **Face Mask Are Required.** Please remember this office does not issue Driver's License, Photo IDs or Birth Certificates.

8. CAROLINE – Office open By Appointment Only Monday through Friday from 9am to 1pm and 2pm to 4:10pm at this time. Customers can go to the following link to make appointments <https://carolinecounty.setmore.com/dmv> and call **804-633-4054** for questions. All customers entering the building will be **Required to wear a Face Mask** and have their temperatures taken at the front entrance. Appointments will be verified and Social Distancing guidelines will apply due to limited occupancy.

9. CHARLOTTE COURT HOUSE – Office open By Appointment Only M-F 8:30am-4:45pm. Please call 434-542-5546 to schedule an appointment. Last appointment available is 4:30pm. **Face Masks Are Highly Recommended.**

10. CHARLOTTESVILLE – Office open By Appointment Only Monday-Thursday 9am-4pm, Closed Fridays. To schedule an appointment, please visit <https://www.charlottesville.gov/914/Coronavirus> or by calling 434-970-3146. Temperatures will be taken. **Face Masks Are Required.**

11. CHATHAM – Office open By Appointment Only. To schedule appointments, please call 434-432-4003. Office open Monday-Thursday 9am-4pm. Only one person per transaction will be allowed in the office, unless assistance is needed. **Face Masks Are Required.**

12. CHERITON – Office is open M-F 10:30am-4:30pm. **Face Masks Are Required.** Two customers in building at a time and everyone else will wait in the designated line outside. The line will have marks for social distancing. No Lawn Chairs or umbrellas unless it is raining. Social Distancing is required and bring no one that isn't directly required for the transaction if you do, they must wait in the vehicle not in the line. If you do not follow the guidelines set forth you will be asked to leave the line.

This office will be closed Friday, June 18th and Wednesday, June 23, 2021.

13. CHESAPEAKE – Office is now taking Appointments every 15 minutes. Office open M-F 8:30am-4:30pm. To schedule appointments, please visit: <https://www.cityofchesapeake.net/government/city-departments/departments/comm-rev/vehicle-services/dmv-services.htm>

14. CUMBERLAND – Office open By Appointment Only Monday-Friday 8:30am – 3:30pm. Office is not accepting walk in customers but will make appointments if people walk in. Please email at dmv@cumberlandcounty.virginia.gov or call 804-492-4280. **Face Masks Are Highly Recommended.**

15. DILLWYN – Office closed to the public. Office has a Drop Box available M-F 9am-5pm. No payments accepted in Drop Box. **Face Mask Required for drop offs and pickups.** Accepting cash or check only.
This office will close permanently on Wednesday, June 30, 2021 at 5:00pm.

16. FAIRFAX CITY – Office open By Appointment Only. No walk-in customer transactions. Please email DMV/Commissioner appointments to <https://calendly.com/revtreas> Social distancing guidelines will be enforced. Office open M-F 8:30 am-4:00pm.

FACE MASKS ARE REQUIRED BY GOVERNOR'S EXECUTIVE ORDER. A DMV drop box is available in the front entrance drive at 10455 Armstrong Street for those transactions that do not require an appointment. Payment by Check Only must be included with paperwork. No cash allowed in Drop Box.

17. GOOCHLAND – Office open By Appointment Only M-F 8:30am-4:30pm with last appointment time at 4:15 PM. To schedule appointments, please visit <https://v2.waitwhile.com/welcome/countyofgoochalndvir> No walk-in customers.

Effective Immediately 5/18/2021, If you are fully vaccinated (two weeks have passed since your final dose), you are no longer required to wear your mask in County facilities (employees or citizens). Those who have not been fully vaccinated (including those whose have not finished the two-week waiting period after their final COVID vaccine dose) are strongly encouraged and should still wear a mask when physical distancing from others cannot be maintained. Employees who are no longer required to wear masks may continue to wear masks when interacting with the public if they wish.

18. HAMPTON – Office open By Appointment Only M-F 8:30am-4:00pm. Please visit www.hampton.gov/dmvselect to schedule appointments. **Face Masks Are Required.** Social distancing will apply. Please only the person needing to do the transaction come in office. If you are late for your appointment, you will be asked to reschedule.

THIS OFFICE WILL BE CLOSED STARTING TUE, JUNE 1 THROUGH MON, JUNE 7, 2021. OFFICE WILL REOPEN TUE, JUNE 8TH AT 8:30 AM WITHOUT APPOINTMENTS.

19. HANOVER – Office open By Appointment Only. Open M-F 9am-4pm with last appointment at 3:45pm. Please visit <https://go.nemoappointment.com/Booking/Booking/Index/h45tr63w> to schedule appointments. No walk-in customers. **Face Masks Are Required unless fully vaccinated.**

20. HIGHLAND – Office open By Appointment Only Monday, Wednesday and Friday 8:30am-4:30pm. Please call 540-468-2142 to schedule appointments. No walk-in customers. **Until further notice, this office can only accept cash or check.**

21. HOPEWELL – Office open By Appointment Only Office open M-F 9:00am-4:00pm. Please visit HOPEWELLVA.GOV to schedule appointments. No walk-in customer transactions. Social distancing guidelines will be enforced. **Face Masks Are Required.**

22. INDEPENDENCE – Office open Monday-Friday 9:00am-12 noon and 1:00-4:00pm. Renewal transactions conducted on a first come first serve basis, using the drive-through window. Appointments for other DMV transactions are conducted in the lobby and are By Appointment Only. No more than two individuals in the lobby at a time. For an appointment call 276-773-3703.

23. JAMES CITY COUNTY - MOUNTS BAY -- Office open By Appointment Only Monday-Friday 8:30am-4:30pm. To schedule appointments please visit <https://www.jamescitycountyva.gov/3798/JCC-DMV-Select> No walk in customer transactions. **Face Masks Are Required.**

24. JAMES CITY COUNTY -TOANO – Office open By Appointments Only Monday-Friday 8:30am-4:30pm. To schedule appointments please visit <https://www.jamescitycountyva.gov/3798/JCC-DMV-Select> No walk in customer transactions. **Face Masks Are Required.**

25. KING GEORGE -- Office open By Appointment Only. Office open Tuesday- Friday 8:30am – 3:15pm. Please visit www.kinggeorgedmvselect.com to schedule appointments. No walk-in customers. Please only the person needing to do the transactions come in office. Limit three transactions per appointment. **Face Masks Are Required.** Please Remember this Select office does not issue Driver's License or Photo IDs.

26. LURAY – Office building closed to the public. Office open By Appointment Only. Please call 540-743-3801 to schedule appointments. Open Monday-Friday 9am-4pm. Accepting cash and check only.

27. MADISON -- Office open By Appointment Only Monday – Friday from 8:30am-12 noon & 1pm– 4:15pm, CLOSED 12-1pm. NO walk ins will be allowed. Customers with appointments: upon arrival, wait outside front door (faces the parking lot). Staff will come get you when it's time for you to enter the lobby. Please visit <http://townofmadisonva.com> to schedule your appointment. Limit one appointment per customer per day. Number of transactions allowed per customer is limited by scheduled appointment time. **FACE MASKS ARE REQUIRED.**

28. MATHEWS – Office open By Appointment Only M-F 8:30am-3:00pm. For All Title Transactions you may schedule an appointment by visiting <https://www.picktime.com/3127c192-a139-4a51-852b-8717fc5e08c5> Walk ins are welcome for many other transactions that include registration renewals, reissue of lost or stolen decals, reissue of plates, overload permits, handicap placard or plates, driving transcript or compliance summary, address change or surrendering plates. Please remember this office does not issue Driver's License or Photo ID's.

29. MINERAL – Office open M-F 8:30am-4:30pm. Customer must be in line by **2:00pm** to be served. **Face Masks Are Required For Entry Into Building.**

30. NATHALIE – PLEASE NOTE: Effective 3/24/2021 This Office Is Closed Until Further Notice.

Office building is not open to the public. Will utilize letter drop for processing DMV transactions. Accepting cash or check. Debit or credit card payments are accepted at terminal at monitored walk-up window. Office open M-F 9am–5pm.

Please Note: Effective 3/24/2021 This Office Is Closed Until Further Notice.

31. NEW KENT – Office open By Appointment Only M-F 8-12 noon and 1-4pm. To schedule appointments, please visit <https://v2.waitwhile.com/welcome/newkentcountycommiss> No walk in customer transactions. No customers can wait in lobby. **Face Masks Are Required.** All customers who visit County buildings are asked to fill out a screening form and wear a face covering. Check in and out of building only. Main parking lot entrance open to public.

32. NEWPORT NEWS/CITY HALL – Office open By Appointment Only M-F 8:30am-4:00pm. To schedule an appointment please visit <https://apps.nnva.gov/forms/DMV-Select.aspx>

33. NEWPORT NEWS/DENBIGH -- Office open By Appointment Only M-F 8:30am-4:00pm. To schedule an appointment please visit <https://apps.nnva.gov/forms/DMV-Select.aspx>

34. NORFOLK -- Office is open By Appointment Only. Office hours are Monday-Friday 8:30am-4:00pm. To schedule an appointment, email CORPP@norfolk.gov. There is an underlying link for 2 email addresses, you must use these to schedule appointments. Face Masks are required and social distancing guidelines will apply. Only the individual with DMV business should come into the office. If you are late for your appointment, you will be asked to reschedule.

35. NORTHUMBERLAND – Office APPOINTMENTS will be required for all title transactions. There will be a maximum of two titles per appointment. Appointments must be made online at www.co.northumberland.va.us. No appointments are required for other transactions, including registration renewals, handicapped placards, license plate surrender, address changes, E-Z Passes.

Office hours are Monday–Thursday 8:30am-2:30pm. Must be in line by 2:30pm. Face Masks Are Required In Building. Please Note: this Select office cannot issue Driver's Licenses, Photo ID's, Vital Records documents, or process insurance or online and franchise dealership work.

36. ORANGE – Office is currently open to the public Monday-Friday 8:30am-4:30pm. Office is implementing a ticket system of 75 tickets per day. Customers are asked to wait in their cars until 8am when tickets will start to be issued. Office can only process 2 title transactions at a time. Customers must be in lobby by 4:15pm to be waited on.

37. PALMYRA – Office open M-F 9am-3pm. Saturday 9am-12 noon. Face Masks Are Required To Enter Facility.

Numbers are given out for Walk In Service at 8 am each morning.

Office request that you remain in your car until your number is called. Office sees 80 customers Monday thru Friday and 40 customers on Saturday.

38. PARKSLEY – Office open By Appointment Only Monday-Friday 9:00am-1:00pm and 2:00pm-4:30pm. Customers will need to call the Parksley Town Office at 757-665-4618 to schedule an appointment. Customers must arrive by 4 pm to be helped that day.

39. PEARISBURG – Office is open **BY APPOINTMENT ONLY** Monday through Friday 9am to 4:15pm and the last Saturday of each month 8:30am to 11:15am. Please visit <http://www.pearisburgdmvselectappt.as.me/> call 540-921-1240 to schedule an appointment that is convenient. Customers who have paperwork that is not complete will be asked to fill the paperwork out outside the building to limit the time inside. This office will only allow a limited amount of customers in the lobby at one time. **Face Masks Are REQUIRED Inside The Building.**

40. POQUOSON – Office open By Appointment Only. Office hours M-F 9am-4pm. To schedule appointments please visit <https://tinyurl.com/ycdfn97h> Please do not arrive more than 10 minutes early for your appointment. Only bring people required for the transaction. **Face Masks Are Required.** Check or credit card preferred.

41. PURCELLVILLE – Office open **By Appointment Only** M-F 9:00am 4:00pm. To schedule appointments, please visit <https://v2.waitwhile.com/welcome/purcellvilledmvselec> No walk-in customer transactions. **Face Masks Are Required.**
This office will close permanently on Wednesday, June 30, 2021 after their last appointment.

42. RADFORD – Office open By Appointment Only. For appointment please call 540-731-3661 M-F 8:30am-4:30pm.

43. REMINGTON – Office open By Appointment Only M-F 8am-4:30pm. Can leave DMV paperwork with phone number in new DMV Drop Box located on side of Town Hall (No License Plates and No Payments are accepted in this Drop Box). **Face Masks Are Required To Enter Building.** Limit 2 people per party allowed inside building. Limited number of customers allowed in lobby. No walk-in customers. Go to www.remington-va.gov to schedule an appointment. Customers with appointments: upon arrival, wait outside front door; staff will come get you when it is your turn to enter lobby.

44. ROANOKE CITY – Office open By Appointment Only. To schedule appointments, please visit <https://v2.waitwhile.com/welcome/roanokecitytreasurer>
Office hours Monday-Friday 8:30am-3:00pm. No appointments taken from 12 noon - 2:00pm until further notice. Only allow ten people in the lobby at a time. Social distancing of 6 feet will be enforced. **Face Masks Are Required.**

45. SPRINGFIELD – Office open By Appointment Only M-F 9am–5pm. To schedule an appointment, please visit <https://calendly.com/springfielddmv/select?month=2020-12>
Please Remember this Select office does not issue Driver's License or Photo IDs.

46. STAFFORD – Office open By Appointments Only Monday - Friday 8:00am-3:00pm. All Transactions Require An Appointment Scheduled. Appointments can be made online by visiting the Stafford County Treasurer's DMV Select Services webpage at www.staffordcountyva.gov/dmvselect The lobby is limited to 8 customers at a time. **Face Masks Are Required.**

47. STUART – Office Open By Appointment Only Monday-Friday 8:30am-1:00pm and 2:00-4:30pm. **NO WALK-INS, NO EXCEPTIONS. To make an appointment, please visit <https://stuartdmv.as.me/>** Customers are strongly encouraged if possible to handle transactions by mail or the internet. **Face Masks Are Required.** Please remember this Select office does not issue Driver's License or Photo ID's.

48. VICTORIA – Office open By Appointment Only Monday-Friday 9am-4:30pm. Please visit <https://app.acuityscheduling.com/schedule.php?owner=21587364> to schedule appointments. No Title Work Started After 4:00 p.m. **Face Masks Are Required.** This office CANNOT Process Mechanics/Storage Liens, Driver's Licenses, Identification Cards, Reinstatements and Birth Certificates.

49. VIRGINIA BEACH – Office open By Appointment Only Monday-Friday 8:15am-4:30pm. Please visit <http://www.vbgov.com/cor> to schedule appointments. No walk-in traffic is allowed. **Face Masks Are Required.** Do not enter the building until 5 minutes before your scheduled time. Only the customers needed to complete the transactions should enter the building. Social distancing must be maintained.

50. WARM SPRINGS – This office is Taking Appointments. M-F 8:30am-4:30pm. Please call 540-839-7256 or email Bathtreasurer.pwebb@bathcountyva.org before visiting office. **Face Masks Are Required.** Customers are encouraged to utilize drop box at courthouse or by mail. No cash, debit or credit cards accepted in Drop Box only payments by checks.

51. WEST POINT – Office open By Appointment Only Monday-Friday 8:30am-4:30pm. To schedule appointments please visit <https://www.picktime.com/WestPointTownandDMVSelect> No walk in customers. **Face Masks Are Required.**

SELECT OFFICES CLOSED WITH AN END DATE (1)

52. DUMFRIES – This office plans to reopen on Tuesday, July 6, 2021. Customers can now start making appointments on the Town Of Dumfries website. Office open By Appointment only Monday-Friday 9:00am-3:00pm. To schedule appointments please visit <https://www.dumfriesva.gov/> go to Government/Department/DMV Select and click the link <https://nqa3.nemoqappointment.com/Booking/Booking/Index/d987y5bfr45> No walk in traffic is allowed. Temperature will be taken by Kiosk Machine. Customers may arrive no more than 15 minutes before their appointment. Customers will be checked in by Remote-In - Access/ <https://checkin.dumfriesva.gov/Kiosk/Home/Appointment> and wait in the car until they get a text message to come inside the office. PLEASE DO NOT FORM LINES. Only those directly required for the transaction will be allowed into the office. No more than 4 persons per appointment. Face Coverings Are Required.

SELECT OFFICES CLOSED UNTIL FURTHER NOTICE (2)

53. Arlington

54. Portsmouth

**Department of Wildlife Resources DWR (formerly DGIF) processes DMV vehicle transactions but is currently closed.

Sharon Lee

From: Nesbit, Daniel <daniel.nesbit@vdot.virginia.gov>
Sent: Monday, May 24, 2021 2:03 PM
To: William Polk
Cc: Chris Butler; Sharon Lee; Shellenberger, Adam; Davison, Benjamin
Subject: Fwd: ADA Compliance - Fauquier County
Attachments: Remington ADA Curb Ramps.pdf

Hi Mayor Polk,

Please see attached sketches for proposed pedestrian ramp improvements on Rt. 15/29 Bus(James Madison St.) associated with the resurfacing project scheduled in the next couple of years. These sketches are for the section from Marshall St. to Pierce Elementary. Please review these sketches and let me know of any issues/concerns. We can meet on site if needed.

As you know, we are currently having a survey performed in the area of the intersection with Main Street to determine appropriate drainage and pedestrian improvements. The survey should be complete by the end of this month and then we will begin the design phase. I will include the Town in discussions involving the design phase for improvements in the Rt. 15/29Bus - Main Street intersection area.

Let me know of any questions/concerns.

Thanks,

D. Mark Nesbit, P.E.
Resident Engineer
Warrenton Residency
Virginia Department of Transportation
540-718-9974
daniel.nesbit@VDOT.Virginia.gov

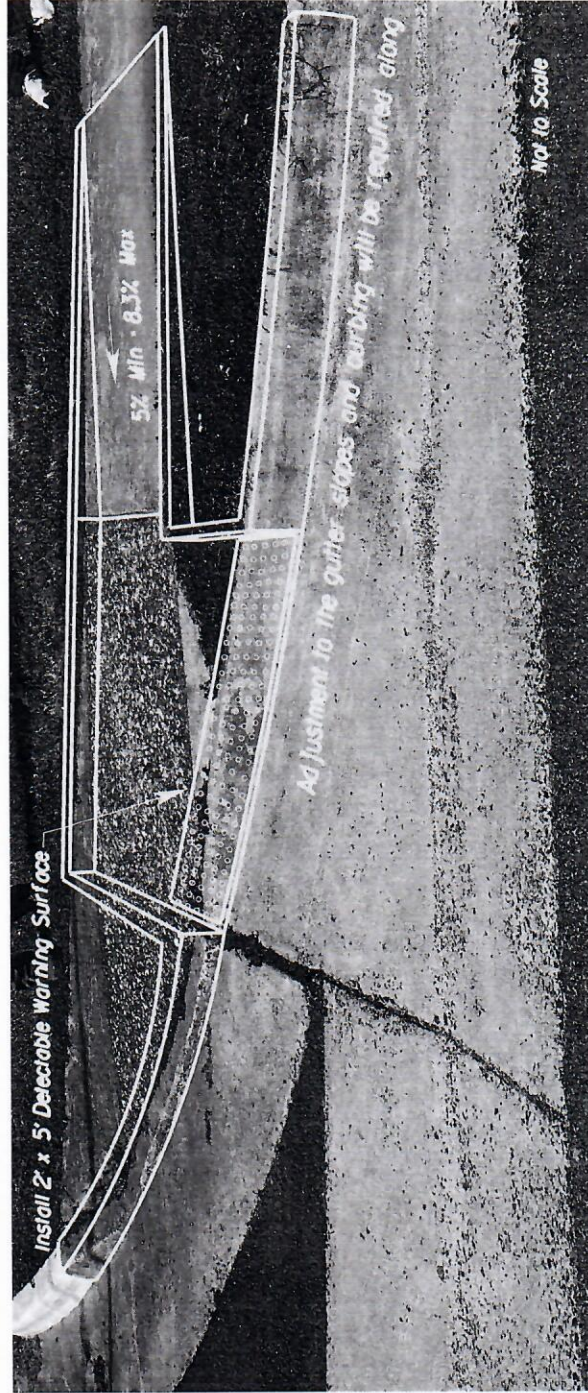




RT 15 in Remington, VA

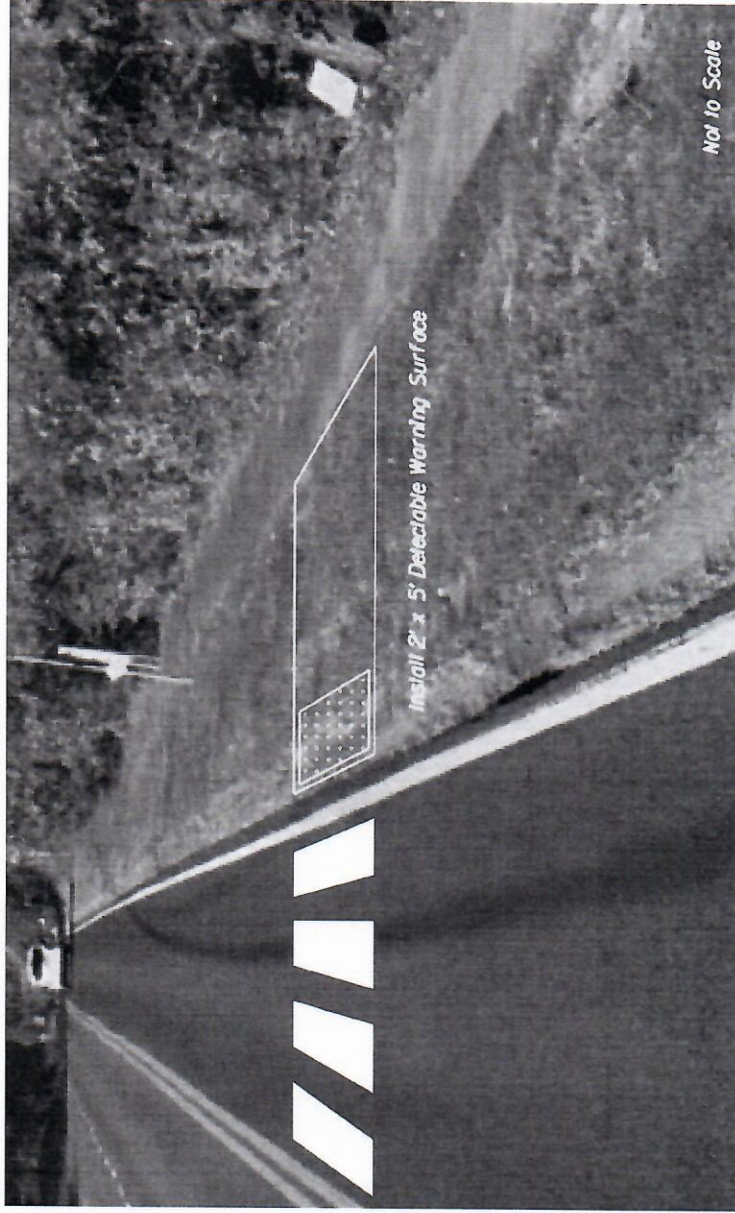
ADA COMPLIANCE
RETROFIT CURB SKETCH
(NOT TO SCALE)

BUS 15 at Elementary School



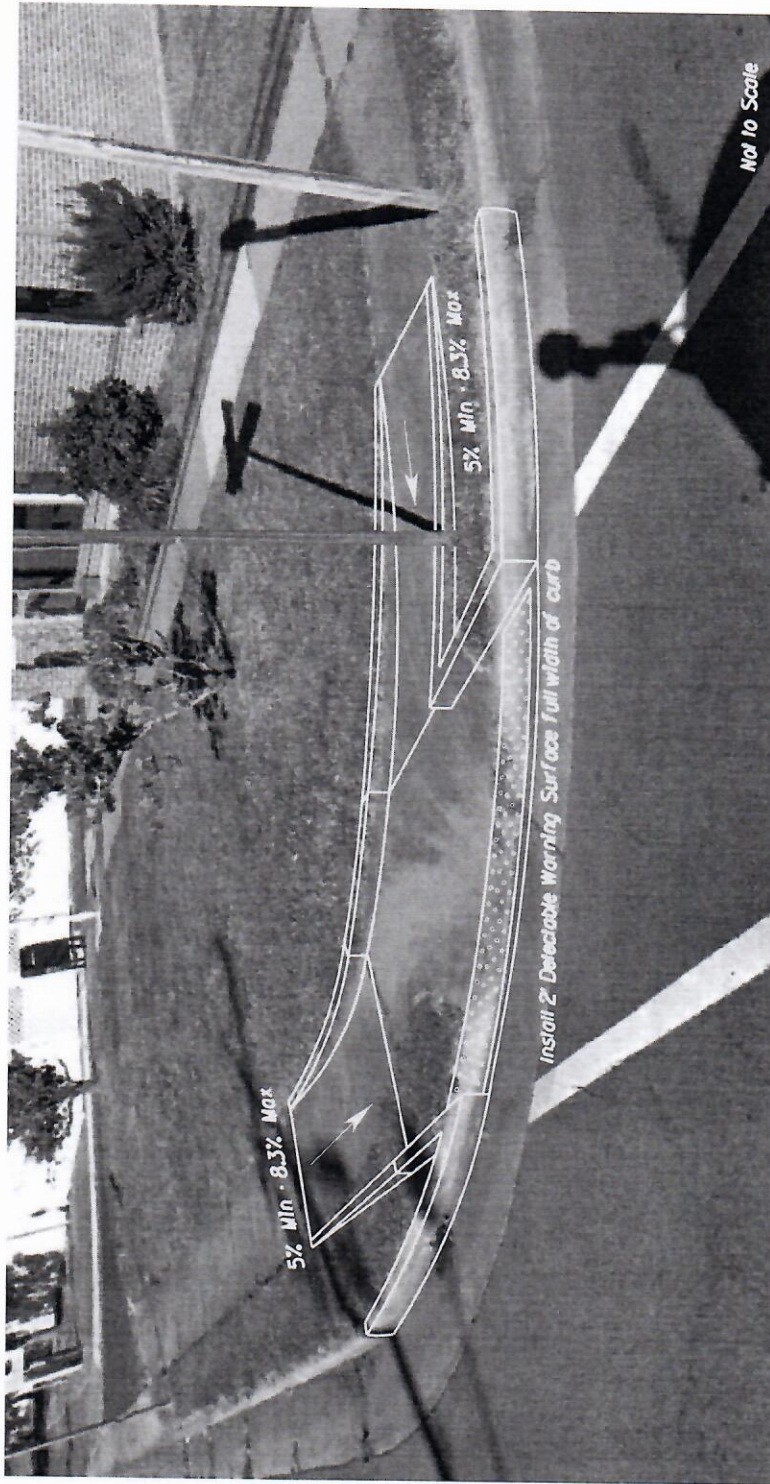
**ADA COMPLIANCE
RETROFIT CURB SKETCH
(NOT TO SCALE)**

BUS 15 at Elementary School



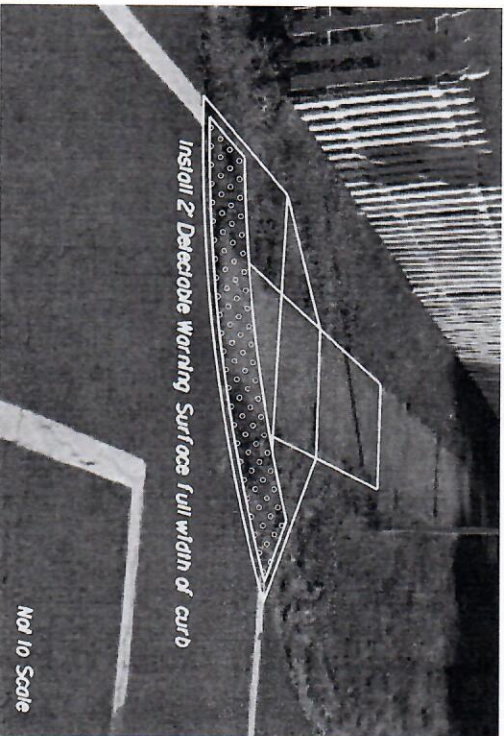
**ADA COMPLIANCE
RETROFIT CURB SKETCH
(NOT TO SCALE)**

BUS 15 at East Bowen Street

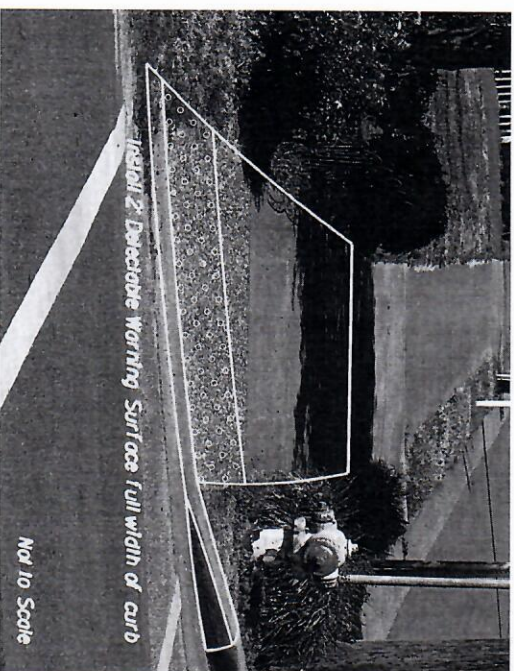


**ADA COMPLIANCE
RETROFIT CURB SKETCH
(NOT TO SCALE)**

BUS 15 at East Bowen Street



21-061-005



21-061-006

FALLOUE R COUNTY

COUNTY

15

ROUTE

SECOND STREET

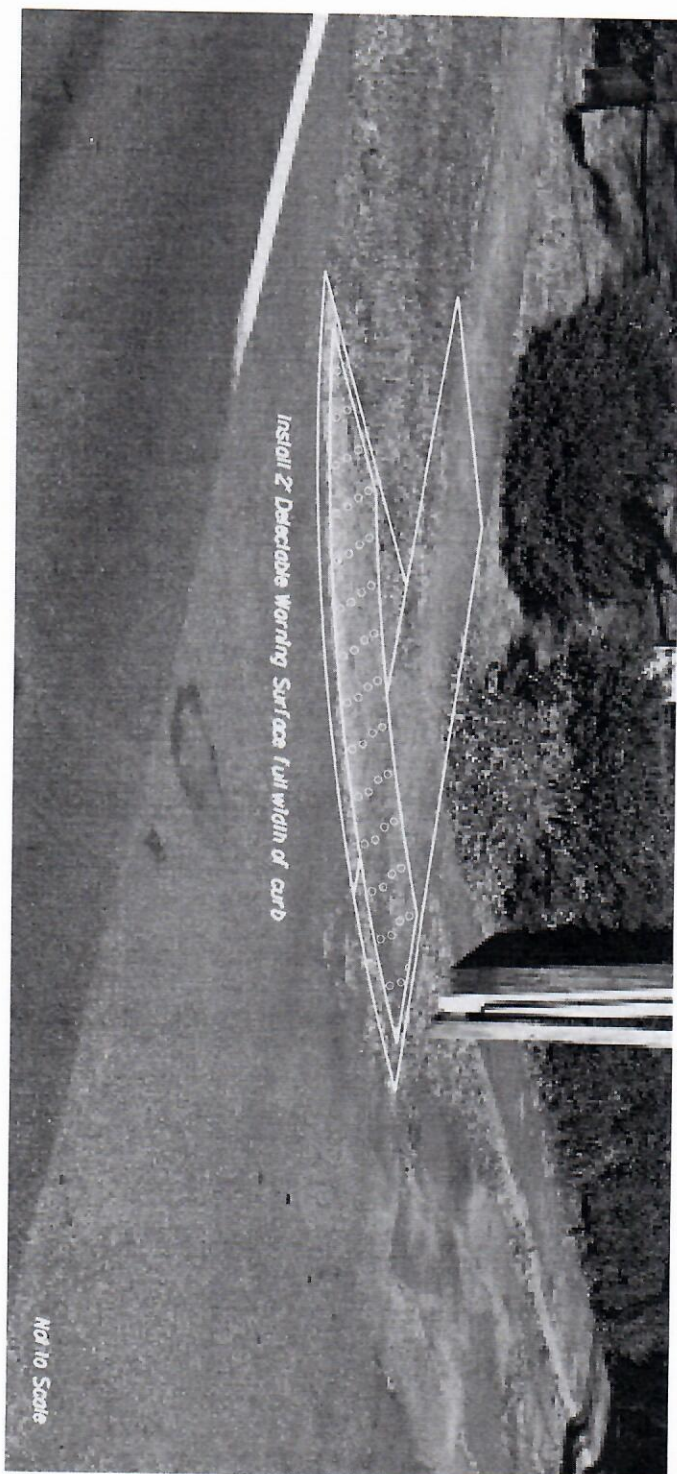
LOCATION

**21-061-005 /
21-061-006**

RAINF NO.

**ADA COMPLIANCE
RETROFIT CURB SKETCH
(NOT TO SCALE)**

BUS 15 at E Washington Street



COUNTY
F. AUDIER COUNTY

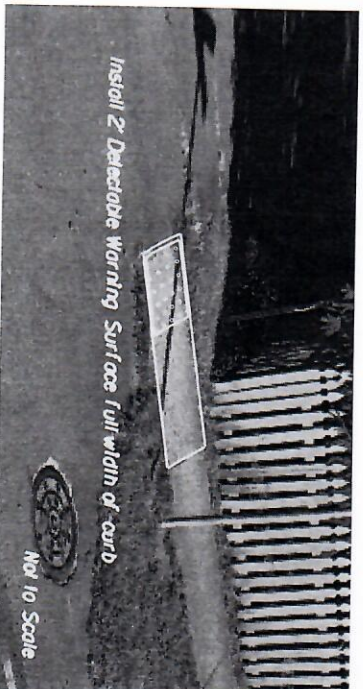
ROUTE
15

LOCATION
NEQUAD

PLAN NO.
21-061-007

ADA COMPLIANCE
RETROFIT CURB SKETCH
(NOT TO SCALE)

BUS 15 at E Washington Street



21-061-008



21-061-009

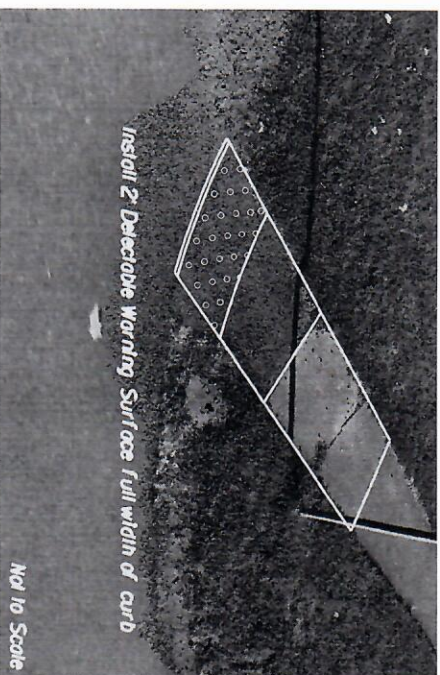
COUNTY	ROUTE	LOCATION	RAIP NO.
FALGOUTER COUNTY	15	SE0406/AM0406	21-061-008/ 21-061-009

**ADA COMPLIANCE
RETROFIT CURB SKETCH
(NOT TO SCALE)**

BUS 15 at E Marshall Street



21-061-010



21-061-011

COUNTY	ROUTE	LOCATION	MAP NO.
FALLOUHER COUNTY	15	McQuay/Seaton	21-061-010/ 21-061-011

-Draft-
REGULAR MONTHLY MEETING
Remington Town Council
Monday, 17 May 2021, 7:00pm
Remington Town Hall
105 E Main St
REMINGTON, VA 22734

Mayor William E. Polk, Jr. called the meeting to order at 7:00pm

Town Council Members Present: Evan H. "Skeet" Ashby III
Stanley L. Heaney
Richard Heflin
Susan L. Tiffany

Town Staff Present: Town Administrator - Sharon G. Lee
Town Attorney - Andrea G. Erard
Town Clerk / Deputy Treasurer - Rachael Brinson
Chief of Police - Charles T. Proffitt
Town Superintendent - James Steward

Guests Present: Devada Allison, Turk Bayurt

Mayor Polk introduced each person in attendance and invited everyone to stand for the Pledge of Allegiance.

Citizen's Time:

Mr. Allison addressed his concerns regarding golf carts within the Town of Remington. Mr. Bayurt addressed council regarding his request for a water subtraction meter.

CONSENT AGENDA

Mayor Polk asked for any additions or corrections to the draft minutes presented for approval.

Council member Ashby motioned to adopt the draft minutes as presented. Council Member Tiffany seconded the motion. The motion carried.

Ayes: Ashby, Heaney, Heflin, Tiffany

Nays: 0

Abstain: 0

Absent: Hart, Loving

Mayor Polk asked for any questions for the Utility Billing Report and Bill Listing. **Council member Tiffany motioned to approve the utility billing report and bill listing as presented. Council Member Ashby seconded the motion. The motion carried.**

Ayes: Ashby, Heaney, Heflin, Tiffany

Nays: 0

Abstain: 0

Absent: Hart, Loving

STAFF REPORTS

Town Superintendent

Town Superintendent Steward informed council that there was a dumpster that the bottom was falling out of and asked direction from council on how to proceed.

Council member Tiffany motioned to allow Mr. Steward to scrap the dumpster that the bottom is falling out of. Council Member Ashby seconded the motion. The motion carried.

Ayes: Ashby, Heaney, Heflin, Tiffany

Nays: 0

Abstain: 0

Absent: 0

-DRAFT-
May 17, 2021

Administrator Lee informed council that she has made multiple attempts to request in writing verification that the funds in the Town checking accounts are insured and would continue to attempt to obtain that verification.

Council member Tiffany made a motion to approve the proposed budget for FY 2021-2022. Council Member Ashby seconded the motion. The motion carried.

Ayes: Ashby, Heaney, Heflin, Tiffany

Nays: 0

Abstain: 0

Absent: Hart, Loving

CEMETERY COMMITTEE: Chair: Tiffany Member: Heaney
Town Superintendent Steward informed council graves have been tamped and reseeded.

PUBLIC FACILITIES: Chair: Heflin Member: Loving
Town Superintendent Steward requested that council look into using COVID funds to purchase a generator. He felt that if there was a COVID disaster, then the town hall could be a command center. Council member Heflin suggested a permanent mounted generator. Superintendent Steward stated he would obtain quotes to submit at the next council meeting.

Administrator Lee shared a notice from Fauquier County Department of Environmental Services regarding the tipping fee for the Town of Remington. She stated the county allows \$20,000 but that they would be raising the fee and the Town of Remington may end up paying the additional fee.

COMMUNITY DEVELOPMENT: Chair: Member: Heflin
No report was given.

UNFINISHED BUSINESS

Council member Heaney inquired if the movie theater equipment had been returned and Administrator Lee verified that it had been returned. Council member Heflin asked for clarification for the time limit for citizen's time. Administrator Lee confirmed that the town's citizens time is 5 minutes.

NEW BUSINESS

Administrator Lee reminded council of the need to change the election date. Town Attorney Erard recommended keep on the agenda, but wait for another item that needs to be advertised, and then combine together.

Council member Heaney asked that the town noise ordinance be included in the newsletter. Mayor Polk also requested that the leash law and for citizens to please clean up your pet waste be included as well.

Town Attorney Erard explained that the zoning determination request was put in the council packet for council members to review. Ms. Erard indicated that the Housing Coalition may follow through and request that the unopened "paper" street be vacated and abandoned which needs to be done by ordinance and there would be a need for a public hearing. The council would need to determine that there is no longer any public use or future use for the street. She stated that the Housing Coalition would like to put a parking lot behind their building, but needed access to the lot.

Mayor Polk shared letters written by Fauquier County Students. Council member Heflin requested that the Town respond to the teacher of the students indicating that the letters were read to council and discussed.

Administrator Lee reminded council that there was a work session scheduled for June, but since the budget had been approved, Ms. Lee asked council if the meeting was necessary. She stated she would be out of town on that date. Mayor Polk questioned council if the meeting should be kept to discuss the golf cart ordinance. There was a discussion.

-Draft-
JOINT PUBLIC HEARING / MONTHLY WORK SESSION
Remington Town Council
Monday, 10 May 2021, 7:00pm
Remington Town Hall
105 E Main St
REMINGTON, VA 22734

Mayor William E Polk, Jr. called the meeting to order at 7:00pm

Town Council Members Present: Evan H. "Skeet" Ashby III
Amanda B. Hart
Richard Heflin
Van M. Loving
Susan L. Tiffany

Town Staff Present: Town Administrator - Sharon G. Lee
Town Treasurer - Carol Stalter

Guests Present:
There were no citizens present.

Council member Ashby made a motion to open the public hearing on the proposed budget for FY 2021-22. Council member Tiffany seconded the motion.

There were no citizens present who wished to address council.

Council member Tiffany made a motion to close the public hearing on the proposed budget for FY 2021-22. Council member Heflin seconded the motion. The motion carried.

Ayes: Ashby, Hart, Heflin, Loving, Tiffany

Nays: 0

Absent: Heaney

Abstain: 0

Council member Tiffany made a motion to open the public hearing on the proposed amendment for the 2020-2021 budget. Council member Heflin seconded the motion. The motion carried.

Ayes: Ashby, Hart, Heflin, Loving, Tiffany

Nays: 0

Absent: Heaney

Abstain: 0

Town Administrator Lee explained that the reason for the proposed amendment was due to the budget exceeding what was approved by more than 1%.

There were no citizens present who wished to address council.

Council member Tiffany made a motion to close the public hearing on the proposed amendment for the 2020-2021 budget. Council member Loving seconded the motion. The motion carried.

Ayes: Ashby, Hart, Heflin, Loving, Tiffany

Nays: 0

Absent: Heaney

Abstain: 0

-DRAFT-
May 10, 2021

NEW BUSINESS

Council member Loving shared a quote from Cabling Systems for 5 new cameras, updated server and recorder as well as door locks and monitors. Administrator Lee indicated that COVID CARES funding would pay for the system since it would help monitor for social distancing for staff and customers, as well as allow the staff to stay behind the glass barrier for distancing.

Council member Ashby made a motion to approve the quote from Cabling Systems for the camera system. Council member Tiffany seconded the motion. The motion carried.

Ayes: Ashby, Hart, Heflin, Loving, Tiffany

Nays: 0

Absent: Heaney

Abstain: 0

Council member Ashby motioned to add that the quote from Cabling Systems would be paid with CARES Funding. Council Member Tiffany seconded the motion. The motion carried.

Ayes: Ashby, Hart, Heflin, Loving, Tiffany

Nays: 0

Absent: Heaney

Abstain: 0

Town Administrator Lee informed council that the movie equipment had been returned. Ms. Lee also stated that the buzzard population in town was becoming a nuisance. Ms. Lee shared that the town has a noise device to scare off the buzzards since they are federally protected and asked council for instructions on how to proceed. Administrator Lee asked council to be thinking about suggestions for potential funds the town may receive from the American Rescue Plan Act. Ms. Lee then stated that letters were sent to residents in Poland Court after noise complaints were received from a party that lasted until midnight.

Council Member Loving informed council that the nurse practitioner has signed a lease and received her keys. The pizza restaurant on Main Street has also signed a lease. Council member Ashby mentioned that he had an inquiry with Great Harvest Bread regarding a location in Town.

Council member Loving shared compliments he had received regarding the flowers that The Garden Gate had planted along Main Street.

With no further business before the Council, Council member Ashby motioned to adjourn with a second by Council Member Tiffany. The motioned Carried.

Ayes: Ashby, Hart, Heflin, Loving, Tiffany

Nays: 0

Absent: Heaney

Abstain: 0

The meeting recessed at 9:23 pm.

William E. Polk, Jr. Mayor

Susan L. Tiffany, Recorder



CABLING SYSTEMS, INC.
Security, Audio/Video & Wireless

Sumerduck, VA 22742

DCJS#11-3918

Estimate

Date	Estimate #
5/25/2021	1336
Project	
Town of Remington	

Name / Address
Town of Remington 105 E. Main St Remington, Va 22734

Phone #	Fax #
(540) 439-0101	(540) 439-0705
E-mail	
Glenn@cablingsystemsonline.com	

Qty	Description
	Estimate to provide and install a Monitored Security Alarm System to include the following:
1	DSC Neo Security System Panel 32 Zones
1	Security Touchscreen Keypad
1	Battery -12V 7AH
1	Resettable 16V 40VA Transformer
1	Alarm.com LTE Communicator
1	PowerG Home Security Transceiver
3	PowerG Wireless Magnetic Door Sensors.
1	PowerG Wireless Magnetic Window Sensors.
1	Interior siren
1	Exterior Strobe Light
4	Honeywell FG730 Hardwired Glassbreak Detectors
3	Motion Detectors located at Front Lobby, Center Hallway and Rear Conference Room
15	PowerG Wireless Magnetic Window Sensors
10	Labor to Install, Test & Program
	24-Hour Central Station Monitoring with Interactive Services billed Quarterly at \$40.00 per Month. *Includes remote PC/App Control with Alarm Event Notifications and Zwave Lock Integration
50% Deposit required upon acceptance of the agreement. Balance due upon the completion of the installation.	
WARRANTY: All new equipment and installation services warranted against defects in materials and workmanship for a period of one year from the date of installation.	
Acceptance: Signature _____	
Subtotal	
\$3,775.46	
Sales Tax (5.3%)	
\$0.00	
Total	
\$3,775.46	

https://richmond.com/business/labor-law-virginia-employers-need-to-comply-with-workplace-safety-rules-which-conflict-with-the/article_62d38583-9ae3-59a9-82ba-caa77eca8115.html

Labor Law

Labor Law: Virginia employers need to comply with workplace safety rules which conflict with the CDC and governor's order

By KAREN MICHAEL Special correspondent

May 22, 2021

The governor has not rescinded his executive order issued last year extending the state of emergency, which is a prerequisite to the board meeting to amend or remove the standards.

Courtney Malveaux, a principal in the Richmond office of the Jackson Lewis law firm who also sits on the state's Safety and Health Codes Board, said he voted against the standards for this very reason.

He said that the science was rapidly changing and the vaccinations had already started when the board adopted the workplace safety standards in January. The Safety and Health Codes Board has 14 members appointed by the governor.

"The board intentionally dodged the issue of different rules between vaccinated and unvaccinated individuals, even though the vaccine was becoming available," he said.

The state now has a standard based on the science of January in May. "From the beginning, VOSH [Virginia Occupational Safety and Health] should have embraced the science and should have required employers to follow the CDC guidance in real time. It still has an opportunity to do so now," Malveaux said.

He recalled that an earlier draft of the standards contained a safe harbor provision providing that if the employer was complying with the CDC that the employer was in compliance with the standards.

Fellow regulatory advocates on the codes board voted to remove this safe harbor provision for employers, and instead replace it with language requiring employers to comply with CDC guidance only if it is stricter than the Virginia standard.

The standard, Malveaux said, is more restrictive than anything now proposed by the governor, the CDC or federal Occupational Safety and Health Administration.

Sharon Lee

From: Bob Douglas <pasuato@gmail.com>
Sent: Tuesday, May 25, 2021 10:19 AM
To: Sharon Lee
Cc: Rachael Brinson
Subject: Rachael Brinson

Sharon - I wanted to send a quick note of appreciation for Rachael. Roughly two months ago, I went into the Remington office to deal with a title/registration issue. After over an hour of efforts to remedy, Rachael gave me her phone # and email so that she could continue her efforts without me having to wait there indefinitely. Since that time, she has been tirelessly and patiently trying to fix the issue with the Richmond office, has reached out to me unprompted with updates, and quickly responded to my requests. Rachael has gone above and beyond to finally get the issue resolved and epitomized what customer service should be. You're lucky to have her!

Thanks,

John Douglas

Lamar <mbkrxcy@yahoo.com>; Chris Gensic <gensic@charlottesville.org>; Brown, David T <browndt@charlottesville.gov>; Christine Jacobs <cjacobs@tjpd.org>; Brown, Todd <brownt@charlottesville.gov>
Cc: Stowe, William P.E. (VDOT) <William.Stowe@vdot.virginia.gov>; Michael Barnes <michaeld.barnes@vdot.virginia.gov>; John Price <john.price@vdot.virginia.gov>; Cooley, Gregory (VDOT) <Gregory.Cooley@vdot.virginia.gov>
Subject: 2021 LAP Workshop - Scholarship Opportunity (S: 30 JUN 21)

Ladies and Gentlemen,

I am pleased to forward the attached flyer announcing scholarship opportunities for local staff to attend the annual LAP Program Workshop from 26 to 28 OCT 21 at the Marriott Norfolk Waterside.

VDOT's Local Assistance Division will be offering 10 scholarships across the Commonwealth to attend the workshop. Scholarship nominations will be evaluated as follows:

1. Locality's representative is a first-time attendee to a Local Program Workshop
2. Locality has a new or first-time Locally Administered Project
3. Locality has a Locally Administered Project underway

The attached flyer has additional details. Please note the scholarship submission deadline of Wednesday, June 30, 2021. For VDOT Culpeper District scholarship endorsements, please notify your VDOT Project Coordinator of your proposed nominee.

Let me know if you have questions or need additional information.

Regards,

Tom

Tom FitzPatrick, P.E.
LAP Program Manager/Culpeper Dist.
Virginia Department of Transportation
540-718-4708
thomas.fitzpatrick@VDOT.Virginia.gov

Scholarships

The 9th annual Local Programs Workshop will be held at Norfolk Waterside Marriott in Norfolk, Virginia, October 26th – October 28th, 2021. The Local Programs Workshop focuses on providing an overview of local programs and providing training for project development and management, as well as ideas for project financing. The theme of the workshop is “Network for Success.” This Workshop brings together local government, VDOT, and private sector staff from across the state to discuss delivery of the local transportation program.

This workshop is intended for those within local public agencies that are interested in partnering with VDOT, new to partnering with VDOT, or currently working with VDOT, on locally administered projects receiving special funding from various programs.

The **Local Programs Workshop Scholarship** was created to provide financial assistance to localities which could benefit from workshop attendance, but are unable to attend due to budgetary constraints. Local Program Workshop Sponsor funds will be providing 10 scholarships for attendance to the 2021 Local Programs Workshop.

Scholarship Focus

- Applicant has not attended any previous Local Program Workshop.
- Locality has a new or first-time locally administered project.
- Locality has a locally administered project underway.

Scholarship Award

Total value of award will be (about or up to) \$315.00*

Registration fee for local government – value \$95.00

1-2 nights at the Marriott Norfolk Waterside (Oct. 26 – Oct. 28, 2021) – value \$220.00

**No cash value to recipient. All charges will be billed directly to VDOT. Recipient will be responsible for transportation, incidentals and all meals not provided at the workshop.*

Application Process

Scholarships awarded are based upon the availability of funds and additional qualifying criteria. If requests exceed available funds, localities will be ranked based on the following criteria.

- Geographic diversity – ideal would be at least one per district
- Number of LAPs underway
- District recommendation
- Preference to first time attendees

Deadline for the application is **June 30, 2021**. Scholarship recipients will be notified in July.

Please complete the application here: <https://www.surveymonkey.com/r/3VQ6VN2>

Questions? Contact Jonathan Liss (Jonathan.Liss@vdot.virginia.gov)

DMV Equipment Upgrades

Since the onset of the COVID-19 pandemic, Remington's DMV office has experienced dramatic changes. In addition to processing DMV transactions by appointment – an upgrade that has proved of great benefit to both customers and staff – we now also process a steady flow of work deposited in our DMV drop box.

The popularity of our drop box option has grown to the point where staff frequently works extra hours to ensure a reasonable turnaround time for drop box transactions. **Using COVID funds to purchase additional DMV equipment (hard drives, software, printers & a credit card terminal) would expedite turnaround time now and pave the way for processing a higher volume of DMV work in the future.**

Please review the attached estimate from Scylla Group in consideration of increasing the efficiency & volume of DMV transactions processed by our office.

Please keep in mind that we are experiencing 2 to 3 weeks delay procuring some equipment due to the worldwide semiconductor shortage, but it should be no problem getting all of this.

Here's an updated quote with everything. I may just have you all purchase the printers directly if I cannot get a deal through distribution (often cannot), but we'll cross that bridge when it is approved by the council. The important thing is that it doesn't cost you more than this.

ITEM	PRICE	QTY	TOTAL
HP ProDesk 405 G6 Mini AMD Ryzen 5Pro 4650GE, 16GB RAM, 256GB NVMe SSD, HD Graphics 630, Bluetooth, Gigabit Ethernet, 802.11ax Wifi, Bluetooth 5.1, Windows 10 Pro, 3 year on-site warranty 6 x USB 3.2, 1 x USB-C 10Gbps, 1 x headphone / microphone, 1 x LAN, 1 x DisplayPort, 1 x HDMI			
2 Port USB & DisplayPort KVM switch	\$ 692.09	2	\$ 1,384.18
Microsoft Office Home & Business 2019 (Word, Excel, Outlook, PowerPoint, OneNote)	\$ 60.50	2	\$ 121.00
HP LaserJet Enterprise M611x	\$ 245.00	2	\$ 490.00
Installation and Configuration (labor)	\$1,599.99	2	\$ 3,199.98
	\$ 125.00	6	\$ 750.00
SUBTOTAL			\$ 5,945.16

.....
Andrew Serene,
President, IT Director
The Scylla Group, Inc.
Office: 540.773.3570 x301
aserene@scyllagroup.com

Credit Card terminal.....\$903.00 (QTY: 1) \$903.00

TOTAL: \$6848.16

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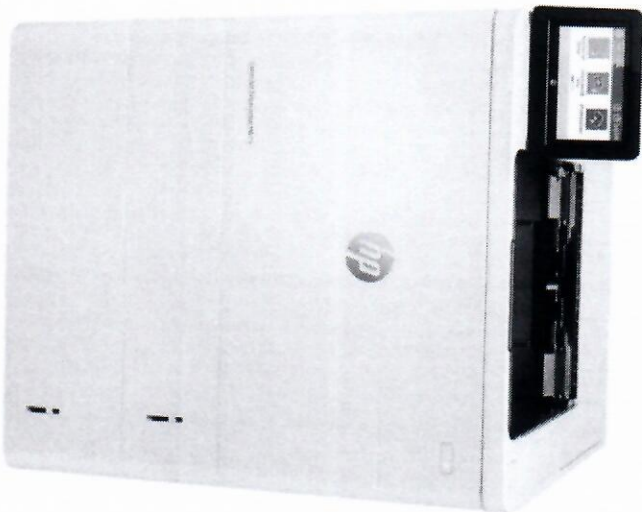


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