



Clarke County Fire & EMS Commission
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

AGENDA

February 20th, 2020

2:00pm

Clarke County Government Center – Meeting Room AB

1. Approval of Agenda
2. Budget Review
 - Supporting documents
 - i. Requests (updated from 2/13/20 meeting) (p. 2-7)
 - ii. Line item budget (p. 8-10)
 - iii. Warren County MOU Financial Management-Shenandoah Farms (p. 11-14)
 - iv. Warren County MOU Oversight-Shenandoah Farms (p. 15-17)
 - v. Fuel rate information (p. 19-21)
3. Summary of required action
4. Adjourn

All meeting documents will be distributed at meeting. Next meeting is on March 12th, 2020 at 6:30pm in the Clarke County Government Center – Meeting Room AB



County of Clarke, Virginia

Fire – EMS Commission



Recommendations for FY 2021 – After Feb. Commission Meeting

Requests	Brief Description	Current Recommendation	Cost
John H Enders VFD Requests –			
Service contract \$8,500	This contract covers all Lifepacks, Lucas Devices and stretchers	No – under physio contract for county	\$0
Furniture Replacement \$17,900	Replace 5 recliners, 8 beds and a washer & dryer.	Yes – washer and dryer, decrease to \$2000	\$2,000
Stipend Increase \$36,000	Current stipend is \$90,000, increase to \$126,000 to cover EMS supplies and insurance deductibles	No – increase in system budget to pay for additional supplies – discussion with county on deductibles.	\$0
Lifepack Upgrades \$10,800	To upgrade current Lifepacks with modems and Cloud service	No – under cloud integration	\$0
Radio Replacement \$432,000	To replace all current mobile & portable radios also to add repeaters in each apparatus	No – under grant and county wide purchase	\$0

Blue Ridge VFD Requests -	Brief Description	Current Recommendation	Cost
Stipend Increase \$5,000	Current stipend is \$65,000, increase to \$70,000 to cover increased fuel and maintenance costs	No	\$0
Firecom headsets \$11,769.40	For Firecom wireless headsets for Rescue Engine & Wagon	Yes (moved to AFG) – but can we see about a piggy back contract with a larger station who has purchased these so we could get a better price.	\$0
Personnel request \$ Not Available	This request is part of the January 2018 staffing request Total Request - \$16,770 (addition to current stipend)	No- included in grant hiring of additional staff.	\$0
Boyce VFD Requests –			
Stipend Increase \$10,000	Current stipend is \$65,000, increase to \$75,000 to cover increased cost associated with part-time employees	No , need to wait on new staffing plan implementation	\$0

Computer replacement \$8,000	Replace current CAD/Reporting computer in the station. This is an average cost of computer	No , informed there are more computers available with the county already. If not, then Yes	\$0
Director Requests -			
High risk retirement \$70,000	Addition of high-risk retirement for firefighters	Yes	\$70,0000
Promote two to supervisors \$8,660 additional	Converting two positions to Lieutenant grade 22	Yes	\$8,660
ALS Class \$8,500	Sending 1 FTE to upgrade certification from EMT-B to EMT-P	Yes -Reserve for possible next year.	\$8,500
AFG Radio Replacement Grant \$29,750	Total grant total is \$595,000, matching funds will be \$29,750 (5%-match), if this grant is not awarded request to keep funding for some radio replacement. The grant will replace 53 portable and 22 mobile radios in the system. One department	Yes – if grant is not received, recommend county fund ½ the funding this year for radios and the remaining next year if an additional grant is not received. These are becoming a safety issue due to the radios life expiring and company not supporting them any longer. The technology is also old which makes	\$30,911 (addition of headsets)

	was successful in obtaining this grant in FY20, therefore they are not included in this grant.	connections difficult	
Handtevy Grant \$4,000	The grant total is \$8,000, matching funds will be \$4,000 (50%-match), and this is for pediatric care and medication system	Yes , it is felt that a meeting between departments to coordinate these bags with supplies and labeling could be done at minimum out of pocket costs.	\$4,000
Fuel Program – Estimated Total - \$15,000 – \$20,000	Program to pay for fuel for EMS Vehicles.	Yes- Program needs to be vetted and approved prior to putting into budget. We can not start a program unknown and then run out of funds. Plan to gather the information from departments, develop processes and procedures, and evaluate program for budget next year. Do recommend \$15,000 to go to department to offset additional fuel and maintenance costs	\$40,000 (\$20,000-Enders) (\$10,000-Boyce) (\$10,000-Blue Ridge)

		this coming FY until program is in place.	
EMS Supplies Expansion \$5000 additional	Cover expenses not covered through the billing program such as oxygen, gloves, sugar testing.	Yes -concern that this amount may not be enough. Is there data that got us to this figure. Enders already is asking for an increase in stipend due to \$33,000 in unreimbursed supplies.	\$40,000 (\$20,000-Enders) (\$10,000-Boyce) (\$10,000-Blue Ridge)
Physio Maintenance Contract \$15,000-\$20,000	Cover all stations	Yes – Will enable us to have all equipment at all locations covered. Current contracts would be merged into this one.	\$20,000
Training/Recruitment/Retention Increase – \$2500	Increase classes in county and offer new classes.	Yes – would like to see a training program put together for the next fiscal year so we have classes planned. We did not service that high of a number for the past year.	\$2,500
Physico Cloud Integration – Estimated Total - \$31,000	Director is recommending using 4 for Life funds to fund this.	Yes BUT NO to using 4 for Life Funds this year. Departments are not all on the same FY so some have already planned this in their budget. We need to decide on this route going	\$31,000

		forward so departments can be prepared, and funds would only be utilized for all departments. Blue Ridge already has Cloud Integration	
Physical Program – Estimated Total - \$5,000 (additional)	Will allow for the additional physicals to be done.	Yes – important not only for the health and welfare of staff but will also help with grants and potentially insurance.	\$5,000
Four-For-Life & Fire Program Change – Estimated Total – NA – Director recommends keeping money with the county		No , not this year. We need to evaluate this as a commission this spring so stations know ahead of their budget time.	\$0
Stipend Reduction – Estimated Total – -\$15,000 (-\$5,000 per department) Director recommendation to help offset costs for items this budget year only.		No , Departments are already asking for increases to their stipends to offset increased fuel and maintenance costs.	\$0
Remove Warren County Stipend of \$25,000	NA	Yes - Remove funding and use for other items in this request	-\$25,000
		Subtotal -	\$261,600
		Offset costs-	-\$25,000
		Total-	\$236,600

FISCAL YEAR 2021 LINE ITEM BUDGET-UPDATED 2/14/2020

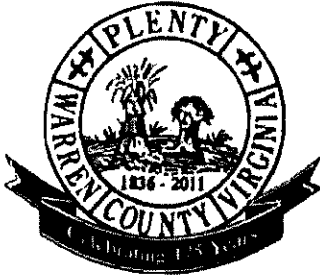
Expenses	FY 20 PROJECTED	Volunteer Request	Recomm.	Proposed	Project(s)/Notes
Vol. Fire Disab Ins.	\$12,500	NA	NA	\$12,500	
Vol. Fire Worker's Comp.	\$22,500	NA	NA	\$22,500	
Vol. Fire Purchased Serv.	\$17,000	NA	\$22,000	\$22,000	5000-increase physicals
Vol. Fire Co Insurance	\$48,000	NA	NA	\$48,000	
Vol. Fire Companies Enty Gift	\$25,000	NA	\$25,000	\$25,000	Warren County-Review
Vol. Fire Incentive Prog.	\$15,000	NA	\$15,000	\$15,000	
Vol. Fire 4 for Life	\$17,155	NA	\$19,000	\$19,000	Keep with departments
Vol. Fire Fire Programs	\$31,000	NA	\$33,300	\$33,300	Keep with departments
Blue Ridge Vol. Fire LODA	\$1,236	NA	\$1,250	\$1,250	
Blue Ridge Vol. Fire Co. Contib.	\$65,000	\$70,000	\$60,000	\$65,000	no increase
Boyce Vol. Fire LODA	\$1,648	NA	\$1,700	\$1,700	
Boyce Vol. Co. Contrib.	\$65,000	\$75,000	\$60,000	\$65,000	no increase
Enders Vol. Fire LODA	\$2,884	NA	\$3,400	\$3,400	
Enders Vol. Fire Co. Contrib.	\$90,000	\$126,000	\$85,000	\$90,000	no increase
Shenandoah Farms Line of Duty	\$0	NA	\$0	\$0	
Shanandoah Farms Vol. Fire Co	\$0	NA	\$0	\$0	
Technology-Firecom Headsets	\$0	\$11,770	\$0	\$0	moved to part of AFG grant
Technology SCBAs	\$0	NA	\$30,000	\$30,000	
Technology-Lifepack Cloud Srv	\$0	\$10,800	\$31,000	\$31,000	recommended
Lifepack Maintenance Contract	\$0	\$8,500	\$20,000	\$20,000	recommended
Technology Radios	\$30,000	\$432,000	\$595,000	\$618,215	AFG grant-added headsets
Subtotal-	\$443,923	\$734,070	\$1,001,650	\$1,122,865	

Expenses	FY 20 PROJECTED	Volunteer Request	Recomm.	Proposed	Project(s)/Notes
EMS Salaries	\$617,995	NA	\$820,500	\$820,500	
EMS Overtime	\$74,182	NA	\$113,500	\$113,500	
EMS Part Time Salaries	\$50,000	NA	\$60,000	\$60,000	
EMS FICA	\$51,889	NA	\$87,000	\$87,000	
EMS VRS 1&2	\$56,143	NA	\$52,000	\$52,000	
EMS VRS Benefits - Hybrid Plan	\$16,046	NA	\$21,300	\$21,300	
EMS Health Ins	\$107,029	NA	\$148,500	\$148,500	
EMS Life Ins	\$11,302	NA	\$11,600	\$11,600	
EMS DisIns Hybrid	\$1,132	NA	\$1,529	\$1,529	
EMS WC	\$30,846	NA	\$52,448	\$52,448	
LEOS Retirement	\$0	NA	\$70,000	\$70,000	recommended, 70,000 one time cost, yearly cost est. 2700
EMS Leave Pay	\$0	NA	\$21,340	\$21,340	
EMS LODA	\$12,000	NA	\$20,445	\$20,445	
EMS Purchased Services	\$42,100	NA	\$49,100	\$49,100	Includes ALS class 8500
EMS Postal Services	\$200	NA	\$200	\$200	
EMS Telephone	\$1,300	NA	\$1,450	\$1,450	
EMS Travel	\$7,500	NA	\$8,000	\$8,000	
EMS Misc	\$5,000	NA	\$5,000	\$5,000	
EMS Mat&Sup	\$16,200	NA	\$20,000	\$56,200	add-20,000-Enders, 10,000-Boyce, 10,000-Boyce
EMS Veh Fuel	\$2,500	NA	\$20,000	\$42,500	add-20,000-Enders, 10,000-Boyce, 10,000-Boyce
EMS Clothing	\$12,000	NA	\$13,000	\$13,000	
EMS Noncap Office Equip	\$2,000	\$17,900	\$2,000	\$2,000	remove furniture request-Enders
EMS Tech SW/OL	\$10,500	NA	\$15,000	\$15,000	
EMS Capital outalys Adds	\$10,000	NA	\$10,500	\$10,500	
LEMPG Grant	\$7,500	NA	\$7,500	\$7,500	
Handtevy EMS RSAF Grant (spring 2020)	\$0	NA	\$8,000	\$8,000	recommended
Subtotal-	\$1,145,364		\$1,639,912	\$1,698,612	
Total All Expenses-	\$1,589,287		\$2,641,562	\$2,821,477	

Revenue	FY 20 PROJECTED	Volunteer Request	Recomm.	Proposed	Project(s)/Notes
Rev RF Insurance Claim Reimb	NA	NA	NA	NA	
Rev RF Ambulance Svcs Refunds	NA	NA	NA	NA	
Ambulance & Rescue Services	\$432,500	NA	\$450,000	\$450,000	
EMS Berryville	\$8,250	NA	\$4,125	\$0	identified 0 funding from TOB
EMS Cloud RSAF Grant (fall 2020)	\$0	NA	\$14,300	\$14,300	
Handtevy EMS RSAF Grant (spring 2020)	\$0	NA	\$4,000	\$4,000	handtevy grant (RSAF)
Fire Programs Funds	\$31,000	NA	\$32,000	\$32,000	
Vol. Fire 4 for Life	\$18,438	NA	\$18,750	\$18,750	
Emergency Management Assist	\$7,500	NA	\$7,500	\$7,500	
FEMA AFG Grant	\$0	NA	\$565,250	\$587,305	Recommended, adjusted for firecom headsets
SAFER Grant	\$133,000	NA	\$252,211	\$252,211	
Subtotal-	\$630,688	NA	\$1,348,136	\$1,366,066	
Total Revenue	\$630,688		\$1,348,136	\$1,366,066	
Total Expenses	\$1,589,287		\$2,641,562	\$2,821,477	
Difference	-\$958,599		-\$1,293,426	-\$1,455,411	

Total Requested Increase **\$1,232,190**
% Increase **77.5%**

	Amount	% Change
Total Requests increase (with Warren Co. \$25,000)	\$261,600	16.5%
SAFER Grant	\$315,264	19.8%
AFG GRANT	\$618,215	38.9%
OTHER (not part of review)	\$37,111	2.3%
TOTAL-	\$1,232,190	77.5%



COUNTY OF WARREN

Office of the County Attorney
Warren County Government Center
220 North Commerce Avenue, Suite 100
Front Royal, Virginia 22630

Phone: (540) 636-6674

FAX: (540) 636-6980

email: bmitchell@warrencountyva.net
dwhitten@warrencountyva.net
pblamer@warrencountyva.net

Blair D. Mitchell
County Attorney

Dan N. Whitten
Assistant County Attorney

Paula J. Blamer
Legal Secretary

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Richard H. Traczyk
Shenandoah
District

Douglas P. Stanley
County Administrator

November 4, 2011

COPY

Robert T. Mitchell, Jr., Esquire
Hall, Monahan, Engle, Mahan & Mitchell
PO Box 848
Winchester, Virginia 22604

**RE: *Financial Management Agreement of Shenandoah Farms
Volunteer Fire Department***

Dear Mr. Mitchell:

Enclosed are three (3) originals of the above mentioned Agreement. The necessary signatures by the County of Warren have been obtained, and I am forwarding the Agreements to your office so that you may obtain the required signatures from Clarke County. Once this has been done, would you kindly return the Agreements to this office so that we may arrange signing by Mr. Hoover at the Fire Department?

Thank you.

Sincerely,

Paula J. Blamer
Legal Secretary

PJB

Enclosures

Cc: Douglas P. Stanley, County Administrator (copy)
Warren County Attorney's Office (copy)

MEMORANDUM OF UNDERSTANDING REGARDING FINANCIAL MANAGEMENT OF SHENANDOAH FARMS
VOLUNTEER FIRE COMPANY

THIS MEMORANDUM OF UNDERSTANDING regarding financial management of Shenandoah Farms Volunteer Fire Company dated this 3rd day of November 2011, by and between the Board of Supervisors of Clarke County, Virginia (hereinafter referred to as Clarke), the Board of Supervisors of Warren County, Virginia (hereinafter referred to as Warren), and the Board of Directors of the Shenandoah Farms Volunteer Fire Department, Incorporated (hereinafter referred to as SFVFD);

Witnesseth:

As a follow-up to complaints, Clarke and Warren have received an audit of SFVFD's financial operations which have caused some concern about the way SFVFD's funds have been administered and controlled.

As a result, in July 2011 Clarke and Warren began an unwritten procedure of withholding direct payments to SFVFD of appropriated contributions and instead have been receiving invoices from SFVFD's vendors forwarded to Warren by SFVFD with Warren then paying directly to the vendors, and Clarke agreeing to repay to Warren Clarke's share of the costs of the operation of SFVFD.

The parties now desire to enter a written memorandum of understanding outlining this procedure and the manner in which funding between Clarke and Warren shall be accounted.

To that end, and for and in consideration of the mutual covenants contained herein, it is agreed by the parties that:

1. Until further notice and written agreement neither Clarke nor Warren shall make any direct monetary contributions or appropriations to SFVFD.

2. SFVFD shall continue to prepare and present to Warren, through the office of Warren's Fire Chief, not later than December 1 annually an annual fiscal year budget request for SFVFD's operations, including capital acquisitions and maintenance. Warren's Fire Chief shall review the budget request and forward it to the Warren County Administrator in the same manner as has been the practice in the past.

3. Warren shall forward the budget request to Clarke. Warren and Clarke shall continue to include in each county's annual budgets appropriate allocations of funds as determined and approved by Clarke and Warren for the operations of SFVFD. These funding allocations shall include any 4-For-Life funds and Aid to Locality funds that each jurisdiction approves for disbursement in their budget processes.

4. Warren, through its Department of Fire and Rescue Services (hereinafter referred to as the Department), shall be responsible for the receipt and management of funds allocated from Clarke as well as funds allocated from Warren for SFVFD.

5. SFVFD's Treasurer shall meet with Warren's Fire Chief as needed to produce a list of all bills and invoices to be paid, supplies and equipment to be purchased, and the reasons why the bills and invoices are incurred. SFVFD's Treasurer shall forward all such bills and invoices and all requests for operating funds, with appropriate backup materials and documentation, to Warren's Fire Chief, as attachments to Shenandoah Farms Volunteer Fire Department Payment Request form, a copy of which is attached hereto, signed by the Treasurer or other authorized officer of SFVFD. If approved by the Department, the Department shall pay vendors directly through Warren's payment procedures.

6. SFVFD shall continue to manage and conduct its own fund raising events and activities including, but not limited to, turkey shoots, boot drives, fund drive letters, breakfasts, approved charitable gaming, and other activities, and shall transmit a report of all funds received therefrom to the Department for accounting purposes, together with a signed and completed Shenandoah Farms Volunteer Fire Department Fund Raiser Information form, a copy of which is attached hereto. SFVFD, at its own costs, shall have an annual audit made of all receipts and expenditures related to such fund raising events and activities, by an accounting firm that has been approved by both Clarke and Warren, and shall forward a copy of the audit report to both Clarke and Warren upon completion.

7. Warren's Fire Chief shall produce for review to Warren and Clarke (through their respective county administrators) and to SFVFD a monthly budget report detailing all receipts received and expenditures approved each month.

8. At the end of the fiscal year Warren's Fire Chief shall submit to Warren and Clarke (through their respective county administrators) and to SFVFD a final financial report summarizing the year's receipts and expenses.

9. Any questions about the monthly reports and/or final financial report shall be forwarded to Warren's Fire Chief.

10. Quarterly, Clarke shall transfer to Warren for proper disbursement those allocated funds that otherwise it would pay to SFVFD.

11. Any surplus/unused funds remaining at the end of each fiscal year received on behalf of SFVFD shall be set aside in a Special Projects line item for the exclusive benefit of SFVFD.

12. SFVFD shall be issued two (2) Warren County credit cards for use in official SFVFD purchasing. These cards shall be issued to and be the responsibility of the SFVFD District Chief and the SFVFD Treasurer. The SFVFD District Chief and the SFVFD Treasurer shall be accountable for the use of the cards for official SFVFD business only, and for obtaining and remitting to Warren's Fire Chief proper receipts and backup documents for all purchases and charges made on the cards. These receipts and backup documents shall be forwarded to the Department as attachments to properly signed Shenandoah Farms Volunteer Fire Department Payment Request forms within 15 days after use of such credit cards by SFVFD.

13. The said credit cards shall not at any time be used for cash advances or ATM withdrawals.

14. These procedures shall become effective immediately upon execution of this Memorandum of Understanding by all parties, shall remain in effect until Clarke and Warren agree to release SFVFD from these procedures, upon adequate assurances to Clarke and Warren, acceptable to Clarke and Warren, that the concerns leading to these procedures have been fully addressed and corrected by SFVFD, and shall be reviewed annually by the parties hereto.

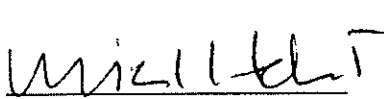
15. In the event that SFVFD fails to comply with the provisions of this Memorandum of Understanding or breaches its terms in any material way, the distribution of previously approved, but not yet paid, funding by Warren and Clarke may be withheld and/or future funding may be denied, at Warren's and/or Clarke's sole discretion.

WITNESSETH the following signatures:

For Clarke County, Virginia

For Warren County, Virginia

For Shenandoah Farms
Volunteer Fire Department, Inc.



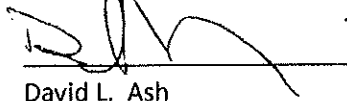
Chairman
Clarke County Board of
Supervisors



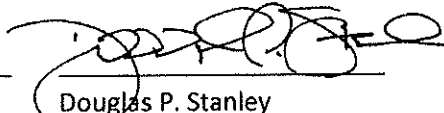
Archie A. Fox, Chairman
Warren County Board of
Supervisors

Donald L. Hoover
President

Attest:

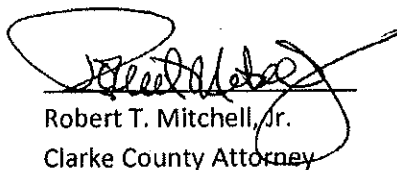


David L. Ash
County Administrator

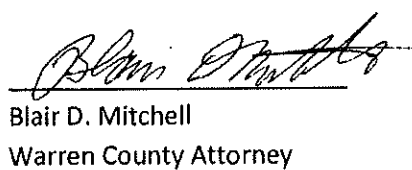


Douglas P. Stanley
County Administrator

Approved as to form:



Robert T. Mitchell, Jr.
Clarke County Attorney



Blair D. Mitchell
Warren County Attorney



COUNTY OF WARREN

Office of the County Attorney
Warren County Government Center
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Blair D. Mitchell
County Attorney

Dan N. Whitten
Assistant County Attorney

Paula J. Blamer
Legal Secretary

July 30, 2012

BOARD OF SUPERVISORS

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David L. Ash, County Administrator
Clarke County, Virginia
101 Chalmers Court
Berryville, Virginia 22611

Donald L. Hoover, President
Shenandoah Farms Volunteer Fire Department
749 Youngs Drive
Front Royal, Virginia 22630

VICE-CHAIR

Linda P. Glavis
South River
District

RE: Memorandum of Understanding Regarding Oversight of and Dispatching for Shenandoah Farms Volunteer Fire Company

Dear Gentlemen:

Tony F. Carter
Happy Creek
District

Enclosed, please find one (1) fully executed original of the above mentioned document. Please retain same for your records and files.

On behalf of the County and myself, I would like to extend my appreciation and thanks for your cooperation and actions in getting this agreement drafted, executed and in place.

Richard H. Traczyk
Shenandoah
District

If you have any questions or concerns, please feel free to contact me.

Daniel J. Murray, Jr.
North River
District

Sincerely,

Blair D. Mitchell /RB

Blair D. Mitchell
County Attorney

Douglas P. Stanley
County Administrator

BDM/pjb
Enclosure

Cc: Douglas P. Stanley, County Administrator (original)
Fire Chief Richard E. Mabie (copy)
County Attorney Office Files (copy)

MEMORANDUM OF UNDERSTANDING
REGARDING OVERSIGHT OF AND DISPATCHING
FOR SHENANDOAH FARMS VOLUNTEER FIRE COMPANY

THIS MEMORANDUM OF UNDERSTANDING regarding oversight of and dispatching for Shenandoah Farms Volunteer Fire Company dated this 4th day of June, 2012, by and between the Board of Supervisors of Clarke County, Virginia (hereinafter referred to as Clarke), the Board of Supervisors of Warren County, Virginia (hereinafter referred to as Warren), and the Board of Directors of the Shenandoah Farms Volunteer Fire Department, Incorporated (hereinafter referred to as SFVFD);

Witnesseth:

SFVFD is physically located in Clarke County at a station facility on Howellsville Road less than one-quarter mile from Warren County, and primarily serves the Shenandoah Farms subdivision (located mostly within Warren County) and the Blue Mountain subdivision (located entirely within Warren County), plus an established response area of Clarke County, as determined by Clarke and subject to change by Clarke.

Since December 14, 2011 Warren County has assumed the responsibility for the financial management of SFVFD's publicly-donated income and of its expenses. The parties now desire that other managerial oversight be transferred from Clarke to Warren, and that Warren assume responsibilities for the radio, telephone, broadband, internet or other communications dispatching of SFVFD's fire and medical equipment and personnel for the purpose of responding to fire and emergency medical incidents.

The parties now desire to enter a written memorandum of understanding outlining this procedure and the manner in which operations of SFVFD between Clarke and Warren shall be managed.

To that end, and for and in consideration of the mutual covenants contained herein, it is agreed by the parties that:

1. Until further notice and written agreement, operational oversight and coordination, and operation medical direction of SFVFD shall be under the purview of the Warren County Department of Fire and Rescue Services, the Warren County Fire Chief, and the Operational Medical Director serving Warren County.

2. Warren County's fire and rescue dispatch center and personnel shall assume responsibility for dispatching of SFVFD personnel and equipment, and shall fully integrate SFVFD into its E-911 and dispatch hardware, software and protocols.

3. At all reasonable times, the Fire Chief of Warren County shall be granted and shall have access to all books, ledgers, accounts records, logs, notebooks, and any other financial, organizational, historical and operational records and documents of SFVFD

4. These procedures shall become effective immediately upon execution of this Memorandum of Understanding by all parties, and shall remain in effect until the parties agree to modification hereof by subsequent written instrument, or by termination by one of the parties of this Agreement as provided below.

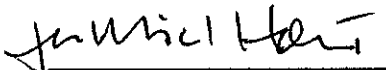
5. Either Clarke or Warren can terminate this Memorandum of Understanding upon one-hundred twenty (120) days' advance written notification to the other of its intent to terminate.

WITNESSETH the following signatures:


For Clarke County, Virginia

For Warren County, Virginia


For Shenandoah Farms
Volunteer Fire Department,
Inc.



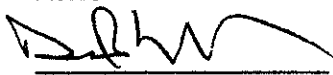
J. Michael Herbert Chairman
Clarke County Board of
Supervisors



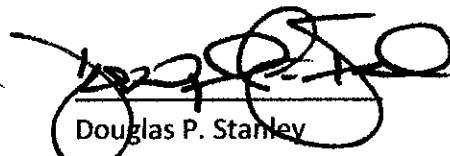
Archie A. Fox, Chairman
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Donald L. Hoover
President

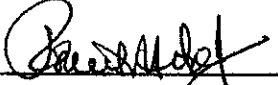
Attest:



David L. Ash
County Administrator



Douglas P. Stanley
County Administrator

Approved as to form:


Robert T. Mitchell, Jr.
Clarke County Attorney


Blair D. Mitchell
Warren County Attorney



County of Clarke, Virginia
Department of Fire, EMS and Emergency Management
Director Brian Lichty



Fuel Cost Information Request

Diesel Fuel

A = OPIS Closing Wholesale Rack Report, daily gross closing average price published at 5:59 PM Eastern Time for the Richmond rack location for the day the fuel is pumped from the tank.

B = The additional cost per gallon described in the Pricing Schedule for Diesel for the appropriate geographical district within the state and all out of state purchases.

C = The "Margin" for Diesel for Virginia as published in the "OPIS Retail Fuel Watch." This Margin will be adjusted each Monday to the value published in the OPIS Retail Fuel Watch on the previous Thursday.

Formula

$$(A+B+C) - .3247 = \text{Price per Gallon of Diesel Fuel}$$

Price per gallon ranges – \$2.320 – \$2.464

Unleaded Fuel

Fuel card program prices will be based on the OPIS Closing Wholesale Rack Report, daily gross closing average price published 5:59 PM Eastern Time for the Richmond rack location for the day the fuel is pumped from the tank. The Richmond rack location will be used for all nine (9) geographical districts within the state. If it should occur that the OPIS publication is not published for any given day then the previous day's publication will be used in determining the daily price.

Price per gallon ranges – \$1.761 – \$2.386

203350:	2020 IC BUS										
	124	VYGR	FDMS - South BERRYVILLE, VA	10,493	4.60	01 UNLEADED	2/3/2020 0819	83.06	\$199.26	\$147.43	
	124	VYGR	FDMS - South BERRYVILLE, VA	10,875	5.10	01 UNLEADED	2/10/2020 0816	75.33	\$173.20	\$132.69	
			Total for Vehicle ID: 203350		4.85			158.39	\$372.46	\$280.12	
211890:	INTERNATIONAL										
	118	VYGR	Shell - Equiva BOYCE, VA	29,153	9.00	05 DIESEL	1/29/2020 1008	49.53	\$141.61	\$111.88	
	118	VYGR	Shell - Equiva BOYCE, VA	29,610	9.00	05 DIESEL	2/4/2020 1017	50.75	\$143.09	\$110.34	
	118	VYGR	Shell - Equiva BOYCE, VA	30,040	9.10	05 DIESEL	2/11/2020 1215	47.21	\$127.44	\$109.53	
			Total for Vehicle ID: 211890		9.03			147.49	\$412.14	\$331.75	
364590:	INTERNATIONAL BUS										
	122	VYGR	FDMS - South BERRYVILLE, VA	7,766	4.60	01 UNLEADED	1/29/2020 0816	51.37	\$123.25	\$91.74	
	122	VYGR	FDMS - South BERRYVILLE, VA	7,923	5.10	01 UNLEADED	2/3/2020 1016	31.03	\$74.45	\$55.08	
	122	VYGR	FDMS - South BERRYVILLE, VA	8,170	4.70	01 UNLEADED	2/10/2020 1031	52.84	\$121.49	\$93.08	
			Total for Vehicle ID: 364590		4.80			135.24	\$319.19	\$239.90	

Vehicle ID	Card #	Driver	Source	Location	Odom	MPG	Product	Date	Time	Quan	Orig Cost	Cost
Account No. 19693 * Account Code 19693 * Clarke Co Public Schools Transportation Dept												
Customer ID 19693												
487390: DODGE CARAVAN												
	105		VYGR	7 Eleven BERRYVILLE, VA	71,802	19.00	01 UNLEADED	12/10/2019	1146	17.49	\$43.00	\$33.43
	105		VYGR	Sheetz WINCHESTER, VA	72,121	18.70	01 UNLEADED	12/18/2019	0657	17.07	\$42.00	\$33.55
	105		VYGR	Sheetz WINCHESTER, VA	42,752	0.00	01 UNLEADED	1/6/2020	1417	15.24	\$39.00	\$31.18
Total for Vehicle ID: 487390										49.80	\$124.00	\$98.16
584070: INTERNATIONAL BUS												
	114		VYGR	FDMS - South	21,723	5.40	05 DIESEL	12/9/2019	0817	44.84	\$134.49	\$107.02
	114		VYGR	MOBIL BERRYVILLE, VA	22,008	7.30	05 DIESEL	12/12/2019	2017	39.23	\$113.73	\$91.97
	114		VYGR	FDMS - South	2,287	0.00	05 DIESEL	1/6/2020	0817	41.47	\$124.39	\$99.37
Total for Vehicle ID: 584070										125.54	\$372.61	\$298.36
597460: INTERNATIONAL												
	117		VYGR	Shell - Equiva BOYCE, VA	34,100	0.00	01 UNLEADED	12/10/2019	0822	43.74	\$104.06	\$83.60
	117		VYGR	Shell - Equiva BOYCE, VA	35,437	24.00	01 UNLEADED	12/12/2019	0825	55.79	\$132.75	\$104.69
	117		VYGR	Shell - Equiva BOYCE, VA	35,689	5.30	01 UNLEADED	12/18/2019	1201	47.16	\$112.20	\$91.07
	117		VYGR	Shell - Equiva BOYCE, VA	36,001	5.60	01 UNLEADED	12/20/2019	1107	55.50	\$132.05	\$108.92
	117		VYGR	Shell - Equiva STRASBURG,	36,306	6.50	01 UNLEADED	12/23/2019	0859	47.18	\$113.19	\$93.03
	117		VYGR	Shell - Equiva BOYCE, VA	36,622	6.00	01 UNLEADED	1/6/2020	1333	52.47	\$134.28	\$105.19
Total for Vehicle ID: 597460										301.84	\$728.53	\$586.50
604000: IC SCHOOL BUS												
	112		VYGR	FDMS - South	77,983	8.70	05 DIESEL	12/10/2019	0812	23.74	\$71.21	\$56.41
	112		VYGR	FDMS - South	78,158	5.30	05 DIESEL	12/17/2019	1458	33.33	\$99.97	\$81.26
Total for Vehicle ID: 604000										57.07	\$171.18	\$137.67
604010: IC SCHOOL BUS												
	97		VYGR	FDMS - South	72,641	0.00	05 DIESEL	12/9/2019	0804	39.36	\$118.06	\$93.94
	97		VYGR	FDMS - South	72,643	0.00	05 DIESEL	12/18/2019	0639	33.79	\$101.35	\$83.29
Total for Vehicle ID: 604010										73.15	\$219.41	\$177.23
753380: INTERNATIONAL 2019												
	121		VYGR	FDMS - South	13,770	5.60	01 UNLEADED	12/12/2019	1427	59.37	\$146.00	\$111.41
	121		VYGR	Sheetz BOYCE, VA	13,967	6.10	01 UNLEADED	12/17/2019	1617	32.30	\$76.84	\$61.23
	121		VYGR	FDMS - South	14,145	4.30	01 UNLEADED	12/20/2019	1214	41.81	\$102.81	\$82.06
Total for Vehicle ID: 753380										133.48	\$325.65	\$254.70
837110: IC BUS												
	106		VYGR	MOBIL BERRYVILLE, VA	31,764	6.00	05 DIESEL	12/9/2019	2247	38.49	\$115.84	\$91.86