

RESUME

March 26, 2019

**APPROVAL OF MUTUAL AID AGREEMENT WITH
SUSSEX COUNTY TO PROVIDE ASSISTANCE WITH
ANIMAL SERVICES**

In the fall, Sussex County approached the County asking whether Prince George would be willing to assist Sussex County in providing shelter and protection for animals in Sussex if Sussex lacked capacity or personnel at the time a request for assistance is made. The draft Mutual Aid Agreement (“MOU”) provides that either locality may provide animal services assistance to the other locality upon request only if the County receiving a request has personnel and shelter capacity to provide assistance and agrees to provide assistance. Providing assistance at the time the request is made is voluntary. Any costs incurred from assisting the other locality will be borne by the assisting locality.

The Police Department has reviewed the draft agreement and supports approval.

Board of Supervisors
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 26th day of March, 2019:

Present:

Vote:

Donald R. Hunter, Chairman
Floyd M. Brown, Jr., Vice-Chairman
Alan R. Carmichael
Marlene J. Waymack
T. J. Webb

A-3

On motion of _____, seconded by _____, which carried unanimously, the following Resolution was adopted:

RESOLUTION; MEMORANDUM OF UNDERSTANDING BETWEEN PRINCE GEORGE COUNTY AND SUSSEX COUNTY RELATING TO ANIMAL SERVICES

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of the County of Prince George this 26th day of March, 2019 does hereby authorize the County Administrator to execute Memorandum of Understanding between Prince George County and Sussex County relating to animal services.

A Copy Teste:

Percy C. Ashcraft
County Administrator

Board of Supervisors

Susan B. Seward, Chairperson
Keith C. Blowe., Vice Chairman
C. Eric Fly, Sr.
Alfred G. Futrell
John A. Stringfield
Rufus E. Tyler, Sr.



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Sussex, Virginia 23884

Vandy V. Jones, III
County Administrator
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February 25, 2019

Mr. W. K. Early
Chief of Police
Prince George County
6600 Courthouse Road
Prince George, Virginia 23875

RE: Memorandum of Understanding (MOU)
between Prince George County and Sussex County Relating to Animal Services

Dear Chief Early:

At its regular meeting held on Thursday, February 21, 2019, the Sussex County Board of Supervisors voted unanimously to approve the Memorandum of Understanding (MOU) between Prince George County and Sussex County as it relates to Animal Services.

Enclosed you will find two (2) copies of the MOU for your signature. Please return one (1) copy to our office and retain one (1) copy for your records.

Should you have any questions, please don't hesitate to give the office a call.

Sincerely,

Shilton R. Butts
Assistant to the County Administrator/
Deputy Clerk to the Board

Copies to: Mr. Vandy V. Jones, III, County Administrator
Cecil Stainback, Animal Control Officer
File

**MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN PRINCE GEORGE COUNTY AND SUSSEX COUNTY
RELATING TO ANIMAL SERVICES**

This Memorandum of Understanding (MOU) sets forth the terms and understandings between Prince George County Animal Control and the Sussex County Animal Control to assist each other in the protection and welfare of the animals within Prince George County and Sussex County and to assist in providing safe, humane shelter for unwanted, stray, abused and lost animals.

Background: This partnership is desirable because both Prince George County and Sussex County may experience limited staff to provide adequate services as well as each location may encounter overcrowding in their shelter and need assistance in the housing of animals.

Purpose: This MOU provides Prince George County and Sussex County with a contingency plan in the event staffing or housing issues arise that may prevent either location from adequately providing services to protect and or shelter animals.

Upon receiving a request for assistance, the agency will assist if resources are available, for the following services:

1. ACO's from each jurisdiction may provide assistance to partnering jurisdiction in the event one jurisdiction is limited on staff to handle all incoming calls.
2. ACO's from each jurisdiction may provide assistance to partnering jurisdiction in the event one jurisdiction is experiencing heavy call volume.
3. ACO's from each jurisdiction may provide assistance in the event one jurisdiction is seizing a large quantity of animals and needs assistance in the seizure, transportation, and housing of animals seized.
4. Shelters from each jurisdiction may assist other jurisdiction by accepting animals that are surrendered due to lack of space in one jurisdiction's shelter.

Reporting: The Prince George County Chief of Police or his designee and the Sussex County Administrator will evaluate the effectiveness and adherence to the agreement on a yearly basis.

Funding: There is no commitment of funds from either jurisdiction to the other. All costs and related personnel salaries and benefits associated with providing any mutual aid assistance shall be borne by the assisting locality.

Duration: This MOU is "at-will" and may be modified by mutual consent of authorized officials from Prince George County and Sussex County Animal Control. This MOU shall become effective upon signature by the County Administrators from Prince George County and Sussex County, and it will remain in effect unless terminated by either party upon 30 days written notice. In the absence of mutual agreement to extend this agreement this MOU shall end on July 1, 2023.

Contact Information

Prince George County
Chief of Police
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Prince George VA 23875
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kearly@princegeorgecountyva.gov

Sussex county Animal Control
Vandy V. Jones III
County Administrator
20135 Princeton Rd, Sussex, VA 23884
434-246-1000
434-246-6013 (fax)
vjones@sussexcountyva.gov

_____ Date: _____
Percy C. Ashcraft
Prince George County Administrator

Approved As To Form:



County Attorney


_____ Date: 02-25-19
Vandy V. Jones III
Sussex County Administrator