

AGENDA

Tuesday, May 12, 2020

5:00 PM

5:00 CALL MEETING TO OPEN SESSION (Judy Wyant, Chair)

PUBLIC HEARING: FY2019-2020 Budget Amendment (Pg. 2-3)

MINUTES OF PREVIOUS MEETINGS (Pg. 4-20)

Request adoption of the March 10, 2020, April 15, 2020, and April 21, 2020 meeting minutes

PAYMENT OF INVOICES

Consideration of appropriations and accounts payable as listed on the additional agenda

NEW BUSINESS

1. Committee Recommendations – Aaron Sizemore, Interim County Administrator

- a. Budget Committee (Pg. 21-22)
- b. Building & Grounds (Pg. 23-24)

2. Appointments

- a. Board of Equalization (2 alternates & pay determination) – Judy Wyant
- b. Social Services (reappointment of Patsy Waddle) – Phil Stevenson

3. Schedule Public Hearing for Konnarock/Green Cove/Laurel Valley Festival Permit – June 9, 2020 at 6:00 p.m. (Pg. 25-29)

4. Schedule Public Hearing for Rich Valley Fair Festival Permit – June 9, 2020 at 6:15 p.m. (Pg. 30-43)

5. Attorney Report – Scot Farthing, County Attorney

OLD BUSINESS

1. Audit Discussion – Aaron Sizemore

2. County Attorney Advertisement – Aaron Sizemore

Supervisor Comment Time

-NOTICE OF PUBLIC HEARING-

**Smyth County Board of Supervisors
BUDGET AMENDMENT FOR FISCAL YEAR 2019-2020**

Pursuant to Section 15.2-2507 of the Code of Virginia, notice is hereby given that the Board of Supervisors of Smyth County, Virginia, will hold a public hearing, in the Boardroom of the Smyth County Administration Building at 121 Bagley Circle, Marion, Virginia, on Tuesday, April 14, 2020 at 6:00 p.m. or soon thereafter, to receive comments on a proposed amendment of the budget for fiscal year 2019-2020.

This amendment will increase the adopted budget for Fiscal Year 2019- 2020. The new total budget amount will be \$90,454,539.

All interested persons may appear and present their views at the above time and place. Anyone having questions regarding the above may contact the County Administrator's Office at 276-783-3298, Monday through Friday during normal business hours. Written comments may be mailed to County Administrator, 121 Bagley Circle, Suite 100, Marion, VA 24354; by fax to (276) 783-9314, or by email to countyadministrator@smythcounty.org . All written comments must be received by 2:00 PM Tuesday, April 14, 2020. A copy of the proposed budget amendments is available for public review at the County Administrator's Office.

In compliance with the provisions of the Americans with Disabilities Act, persons requiring special assistance to attend and participate in this hearing should contact Clegg Williams, ADA Coordinator at (276) 706-8315 at least 24 hours prior to the hearing.

**BY ORDER OF THE BOARD OF SUPERVISORS
SMYTH COUNTY, VIRGINIA
Aaron Sizemore, Interim County Administrator**

Budget Amendments FY 2019-2020

| Date | Department | Amount |
|------------------|---|------------------|
| August 1, 2019 | School Board | \$ 189,857.00 |
| November 1, 2019 | Social Services | \$ 47,250.00 |
| January 23 2019 | Fund 770 | \$ 5,000.00 |
| February 1, 2020 | CSA | \$ 600,000.00 |
| March 10, 2020 | Sheriff Police Activity | \$ 80,000.00 |
| May 12, 2020 | PDC Grant Funding | \$ 30,000.00 |
| | Total Amendments to Date | \$ 952,107.00 |
| | Current Amended Budget | \$ 90,484,539.00 |
| | Original Adopted Budget | \$ 89,532,432.00 |
| | 1% Public Hearing Threshold | \$ 895,324.32 |
| | Remaining Amendments without Public Hearing | \$ (56,782.68) |


The Smyth County Board of Supervisors held its regular meeting on Tuesday, March 10, 2020. The location of the meeting was in the First Floor Board Room of the County Office Building, 121 Bagley Circle, Suite 100, Marion, Virginia.

PRESENT: Chair, Royal Oak District – Supervisor Judy Wyant, Vice Chair, Rye Valley District Supervisor – Lori Deel, Saltville District Supervisor – Roscoe D. Call, Chilhowie District Supervisor – Wade H. Blevins Jr., Atkins District Supervisor – Charles Atkins, Park District Supervisor – Kris Ratliff (6)

ABSENT: North Fork District Supervisor – Phil Stevenson (1)

STAFF: Assistant County Administrator – Lisa Richardson, Interim County Administrator – Aaron Sizemore, Interim County Attorney – Scot S. Farthing, Administrative Assistant – Sarah Parris, Administrative Assistant – Kendra Hayden (5)


OTHERS: Smyth County News and Messenger, Sheriff Chip Shuler, Sheriff Department Deputy, and several citizens

 3/10/2020 5:00 PM - Chair, Royal Oak District Supervisor, Judy Wyant called the meeting to order and welcomed everyone. Administrative Assistant, Kendra Hayden, gave the invocation and Maintenance Supervisor, Lynn Garrett led the Pledge of Allegiance.

 3/10/2020 5:01 PM - Rye Valley District Supervisor, Lori Deel made the motion to adopt the agenda and additional agenda, as presented. Atkins District Supervisor, Charles Atkins, seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Chilhowie District Supervisor – Wade H. Blevins Jr.
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson


 3/10/2020 5:01 PM - Park District Supervisor, Kris Ratliff, made the motion to approve the minutes from February 11 and February 27, 2020 meeting minutes as written. Atkins District Supervisor, Charles Atkins seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Chilhowie District Supervisor – Wade H. Blevins Jr.
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None

ABSENT:


North Fork District Supervisor – Phil Stevenson


 3/10/2020 5:02 PM - Assistant County Administrator, Lisa Richardson presented the Board with the County's current financial report. Mrs. Richardson detailed the expenditures, revenue, accounts payable listing for appropriations, and Treasurer's accountability report.

 3/10/2020 5:13 PM - Chair, Royal Oak District Supervisor, Judy Wyant opened citizens time. The following citizens spoke:

Ralph Price, 721 Dogwood Lane, Marion stated he was concerned about a 10-bed facility housing clients exposed to substance abuse and infants being birthed in this situation. He stated the facility is proposed in a residential area and was concerned about the zoning regulations. He asked the Supervisors to be mindful with any votes related to this project. Royal Oak District Supervisor, Judy Wyant thanked Mr. Price for voicing his concerns. She indicated the zoning was the Town of Marion and she would look into the proposal.


Nathan Gary, Director of Operations, with the Saltville Rescue Squad 126 Battleground Ave, Saltville, gave an update on the Squad. He noted operations continue and are going strong. He reported they have a profit of \$3,900 and they are making it, but their struggle continues. Mr. Gary indicated a fundraiser is planned for the spring. Saltville District Supervisor, Roscoe Call commended the Squad for their hard work. He was proud and their dedication is noteworthy.

 3/10/2020 5:20 PM - With no further citizens wishing to speak Chair, Royal Oak District Supervisor, Judy Wyant, closed citizens time.

 3/10/2020 5:22 PM - Steven Clear with the Southwest Virginia Regional Jail Authority reported on the Regional Jail Resolution. Mr. Clear reported VRA contacted him with significant savings on their bonds. They are only refinancing \$35.4 million at an interest 2.3 %. The number of years will not be extended on the bonds and will be paid off in 2043. Mr. Clear reported a projected savings of \$4,685,000.00 over the life of the loan. Smyth County's share will be 12-13 % savings per year on debt service. Atkins District Supervisor, Charles Atkins commented that this was quite a savings. Atkins District Supervisor, Charles Atkins made the motion to adopt the resolution in support of the Southwest Regional Jail Authority Bond Issuance(s) allowing for Chairman, Judy Wyant, to execute the corresponding support agreement as presented. Park District Supervisor, Kris Ratliff seconded the motion.

After consideration, the motion PASSED by the following vote:


| | |
|-----------------|---|
| AYES: | Atkins District Supervisor – Charles Atkins Chilhowie District Supervisor – Wade H. Blevins Jr. Park District Supervisor – Kris Ratliff Royal Oak District Supervisor – Judy Wyant Rye Valley District Supervisor – Lori Deel Saltville District Supervisor – Roscoe D. Call |
| NAYES: | None |
| ABSTAIN: | None |
| ABSENT: | North Fork District Supervisor – Phil Stevenson |

 3/10/2020 5:27 PM – Administrative Assistant, Kendra Hayden reported on the Tobacco Region Opportunity Fund (TROF) grant performance agreement modification for Scholle IPN. The grant awarded is a \$195,000.00 if they company meets 100% of the capital investment and

employment targets. The company has already met 80% of their capital investment and 102% of their job requirements and is requesting the early release of the grant funds. By executing Exhibit B of the current TROF agreement, this will potentially allow the Tobacco Commission the ability to release a portion of the grant funds. Rye Valley District Supervisor, Lori Deel made the motion to approve the signature of the Chair, Royal Oak District, Supervisor Judy Wyant on the modification. Park District Supervisor, Kris Ratliff seconded the motion.


After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Chilhowie District Supervisor – Wade H. Blevins Jr.
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

 3/10/2020 5:30 PM - Royal Oak District Supervisor, Judy Wyant presented Vicki Stamper, Charlie Wilson, Bob Whisman, Norman Sparks and Tom Copenhaver for appointments to the Board of Equalization. Rye Valley District Supervisor, Lori Deel made the motion to approve the appointments as presented. Atkins District Supervisor, Charles Atkins seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Chilhowie District Supervisor – Wade H. Blevins Jr.
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

 3/10/2020 5:31 PM - Interim County Administrator, Aaron Sizemore brought forward a recommendation from the Planning Commission as show below:

Commissioner David Spence made a motion to recommend approval of Mr. Lawson's Special Use Permit request for an event center. Commissioner Tony Dean seconded the motion.


After consideration, the motion PASSED by the following vote:

AYES: Pugh, Spence, Wagoner, Shepherd, Davidson, Jr., Dean
NAYS: None.
ABSTAINERS: None.
ABSENT: Campbell

Royal Oak District Supervisor, Judy Wyant made the motion to accept the recommendation as presented from the Planning Commission. Rye Valley District Supervisor, Lori Deel seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Chilhowie District Supervisor – Wade H. Blevins Jr.
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

 3/10/2020 5:33 PM - It was moved by Saltville District Supervisor, Roscoe D. Call, seconded by Rye Valley District Supervisor, Lori Deel to appropriate \$ 1,790,000.00 from the General Fund. The following is an explanation of the appropriations approved:

General County

| | |
|--------------------------------|-----------------|
| Accounts Payable Listing: | \$ 1,091,002.68 |
| Payroll: | \$ 708,470.09 |
| Auto Draft Rural Development: | \$ 8,974.00 |
| AEP/Century Link Bills: | \$ 25,000.00 |
| County Administration Fund: | \$ 5,000.00 |
| Minus Beginning Appropriation: | \$ (37,885.58) |
| New Carryover: | \$ 29,438.81 |
| Total County Appropriation: | \$ 1,790,000.00 |

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Chilhowie District Supervisor – Wade H. Blevins Jr.
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

It was moved by Saltville District Supervisor, Roscoe D. Call, seconded by Rye Valley District Supervisor, Lori Deel to appropriate \$ 425,000.00 from the General Fund for the Department of Social Services. The following is an explanation of the appropriations approved:

Social Services

| | |
|-----------------------------|------------------|
| (March 11-March 31, 2020) | \$ 365,000.00 |
| (April 1-April 14, 2020) | \$ 60,000.00 |
| Total County Appropriation: | \$ \$ 425,000.00 |

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Chilhowie District Supervisor – Wade H. Blevins Jr.
Park District Supervisor – Kris Ratliff

Royal Oak District Supervisor – Judy Wyant
 Rye Valley District Supervisor – Lori Deel
 Saltville District Supervisor – Roscoe D. Call

NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

It was moved by Saltville District Supervisor, Roscoe D. Call, seconded by Rye Valley District Supervisor, Lori Deel to appropriate \$ 4,305,000.00 from the General Fund for the Smyth County School Board Operating Fund. The following is an explanation of the appropriations approved:

School-Operating Fund

| | |
|--------------------------------------|-----------------|
| Instruction: | \$ 3,175.00 |
| Administration, Attendance, & Health | \$ 115,000.00 |
| Transportation: | \$ 195,000.00 |
| Facilities: | \$ 400,000.00 |
| School Food Service: | \$ 340,000.00 |
| Technology: | \$ 80,000.00 |
| Total County Appropriation: | \$ 4,305,000.00 |

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
 Chilhowie District Supervisor – Wade H. Blevins Jr.
 Park District Supervisor – Kris Ratliff
 Royal Oak District Supervisor – Judy Wyant
 Rye Valley District Supervisor – Lori Deel
 Saltville District Supervisor – Roscoe D. Call

NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

It was moved by Saltville District Supervisor, Roscoe D. Call, seconded by Rye Valley District Supervisor, Lori Deel to appropriate \$ 368.39 from the General Fund the Recovery Court Fund 749.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
 Chilhowie District Supervisor – Wade H. Blevins Jr.
 Park District Supervisor – Kris Ratliff
 Royal Oak District Supervisor – Judy Wyant
 Rye Valley District Supervisor – Lori Deel
 Saltville District Supervisor – Roscoe D. Call


NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

It was moved by Saltville District Supervisor, Roscoe D. Call, seconded by Rye Valley District Supervisor, Lori Deel to appropriate \$ 7, 423.72 from the General Fund the Sheriff Fund 748.


After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins

Chilhowie District Supervisor – Wade H. Blevins Jr.
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

 3/10/2020 5:34 PM – Interim County Administrator, Aaron Sizemore asked for consideration of VIAA Agreement. He reported he has been in contact with Josh Lewis, Executive Director of Virginia Industrial Advancement Alliance (VIAA). VIAA helps with the surrounding counties. Mr. Sizemore proposed splitting the cost of \$40,000 with Bland County to provide part-time help with economic development. Someone needs to fill the gap when speaking to manufacturing companies. This would be a cost saving method until more funds are available to hire a full-time position. Rye Valley District Supervisor, Lori Deel agreed with the need for someone to fill that gap until we can find a more permanent solution. Atkins District Supervisor, Charles Atkins and Park District Supervisor, Kris Ratliff echoed the need for this temporary solution. Mr. Sizemore will be exploring this opportunity.

Committee Recommendations:

 3/10/2020 5:41 PM - Park District Supervisor, Kris Ratliff reported on the Insurance Committee Recommendation. The committee met on March 6, 2020 to discuss insurance renewal proposal with a \$40,000.00 cost reduction. After consideration, all were in favor of keeping the same insurance packet.

 3/10/2020 5:42 PM - Atkins District Supervisor – Charles Atkins reported on the following in the Budget Committee recommendation.

Item 1: Sheriff Shuler requested a budget amendment for \$80,000.00. \$50,000.00 of the budget amendment was approved without a public hearing. Atkins District Supervisor – Charles Atkins made a motion to approve \$50,000 at this time and since the remainder exceeded the 1% threshold to present the remainder of the funds at the next board meeting, on April 14, 2020 at 6:00 pm. Rye Valley District Supervisor, Lori Deel seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Chilhowie District Supervisor – Wade H. Blevins Jr.
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

Item 2: Sheriff Shuler requested \$3,561.71 be transferred out of line 001-021070-1001 (Salaries and Wages) into line 001-021070-5408 (Vehicle and Power Equipment).

After consideration, the motion PASSED by the following vote:


AYES: Atkins District Supervisor – Charles Atkins
Chilhowie District Supervisor – Wade H. Blevins Jr.
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

Item 3: Solid Waste Supervisor, Wally Blevins requested \$6,000.00 be transferred out of line 001-042030-5408 (Vehicle and Power Equipment) into line 001-042030-3025 (Landfill Maintenance).

After consideration, the motion PASSED by the following vote:


AYES: Atkins District Supervisor – Charles Atkins
Chilhowie District Supervisor – Wade H. Blevins Jr.
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

Item 4: Solid Waste Supervisor, Wally Blevins requested to sell old metal containers and non-salvageable vehicles stored at the Landfill for scrap and uses the proceeds generated by the sale to purchase containers for the convenience stations. After discussion, the committee decided not to set aside a separate revenue and expenditure line in the budget. However, Mr. Blevins can scrap the equipment that is no longer in usable condition and when needed, containers could be purchased out of the general fund. Atkins District Supervisor, Charles Atkins recommended an upgrade be made to the Scale House located at the Transfer Station. No action was taken at that time and the meeting was adjourned.

 3/10/2020 5:48 PM – Motion was made by Atkins District Supervisor, Charles Atkins, to set a public hearing for April 14, 2020 at 6:00pm to amend the current FY2019-2020 budget. Rye Valley District Supervisor, Lori Deel, seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: Chilhowie District Supervisor – Wade H. Blevins Jr.
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson


 3/10/2020 5:47 PM - Interim County Administrator, Aaron Sizemore reported on the Forensic Audit RFP Results. The RFP was advertised in the Smyth County News and the deadline has passed and no proposal were received. He asked the board for recommendations. Park District Supervisor, – Kris Ratliff suggested re-advertising in a

broader newspaper that is more regional (e.g. Bristol Herald Courier or Roanoke Times). Interim County Attorney – Scot S. Farthing recommended sending the proposal to an audit firm. Atkins District Supervisor, Charles Atkins, Park District Supervisor recommended compiling a list of firms and mailing a proposal to them individually. Interim County Administrator, Aaron Sizemore stated that a mailing would be more cost effective. Rye Valley District Supervisor, Lori Deel made the motion to mail proposals to each firm. Atkins District Supervisor, Charles Atkins seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
Chilhowie District Supervisor – Wade H. Blevins Jr.
NAYES:
ABSTAIN: None
ABSENT: North Fork District Supervisor – Phil Stevenson

 3/10/2020 5:52 PM – Chair, Royal Oak District Supervisor, Judy Wyant recessed until 6:00 pm for the public hearing.

 3/10/2020 6:00 PM - Chair, Royal Oak District – Supervisor Judy Wyant called the Public Hearing for the Ordinance Adoption for Land Use to order.

SMYTH COUNTY ORDINANCE ADOPTION NOTICE OF PUBLIC HEARING

The Board of Supervisors of Smyth County, Virginia will hold a public hearing to receive public input regarding the re-adoption of the amendment passed on January 23, 2020, proposed amendment is as follows:

AMENDMENT OF SECTION 23-180 OF THE COUNTY CODE OF SMYTH COUNTY **Application for reassessment**


This amendment to Section 23-180 (Application for reassessment) of the County Code of Smyth County. Section 23-180 of the County Code of Smyth County is amended as follows:

The owner of any real estate meeting the criteria set forth in Code of Virginia, §§ 58.1-3230 and 58.1-3233, as amended, may, at least 60 days preceding the tax year for which such taxation is sought, apply to the commissioner of the revenue for the classification, assessment and taxation of such property for the next succeeding tax year on the basis of its use, under the procedures set forth in Code of Virginia, § 58.1-3236, as amended. In any year in which a general reassessment is being made, the property owner may submit such application until 90 days have elapsed after his notice of increase in assessment is mailed in accordance with Code of Virginia, § 58.1-3330, as amended, or 60 days preceding the tax year, whichever is later. Such application shall be on forms provided by the state tax commissioner and supplied by the commissioner of the revenue and shall include such additional schedules, photographs and drawings as may be required by the commissioner of the revenue. An individual who is the owner of an undivided interest in a parcel may apply on behalf of himself and the other owners of such parcel upon submitting an affidavit that such other owners are minors or cannot be located. An application shall be submitted whenever the use or acreage of such land previously


approved changes. No application fee may be required when a change in acreage occurs solely as a result of a conveyance necessitated by governmental action or condemnation of a portion of any land previously approved for taxation on the basis of use assessment. Such property owner must revalidate annually with the commissioner of the revenue on or before the date on which the last installment of property tax prior to the effective date of the assessment is due, on forms prepared by the county any applications previously approved. An application fee of twenty dollars (\$20.00) and no cents for each account number shall accompany each application. A revalidation application shall be filed annually, but no fee shall be charged by the commissioner of the revenue.

The public hearing will be held Tuesday, March 10, 2020, at 6:00 p.m., in the Board Room of the Smyth County Administration Building, 121 Bagley Circle, Marion, VA 24354. Anyone having questions regarding the above may contact the County Administrator's Office, (276-783-3298), Monday through Friday, during regular working hours. A copy of the full text of the proposed amendment may be inspected in the County Administrator's office. Written comments may be submitted to the County Administrator's office. All written comments must be received no later than 2:00 p. m., Tuesday, March 10, 2020.

BY ORDER OF THE BOARD OF SUPERVISORS SMYTH COUNTY, VIRGINIA


 3/10/2020 6:07 PM – Commissioner of Revenue. Jeff Richardson spoke and questioned whether this is going to be a permanent part of our ordinance. Interim County Attorney – Scot S. Farthing answered and stated the public hearing would be to adopt the ordinance. Commissioner of Revenue Jeff Richardson encouraged the board to adopt. He commended his staff for their help. He explained the twenty dollar application fee goes to the Smyth County Treasurer's office, and is not going into the Commissioner of Revenue's budget. It is placed into the general fund.

Atkins District Supervisor, Charles Atkins questioned what was being adopted. Interim County Attorney – Scot S. Farthing stated that this was an ordinance that was presented at a prior meeting that was not a public hearing. It was adopted on an emergency adoption. By code, to adopt the full ordinance, a public hearing will need to take place. The change in the amendment that was adopted was changing the application period of time from 30 days to 90 days and the application fee was changed to a flat twenty dollar fee.

 3/10/2020 6:14 PM - Atkins District Supervisor, Charles Atkins made the motion to waive the rules and proceed with the approval. Rye Valley District Supervisor – Lori Deel seconded the motion.

After consideration, the motion PASSED by the following vote:


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|-----------------|--|
| AYES: | Atkins District Supervisor – Charles Atkins Park District Supervisor – Kris Ratliff Royal Oak District Supervisor – Judy Wyant Rye Valley District Supervisor – Lori Deel Saltville District Supervisor – Roscoe D. Call |
| NAYES: | None |
| ABSTAIN: | None |
| ABSENT: | Chilhowie District Supervisor – Wade H. Blevins Jr. North Fork District Supervisor – Phil Stevenson |

 3/10/2020 6:14 PM - Atkins District Supervisor, Charles Atkins made the motion to approve the ordinance changes as amended. Saltville District Supervisor, Roscoe D. Call seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: Chilhowie District Supervisor – Wade H. Blevins Jr.
North Fork District Supervisor – Phil Stevenson

 3/10/2020 6:15 PM - Chair, Royal Oak District Supervisor, Judy Wyant closed the public hearing.


 3/10/2020 6:15 PM - Chair, Royal Oak District – Supervisor Judy Wyant, Vice Chair, Rye Valley District Supervisor – Lori Deel recognized the following retirees with resolutions:

| | |
|-----------------------|---------------------|
| Mike Neal | 29 years – 1 month |
| William “Bill” Turman | 32 years – 5 months |
| James “Jim” Blevins | 14 years – 4 months |
| Gary “Bud” Owens | 29 years – 8 months |
| Norma Teaters | 30 years – 1 month |
| Betty Tilson | 20 years |

Rye Valley District Supervisor – Lori Deel made the motion to adopt the resolutions of the employees list above as written. Atkins District Supervisor, Charles Atkins seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: Chilhowie District Supervisor – Wade H. Blevins Jr.
North Fork District Supervisor – Phil Stevenson

 3/10/2020 6:17 PM – Supervisor Comment Time


Saltville District Supervisor, Roscoe D. Call had no further comments.

Royal Oak District Supervisor, Judy Wyant thanked everyone for their patience.

Rye Valley District Supervisor, Lori Deel thanked everyone and expressed that every decision is important and not taken lightly.

Atkins District Supervisor, Charles Atkins thanked everyone and commented on funding for soil and water.

Park District Supervisor, Kris Ratliff commented on the growth of the jail and thanked them for their cost saving efforts, he thanked the Sheriff and his staff for doing a great job, he expressed the recovery court does need support of the community, he commented on the health scares with COVID-19 and he encouraged the community to support business especially local business and most of all use good common sense during this time.

 3/10/2020 6:21 PM Atkins District Supervisor, Charles Atkins made the motion to enter into closed session under Code of Virginia, Section 2.2-3711- A.5 Business/Industrial Prospects, discussion concerning a business or industry considering expansion for which no previous announcements have been made and A.1 Personnel Matters; Discussion, consideration, or interviews of prospective candidates for employment and contracts. Park District Supervisor, Kris Ratliff seconded the motion. After consideration, the motion PASSED by the following vote:

| | |
|-----------------|--|
| AYES: | Atkins District Supervisor – Charles Atkins Park District Supervisor – Kris Ratliff Royal Oak District Supervisor Judy Wyant Rye Valley District Supervisor – Lori Deel Saltville District Supervisor – Roscoe D. Call |
| NAYES: | None |
| ABSTAIN: | None |
| ABSENT: | Chilhowie District Supervisor – Wade H. Blevins Jr. North Fork District Supervisor – Phil Stevenson |

It was moved by Rye Valley District Supervisor Lori Deel, seconded by Atkins District Supervisor Charles Atkins, to adopt the following resolution certifying the business conducted in closed session as follows:

RESOLUTION

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Smyth County Board of Supervisors has convened in a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Smyth County Board of Supervisors that such a meeting was conducted in conformity with Virginia law; NOW, THEREFORE, BE IT RESOLVED that the Smyth County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Smyth County Board of Supervisors.

After consideration, the motion PASSED by the following vote:

| | |
|-----------------|--|
| AYES: | Atkins District Supervisor – Charles Atkins Park District Supervisor – Kris Ratliff Royal Oak District Supervisor Judy Wyant Rye Valley District Supervisor – Lori Deel Saltville District Supervisor – Roscoe D. Call |
| NAYES: | None |
| ABSTAIN: | None |

ABSENT: Chilhowie District Supervisor – Wade H. Blevins Jr.
North Fork District Supervisor – Phil Stevenson

03/10/2020 7:05 PM Atkins District Supervisor Charles Atkins made a motion to amend the Agenda to allow the County Attorney Scot Farthing to speak to update the Board on on-going issues. Rye Valley District Supervisor Lori Deel seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: Chilhowie District Supervisor – Wade H. Blevins Jr.
North Fork District Supervisor – Phil Stevenson

County Attorney Scot Farthing brought before the Board an issue involving a lien that was placed on a property owned by Patton Graham. The lien was recorded on August 1; however, the payment had been made on July 12 prior to the placement of the lien. Two weeks after placement, the lien was released by former County Attorney Jeff Campbell and the Board of Supervisors. However, the lien needs to be vacated by the Court in order to be removed from the record. Atkins District Supervisor Charles Atkins made a motion to request the lien be vacated by the Court. Rye Valley District Supervisor Lori Deel seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: Chilhowie District Supervisor – Wade H. Blevins Jr.
North Fork District Supervisor – Phil Stevenson

03/10/2020 7:20 PM Saltville District Supervisor adjourned the meeting, seconded by Rye Valley District Supervisor Lori Deel.

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call
NAYES: None
ABSTAIN: None
ABSENT: Chilhowie District Supervisor – Wade H. Blevins Jr.
North Fork District Supervisor – Phil Stevenson

The Smyth County Board of Supervisors held an electronic emergency meeting on Wednesday, April 15, 2020. The location of the meeting was in the First Floor Board Room of the County Office Building, 121 Bagley Circle, Suite 100, Marion, Virginia.


 4/15/2020 5:00 PM

PRESENT: Chair, Royal Oak District – Supervisor Judy Wyant, Vice Chair, Rye Valley District Supervisor – Lori Deel, Saltville District Supervisor – Roscoe D. Call, Park District Supervisor – Kris Ratliff, Atkins District Supervisor – Charles Atkins (5)

ABSENT: Chilhowie District Supervisor – Wade H. Blevins Jr., Atkins District North Fork District Supervisor – Phil Stevenson (2)

STAFF: Assistant County Administrator – Lisa Richardson, Interim County Administrator – Aaron Sizemore, Interim County Attorney – Scot S. Farthing, Administrative Assistant – Sarah Parris, Administrative Assistant – Christy Bise (5)

 4/15/2020 5:00 PM: Judy Wyant, Chair called the meeting to order

 4/15/2020 5:02 PM: Declaration of Emergency was adopted by the following roll call vote:

AYES: Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call

NAYES: None

ABSTAIN: Atkins District Supervisor – Charles Atkins

ABSENT: Chilhowie District Supervisor – Wade H. Blevins Jr.
North Fork District Supervisor – Phil Stevenson


 4/15/2020 5:03 PM: Emergency Ordinance Continuity of Government was adopted by the following roll call vote:

AYES: Atkins District Supervisor – Charles Atkins
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call

NAYES: None

ABSTAIN:

ABSENT: Chilhowie District Supervisor – Wade H. Blevins Jr.
North Fork District Supervisor – Phil Stevenson

 4/15/2020 5:04 PM: Park District Supervisor - Kris Ratliff made the motion to approve the Consideration of appropriations and accounts payable as listed on the additional agenda Saltville District Supervisor – Roscoe Call seconded the motion.


After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call

NAYES: None

ABSTAIN:

ABSENT: Chilhowie District Supervisor – Wade H. Blevins Jr.
North Fork District Supervisor – Phil Stevenson

 4/15/2020 5:05 PM: Saltville District Supervisor – Roscoe Call made the motion to adjourn. Rye Valley District Supervisor – Lori Deel seconded the motion

After consideration, the motion PASSED by the following vote:

AYES: Atkins District Supervisor – Charles Atkins
Park District Supervisor – Kris Ratliff
Royal Oak District Supervisor – Judy Wyant
Rye Valley District Supervisor – Lori Deel
Saltville District Supervisor – Roscoe D. Call

NAYES: None

ABSTAIN:

ABSENT: Chilhowie District Supervisor – Wade H. Blevins Jr.
North Fork District Supervisor – Phil Stevenson

The Smyth County Board of Supervisors held an electronic meeting on Tuesday, April 21, 2020. The location of the meeting was in the First Floor Board Room of the County Office Building, 121 Bagley Circle, Suite 100, Marion, Virginia.


 4/21/2020 5:02 PM Chairman, Royal Oak District Judy Wyant called the meeting to order and welcomed everyone.

PRESENT: Judy Wyant, Chairman, Royal Oak District; Lori H. Deel, Vice-Chairman, Rye Valley District; Charles Atkins, Atkins District; Roscoe Call, Saltville District; Kristopher S. Ratliff, Park District (5)

ABSENT: North Fork District Supervisor Phil Stevenson; Chilhowie District Supervisor Wade H. Blevins Jr. (2)

STAFF: Interim County Administrator Aaron Sizemore; Assistant County Administrator Lisa Richardson; Interim County Attorney Scot Farthing; Administrative Assistant Christy Bise; Shannon Williams, E-911 Coordinator (5)

OTHERS: Stephanie Porter Nichols with Smyth County News and Messenger

 4/21/2020 5:02 PM Shannon Williams, E-911 Coordinator, presented information concerning the implementation of Next Generation 911 services. The current decades-old equipment which relies on an analog network is going out of service and the Commonwealth of Virginia has moved the timetable up regarding the mandated switch from a circuit switch network to a next generation network for 911 services. All 911 centers are required to have the new technology deployed by the 4th quarter of 2021 and it is up to each locality as to how they will move forward with implementing this change.

The equipment cost of switching to the new system will be approximately \$115,000 and 100% of that cost will be picked up by the Commonwealth. The monthly recurring cost for the transportation of 911 calls will be 73% higher than what the county currently pays for network services. This increase is based on the traveling distance of the call data. Our current system has limits on the data being delivered to us and a 911 call can't be transferred to an adjacent county. Once the new IP system is in place, a 911 call can be transferred to anywhere in the Commonwealth. The current monthly charge is \$1,500 a month with an expected increase to around \$5,800 a month once the change is implemented. The Commonwealth will cover that monthly cost for the first 24 months and after that the entire cost will be the responsibility of the County. This will increase the budget line for the 911 network services by \$50,000 - \$60,000 per year for the transportation of 911 calls only and that does not include any equipment, repair, or maintenance charges.

Currently, the documentation used for the NG 911 implementation in Northern Virginia (Fairfax) is being used as a public procurement tool that the Commonwealth has allowed other localities to use without having to go through their own private procurement process. AT&T Solutions has been recommended as the network provider by both Fairfax and the Eastern Shore based on their traveling distance abilities. By


using the Northern Virginia documentation as a procurement guide, the County can use that information as a negotiation tool with AT&T for possible changes to the monthly charges, but it does not bind the County to any contract. Mr. Sizemore, and Mr. Farthing have reviewed the documents and recommend that the County use this information as a guide in moving forward with the project.

Mr. Williams reported to the Board that a decision on how to proceed has to be made by Thursday of this week and the County has two options. Effective July 1, 2020, Governor Northam will be moving Virginia Information Technologies Agency (VITA) into Virginia Department of Emergency Management (VDEM) and the County can wait until that merge happens and let VDEM handle negotiations for the project, but a timetable on how long that would take has not been determined yet. The other option would be for the County to move forward now using the approved Northern Virginia procurement tool and begin negotiations with AT&T.

A motion was made by Rye Valley District Supervisor Lori Deel for the County to move forward with the Northern Virginia procurement tool and begin negotiations with AT&T Solutions for the County's transition to Next Generation 911 services. Royal Oak District Supervisor Kris Ratliff seconded the motion.

After consideration, the motion PASSED by the following roll-call vote:

AYES: Chairman, Royal Oak District Supervisor Judy Wyant,
Vice Chairman, Rye Valley District Supervisor Lori H. Deel,
Saltville District Supervisor Roscoe D. Call, and
Park District Supervisor Kristopher S. Ratliff
NAYS: None
ABSTAINERS: Atkins District Supervisor Charles Atkins
ABSENT: North Fork District Supervisor Phil Stevenson, and
Chilhowie District Supervisor Wade H. Blevins Jr.

 4/21/2020 5:17 PM Mr. Sizemore reported that Charlie Harrington, Emergency Services Coordinator, found some face masks available and brought a request before the Budget Committee to purchase the masks. The Budget Committee is recommending \$6,000 be used for the purchase of 2,000 masks. 1,000 would go to first responders and 1,000 would go to solid waste workers. The money would be taken out of the emergency fund in the Board of Supervisors section of the budget. Whether the masks are still available and the timetable for receiving them is undetermined right now due to the current nationwide shortage, but if the masks aren't received before the current pandemic subsides Mr. Harrington will be instructed to cancel the order. Park District Supervisor Kris Ratliff made a motion to approve the Budget Committee recommendation and place an order for 2,000 face masks at a cost of \$6,000. Saltville District Supervisor Roscoe Call seconded the motion.

After consideration, the motion PASSED by the following roll-call vote:

AYES: Chairman, Royal Oak District Supervisor Judy Wyant,
Vice Chairman, Rye Valley District Supervisor Lori H. Deel,
Atkins District Supervisor Charles Atkins
Saltville District Supervisor Roscoe D. Call, and

NAYS: Park District Supervisor Kristopher S. Ratliff
None
ABSTAINERS: None
ABSENT: North Fork District Supervisor Phil Stevenson, and
Chilhowie District Supervisor Wade H. Blevins Jr.

 4/21/2020 5:22 PM With no further business to discuss, Rye Valley District Supervisor Lori Deel made a motion to adjourn. Park District Supervisor Kris Ratliff seconded the motion.

After consideration, the motion PASSED by the following roll-call vote:

AYES: Chairman, Royal Oak District Supervisor Judy Wyant,
Vice Chairman, Rye Valley District Supervisor Lori H. Deel,
Atkins District Supervisor Charles Atkins
Saltville District Supervisor Roscoe D. Call, and
Park District Supervisor Kristopher S. Ratliff
NAYS: None
ABSTAINERS: None
ABSENT: North Fork District Supervisor Phil Stevenson, and
Chilhowie District Supervisor Wade H. Blevins Jr.

A meeting of the Smyth County Board of Supervisors Budget Committee was held at the Smyth County Office Building on Tuesday, March 26, 2020 at 3:30 PM.

Committee Members Present:

Atkins District Supervisor Charles Atkins, Chair
Rye Valley District Supervisor Lori Deel

Committee Members Absent:

Royal Oak District Supervisor Judy Wyant

Staff Members Present:

Interim County Administrator Aaron Sizemore
Assistant County Administrator Lisa Richardson

Chairman Atkins District Supervisor Charles Atkins called the meeting to order at 3:35 PM.

Victim Witness Director Susan Williams requested a budget transfer of \$3,500 from 22011-1002 Part-time salaries and 22011-2001 FICA to 22011-5401 Office Supplies and Equipment. Mrs. Williams requested to use the unspent part-time wages to purchase 2 new computers due to the fact that the current computers will no longer update using Windows 7.

- Rye Valley District Supervisor Lori Deel made a motion to approve the transfer. Atkins District Supervisor Charles Atkins seconded the motion. The motion carried.

Sheriff Shuler requested a budget amendment of \$30,000 to the Vehicle & Power Equipment line 21070-5408 to allow for the continued and uninterrupted service of the vehicle fleet. These requested funds are to be used for routine services only to keep existing vehicles in running order.

- Rye Valley District Lori Deel made a motion to transfer the requested funds from the Board's Emergency Funds line 011010-9008 to the Sheriff's Vehicle & Power Equipment line. Atkins District Supervisor Charles Atkins seconded the motion. The motion carried.

The Committee discussed a budget shortfall to the FY2020 Aid to Localities Fire Programs. E911 coordinator Shannon Williams brought to the attention of the Committee that \$81,519.00 had been received by the County from the State but there was a budget shortfall of \$2,990 in budget line 032020-5604-7 to disburse the funding to the Fire Departments. Options to disburse the shortfall were discussed.

- Rye Valley District Supervisor Lori Deel made the motion to transfer the remaining \$2,990 from the Board's Emergency Fund line 011010-9008 to Fire Program Fund 032020-5604-7. Atkins District Supervisor Charles Atkins seconded the motion. The motion carried.

The Committee discussed the upcoming Public Hearing scheduled for April 14, 2020 regarding the Budget Amendment and the information necessary to place in the advertisement for publication. Also discussed was setting the next meeting for the FY2020-2021 budget process.

Atkins District Supervisor Charles Atkins made a motion to adjourn the meeting. Rye Valley District Supervisor Lori Deel seconded the motion. Meeting adjourned at 5:45 PM.

A meeting of the Smyth County Board of Supervisors Budget Committee was held at the Smyth County Office Building on Monday, April 6, 2020 at 1:00 PM.

Committee Members Present:

Atkins District Supervisor Charles Atkins, Chair
Rye Valley District Supervisor Lori Deel

Committee Member by Phone:

Royal Oak District Supervisor Judy Wyant

Staff Members Present:

Interim County Administrator Aaron Sizemore
Assistant County Administrator Lisa Richardson

Chairman Atkins District Supervisor Charles Atkins called the meeting to order at 1:10 PM.

The committee discussed the upcoming budget for fiscal year 2020-2021. Expenditures for the General Fund beginning at Board expenditure line 001-011010 through E911 department line 031040-9005 were reviewed and discussed.

- Rye Valley District Supervisor Lori Deel made a motion to expend up to \$6,000 from the Board of Supervisor's Emergency Fund 001-011010-9008 to purchase 2000 masks to distribute to EMS workers and Convenience Station employees to protect them from exposure to the COVID-19 virus. Atkins District Supervisor Charles Atkins seconded the motion. The motion passed unanimously.

Atkins District Supervisor Charles Atkins made a motion to adjourn the meeting. Rye Valley District Supervisor Lori Deel seconded the motion. Meeting adjourned at 4:45 PM.

A meeting of the Smyth County Board of Supervisors Building and Grounds Committee was held at the Smyth County Office Building on Tuesday, March 10, 2020 at 4:00 p.m.

Committee Members Present:

Rye Valley District Supervisor Lori Deel, Chair
Saltville District Supervisor Roscoe D. Call
Park District Supervisor Kris Ratliff

Staff Members Present:

Interim County Administrator Aaron Sizemore
Assistant County Administrator Lisa Richardson
Voter Registrar Sandy Elswick
Electoral Board Member Duncan McGregor

Chairman Rye Valley District Supervisor Lori Deel called the meeting to order at 4:00 p.m.

Discussion was held regarding the requirements for the Voter's Registrar Office due to early and expanded absentee voting. Ms. Elswick explained the anticipated increase in voter turnout and lack of parking and adequate room in her current office.

Several options for the current building and other local buildings were discussed, including the old Town of Marion Police Station and the vacant Food Country building. Mr. Ratliff discussed the current sale price and options available at the Food Country building.

- Mr. Ratliff made a motion to instruct the Interim County Administrator to contact the current owner of the old Food Country building to inquire about the cost and current rental income for the building and to examine financial options that are available through financial institutions prior to the April Board meeting. Saltville District Supervisor Roscoe Call seconded and motion and the motion carried.

Meeting adjourned at 4:40 PM by Rye Valley District Supervisor Lori Deel.

A meeting of the Smyth County Board of Supervisors Building and Grounds Committee was held at the Smyth County Office Building on Tuesday, April 14, 2020 at 4:00 p.m.

Committee Members Present:

Rye Valley District Supervisor Lori Deel, Chair

Park District Supervisor Kris Ratliff

Committee Members Absent:

Saltville District Supervisor Roscoe D. Call

Staff Members Present:

Interim County Administrator Aaron Sizemore

Assistant County Administrator Lisa Richardson

Administrative Assistant Christy Bise

Voter Registrar Sandy Elswick

Electoral Board Member Don Chisler

Electoral Board Member Vicky Hale

Chairman Rye Valley District Supervisor Lori Deel called the meeting to order at 4:00 p.m.

Discussion was held regarding the relocation of the Voter's Registrar Office due to the need for a larger, more accessible space to accommodate early and expanded absentee voting.

Interim County Administrator Aaron Sizemore toured the old Food Country building and discussed the options available. There is a front showroom (50' x 72'), a non-climate-controlled side garage (32' x 50'), and an office space area located in the back of the building with a separate entrance that was formerly occupied by a doctor's office.

Mr. Sizemore noted that the back office area would accommodate two office spaces, storage areas, restrooms, and allow room for tables and voting machines. The building is easily accessible and ample parking is available. The area being considered is move-in ready for the needs of the Registrar's Office and would not require renovation.

There are currently two tenants occupying separate areas of the building. A church that holds a 12-year lease and a free-standing garage used by VASAP that holds a 10-year lease. The combined rental income from the two tenants equals \$2,100 per month.

The current owner is asking \$362,000 for the building and the tax assessed value is listed at \$372,000. An RFP would be required to buy the building from a private entity. The RFP would be for location proposals that meet the needs and specifications for the desired office space, not for bids.

Mr. Sizemore also looked at the former Marion Police Department building, but noted it was not laid out as well for the needs of the Registrar's Office.

There was also discussion by the committee about tenants that could potentially occupy the front area of the building and provide additional rental income to the County. Mr. Sizemore will check to see if a proposal has to be put out for possible tenants.

- **Park District Supervisor Kris Ratliff made a motion to put out an RFP for property acquisition to house the Voter Registrar's Office due to the new requirements of early voting. Rye Valley District Supervisor Lori Deel seconded the motion. The recommendation will be presented at the next Board Meeting.**

Meeting adjourned at 4:33 PM by Rye Valley District Supervisor Lori Deel.

DATE & TIME RECEIVED: 4-20-2020 2:18 pm

OBise

SMYTH COUNTY

121 Bagley Circle, Suite 100 - Marion, VA 24354

Phone: 276-783-3298 Ext. 1

APPLICATION FOR AN ANNUAL MUSICAL
OR ENTERTAINMENT FESTIVAL(s)PLEASE PRINT AND ATTACH ALL INFORMATION

Note: The submission of this application does not guarantee the approval of the listed event(s). **All** information listed on this application is required to help determine if the event(s) complies with the Code of Smyth County.

Date Application Filed: 4-17-2020
 Applicant/Contact Name: ANNE D. PENNINGTON
 Address: 29891 Job STUART Hwy. DAMASCUS, VA. 24236
 Phone: 276-388-3102

Name of Organization: KONNAROCK, GREEN COVE, LAUREL VALLEY COMMUNITY ASSOC
 Location of event(s): KONNAROCK COMMUNITY CENTER

Pursuant with section 5-97 of the Smyth County Code (revised code is attached, please read carefully), the above organization hereby submits an application for a permit to conduct musical or entertainment festival(s) in Smyth County, Virginia, on the following date(s):

| Day of the Week: | Date: | TIME: From | TIME: To |
|------------------|----------------------|--------------|----------------|
| <u>Sunday</u> | <u>Sept 20, 2020</u> | <u>11:Am</u> | <u>5:00 PM</u> |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Pursuant to Section 5-96 (b) of the County Code, this application shall be filed by the last business day of the month of February or at least sixty (60) days prior to the first date of such festival(s).

The permit required by this article shall not be issued unless the following conditions are met and the following plans, statements and approvals submitted to the Board with the application:

- (1) *Promoters and backers.* A statement of the names and addresses of the promoters of the festival(s), and the financial backing of the festival(s).

KONNAROCK, GREEN COVE, LAUREL VALLEY ASSOC. & COMMUNITY

- (2) *Location and Site Plan.* A statement of the location of the proposed festival(s), the name(s) and address(es) of the owner(s) of the property on which such festival(s) is to be held, and the nature and interest of the applicant therein. The Site Plan may be an applicant prepared sketch and shall include the following items: KONNAROCK, GREEN COVE, LAUREL VALLEY COMMUNITY CENTER

6535 WHITETOP RD. TROUTDALE, VA. 24378

- a. Dimensions of site, including length, width, and total size.
- b. Location of the lot or parcel by vicinity map. The Site Plan shall also contain a north arrow, original date, revision dates, and graphical scale. *See MAP & SCALE*
- c. Property lines of the proposed festival(s). If only a portion of the property is proposed for the festival(s), a "Limits of Festival(s)" shall also be shown. *ON COMMUNITY CENTER GROUNDS*
- d. The name and address of the property owner of the site, if different than the applicant. *SAME*
- e. The tax parcel number(s) of the parcels proposed for the festival(s). *86A + 466*
- f. The names, route numbers, locations, and dimensions of existing public or private streets, alleys, and rights of way shall be shown. Any proposed rights of way for said festival(s) shall also be shown. *See MAP*
- g. The location, type, and size of site access points such as driveways, curb openings, and crossovers. If existing cuts will serve the site they shall be shown. If new median cuts are proposed, their locations shall also be shown. *See MAP*
- h. The location of buildings or structures existing or proposed for the site, including the distance between buildings or structures. *Food INSIDE, MUSIC OUTSIDE IN GAZEBO*
- i. Location and design of all existing and proposed utilities, including water, sanitation, and electrical service. *PORTO JONES OUTSIDE AND BATH ROOMS INSIDE*
- j. The location of any proposed bugger yards, screening, and fencing. *N/A*
- k. A statement by the applicant that the site plan for said festival(s) will be built according to the plan. *ASSOCIATION WILL COMPLY*
- l. Any additional information requested by the Administrator or the Board. *Will Comply*

- (3) *Plans.* The following plans shall be submitted by the applicant to the agencies referenced below and said agencies approvals forwarded to the Administrator, or his designee, ten (10) days prior to the public hearing.
- a. *Sanitation facilities, garbage, trash and, sewage disposal.* A plan for adequate sanitation facilities and garbage, trash and sewage disposal for persons at the festival. This plan shall meet the requirements of all state and local statutes, ordinances, and regulations, and shall be approved by the Smyth County Health Department. *BATHROOMS INSIDE, PORTA JOHNS OUTSIDE GARBAGE AND TRASH TAKEN CARE OF BY ASSOC. MEMBERS*
 - b. *Food, water and lodging.* A plan for providing food, water, and lodging for the persons at the festival. This plan shall meet the requirements of all state and local statutes, ordinances, and regulations, and shall be approved by the Smyth County Health Department. *Will Comply*
 - c. *Medical facilities.* A plan for adequate medical facilities for persons at the festival, approved by the Smyth County Health Department. *Mt. ROGERS RESCUE SQUAD*
 - d. *Parking, crowd and traffic control.* A plan for adequate parking facilities and traffic control in and around the festival area, approved by the Smyth County Sheriff's Office. *COMMUNITY ASSOC. MEMBERS WILL PARK CARS + SHERIFFS DEPT. WILL CONTROL TRAFFIC*
 - e. *Fire protection.* A plan for adequate fire protection. This plan shall meet the requirements of all state and local statutes, ordinances and regulations, and if applicable shall be approved by the Virginia Department of Forestry. *Mt ROGERS FIRE DEPT.*
 - f. *Tickets.* The applicant is to provide a statement containing the total number of tickets to be offered for sale and the best reasonable estimate by the applicant of the number of persons expected to be in attendance. *Tickets OFFERED - 400
ESTIMATED TO ATTEND - 325*
- (4) *Lighting.* A statement specifying whether any outdoor lights or lighting is to be utilized, and if so, a plan showing the location of such lights and shielding devices or other equipment to prevent unreasonable glow beyond the property on which the festival is located. *N/A*
- (5) *Loud music.* A statement that no music shall be played, either by mechanical device or live performance, in such a manner that the sound emanating therefrom shall be unreasonably audible beyond the property on which the festival is located. *Audibility LEVEL WILL BE CONTROLLED BY TRAINED PERSON*

- (6) *Administration and Public Notice:* The Administrator, or his designee, is responsible for receiving each application for Annual Musical or Entertainment Festival(s), and processing those application(s) as provided for in other Articles of this Chapter, including meeting the public notice requirements contained in §15.2-2204 of the Code of Virginia.
- (7) *Fee.* A non-refundable fee in the amount of \$200.00 shall be paid with each application. Mail check with complete application to: *INcLoSeD*
Smyth County – Treasurer
Smyth County Administrator's Office
121 Bagley Circle, Suite 100
Marion VA 24354
- (8) *A Certificate of Liability Insurance* shall be submitted signifying the Board as "Certificate Holder" in the amount of, not less than, One Million Dollars (\$1,000,000.00) and shall cover medical pay. The date(s) of the festival(s) shall be within the effective dates of the Certificate of Liability Insurance. A copy of said Certificate shall be furnished to the Board with all other documentation before approval will be obtained by the applicant. *AttAched*
(Code 1978, § 3-14)
- (9) *Failure to Comply.* Failure of the applicant to comply with the requirements of this Section 5-97 shall result in the application being returned to the applicant without any action by the Administrator, or his designee, or the Board.



The Cincinnati Insurance Company

A Stock Insurance Company

Headquarters: 6200 S. Gilmore Road, Fairfield, OH 45014-5141

Mailing address: P.O. Box 145496, Cincinnati, OH 45250-5496

www.cinfin.com ■ 513-870-2000

COMMON POLICY DECLARATIONS

Billing Method: **AGENCY BILL**

POLICY NUMBER **ENP 017 76 08**

NAMED INSURED KONNAROCK, GREEN COVE, LAUREL VALLEY COMM ASSOC
29891 JEB STUART HWY

ADDRESS DAMASCUS, VA 24236-4303
(Number & Street,
Town, County,
State & Zip Code)

Previous Policy Number:
ENP0177608

Policy Period: At 12:01 A.M., STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE

All coverages except Automobile and / or Garage

Policy number: **ENP 017 76 08** FROM: **03-19-2019** TO: **03-19-2022**

Automobile and / or Garage

Policy number: FROM: TO:

Agency **SLERP BRANT SAUNDERS AND ASSOCIATES, INC. 45-054**
City **MARION, VA**

Legal Entity / Business Description

ORGANIZATION (ANY OTHER)

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THE POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

FORMS APPLICABLE TO ALL COVERAGE PARTS:

| | | |
|----------|-------|---|
| IL0017 | 11/98 | COMMON POLICY CONDITIONS |
| IA102A | 09/08 | SUMMARY OF PREMIUMS CHARGED |
| IA904 | 04/04 | SCHEDULE OF LOCATIONS |
| IA4236 | 01/15 | POLICYHOLDER NOTICE TERRORISM INSURANCE COVERAGE |
| IP446 | 08/01 | NOTICE TO POLICYHOLDERS |
| AP403VA | 10/14 | IMPORTANT INFORMATION TO POLICYHOLDERS VIRGINIA |
| GA4050VA | 01/16 | VIRGINIA CHANGES - CANCELLATION AND NONRENEWAL |
| IA4264VA | 09/16 | VIRGINIA - LIABILITY CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM |
| IA4338 | 05/11 | SIGNATURE ENDORSEMENT |
| GA532 | 07/08 | COMMERCIAL GENERAL LIABILITY COVERAGE PART DECLARATIONS |

01-15-2019 12:03

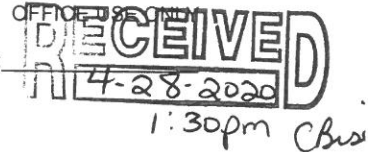
Countersigned

Feb 19, 2019
(Date)

By

[Signature]
(Authorized Representative)

DATE & TIME RECEIVED:



SMYTH COUNTY
121 Bagley Circle, Suite 100 - Marion, VA 24354
Phone: 276-783-3298 Ext. 1

APPLICATION FOR AN ANNUAL MUSICAL
OR ENTERTAINMENT FESTIVAL(s)

PLEASE PRINT AND ATTACH ALL INFORMATION

Note: The submission of this application does not guarantee the approval of the listed event(s). **All** information listed on this application is required to help determine if the event(s) complies with the Code of Smyth County.

Date Application Filed: April 22, 2020
Applicant/Contact Name: Larry P Gillespie
Address: 128 Long Hollow Rd Saltville, Va 24370
Phone: 276-624-3502 home 276-780-1247 cell

Name of Organization: Rich Valley Fair & Horse Show
Location of event(s): 325 Long Hollow Rd Saltville, Va 24370

Pursuant with section 5-97 of the Smyth County Code (**revised code is attached, please read carefully**), the above organization hereby submits an application for a permit to conduct musical or entertainment festival(s) in Smyth County, Virginia, on the following date(s):

| Day of the Week: | Date: | TIME: From | TIME: To |
|------------------|---------------|------------|------------|
| Saturday | July 18, 2020 | 7:00 pm | completion |
| Friday | July 24, 2020 | 7:00 pm | completion |
| Saturday | July 25, 2020 | 10:00 am | completion |
| Sunday | July 26, 2020 | 6:00 pm | completion |
| Monday | July 27, 2020 | 10:00 am | completion |
| Tuesday | July 28, 2020 | 10:00 am | completion |

*-Cont-

Pursuant to Section 5-96 (b) of the County Code, this application shall be filed by the last business day of the month of February or at least sixty (60) days prior to the first date of such festival(s).

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Note: The submission of this application does not guarantee the approval of the listed event(s). **All** information listed on this application is required to help determine if the event(s) complies with the Code of Smyth County.

Date Application Filed: _____
 Applicant/Contact Name: _____
 Address: _____
 Phone: _____

Name of Organization: _____
 Location of event(s): _____

Pursuant with section 5-97 of the Smyth County Code (**revised code is attached, please read carefully**), the above organization hereby submits an application for a permit to conduct musical or entertainment festival(s) in Smyth County, Virginia, on the following date(s):

✶- cont -

| Day of the Week: | Date: | TIME: From | TIME: To |
|------------------|---------------|------------|------------|
| Wednesday | July 29, 2020 | 6:00pm | completion |
| Thursday | July 30, 2020 | 6:00pm | completion |
| Friday | July 31, 2020 | 8:00am | completion |
| Saturday | Aug 1, 2020 | 9:00AM | completion |
| | | | |
| | | | |

Pursuant to Section 5-96 (b) of the County Code, this application shall be filed by the last business day of the month of February or at least sixty (60) days prior to the first date of such festival(s).

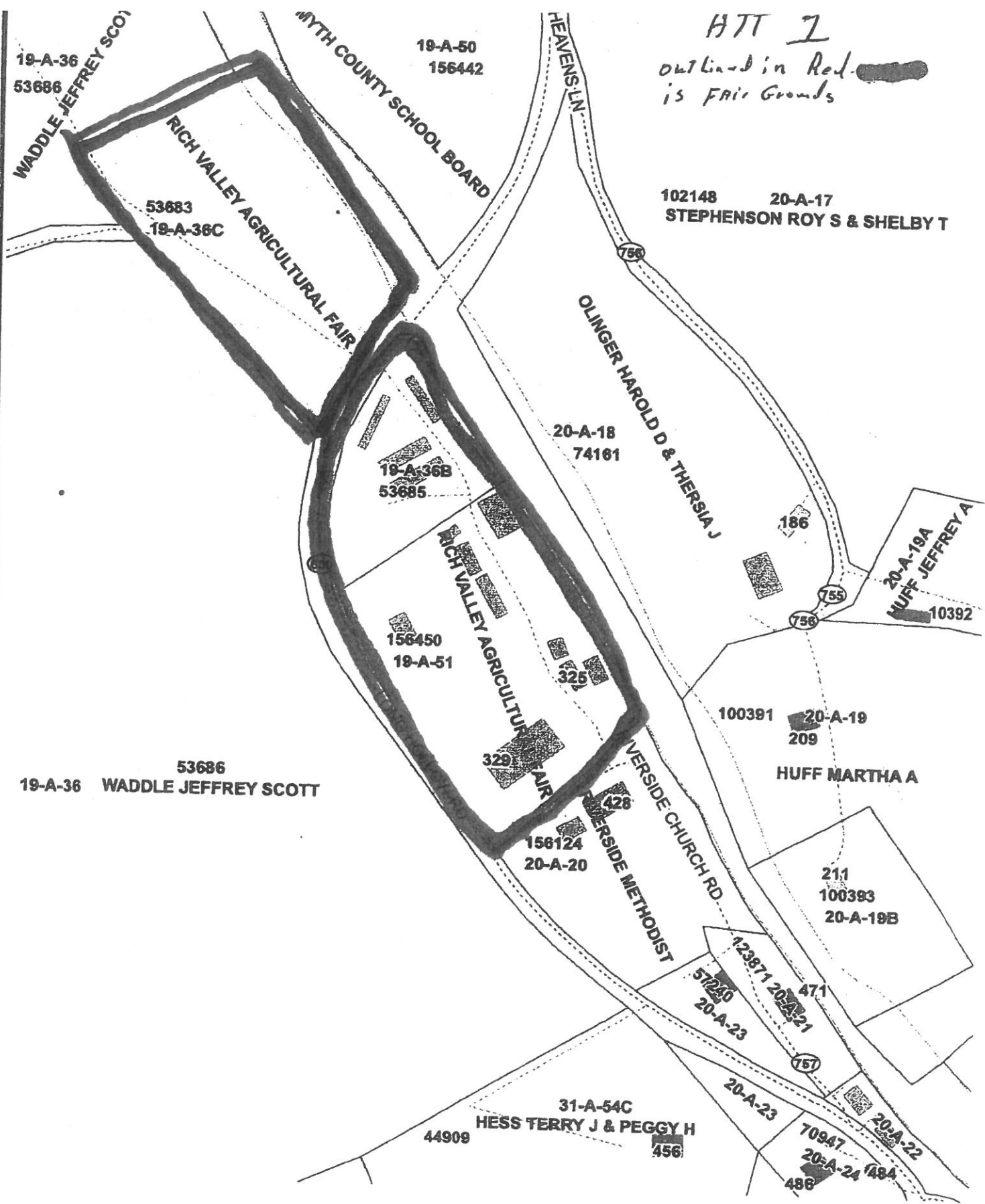
1. The Rich Valley Fair is backed and promoted by the Rich Valley Agricultural and Fair Association.
2. The Fair is located on the Rich Valley Agricultural and Fair grounds, 325 Long Hollow Rd.
 - a. See map attachment #1
 - b. See map attachment #1
 - c. Will use the whole property
 - d. Owned by Rich Valley Fair Association
 - e. 19 - a - 51; 19 - a - 36b; 19 - a - 36c
 - f. See map attachment #1
 - g. See map attachment #1
 - h. See map attachment #1
 - i. All county water and AEP power
 - j. Grounds are fenced all around
 - k. 86th annaul fair - same plans as years past
 - l. Call Larry Gillespie (276)624-3502 / (276) 708-1247 / (276) 780-3884
3. Plan:
 - a. Port-a johns in place, Smyth Co. trash pick up and dumpster in place
 - b. Fair Concession - see attachment #6 Health Department
 - c. See attachments #2 and #4
 - d. See attachment #3
 - e. See attachment #4
 - f. Tickets sold at gates, last years attendance approximately 10,000 for entire week, a booster pass may be purchased for entire week
4. Lighting: all lights are in place and remain the same as in previous years.

5. Music will be played at a reasonable audible level to stay within our property and shall end by midnight per The Smyth Co code section 5-98.
- 6: N/A - Administration and Public Notice of Music Events Sunday July 28th Gospel Singing, Friday August 2nd local band - all music wil end before midnight.
7. Payment check of \$200.00 is attached
8. Certificate of Liability Insurance see attachment #5
9. Comply with section 5 - 97

Adjoining property owners:

Jeffrey S & Shelley W Waddle 326 Long Hollow Rd, Saltville, Va 24370
Smyth Co School Board 121 Bagley Circle, Suite 300, Marion, Va 24354
Harold D & Theresia J Olinger 186 Heavens Lane, Saltville, Va. 24370
Riverside Methodist Church 4505 Valley Rd, Saltville, Va 24370
Martha A Huff 209 Heavens Lane, Saltville, Va 24370

HTT 7
outlined in Red
is Fair Grounds



Att # 2

SALTVILLE RESCUE SQUAD

126 Battleground Ave

Saltville, VA 24370


April 2, 2020

To whom it may concern,

This letter is to inform you that Saltville Rescue Squad has provided Emergency coverage at the Rich Valley Fair for the past years. It is our intention to continue to provide coverage during the 2020 Rich Valley Fair again. We provide this coverage free of charge but do accept donations if the Fair Committee is willing. Saltville Rescue Squad will provide at least one staffed ambulance per night/event unless the event needs additional coverage. (to be decided by SRS)

If you have any questions, contact Nathan Gary or Jason Mash at (276) 496-4531.

Respectfully,



Nathan Gary

Daily Operations Manager SRS



ATT #3

Sheriff's Office of Smyth County

819 MATSON DRIVE • MARION, VIRGINIA 24354
PHONE (276) 782-4056 • FAX (276) 782-4058

B.C. "Chip" SHULER
Sheriff

April 1, 2020

Aaron Sizemore
Interarm County Administrator
Smyth County Board of Supervisors
121 Bagley Circle, Suite 100
Marion, VA 24354

RE: Rich Valley Fair and Horse Show
Rich Valley Fairground
One event on July 18, 2020 and The Fair on July 24th through August 1, 2020
Application for Musical/Entertainment Permit

Dear Aaron:

In reference to the above-mentioned application for a permit to conduct a musical or entertainment festival in Smyth County on July 24th through August 1st, 2020 (One event will be held July 18, 2020, I find the following:

I feel the grounds are adequate to hold this event, and I see no other safety concerns regarding the grounds.

The road in this rural community should be sufficient for the traffic volume and should not pose a hazard. Deputies from our office will be assigned to the festival for security and traffic control.

Sincerely,

A handwritten signature in black ink, appearing to read "B. C. Shuler", written over a horizontal line.

B. C. Shuler

BCS/km

**Nebo Volunteer Fire Department
and First Responders**

422 Old Wilderness Road
Saltville, VA 24370

A United Way sponsored organization.

A TT-4

Rich Valley Fair Association

4505 Valley Road

Saltville, VA 24370

- Fair Association membership,

Nebo Volunteer Fire Department understands that your organization has to furnish the Smyth County Board of Supervisors a Fire Protection Plan in order to obtain an event permit for the fair.

The Rich Valley Fairground is within the boundary of both Nebo's fire and medical response area. Here is Nebo Fire Department's Fire protection plan for the Rich Valley Fair.

Nebo fire department will have fire members and fire equipment at the fair as much as our manpower levels allow. In times where members are not available to be physically on the fairgrounds our membership will respond to all calls to the fairground during the fair from wherever we may be when the call is dispatched by the Smyth County. If at any time, while we are either at the fairground or responding to it for a call, if we think that we do not have enough members or equipment on the scene or responding to extinguish any fire or handle any other situation that may occur we will request additional assistance just as we would on any other call. We will ask dispatch to send Saltville, Tannersville, Chilhowie or any other fire department as needed to assist us in anyway needed. This is more or less normal operating procedure for all fire departments and will allow us to respond to any situation that may occur during the Rich Valley Fair or any other time as is always our plan to handle emergency calls anytime anywhere.

Nebo Fire Chief

Ronnie Waddle

LOCAL HEALTH DEPARTMENTS
SERVING THE PEOPLE OF

Bland
Wythe
Carroll
Galax
Grayson
Smyth
Washington
Bristol



ATT # 6

Karen Shelton, MD, District Director
Phone: 276/781-7450
Fax: 276/781-7455

Email
karen.shelton@vdh.virginia.gov

COMMONWEALTH of VIRGINIA

Mount Rogers Health District

201 Francis Marion Lane
Marion, VA 24354

April 10, 2020

Aaron Sizemore
Interim Smyth County Administrator
121 Bagley Circle
Marion, VA 24354

Dear Mr. Sizemore:

Tom Hess contacted the Smyth County Health Department concerning the Rich Valley Fair, sponsored by the Rich Valley Agriculture and Fair Association, to be held on July 24, 2020 thru August 1, 2020.

Since the Rich Valley Agriculture and Fair Association is the sponsor of this event, they will be asked to complete a coordinator's application for the temporary food to show the proposed food vendors.

There is potable water on site and the sewage facilities will be portable toilets to meet the guideline of the building code, and they will also have a handwashing station.

If Governor Northam's Executive Orders 53 and 55 are extended due to the novel coronavirus (COVID-19) temporarily restricting entertainment and gatherings, then Mr. Hess said that they would not be able to have the fair on the designated dates. If further information is needed, please contact me at the Smyth County Health Department. The phone number is 276-781-7450.

Sincerely,

Lavonda Brickey
Environmental Health Specialist, Sr.
Smyth County Health Department



The Cincinnati Specialty Underwriters Insurance Company

A Stock Insurance Company

Headquarters: 6200 S. Gilmore Road, Fairfield, OH 45014-5141

Mailing address: P.O. Box 145496, Cincinnati, OH 45250-5496

www.cinfin.com ■ 513-870-2000

COMMON POLICY DECLARATIONS

POLICY NUMBER: CSU0023108

PREVIOUS POLICY NUMBER: CSU0023108

NAMED INSURED AND MAILING ADDRESS:

Rich Valley Fair Association

Refer to Named Insured Schedule CSIA409

PO BOX 1034

SALTVILLE VA 24370

PRODUCER - Your contact for matters pertaining to this policy: 45-054

Slomp Brant Saunders and Associates, Inc.

116 W Main St

Marion VA 24354-2514

Broker: 666443

CSU Producer Resources, Inc.

6200 South Gilmore Road

Fairfield, OH 45014-5141

Scott Hintze

Policy Period: From 10/29/2019 To 10/29/2020 AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.

Form of Business:

☐ Individual ☐ Partnership ☒ Corporation ☐ Joint Venture ☐ Limited Liability Company ☐ Other

Business Description: Fairgrounds

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

| COVERAGE PARTS | PREMIUM | |
|---|---------|-------------|
| DEPOSIT PREMIUM | | |
| Commercial General Liability | \$ | 2,783.00 |
| Terrorism Risk Insurance Extension Act | \$ | 42.00 |
| Broker Fee | \$ | 35.00 |
| TOTAL POLICY PREMIUM | | \$ 2,860.00 |
| CANCELLATION MINIMUM EARNED PREMIUM IS 25.0% OF TOTAL POLICY PREMIUM. | | |
| Surplus Lines Taxes | \$ | 64.35 |
| Stamping Fee | | N/A |
| Other Taxes or Fees | \$ | .72 |
| TOTAL | | \$ 2,925.07 |
| Premium is subject to annual audit: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | |

Premium is subject to annual audit: ☒ Yes ☐ No

NOTICE: THE INSURANCE POLICY THAT YOU HAVE APPLIED FOR HAS BEEN PLACED WITH OR IS BEING OBTAINED FROM AN INSURER APPROVED THE STATE CORPORATION COMMISSION FOR ISSUANCE OF SURPLUS LINES INSURANCE IN THE COMMONWEALTH, BUT NOT LICENSED OR REGULATED BY STATE CORPORATION COMMISSION OF THE COMMONWEALTH OF VIRGINIA. THEREFORE, YOU, THE POLICYHOLDER, AND PERSONS FILING A CLAIM AGAINST YOU ARE NOT PROTECTED UNDER THE VIRGINIA PROPERTY AND CASUALTY INSURANCE GUARANTY ASSOCIATION ACT (ss 38.2-1600 et seq) OF THE CODE OF VIRGINIA AGAINST DEFAULT OF THE COMPANY DUE TO INSOLVENCY. IN THE EVENT OF INSURANCE COMPANY INSOLVENCY YOU MAY BE UNABLE TO COLLECT ANY AMOUNT OWNED TO YOU BY THE COMPANY REGARDLESS OF THE TERMS OF THIS INSURANCE POLICY, AND YOU MAY HAVE TO PAY FOR ANY CLAIMS MADE AGAINST YOU.

Scott Hintze

(Name of Surplus Lines Broker)

666443

(License Number)

6200 South Gilmore Road Fairfield, OH 45014-5141

(Broker's Mailing Address)

FORMS AND ENDORSEMENTS ATTACHED TO THIS POLICY AT TIME OF ISSUE:

Refer to Forms and Endorsements Schedule CSIA406

THIS COMMON POLICY DECLARATIONS AND THE SUPPLEMENTAL DECLARATION(S) TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE PART DECLARATIONS, COVERAGE PART(S), COVERAGE FORM(S) AND FORM(S) AND ENDORSEMENT(S), IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

Signed by: _____ Date _____
(Authorized representative or countersignature, where applicable)

POLICY NUMBER CSU0023108

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NAMED INSURED SCHEDULE

This Schedule supplements the Declarations.

SCHEDULE

Named Insured: Rich Valley Fair Association

Forms and Endorsements Schedule

POLICY NUMBER: CSU0023108

POLICY EFFECTIVE DATE: 10/29/2019

NAMED INSURED: Rich Valley Fair Association

FORMS APPLICABLE

Forms Applicable - Common Forms

CSIA501 (07/14) Common Policy Declarations
CSIA409 (01/08) Named Insured Schedule
CSIA410 (03/08) Notice to Policyholders
CSIA417 (01/15) Cap On Losses From Certified Acts Of Terrorism
CSIA448 (01/15) Policyholder Notice Terrorism Insurance Coverage
CSIA404 (08/07) Service of Suit
CSIA403 (11/17) Special Provisions - Premium

Forms Applicable - Commercial General Liability

CSGA501 (04/08) Commercial General Liability Coverage Part Declarations
CSGA403 (10/07) Liability Premises Schedule
CSGA408 (04/08) Commercial General Liability Classification and Premium Schedule
CG0001TOC (04/13) Commercial General Liability Coverage Form Table of Contents
CG0001 (04/13) Commercial General Liability Coverage Form
CSGA401TOC (02/13) Changes to Commercial General Liability Coverage Form Table of Contents
CSGA401 (02/13) Changes to Commercial General Liability Coverage Form
CSIA405(08/09)-A- Limitation Of Conditions-Other Insurance
IL0003 (09/08) Calculation of Premium
CSGA418 (06/08) Amendment of Pollutants Definition
CSGA361 (06/08) Exclusion - Fungi or Bacteria
CSGA439 (11/08) Amendment of Duties in the Event of Occurrence Offense Claim or Suit Condition
IL0021 (09/08) Nuclear Energy Liability Exclusion Endorsement
CSLL348 (01/08) Limitation - No Stacking of Limits of Insurance

CSIA 406 08 07

Page 1 of 2