

AGENDA

Tuesday, February 12, 2019
4:00 PM

4:00 CALL MEETING TO ORDER (M. Todd Dishner, Chairman)

CLOSED SESSION

Code of Virginia, Section 2.2-3711 **A.1; Personnel Matters;** Discussion, consideration, or interviews of prospective candidates for employment and contracts; **A.5; Industrial/Business Prospects;** discussion concerning a business or industry considering expansion with no previous announcement being made and **A.7 Legal;** discussion with legal counsel and staff pertaining to actual or probable litigation.

5:00 CALL MEETING TO OPEN SESSION

Invocation and Pledge of Allegiance

ADOPTION OF AGENDA

Adopt the agenda and the additional agenda as presented

MINUTES OF PREVIOUS MEETINGS

Request adoption of the January 8th, 2019 meeting minutes.

FINANCIAL STATUS

Michael Carter – Inform the Board of the County's financial status

PAYMENT OF INVOICES

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

5:15 CITIZENS TIME

5:30 Stacy Ely-Mountain States Health Alliance Update

5:45 Brian Reed-Blue Ridge Discovery Center Request for Grant Submission

6:00 Heather Wright-Social Worker, Department of Social Services-Special Recognition

NEW BUSINESS

***Release of Lien-Green Valley Court**

*** Committee Recommendations:**

- **Appointment Committee, Rick Blevins-Chair**
- **Budget Committee, Todd Dishner-Chair**
- **Building and Grounds Committee, Phil Stevenson-Chair**

- **Personnel Committee, Todd Dishner-Chair**
- **Water/Sewer Committee, Roscoe Call-Chair**

Supervisor Comment Time

The Smyth County Board of Supervisors held its regular meeting at 4:00 p.m., **Tuesday, January 8, 2019**. 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: Chairman, Park District Supervisor M. Todd Dishner; Vice Chairman, Rye Valley District Supervisor Rick K Blevins; Saltville District Supervisor Roscoe D Call; North Fork District Supervisor Phil Stevenson; Chilhowie District Supervisor R. Curtis Rhea; Atkins District Supervisor Charles Atkins; Royal Oak District Supervisor Judy Wyant (7)

ABSENT: None.

STAFF: County Administrator Michael Carter; Assistant County Administrator Scott Simpson; County Attorney Travis Lee; Administrative Assistant Kelly Woods (4)



11/14/2018 4:09 PM Michael Carter, County Administrator called the meeting to order.

A motion was made by Saltville District Supervisor Roscoe D. Call to enter into closed session under Code of Virginia, Section 2.2-3711 – **A.1; Personnel Matters**; Discussion, consideration, or interviews of prospective candidates for employment and contracts **A.5; Industrial/Business Prospects**; discussion concerning a business or industry considering expansion with no previous announcement being made. **A.7 Legal**; discussion with legal counsel and staff pertaining to actual or probable litigation. North Fork District Supervisor Phil Stevenson seconded the motion.

After consideration, the motion **PASSED** by the following vote:

AYES: Park District Supervisor M. Todd Dishner,
Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.



1/8/2019 5:05 PM Michael Carter, County Administrator called the meeting back to order from Closed session.

PRESENT: Chairman, Park District Supervisor M. Todd Dishner; Vice Chairman, Rye Valley District Supervisor Rick K Blevins; Saltville District Supervisor Roscoe D Call; North Fork District Supervisor Phil Stevenson; Chilhowie District Supervisor R. Curtis Rhea; Atkins District Supervisor Charles Atkins; Royal Oak District Supervisor Judy Wyant (7)

ABSENT: None.

STAFF: County Administrator Michael Carter; Assistant County Administrator Scott Simpson; County Attorney Travis Lee; Administrative Assistant Kelly Woods (4)

Others: Stephanie Porter Nichols, Smyth County News and Messenger and several citizens.



1/8/2019 5:05 PM It was moved by Rye Valley District Supervisor Rick K Blevins, seconded by North Fork District Supervisor Phil Stevenson, 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: Park District Supervisor M. Todd Dishner,
Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

 1/8/2019 5:06 PM Kendra Hayden, Administrative Assistant gave the invocation and Lisa Richardson, Human Resource Manager led the Pledge of Allegiance.

 1/8/2019 5:07 PM A motion was made by Saltville District Supervisor Roscoe D. Call, seconded by Chilhowie District Supervisor R. Curtis Rhea to adopt the agenda and additional agenda as presented.


After consideration, the motion PASSED by the following vote:

AYES: Park District Supervisor M. Todd Dishner,
Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

 1/8/2019 5:08 PM Michael Carter, County Administrator opened the floor for discussion and nominations for the Election of Officers for calendar year 2019.

Saltville District Supervisor Roscoe D. Call nominated Park District Supervisor M. Todd Dishner as Chairman for calendar year 2019. The nomination was seconded by North Fork District Supervisor Phil Stevenson.

Royal Oak District Supervisor Judy Wyant nominated Atkins District Supervisor Charles Atkins as Chairman for calendar year 2019. The nomination was seconded by Park District Supervisor M. Todd Dishner.

North Fork District Supervisor Phil Stevenson made a motion to close the nominations, seconded by Saltville District Supervisor Roscoe D. Call.

After consideration, the motion PASSED by the following vote:

AYES: Park District Supervisor M. Todd Dishner,
Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

Michael Carter, County Administrator called for a vote on Park District Supervisor M. Todd Dishner's nomination for Chairman for calendar year 2019.

After consideration, the motion PASSED by the following vote:

AYES: Park District Supervisor M. Todd Dishner,
Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson and
Chilhowie District Supervisor R. Curtis Rhea.

NAYS: Atkins District Supervisor Charles Atkins and
Royal Oak District Supervisor Judy Wyant.

ABSTAINERS: None.

ABSENT: None.

Michael Carter, County Administrator called for a vote on Atkins District Supervisor Charles Atkins' nomination for Chairman for calendar year 2019.

After consideration, the motion FAILED by the following vote:

AYES: Atkins District Supervisor Charles Atkins and
Royal Oak District Supervisor Judy Wyant.

NAYS: Park District Supervisor M. Todd Dishner,
Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson and
Chilhowie District Supervisor R. Curtis Rhea.

ABSTAINERS: None.

ABSENT: None.

Michael Carter, County Administrator turned the meeting over to Chairman, Park District Supervisor M. Todd Dishner.

Chairman, Park District Supervisor M. Todd Dishner opened the floor for nominations of Vice Chairman for calendar year 2019.

Saltville District Supervisor Roscoe D. Call nominated Rye Valley District Supervisor Rick K. Blevins as Vice Chairman for calendar year 2019. The nomination was seconded by North Fork District Supervisor Phil Stevenson.

Saltville District Supervisor Roscoe D. Call made a motion to close the nominations for Vice Chairman. North Fork District Supervisor Phil Stevenson seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

Chairman, Park District Supervisor M. Todd Dishner called for a vote on Rye Valley District Supervisor Rick K. Blevins's nomination for Vice Chairman for calendar year 2019.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Rye Valley District Supervisor Rick K. Blevins
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson and
Chilhowie District Supervisor R. Curtis Rhea.

NAYS: Atkins District Supervisor Charles Atkins and
Royal Oak District Supervisor Judy Wyant.

ABSTAINERS: None.

ABSENT: None.

Chairman, Park District Supervisor M. Todd Dishner opened the floor for nominations of Clerk for calendar year 2019. Saltville District Supervisor Roscoe D. Call nominated Michael Carter for Clerk. North Fork District Supervisor Phil Stevenson seconded the nomination.

Saltville District Supervisor Roscoe D. Call made a motion to close the nominations for Clerk and North Fork District Supervisor Phil Stevenson seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

Chairman, Park District Supervisor M. Todd Dishner called for a vote on Michael Carter's nomination for Clerk for calendar year 2019.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: Atkins District Supervisor Charles Atkins.

ABSENT: None.

Chairman, Park District Supervisor M. Todd Dishner opened the floor for nominations of Deputy Clerk for calendar year 2019. Saltville District Supervisor Roscoe D. Call nominated Kelly Woods for Deputy Clerk. North Fork District Supervisor Phil Stevenson seconded the nomination.

Saltville District Supervisor Roscoe D. Call made a motion to close the nominations for Deputy Clerk and North Fork District Supervisor Phil Stevenson seconded the motion.

Chairman, Park District Supervisor M. Todd Dishner called for a vote on Kelly Woods' nomination for Deputy Clerk for calendar year 2019.


After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

 1/8/2019 5:14 PM Michael Carter, County Administrator asked the Board their desired meeting schedule for calendar year 2019 and suggested the Regular Board of Supervisors meeting stays as scheduled on the 2nd Tuesday of each month, with the exception of November's meeting to be held on Wednesday, November 13, 2019. A second meeting, as needed will be the fourth Thursday of each month. Saltville District Supervisor Roscoe D. Call made a motion to continue with the regular meeting schedule on the second Tuesday of each month, with closed session beginning at 4:00 p.m., and for November's meeting to be held on Wednesday the 14th, with a second meeting the fourth Thursday of each month as needed. North Fork District Supervisor Phil Stevenson seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

 1/8/2019 5:19 PM A motion was made by Atkins District Supervisor Charles Atkins to adopt the Board of Supervisors Rules of Procedures as Amended January 9, 2018. North Fork District Supervisor Phil Stevenson seconded the motion.


After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

 1/8/2019 5:19 PM A motion was made by North Fork District Supervisor Phil Stevenson to adopt the 2019 state holiday schedule as approved by the Governor and amended throughout the year. Chilhowie District Supervisor R. Curtis Rhea seconded the motion.

After consideration, the motion PASSED by the following vote:


AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,

Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

 1/8/2019 5:20 PM It was moved by Saltville District Supervisor Roscoe D. Call, seconded by North Fork District Supervisor Phil Stevenson to approve the minutes from the December 11th and December 27th, 2018 meetings.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.


ABSENT: None.

 1/8/2019 5:20 PM Michael Carter, County Administrator presented the Board with information on the current FY2018-2019 budget and a current month analysis for appropriations.

 1/8/2019 5:28 PM Chairman, Park District Supervisor M. Todd Dishner opened citizens time.

Bradley Powers, 1245 South Main Street, Marion, spoke and stated he would like to welcome everyone to the new year and encouraged each Board member to work together in a positive manner.

 1/8/2019 5:30 PM With no one else wishing to speak, Chairman Park District Supervisor M. Todd Dishner closed citizens time.

 1/8/2019 5:30 PM Ron Poff with Appalachian Power presented the Board an update on the Broadford Substation Expansion that is currently under construction. Mr. Poff stated the project is currently in the second year of construction and AEP will be bringing new transformers to the site in the first quarter of 2019, explaining due to the size of the transformers and location, this has been a very challenging project. Mr. Poff thanked Smyth County for all of the support that has been given for the project. Several Board members inquired about the capacity and removal of the existing transformers, with Mr. Poff explaining the existing transformers would be scraped on site and removed in pieces.

 1/8/2019 5:46 PM It was moved by Saltville District Supervisor Roscoe D. Call, seconded by Chilhowie District Supervisor R. Curtis Rhea to appropriate \$1,580,000.00 from the General Fund. The following is an explanation of the appropriations approved:

General County

Accounts Payable Listing:	\$835,724.05
Payroll:	\$695,085.01
Auto Draft Rural Development:	\$8,974.00
AEP/Century Link Bills:	\$25,000.00
VRA Payments:	\$20,147.00
County Administration Fund:	\$5,000.00
Minus Beginning Appropriation:	\$(32,377.94)
New Carryover:	\$22,450.88
Total County Appropriation:	\$1,580,000.00

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

It was moved by Chilhowie District Supervisor R. Curtis Rhea, seconded by Saltville District Supervisor Roscoe D. Call to appropriate \$410,000.00 from the General Fund for the Department of Social Services. The following is an explanation of the appropriations approved:

Social Services

(January 9-January 31, 2019)	\$ 350,000.00
(February 1-February 12, 2019)	\$ 60,000.00
Total Social Services:	\$ 410,000.00

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

It was moved by Saltville District Supervisor Roscoe D. Call, seconded by Atkins District Supervisor Charles Atkins to appropriate \$3,940,000.00 from the General Fund for the Smyth County School Board Operating Fund. The following is an explanation of the appropriations approved:

Schools-Operating Fund

Instruction	\$ 2,800,000.00
Administration, Attendance, & Health	\$ 115,000.00
Transportation	\$ 200,000.00
Facilities	\$ 425,000.00
School Food Service	\$ 300,000.00
Technology	\$ 100,000.00
Total School Operating Fund:	\$ 3,940,000.00

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

It was moved by Saltville District Supervisor Roscoe D. Call, seconded by Atkins District Supervisor Charles Atkins to appropriate \$335,00.00 from the General Fund for School Debt Service.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

It was moved by Saltville District Supervisor Roscoe D. Call, seconded by Chilhowie District Supervisor R. Curtis Rhea to appropriate \$62,548.80 from EDA Fund 4 for open invoices.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,

Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

It was moved by Atkins District Supervisor Charles Atkins, seconded by Saltville District Supervisor Roscoe D. Call to appropriate \$3,593.30 from the Sheriff's Fund 748 for open invoices.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

It was moved by Saltville District Supervisor Roscoe D. Call, seconded by Chilhowie District Supervisor R. Curtis Rhea to appropriate \$301.09 from Fund 749 for Drug Recovery Court open invoices.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

It was moved by Saltville District Supervisor Roscoe D. Call, seconded by Chilhowie District Supervisor R. Curtis Rhea to appropriate \$7,292.33 from Fund 301 for the Courthouse Project.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,

Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

It was moved by Atkins District Supervisor Charles Atkins, seconded by Chilhowie District Supervisor R. Curtis Rhea to appropriate \$12,586.00 from fund 761 for an open invoice.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chairman, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.



1/8/2019 5:49 PM Michael Carter, County Administrator brought forward a recommendation from the Planning Commission as shown below:

Commissioner David Spence made a motion to recommend approval of Mr. Riley and Clinch Valley Community Action's request for a Special Use Permit with the condition that no building permits be issued until an adequate sewage disposal plan is approved by the Smyth County Health Department. Commissioner Paul Shepherd seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Sparks, Spence, Wagoner, Shepherd, Dean, Pugh and Davidson Jr.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

Atkins District Supervisor Charles Atkins made a motion to accept the recommendation as presented from the Planning Commission. North Fork District Supervisor Phil Stevenson seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chair, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,

Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

 1/8/2019 5:56 PM Chairman, Park District Supervisor M. Todd Dishner brought forward the following recommendations from the Budget Committee:

Item #1: It is the Committee's recommendation to approve the budget transfer as shown below for the Smyth County Sheriff Department in the amount of \$2,167.00.

EXPENSE

From:	To:	Amount:
001-021070-1001 (Salaries)	001-021070-5408 (Vehicle Maint.)	\$2,167.00

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chair, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

Item #2: It is the Committee's recommendation to establish a budget deadline of February 15, 2019 for the FY2019-2020 budget process.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chair, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

Item #3: It is the Committee's recommendation to approve a real estate tax refund request in the amount of \$1943.19, for tax map number 57C-2-1, located in the Scratch Gravel section of Smyth County, owned

by Russell's Chapel. According to the Commissioner of Revenue's Office, along with Virginia Code Section 58-1-3606, since the property is being used for fellowship purposes, it is exempt from being taxed.

The County Administrator's Office will process the refund and mail to the address identified on the request for refund application.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chair, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

Rye Valley District Supervisor Rick K. Blevins brought forward the following recommendations from the Insurance Committee:

Item #1: Nationwide Insurance Company manages the 457 Deferred Compensation Plan for Smyth County. In November, 2018, Smyth County received notice from Nationwide the company recognized a need to change the Guaranteed Minimum Interest Rate (GMIR) of the fixed annuity account. The balance in the fixed annuity account as of September 30, 2018 was \$590,364.01 with a GMIR of 3.5%. There are currently 26 participants in the 457 Plan with 12 active employees making monthly contributions.

It is the Committee's recommendation to change the Nationwide 457 Plan to option 3-A as described below.

3. Option Three: The existing balance in the fixed annuity account remains at a GMIR of 3.5% and new contributions will not be accepted to the fund. Direction must be provided by the County for future allocations to be made to either:
 - A. A new Nationwide Fixed Contract with an initial credit rating of 1.2% and a 0.5% GMIR.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chair, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins
Chilhowie District Supervisor R. Curtis Rhea and

Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

Item #2: Colonial Insurance Company and Ameriflex manage Smyth County's Cafeteria Plan. The Plan is designed to allow eligible employees to pay their share of contributions under one or more Insurance Plans on a pre-tax basis and remain compliant with IRS Code Section 125. The Plan renews on a calendar year basis.

It is the Committee's recommendation to change the Cafeteria Plan-Section 125 to an Evergreen/Rolling enrollment period as described below.

"The County would like to change the current Plan design from one where elections must be made during each new open enrollment period by providing an election form to each employee to an Evergreen / Rolling enrollment period, where employee elections will roll from year to year unless they request to opt out. Information on how to opt-out will be provided to all newly hired employees and to all existing employees during the open enrollment renewal periods."

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chair, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

Saltville District Supervisor Roscoe D. Call brought forward the following recommendations from the Water Sewer Committee:

Item #1: It is the Committee's recommendation to award the contract for well upgrades at Pathway Park, to Rorrer Drilling. The contract base amount will be \$74,185.00, excluding item 7-B in the amount of \$10,440.00, making the bid award \$63,745.00. This will be fully grant funded by SERCAP and Mt. Rogers Planning District Commission.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chair, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,

North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.


NAYS: None.

ABSTAINERS: None.

ABSENT: None.

 1/8/2019 6:09 PM Chairman, Park District Supervisor M. Todd Dishner called for a ten (10) minute recess.

 1/8/2019 6:34 PM Chairman, Park District Supervisor M. Todd Dishner called the meeting back to order from recess.

 1/8/2019 6:34 PM Scott Simpson addressed the Board of Supervisors to express his gratitude for all of the support he has received during his fifteen-year employment by Smyth County. Mr. Simpson stated he appreciated all the Staff and Board had done for him and his family.

Michael Carter, County Administrator spoke and stated he had watched Mr. Simpson grow during his time with Smyth County. Mr. Carter stated that not every day was a good day and Mr. Simpson had always been up to handling all the tasks that needed to be done.

Rye Valley District Supervisor Rick K. Blevins made a motion to allow Supervisor Comment Time to be done before going back into closed session. North Fork District Supervisor Phil Stevenson seconded the motion.

 1/8/2019 6:49 PM Supervisor Comment Time:

Saltville District Supervisor Roscoe D. Call stated for everyone to be careful going home.

Chilhowie District Supervisor R. Curtis Rhea congratulated Park District Supervisor M. Todd Dishner for receiving role of Chairman for calendar year 2019.

Rye Valley District Supervisor Rick K. Blevins also congratulated Park District Supervisor M. Todd for receiving role as Chairman and thanked all those that showed support for his role of Vice Chairman. Mr. Blevins thanked Bradley Powers for his positive words of encouragement.

Royal Oak District Supervisor Judy Wyant congratulated Park District Supervisor M. Todd Dishner and Rye Valley District Supervisor Rick K. Blevins and stated she looks forward to a productive new year.

Park District Supervisor M. Todd Dishner thanked for everyone for support as Chairman for calendar year 2019.

 1/8/2019 6:52 PM Due to needing more time to address items for closed session, a motion was made by Rye Valley District Supervisor Rick K. Blevins to enter into closed session under Code of Virginia, Section 2.2-3711 – **A.1; Personnel Matters**; Discussion, consideration, or interviews of prospective candidates for employment and contracts and **A.7 Legal**; discussion with legal counsel and staff pertaining to actual or probable litigation. North Fork District Supervisor Phil Stevenson seconded the motion.


After consideration, the motion PASSED by the following vote:

AYES: Park District Supervisor M. Todd Dishner,
Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

 1/8/2019 8:09 PM It was moved by Rye Valley District Supervisor Rick K Blevins, seconded by Saltville District Supervisor, 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: Park District Supervisor M. Todd Dishner,
Rye Valley District Supervisor Rick K. Blevins,

Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

 1/8/2019 8:09 PM North Fork District Supervisor made a motion to terminate the Security Officer contract the County currently has, stating this was to shift focus to School Resource Officers being placed in each school. Atkins District Supervisor Charles Atkins seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Park District Supervisor M. Todd Dishner,
Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins,
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

Royal Oak District Supervisor Judy Wyant stated she had received several complaints regarding the entrance/exit to the Morrison Building, and would like the issue discussed further. North Fork District Supervisor Phil Stevenson stated the issue would be discussed during the next Building and Grounds Committee Meeting, and information would be brought to the Board at the next scheduled meeting.

 1/8/2019 8:13 PM With input and discussion with the County Administrator and the Personnel Committee, North Fork District Supervisor Phil Stevenson made a motion to approve the salary increases as shown attached (#1), effective January 1, 2019. Saltville District Supervisor Roscoe D. Call seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Chairman, Park District Supervisor M. Todd Dishner,
Vice Chair, Rye Valley District Supervisor Rick K. Blevins,
Saltville District Supervisor Roscoe D. Call,
North Fork District Supervisor Phil Stevenson,
Atkins District Supervisor Charles Atkins
Chilhowie District Supervisor R. Curtis Rhea and
Royal Oak District Supervisor Judy Wyant.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

 1/8/2019 8:17 PM Meeting Adjourned.

DRAFT

Lynn Garrett	\$ 21,671
Doug Jones	\$ 26,261
Paul Stoots	\$ 28,053
Kendra Hayden	\$ 40,980
Johnny Wyatt	\$ 41,243
Kelly Woods	\$ 45,335
Kim Vanhoy	\$ 46,255
Heather Street	\$ 46,765
Wally Blevins	\$ 52,598
Diane Spence	\$ 72,087
Michael Carter	\$ 115,820

CERTIFICATE OF RECOGNITION

Presented to

Mya Ferland

On this 12th day of February, 2019

For her selfless act of kindness in her community service project.

“Just Takes One Blanket Ministry”

Director of Smyth Co. Department of Social Services



Chairman, Smyth County Board of Supervisors



TREASURER OF SMYTH COUNTY

THOMAS W. BURKETT, II
TREASURER

P.O. Box 549 • MARION, VA 24354-0549
276-782-4059
EMAIL: SMYHTREASURER@SMYTHCOUNTY.ORG

DEBRA O. SCHWARTZ
CHIEF DEPUTY

CHRISTY HUTTON
AMY FRYE
JOELLA SMITH
DEPUTIES

January 9, 2018

Mr. Jeff Campbell, County Attorney
121 Bagley Circle, Suite 100
Marion, VA. 24354

Dear Jeff,

Attached you will find a paid receipt for William S. Firestone Et Al. This receipt represents their final payment for the special assessment for residents of Green Valley Court in Chilhowie.

Please request the Board of Supervisors take the necessary action to release the lien on their property as they have fulfilled their financial obligation.

Thank you, and please let me know should you need additional information.

Sincerely,

Tom Burkett
Treasurer

C: Mike Carter, County Administrator

SMYTH COUNTY
SMYTH COUNTY TREASURER
PO BOX 549 SUITE GO24
109 W. MAIN ST.
MARION VA 24354

Date : 10/31/2018
Register: JES/COUNTER1
Trans. #: 71340
Dept # : SPE114
Acct# :

GREEN VALLEY COURT IMPROVEMENT
000054771
Acres:

Land: 0 Imp: 0

FIRESTONE WILLIAM S ETAL
OCTOBER 31 2018
2303 JAGUAR LANE
MARION VA 24354

Previous	
Balance \$	1492.73
Principal Being Paid \$	1492.73
Penalty \$.00
Interest \$.00
Amount Paid \$	1492.73
*Balance Due \$.00

Pd by Check 3271.10 # 4557
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 10/2018

A meeting of the Smyth County Appointment Committee was held at the County Office Building on Tuesday, January 22, 2019 at 4:00 P.M.

Committee Members Present: Rye Valley District Supervisor Rick K. Blevins, Chair
Park District Supervisor M. Todd Dishner
Chilhowie District Supervisor, R. Curtis Rhea

Staff Members: Michael Carter, County Administrator
Scott Simpson, Assistant County Administrator
Kelly Woods, Administrative Assistant

Chairman, Rye Valley District Supervisor Rick K. Blevins called the meeting to order at 4:15 pm.

Kelly Woods, Administrative Assistant informed the committee of several appointments that needed to be made as shown below:

- CMPT Designee:

Chilhowie District Supervisor R. Curtis Rhea made a motion to appoint Michael Carter, as the Community Policy Management Team Designee. Park District Supervisor M. Todd Dishner seconded the motion. All agreed unanimously.

- Marion Downtown

Chilhowie District Supervisor R. Curtis Rhea made a motion to appoint M. Todd Dishner to the Marion Downtown Revitalization Committee for a one (1) year term beginning March 1, 2019 and ending February 28, 2020. All agreed unanimously.

- Mt. Rogers ASAP

Chilhowie District Supervisor R. Curtis Rhea made a motion to reappoint Ed Stringer to the Mt. Rogers ASAP Board, for a four (4) year term beginning February 1, 2019 and ending January 31, 2023. Park District Supervisor M. Todd Dishner seconded the motion. All agreed unanimously.

- Smyth/Wythe Airport Commission-Joint Appointment with Town of Marion

Chilhowie District Supervisor R. Curtis Rhea made a motion to reappoint Billy Dungan as the joint member with the Town of Marion, to the Smyth-Wythe Airport Commission for four (4) year term beginning February 1, 2019 and ending January 31, 2023. Park District Supervisor M. Todd Dishner seconded the motion. All agreed unanimously.

With nothing further to discuss, Chairman Rye Valley District Supervisor Rick K. Blevins adjourned the meeting at 4:27 P.M.

A meeting of the Smyth County Budget Committee was held at the County Office Building on Tuesday, January 22, 2019 at 3:30 p.m.

Committee Members Present:

Park District Supervisor M. Todd Dishner, Chair
Rye Valley District Supervisor Rick K. Blevins
Chilhowie District Supervisor R. Curtis Rhea

Staff Members Present:

Michael Carter, County Administrator
Kelly Woods, Administrative Assistant
Scott Simpson, Assistant County Administrator

Others Present:

Sheriff Chip Shuler
Johnny Joannou, Smyth County Sheriff Department

Chairman, Park District Supervisor M. Todd Dishner called the meeting to order at 3:35 P.M.

Sheriff Chip Shuler presented a budget amendment request to fund three additional part time School Resource Officers. After discussion, Rye Valley District Supervisor Rick K. Blevins made a motion to recommend allowing the Sheriff's Department to run an advertisement for the three part time positions. Requesting that after the advertisement is ran, the number of applicants who applied and were interviewed be brought back to the Budget Committee to further discuss the need to amend the current FY2018-2019 budget. Chilhowie District Supervisor R. Curtis Rhea seconded the motion. All agreed unanimously.

Sheriff Chip Shuler then presented a Budget Amendment request as shown below. The Sheriff is requesting for \$70,000.00 to be placed into Fund 744 salaries and wages for Highway Safety Patrol, Mental Health Transport and Highway Trash Pickup. This will increase the current FY2018-2019 budget from \$87,888,151.00 to \$87,958,151.00.

<u>Expense</u>	<u>Amount</u>
744-010000-1003 (Part Time Salaries and Wages)	\$70,000.00

<u>Revenue</u>	<u>Amount</u>
744-010000-0001 (Court Fines)	\$56,000.00
001-014010-0004 (County Share Radar)	\$14,000.00

Chilhowie District Supervisor R. Curtis Rhea made a motion to approve the Budget Amendment as requested by the Sheriff's Department. Rye Valley District Supervisor Rick K. Blevins seconded the motion. All agreed unanimously.

Michael Carter, County Administrator presented a Budget Transfer request from the Solid Waste Department as shown below. Due to renegotiating the lease for the transfer station, Mr. Carter stated the transfer was needed to allow for processing of the increased lease payment due to contract changes

effective October 1, 2018.

From:	To:	Amount:
081020-1001 (Economic Development Salaries)	042030-8888-26 (Transfer Station Lease)	\$25,000.00

Chilhowie District Supervisor R. Curtis Rhea made a motion to recommend approving the Budget Transfer as presented. Rye Valley District Supervisor Rick K. Blevins seconded the motion. All agreed unanimously.

Michael Carter, County Administrator presented a request that had been received by Gavin Blevins, Senior Planner for Mt. Rogers Planning District Commission on behalf of the Blue Ridge Discovery Center. The request is for the County to re-submit a grant application for DHCD IRF Funds up to \$600,000.00, to be the fiscal agent for the Blue Ridge Discovery Center, and to adopt a Resolution of Support as shown attached (#1). Rye Valley District Supervisor Rick K. Blevins made a motion to recommend adopting the resolution as presented, allowing for the re-submission of the grant application for Blue Ridge Discovery Center and for Smyth County to be the fiscal agent. Chilhowie District Supervisor R. Curtis Rhea seconded the motion. All agreed unanimously.

Mr. Carter then presented a Budget Amendment request for the FY18-19 Budget from the CSA Department as shown below. This will increase the current FY2018-2019 budget from \$87,958,151.00 to \$88,358,151.00.

AMENDMENT

Expense:

001-083040-5701 (CSA Pool Funds)	\$400,000.00
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Revenue:

001-022500-0001 (CSA Pool Funds)	\$306,560.00
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001-022500-0005 (CSA Use of Fund Balance)	\$93,440.00
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Rye Valley District Supervisor Rick K. Blevins made a motion to recommend approving the Budget Amendment for CSA as presented. Chilhowie District Supervisor R. Curtis Rhea seconded the motion. All agreed unanimously.

At 4:13 p.m. Chairman Park District Supervisor M. Todd Dishner adjourned the meeting.

Smyth County, Virginia

RESOLUTION

A RESOLUTION IN SUPPORT OF A GRANT APPLICATION FOR DHCD IRF FUNDS FOR THE BLUE RIDGE DISCOVERY CENTER

WHEREAS, the County of Smyth has previously participated in Department of Housing and Community Development programs, to apply for funds to complete projects throughout the county;

WHEREAS, the County of Smyth has determined that there is a need for economic development, job creation, and enhanced youth education resources; and

WHEREAS, the County of Smyth is acting according to the desires of county residents in supporting the renovation of the historic Konnarock Girls Training School; and

WHEREAS, the Department of Housing and Community Development has made available Industrial Redevelopment Fund grants of up to \$600,000 for the revitalization and reuse of vacant properties that will provide a measurable economic benefit to their local community and the region.

NOW THEREFORE, BE IT RESOLVED, that the County of Smyth hereby agrees to submit a grant application for up to \$600,000 in DHCD IRF Funds to be used with ARC and other funding to renovate, revitalize, and reopen the Historic Konnarock Girls Training School building as the Blue Ridge Discovery Center, a major economic attraction and residential education facility for our communities within the county and the region.

RESOLVED, this _____ day of February 2019.

SIGNED:

ATTEST:

Michael Carter, County Administrator

_____, Clerk

A meeting of the Smyth County Board of Supervisors Building and Grounds Committee was held at the County Office Building on Tuesday, January 22, 2019 at 4:30 p.m.

Committee Members Present:

North Fork District Supervisor Phil Stevenson, Chair
Rye Valley District Supervisor Rick K. Blevins
Saltville District Supervisor Roscoe D. Call

Staff Members Present:

Michael Carter, County Administrator
Scott Simpson, Assistant County Administrator
Kelly Woods, Administrative Assistant
Tina Combs, Maintenance Superintendent

North Fork District Supervisor Phil Stevenson, Chairman called the meeting to order at 5:18 p.m.

Michael Carter, County Administrator informed the Committee the reason for today's meeting was to continue discussion from the Board of Supervisors Meeting where concerns were heard regarding the entrance/exit to the Morrison Building. Mr. Carter stated that effective January 31, 2019 there will no longer be a Security Guard on duty. Discussion during the Board Meeting centered around re-opening doors on the main level of the Morrison Building. Discussion continued on this item with the Committee requesting for quotes to be obtained to fix the doors and the information presented at a future meeting.

Scott Simpson, Assistant County Administrator then updated the Committee concerning the contract for HVAC maintenance for all Buildings. Mr. Simpson stated the contract renewed on an annual basis, up to five (5) years, with the last renewal to be March 2019. An RFP had been placed in local newspapers, with bids due January 23, 2019 and will be presented at a future meeting for consideration.

Having no other business to discuss, Chairman, North Fork District Supervisor Phil Stevenson adjourned the meeting at 3:58 pm.

A meeting of the Smyth County Board of Supervisors Building and Grounds Committee was held at the County Office Building on Tuesday, February 5, 2019 at 4:30 p.m.

Committee Members Present:

Rye Valley District Supervisor Rick K. Blevins, Acting Chair
Saltville District Supervisor Roscoe D. Call

Staff Members Present:

Michael Carter, County Administrator
Kelly Woods, Administrative Assistant

Acting Chairman, Rye Valley District Supervisor Rick K. Blevins called the meeting to order at 5:18 p.m.

Michael Carter, County Administrator presented a quote to fix the door and lock hardware on two (2) doors on the main level of the Morrison Building as requested during the last Committee meeting. The approximate cost to repair would be \$1,900.00. After discussion, Saltville District Supervisor Roscoe D. Call made a motion to recommend moving forward with the repair of the doors, which will give citizens easier access to the Morrison Building. All agreed unanimously.

Mr. Carter then presented the bids that had been received for HVAC services for all County Buildings. Two (2) bids were received, one from Trane and the other from Cook's Mechanical. After discussion, Saltville District Supervisor Roscoe D. Call made a motion to deem both vendors as qualified service providers and to schedule interviews to discuss proposals submitted in more detail. All agreed unanimously.

Having no other business to discuss, Acting Chairman, Rye Valley District Supervisor Rick K. Blevins adjourned the meeting at 3:43 pm.

A meeting of the Smyth County Personnel Committee was held at the County Office Building on Tuesday, January 22, 2019 at 4:15 P.M.

Committee Members Present: Park District Supervisor M. Todd Dishner, Chairman
Saltville District Supervisor Roscoe D. Call
North Fork District Supervisor Phil Stevenson

Staff Present: Michael Carter, County Administrator
Kelly Woods, Administrative Assistant
Lisa Richardson, Human Resource Manager
Bill Turman, Chief Animal Control Officer
Chris Bennet, Animal Control Officer

Chairman, Park District Supervisor M. Todd Dishner called the meeting to order at 4:40 P.M.

North Fork District Supervisor Phil Stevenson informed the Committee he had received several complaints from constituents concerning the operating hours for the Smyth County Animal Shelter. Due to the work hours of the constituents and the operating hours of the Shelter, it was problematic for them to bring in stray animals that had been dropped on their property. Discussion continued on this item, with the Committee requesting for Animal Control to look into changing operating hours, and bring the information back to a future meeting.

Lisa Richardson, Human Resource Manager presented information concerning Smyth County's mileage reimbursement policy. Smyth County Policy currently shows the reimbursement rate of .385 cents per mile. After discussion, North Fork District Supervisor Phil Stevenson made a motion to adjust the rate to IRS Standard mileage rate of .58 cents per mile. Saltville District Supervisor Roscoe D. Call seconded the motion and all agreed unanimously.

With nothing further to discuss, the meeting was adjourned at 5:17 P.M.

A meeting of the Smyth County Personnel Committee was held at the County Office Building on Tuesday, February 5, 2019 at 4:00 P.M.

Committee Members Present: Park District Supervisor M. Todd Dishner, Chairman
Saltville District Supervisor Roscoe D. Call

Staff Present: Michael Carter, County Administrator
Kelly Woods, Administrative Assistant

Others Present: Rye Valley District Supervisor Rick K. Blevins
Harry Dean
John McLean
Kris Ratliff

Chairman, Park District Supervisor M. Todd Dishner called the meeting to order at 3:58 P.M.

Due to utilizing employees in a different capacity, during the previous meeting the Committee had requested for the Shelter to look into changing their hours to be open on Saturday's to allow for more citizens to bring in stray animals. Michael Carter, County Administrator presented proposed new operating hours for the Smyth County Animal Shelter as shown attached. After discussion, Saltville District Supervisor Roscoe D. Call made a motion to recommend approving the new operating hours as presented. All agreed unanimously.

Mr. Carter then explained the reason for inviting a few EDA members to the Personnel Meeting, stating that he felt it was important to address any questions they may have relating to the Economic Development Position, and the direction the Committee and Board of Supervisors had chosen to take. Discussion continued on this item with questions being asked concerning the process that had been taken to advertise and interview candidates for the EDA position. Mr. Carter explained the process, stating the job had been posted and interviewed for several times. Offers had been made to potential applicants with no success following. Park District Supervisor M. Todd Dishner stated the Committee decided to utilize current staff, with Mr. Carter continuing to lead Economic Development. Those in attendance of the meeting thanked Mr. Carter, and the Committee for taking the time to answer questions and provide insight for the Economic Development of Smyth County.

With nothing further to discuss, the meeting was adjourned at 5:01 P.M.

A meeting of the Smyth County Water and Sewer Committee was held at the County Office Building on Tuesday, January 22, 2019 at 5:00 p.m.

Board Members Present: Saltville District Supervisor Roscoe D. Call, Chair
North Fork District Supervisor Phil Stevenson
Chilhowie District Supervisor R. Curtis Rhea

Staff Present: Michael Carter, County Administrator
Scott Simpson, Assistant County Administrator
Kelly Woods, Administrative Assistant
Wally Blevins, Water/Sewer Department Foreman

At 5:28 p.m. Chairman, Saltville District Supervisor Roscoe D. Call called the meeting to order.

Scott Simpson, Assistant County Administrator began the discussion of the ranking of firms which responded to the Engineering RFPs. Each staff member and committee member had performed their independent review and ranking of proposals. Ten (10) firms submitted for the Term Services Contract. Of the ten (10) firms, four (4) firms were clearly ranked above the other six (6) according to the discussion by the Committee members. North Fork District Supervisor Phil Stevenson made a motion to recommend awarding Term Services Contracts to the following firms: Draper Aden, Thompson & Litton, Peed & Bortz, and OWPR. These contracts are for one year with annual renewal options for a maximum total term of 5 years. Chilhowie District Supervisor R. Curtis Rhea seconded the motion. All agreed unanimously.

Mr. Simpson then went on to discuss the ranking of the eight (8) firms who submitted for the Miscellaneous Projects RFP. Of the eight (8) firms, four (4) firms were clearly ranked above the other four (4) according to the discussions of the Committee members. North Fork District Supervisor Phil Stevenson made a motion to recommend award of Miscellaneous Projects Contracts to the following firms: Peed & Bortz, Thompson & Litton, The Lane Group, and Mattern & Craig. These contracts are for eight (8) specific projects as identified in the RFP and recommended to be awarded as stated below:

Hutton Branch WTP Evaluation – Peed & Bortz
Wythe County Interconnection PER – Peed & Bortz
East County Water Sources and Interconnection – The Lane Group
West County Water Sources and Interconnection - Peed & Bortz
Daywood / Grubmore Water Extension - Peed & Bortz
Groseclose Sewer – Mattern & Craig
Upper Poore Valley Sewer –Thompson & Litton
Pleasant Heights Sewer – Thompson & Litton

Chilhowie District Supervisor R. Curtis Rhea seconded the motion. All agreed unanimously.

Michael Carter, County Administrator informed the Committee of a request that had been received from a tenant of a property on Allison Gap Road wishing to begin water service without the submission of a Landlord Authorization Form due to their difficulty in reaching the property owner for a signature. The Committee discussed the hardship as well as the reasons the policy was originally put in place. After further discussion, North Fork District Supervisor Phil Stevenson made a motion to deny the

Water/Sewer Committee Meeting Minutes
Tuesday, January 22, 2019

request and to not deviate from the established policy. Chilhowie District Supervisor R. Curtis Rhea seconded the motion. All agreed unanimously.

With nothing else to discuss, Chairman, Saltville District Supervisor Roscoe D. Call adjourned the meeting at 6:02 P.M.