

BOARD OF SUPERVISORS



THURSDAY, APRIL 22, 2021
7:00 P.M.



Smyth County, Virginia
121 Bagley Circle, Suite 100
Marion, VA 24354
(276) 783-3298 p

Atkins District
Chilhowie District
North Fork District
Park District
Royal Oak District
Rye Valley District
Saltville District

Charles E. Atkins
Michael L. Sturgill
Charles P. Stevenson
Kristopher S. Ratliff, DPh
Judy Wyant
Lori H. Deel
Roscoe D. Call

County Administrator
Assistant County Administrator

Shawn M. Utt
Alicia Richardson

MEETING AGENDA
SMYTH COUNTY BOARD OF SUPERVISORS
Thursday, April 22, 2021
7:00 PM

- 1) **CALL MEETING TO ORDER** Chairman
- 2) **AMENDMENTS TO AGENDA / ADOPTION OF AGENDA** Chairman
- 3) **PUBLIC HEARING** Chairman
 - a. VDOT Six-Year Secondary System Plan (Pg 4-7)
- 4) **PRESENTATIONS** Chairman
 - a. Rescue services for the Saltville/Rich Valley/N. Smyth Co. service areas
 - i. Saltville Rescue, Inc.
 - ii. Town of Saltville Emergency Services (Pg. 8-25)
 - iii. Smyth County Public Safety/Emergency Management (Pg. 26-39)
- 5) **PAYMENT OF INVOICES** Chairman
 - a. Virginia Enterprise Zone - Local Incentive Payments (Pg. 40-61)
- 6) **OLD BUSINESS** Chairman
- 7) **NEW BUSINESS** Chairman
- 8) **REPORT FROM COUNTY ATTORNEY** Scot Farthing
- 9) **REPORT FROM COUNTY ADMINISTRATOR / STAFF** Shawn Utt
- 10) **SUPERVISOR COMMENT TIME** Board Members
- 11) **CLOSED SESSION** - Code of Virginia 2.2-3711(a)7 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation (2 items - Jericho suit and Adwolfe Sewer Project)



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April 16, 2021

To: Members, Smyth County Board of Supervisors
CC: Smyth County Leadership Team
From: Shawn M. Utt, Smyth County Administrator
RE: Packet summary – April 22, 2021 Board meeting

Below are summaries related to specific agenda items. Should additional information become available, we will provide as quickly as possible:

1. **Call to Order**
2. **Amendments to Agenda / Adoption of Agenda** – if any are necessary, they will be presented at the meeting.
3. **Public Hearing**
 - a. **VDOT Six-Year Secondary System Plan** – We will have VDOT staff present for the meeting to present the proposed six-year plan. As discussed at the April 13th Board meeting, Milldam Road was added in the later years of the plan as a Rural Rustic road widening project. For your information, **enclosed (Att. 1)** is a copy of the public hearing advertisement, a spreadsheet from VDOT showing the projects in the six-year plan as well as a condensed version prepared by County staff.
4. **Presentations:**
 - a. **Rescue Services for the Saltville/Rich Valley/N. Smyth County service areas** – as recommended by the Public Safety Committee, we have invited both the Saltville Rescue Services, Inc. (current operator) and the Town of Saltville's Emergency Management Department to the April 22nd Board meeting to provide presentations on the provision of EMS services to the northern portions of the County. We provided each entity the opportunity to provide information for the meeting packet for the Board members to review prior to the meeting. The Town of Saltville provided the **enclosed (Att. 2)** packet and Saltville Rescue Services will be providing handouts at the meeting on Thursday evening. Following the presentations, Curtis Crawford will provide additional information on demographics, types of calls, etc., a summary of which is **enclosed (Att. 3)** for your review.

5. **Payment of Invoices** – Appropriations and accounts payable items provided for your consideration and approval are enclosed as well as a cover memo for each from Kendra Hayden, Economic Development Assistant.
 - a. Economic Stimulus Grant – Smyth Co. Machine & Fabrication: **\$15,955.20 (Att. 4)**
 - b. Economic Stimulus Grant – Speyside Bourbon Cooperage: **\$50,000 (Att. 5)**
 - c. Building Permit Fee Reduction – Speyside Bourbon Cooperage: **\$662.40 (Att. 6)**

6. **Old Business Items:**
 - a. None at this time.

7. **New Business Items:**
 - b. None at this time.

8. **Report from County Attorney:** The County Attorney will provide any updates he may have on various projects he has been working on.

9. **Report from County Administrator/Staff:** Time has been reserved on the agenda to allow the County Administrator and/or staff to provide input and various updates as needed.

10. **Supervisor Comment Time:** Roundtable discussion for individual Board members.

11. **Closed Session under Code of Virginia Section 2.2-3711(a)7**
 - *Code of Virginia 2.2-3711(a)7* Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation (2 items – Jericho suit & Adwolfe Sewer Project)

Public Hearing Notice

The Virginia Department of Transportation and the Board of Supervisors of Smyth County, in accordance with Section 33.1-70.01 of the Code of Virginia, will conduct a joint public hearing in the Board Meeting Room of the Smyth County Office Building, 121 Bagley Circle, Marion, Virginia 24354 at **7:00 p.m., or as soon thereafter as possible, on Thursday, April 22, 2021.** The purpose of this public hearing is to receive public comment on the proposed Secondary Six-Year Plan for Fiscal Years 2021/22 through 2026/27 in Smyth County and on the Secondary System Construction Budget for Fiscal Year 2021/22. Copies of the proposed Plan and Budget may be reviewed by contacting the Abingdon Residency Office of the Virginia Department of Transportation at (276) 676-5582 or at the Smyth County offices located at 121 Bagley Circle, Marion, Virginia 24354.

All projects in the Secondary Six-Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Program (STIP), which documents how Virginia will obligate federal transportation funds.

Persons requiring special assistance to attend and participate in this hearing should contact the Virginia Department of Transportation at (276) 676-5582. Persons wishing to speak at this public hearing should contact the Smyth County Board of Supervisors at (276) 783-3298.

District: Bristol
 County: Smyth County

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

Board Approval Date:

2021-22 through 2026-27

Route	Road Name	Estimated Cost	Previous Funding	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS						Balance to complete	Traffic Count	
					2021-22	2022-23	2023-24	2024-25	2025-26	2026-27			
PPMS ID	Project #											Scope of Work	
Accomplishment	Description											FHWA #	
Type of Funds	FROM		SSYP Funding									Comments	
Type of Project	TO		Other Funding										
Priority #	Length	Ad Date	Total										
RL0622	NICKS CREEK RD	PE	\$200,058										
15018	0622086248	RW	\$13,922	\$51,247	\$0	\$0	\$0	\$0	\$0	\$0		256	
RAAP CONTRACT	RTE 622 - RECONSTRUCT EXISTING ROADWAY	CON	\$2,076,886	\$2,558,028	\$0	\$0	\$0	\$0	\$0	\$0		Reconstruction w/o Added Capacity	
FH	0.09 KILOMETER NORTH ROUTE 16	Total	\$2,290,864	\$2,609,275	\$0	\$0	\$0	\$0	\$0	\$0	(\$318,411)	16004	
SECONDARY - ONE HEARING DESIGN 0001.03	1.925 KILOMETER SOUTH ROUTE 686 SOUTH 2.2	10/10/2007										ACCESS THRU NATIONAL FOREST; Forest Highway Funds PE101 & RW201 ALSO ASSIGNED. NO AD DATE FOREST FUNDS ON HOLD	
Rt.0765	Comett Road	PE	\$0										
113754	0765086P23	RW	\$0	\$88,477	\$0	\$0	\$0	\$0	\$0	\$0		Reconstruction w/o Added Capacity	
STATE FORCES/HIRED EQUIPMENT	Rte. 765 - Comett Road - Rural Rustic	CON	\$175,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		17004	
	Rte. 707	Total	\$175,000	\$88,477	\$0	\$0	\$0	\$0	\$0	\$0	\$0	WILL BE FULLY FUNDED AFTER TRANSFERRING \$86,523 FROM COMPLETED PROJECT UPC 113755	
State forces/Hired equip CN Only 9999.99	0.70 ME Rte. 707 0.7	9/11/2024											
Rt.0760	Old Slash Road	PE	\$0										
113873	0760086P24	RW	\$0	\$41,373	\$0	\$55,181	\$0	\$0	\$0	\$0		Reconstruction w/o Added Capacity	
STATE FORCES/HIRED EQUIPMENT	Rte. 760 - Old Slash Road - Rural Rustic	CON	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		17004	
	Rte. 600	Total	\$250,000	\$41,373	\$153,446	\$55,181	\$0	\$0	\$0	\$0	\$0	PROJECT FULLY FUNDED JULY 2022	
State forces/Hired equip CN Only 9999.99	1.00 ME Rte. 600 1.0	9/11/2024											
Rt.0729	Kegley Lane	PE	\$0										
115860	0729086P26	RW	\$0	\$2,000	\$0	\$73,000	\$0	\$0	\$0	\$0		Reconstruction w/o Added Capacity	
STATE FORCES/HIRED EQUIPMENT	Rte. 729 - Kegley Lane - Rural Rustic	CON	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		17004	
	RTE. 615	Total	\$75,000	\$2,000	\$73,000	\$73,000	\$0	\$0	\$0	\$0	\$0	PROJECT FULLY FUNDED JULY 2022	
State forces/Hired equip CN Only	0.30 MN RTE. 615												

Route	Road Name	Estimated Cost	Previous Funding	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS						Balance to complete	Traffic Count
					2021-22	2022-23	2023-24	2024-25	2025-26	2026-27		
PPMS ID	Project #											Scope of Work
Accomplishment	Description											FHWA #
Type of Funds	FROM		SSYP Funding									Comments
Type of Project	TO		Other Funding									
Priority #	Length	Ad Date	Total									
9999.99	0.3											
RI.0652	Rosenbaum Hollow Road	PE	\$0									
115861	0652086827	RW	\$0	\$0	\$0	\$47,251	\$127,748	\$0	\$0	\$0		
STATE FORCES/HIRED EQUIPMENT	Rte. 652 - Rosenbaum Hollow Road - Rural Rustic	CON	\$175,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		Reconstruction w/o Added Capacity
	DEAD END	Total	\$175,000	\$0	\$175,000	\$0	\$47,251	\$127,748	\$0	\$0	\$0	17004
State forces/Hired equip CN Only 9999.99	0.7											PROJECT FULLY FUNDED JULY 2023
Rt. 653	Tilson Hollow Rd.	PE	\$0									
118439	653086845	RW	\$0	\$0	\$0	\$0	\$57,253	\$166,218	\$0	\$0		
STATE FORCES/HIRED EQUIPMENT	Rte 653 Tilson Hollow Rd - Rural Rustic	CON	\$223,471	\$0	\$0	\$0	\$0	\$0	\$0	\$0		Reconstruction w/o Added Capacity
	Rte 604	Total	\$223,471	\$0	\$223,471	\$0	\$0	\$57,253	\$166,218	\$0	\$0	17004
State forces/Hired equip CN Only 9999.99	Rte 645E 1.0											PROJECT FULLY FUNDED JULY 2024
Rt. 798	Hale Lake Rd.	PE	\$0									
118440	798086846	RW	\$0	\$0	\$0	\$0	\$0	\$18,784	\$0	\$0		
STATE FORCES/HIRED EQUIPMENT	Rte 798 Hale Lake Rd - Rural Rustic	CON	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		Reconstruction w/o Added Capacity
	Rte 612	Total	\$50,000	\$0	\$50,000	\$0	\$0	\$18,784	\$31,216	\$0	\$0	17004
State forces/Hired equip CN Only 9999.99	0.20 mi E Rte 612 0.2											PROJECT FULLY FUNDED JULY 2025
Rte. 624	Milldam Road	PE	\$0									
T-25427	624086853	RW	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
STATE FORCES/HIRED EQUIPMENT	Rte. 624 Milldam Rd - Rural Rustic	CON	\$355,246	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	Rte 687	Total	\$355,246	\$0	\$355,246	\$0	\$0	\$0	\$0	\$162,015	\$193,231	\$0
State forces/Hired equip CN Only 9999.99	Rte. 42 1.44											PROJECT FULLY FUNDED JULY 2026

COST FIGURES UPDATED - April 16, 2021

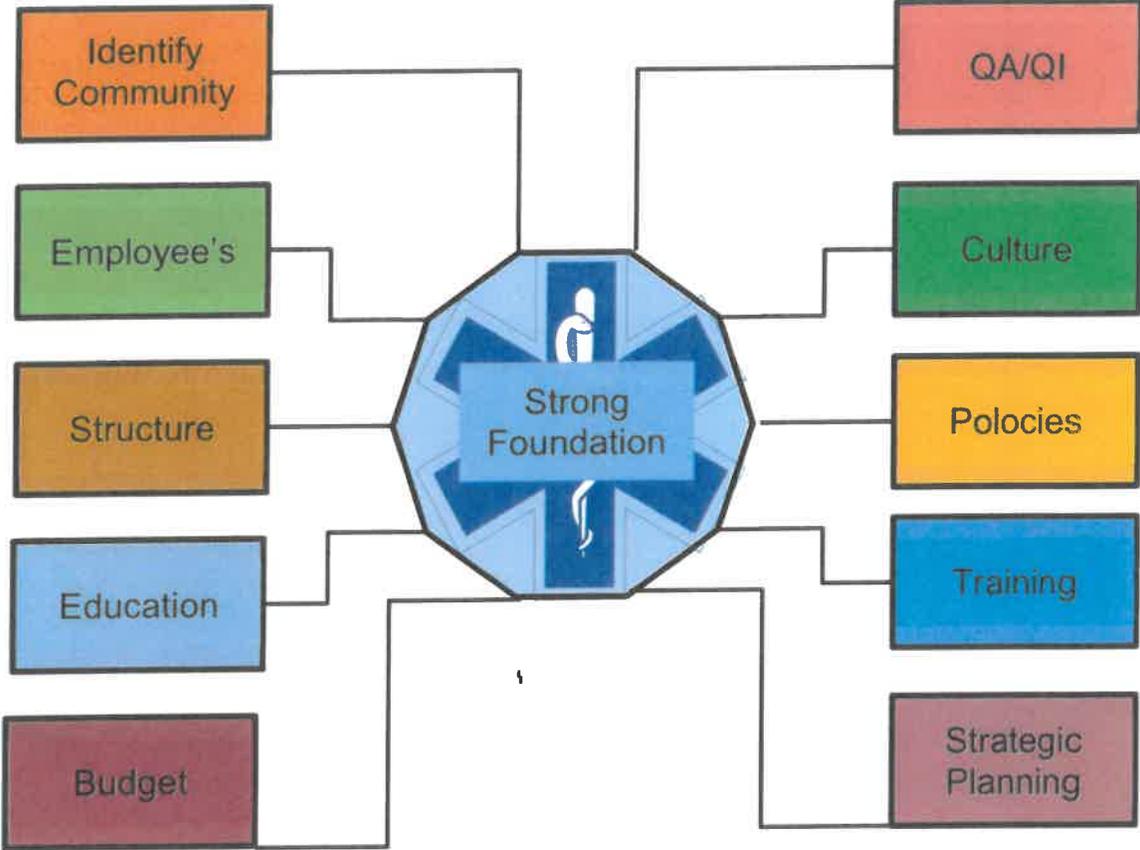
Route #	Road Name	Magisterial Dist.	Cost Estimate	Previous Funding	Add'l Funding Required	2021-22	2022-23	2023-24	2024-25	2025-2026	2026-27	TOTAL Allocated
Rt. 622	Nick's Creek Road	Atkins	2,290,864.00	2,609,275.00	(318,411.00)	-	-	-	-	-	-	2,609,275.00
Rt. 765	Comett Road	Royal Oak	175,000.00	88,477.00	86,523.00	86,523.00	-	-	-	-	-	175,000.00
Rt. 760	Old Slash Road	Rye Valley	250,000.00	41,373.00	208,627.00	153,446.00	55,181.00	-	-	-	-	250,000.00
Rt. 729	Kegley Lane	Atkins	75,000.00	2,000.00	73,000.00	-	73,000.00	-	-	-	-	75,000.00
Rt. 652	Rosenbaum Hollow Road	Rye Valley	175,000.00	-	175,000.00	-	47,251.00	127,749.00	-	-	-	175,000.00
Rt. 653	Tilson Hollow Road	Rye Valley	223,471.00	-	223,471.00	-	-	57,253.00	166,218.00	-	-	223,471.00
Rt. 798	Hale Lake Road	Rye Valley	50,000.00	-	50,000.00	-	-	-	18,784.00	31,216.00	-	50,000.00
Rt. 624	Milldam Road	North Fork	355,246.00	-	355,246.00	-	-	-	-	162,015.00	193,234.00	355,249.00

Saltville

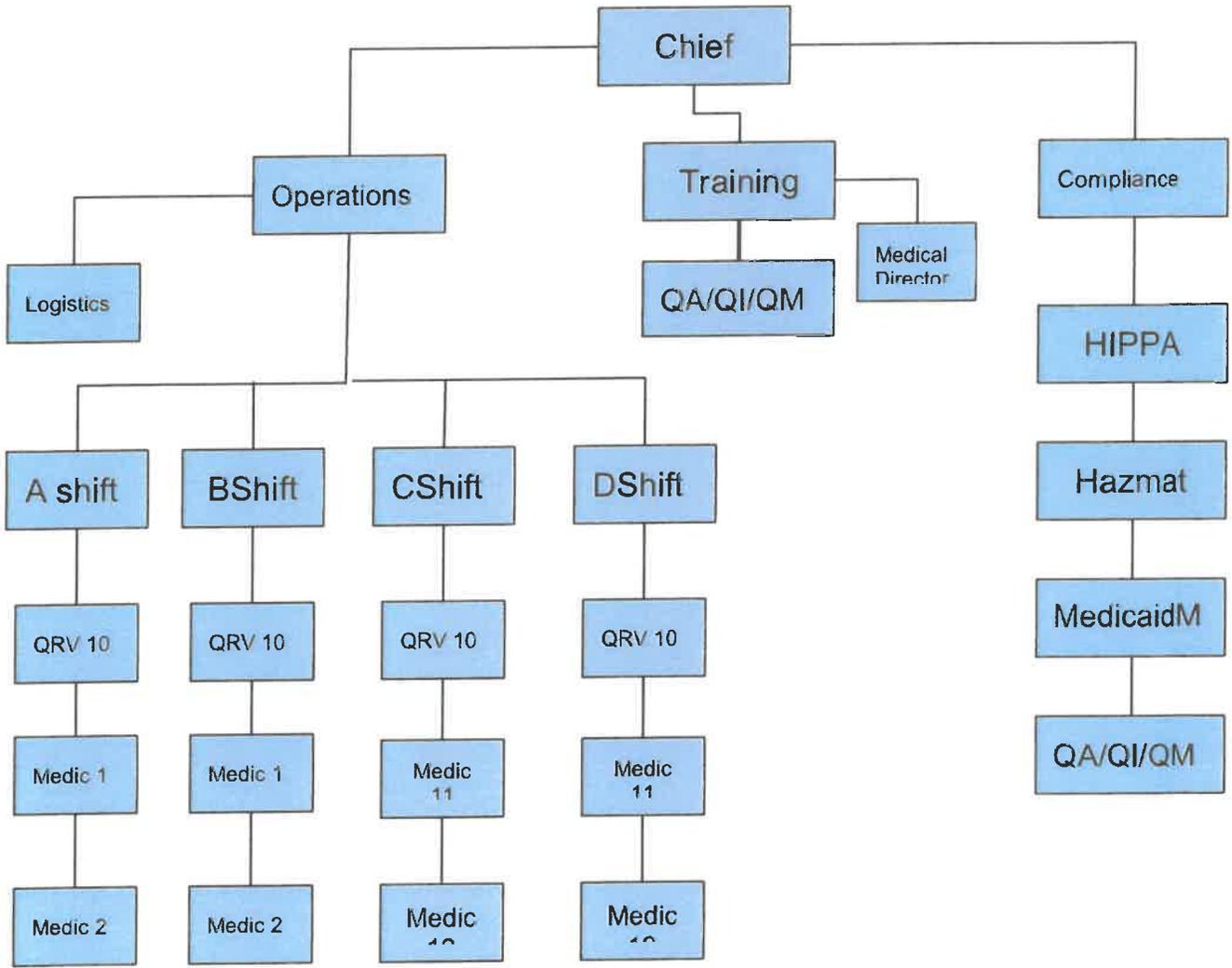


EMS

Creating a strong EMS Foundation



Proposed Structure



Identifying the community needs.

The town of Saltville has a very large coverage area that has many external factors affecting response times. To meet the standard of a Ten minute response time across the entire coverage area the town needs 2 ALS units with 1 QRVs to maximize coverage and provide effective patient care.

In addition to having 2 units available 24 hours a day there is a dire need for updated equipment. The current rescue squad has outdated equipment (Monitors, transport units...) with an unknown strategic plan to acquire the needed equipment to maintain effective patient care.

The main base is located on the edge of the towns Corporate line and has no outer bases identified for strategic placement of available units to reduce response times.

No public outreach has been identified within the community. This needs to be established to regain the trust of the citizens of Saltville as well as educate the public on services provided. Basic education programs such as CPR and Stop the Bleed need to be implemented to help in the chain of survival.

There has been no oversight that has been identified with the current Rescue Squad. Oversight needs to be implemented due to public funding supporting the service.

Employees and Culture

Employees are the greatest asset to any service. In the current situation this country faces, there is a shortage of EMS providers and the question to ask is, how do you retain the ones you have, and how to gain the ones you need. All employees require a few basic needs within their place of work.* Maslow's hierarchy demonstrates those needs. Most employees will tell you that all they want is fairness, accountability, and to be heard.

To create a productive service you need to create a positive culture that fits the needs of your employees and encourages them to meet their potential. By involving staff to be a part of the decision making they will take ownership of the service and make sure the service thrives. By creating a mission for the service that the employees share and can believe in, the service will excel.

Structure and Policies

Structure of a service is what drives that service to be successful. With strong, thorough, and professional policies set in place employees will know exactly what is expected of them.

It is my goal to produce strong policies that drive professional behavior and appearances of all employees.

The structure of the service will be driven to meet and exceed all expectations set forth by the county's Emergency Management Response Plan. Strategic plans for truck movement and placement will be made and reevaluated annually to adjust to the needs of the community as they are identified.

Saltville EMS will meet the needs by responding to 100% of the 911 calls with ALS units as long as staffing allows.

Education and Training

A strong reliable education and training program is essential to maintain a high performing service in EMS. Treatments in our industry are changing everyday and keeping up with those demands are to the utmost importance.

A program that takes care of all the continuing education requirements for recertification as well as maintaining all certifications in ACLS, PALS, BLS are mandatory.

It is my goal to establish a training program that will encourage continuous education through local colleges and classes provided by the local hospitals.

Budgeting and Strategic Planning

Budgeting and Strategic planning need to be based around the needs of the community they are responsible for as well as surrounding areas. The town of Saltville has a very large coverage area that has many external factors that can slow down or halt the services provided. Without the required equipment and resources the service will not be able to provide the care when needed. Through Strategic planning items can be identified and purchased prior to their need.

It is my goal to maintain a 5 year budget at all times to include all goals, programs, and educational opportunities to benefit the community and the service.

SWOT Analysis

Strengths

Town Is motivated for change
Oversight for Financial Stability
Increase ability of Operational Coverage

Weakness

Initial Financial Cost
Staffing
Scheduling



Opportunities

Strong foundation for the future
Education and Training
More Community Involvement
Increase Revenue
More ALS patient care
Grants

Threats

Staffing
Private Services
Loss of Community Trust
Lack of Funding

Swot Analysis

The Town of Saltville Virginia has an exciting opportunity in front of them. In the recent past, the Saltville Rescue Squad has earned its fair share of negative publicity, that everyone in the area has knowledge of. From Medicaid fraud to the most recent of missing 911 calls, that led to the loss of Life due to no one being scheduled on Christmas Day.

The Town of Saltville has found itself in dire needs to improve the pre hospital care to the community and provide the care that the residents of their community deserve. My SWOT analysis of the area is as follows.

Strengths

The Town of Saltville is highly motivated to make necessary changes that are needed to improve the care provided to the community. With the town involved with these efforts there will be improved oversight of the financial stability of the service through justification of assets purchased as well as employee management which is the largest expense to any service. Long term plans and budgets can be formed through Strategic planning that will not be affected due to high turnover rate from Rescue squad elections. All this will lead to a higher more effective ALS coverage of the service area so that when the people of our community need pre hospital care we will be there.

Weakness

The financial burden that must be absorbed the first year is expected due to the purchasing of large items needed to start up the service, but those costs are not much more than would be expected to update the Saltville rescue squads current equipment, contracts and building maintenance that is required. Staffing currently in the Emergency Medical Service industry is taking a national hit, with fewer paramedics graduating nationally a shortage has been felt nationwide. Many of the current members have shown interest in joining a new service. Through advertising, word of mouth, social media and assistance from local colleges staffing can be acquired. Scheduling will be difficult in the beginning due to short staffing but as more staffing is added Scheduling will resolve itself.

Opportunities

The town of Saltville has a great opportunity to better serve their community by providing a strong reliable foundation for a modern EMS service. With education and training employees will gain a better understanding of equipment and its uses as well as more accurate patient assessments in identification of injuries and disease processes and their treatments.

Funding is a critical part of the EMS service. By increasing reimbursements for service from the current 30% the Saltville Rescue Squad is bringing in, to 65% to 75% the majority of funding will be provided. Local, State and Federal grants as well as through the Virginia Office of Emergency Medical Service as well as support from county and town officials, Saltville EMS will be able to provide a more beneficial service that provides more ALS coverage

Swot Analysis

to the community. This will relieve the stress from surrounding areas that are relied upon for providing ALS support to the current Rescue squad. The Community is in favor of the transition as well as the towns officials. We will be able to obtain more community involvement through community outreach as well as public forums to educate the public on services and the direction of the service is heading based on research and trends of the Virginia OEMS.

Threats

As most of the community is aware, in recent years there have been a few incidents involving the Saltville Rescue Squads. From Federal Fraud to the most recent of missing calls that lead to the loss of life. Current management has a false understanding that the Squad only has to run 90% of the calls that are dispatched in their coverage area. This is unacceptable and should not be tolerated.

Private services in the area are a cause of the current Squad to lose money at no fault of their own. The amount of ALS intercepts requested by Saltville from Richardson Ambulance service is exceptionally high. This is just one of the reasons the current squad is unable to increase their reimbursement percentage.

With the lack of trust in the squad, citizens of the community are hesitant to call the Saltville rescue squad due to the feeling that no one will show up when needed.

Saltville EMS Budget Proposal Summary

Items	2 Coverage Unit		For Second Year	
			Grant	Totals
<i>Contracts</i>				\$4,000.00
<i>Medical Supplies</i>				\$30,000.00
<i>Equipment</i>			RSFA	\$45,175.00
<i>Communications</i>				\$1,500.00
<i>Office Supplies</i>				\$2,000.00
<i>Truck Setup</i>				\$10,000.00
<i>Truck Maintenance</i>				\$51,500.00
<i>Utilities</i>				\$10,600.00
<i>Medical Director Fee</i>				\$8,600.00
<i>Training</i>				\$20,000.00
<i>Capital improvement</i>				\$0.00
Total				\$183,375.00
<i>Payroll for 2 ALS unit</i>				\$496,096.00
<i>Uniforms</i>				\$18,000.00
Total Proposal				\$697,471.00
<i>2nd year purchases</i>				\$45,175.00
<i>Town/County Funding</i>				\$150,000.00
<i>Expected Reimbursement</i>				\$432,000.00
<i>Remaining Funding Needed</i>				\$115,471.00

Saltville EMS Budget Proposal Summary

Items	1 Coverage Unit		For First Year	
			Grant	Totals
<i>Contracts</i>				\$6,340.00
<i>Medical Supplies</i>				\$30,000.00
<i>Equipment</i>			Grant/RSFA	\$90,275.00
<i>Communications</i>			RSFA	\$31,000.00
Office Supplies				\$2,500.00
Truck Setup				\$11,900.00
Truck Maintenance				\$51,500.00
Utilities				\$10,600.00
Medical Director Fee				\$8,600.00
Training				\$15,000.00
Capital improvement				\$23,000.00
Total				\$280,715.00
Payroll for 1 ALS unit				\$259,568.00
Uniforms/Turnout Gear				\$17,900.00
Total Proposal				\$558,183.00
First year purchases				\$183,675.00
Town/County Funding				\$150,000.00
Expected Reimbursement				\$300,000.00
Remaining Funding Needed				\$108,183.00

STANDARD OPERATING GUIDELINE

Number100-1



General Conduct

EFFECTIVE DATE: 04/15/2021	REVISION DATE: 04/15/2021	APPROVED BY: P. Kyle Brewster	PAGE: 1 OF 1
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PURPOSE: The intent of this policy is to establish standards of conduct for all employees.

SCOPE: This procedure applies to all Saltville EMS employees.

PROCEDURE: Employees are responsible for the following general conduct:

- Keep a neat, well-groomed appearance while on duty.
- Be punctual and in emergency situations, notify their immediate supervisor if they will be arriving late.
- Be professional and business-like. Avoid loud behavior and discussing personal problems within hearing range of citizens, visitors, and customers/clients.
- Be responsible for personal obligations and keep them private. Personal obligations shall not be extended onto business premises or affect work time.
- Utilize materials and equipment with care, caution and economic considerations. Keep work areas clean and free from hazards.
- Follow proper procedures when operating equipment and performing daily duties.
- Exhibit continuous learning regarding job performance by educating yourself about your work and how to improve it.
- Strive to perform job duties more effectively each day.
- Participate in the betterment of the organization by making suggestions for improvements to the immediate supervisor.
- Demonstrate a positive public relations image for the Town of Saltville. Be professional, kind, courteous and helpful to citizens, visitors, other employees, and allied health professionals/department employees.
- Resolve personal problems and conflicts by communicating openly with those they have issues to discuss.
- Notify the on-duty Shift Supervisor immediately and notify the Director within 24 hours if arrested, issued a desk appearance ticket, indictment or citation, or motor vehicle collision. Such notification shall include the nature of the charges, date, time, and location of occurrence.
- Above all, perform ethically.



STANDARD OPERATING GUIDELINE

Number 100-02

Daily Activities			
EFFECTIVE DATE: 04/15/2021	REVISION DATE: 04/15/2021	APPROVED BY: P.Kyle Brewster	PAGE: 1 OF 2

PURPOSE: The intent of this policy is to ensure routine tasks are accomplished, and apparatus and facilities are maintained in a high state of readiness on a daily basis as minimal daily activities.

SCOPE: This procedure applies to all Saltville EMS employees.

PROCEDURE: All personnel assigned shall report for duty, in the proper uniform, at the proper duty station, and ready for daily assigned activities NLT (not later than) the prescribed start of the scheduled shift.

Sleeping is **PROHIBITED** while on duty.

Stationary telephones may be used for personal business providing that:

- Personal calls are kept to a minimum (under 5 minutes).
- No long distance in-coming or out-going calls are made.

Saltville EMS unit issued cellular devices are for **"official business"** only.

Personal owned cellular may be used, however, shall not be carried on calls and shall not be used during **emergency responses** or while in the presence of patients, family members, clients or customers.

All crew personnel shall carry assigned portable radios for their respective unit. **Personal owned or other department radios are not permitted for use while on duty.**

All dispatched responses shall be acknowledged and the unit physically enroute (wheels rolling) to the call within one minute of dispatch. If there is a delay in the response, the unit must notify the communications center by radio.

All units and apparatus are to remain in the assigned response area unless directed to respond to a call by the communications center or directed to an area stand-by or other assignment from the on-duty Shift Supervisor.

If not dispatched or directed otherwise, units shall remain at their assigned station. Personnel shall not go "shopping" while on duty unless cleared by the on-duty shift supervisor, and only then, for essentials required to complete the assigned shift. Employees may obtain meals, groceries, or other nutritional sustenance as

STANDARD OPERATING GUIDELINE

Number 100-02



Daily Activities

EFFECTIVE DATE: 04/15/2021	REVISION DATE: 004/15/2021	APPROVED BY: P. Kyle Brewster	PAGE: 2 OF 2
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needed during assigned shifts. Crews shall refrain from parking multiple units at the same eating establishments. Crews shall remain available while procuring meals.

The following tasks shall be completed at the beginning of each shift (where applicable) and will have priority of all other task except for responses:

- Inventory and account for all assigned equipment, keys, apparatus, and/or controlled substances.
- Complete and document a Unit Check-Off (when applicable)
- Report any discrepancies to the on-duty Shift Supervisor and complete an incident report for any and all missing, damaged, unserviceable equipment or any discrepancies found during unit/equipment check-off.

During the course of an assigned shift, the following shall be completed:

- Maintain apparatus completely stocked, fueled, and ready for immediate response
- Maintain apparatus and facility in a clean and orderly manner and ensure garbage receptacles are placed appropriately (either for or following pick up).
- Perform general cleaning duties (washing dishes, sweeping/vacuuming, mopping, emptying trash receptacles, and general policing of the outside of the facility) in accordance with the Daily Cleaning Duties schedule.
- Complete all documentation and/or computer entries for all responses.

Prior to completion of shift, the following tasks shall be completed:

- Ensure apparatus is completely washed, cleaned, stocked, fueled (minimum $\frac{3}{4}$ tank) and ready for immediate response.
- Inventory and accountability of all assigned equipment, keys, apparatus, and controlled substances with on-coming shift

Standard Operating Guideline Number: 101-01



Purchasing Authorization

Effective Date: 04/15/2021	Revision Date 04/15/2021	Approved By: P.Kyle Brewster	Page: 1 of 1
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Purpose: The intent of this policy is to set forth the terms of purchasing of Items that are required for daily operations of Saltville EMS, and to establish terms for processing payments of services provided to Saltville EMS for its daily operations.

Scope: The scope of this policy applies to all Saltville Emergency Medical Services personnel who have authorized consent for the ordering of medical supplies, medical equipment and resources required for daily operations of Saltville EMS, and to pay for services provided to Saltville EMS for daily operations.

Procedure: The Operations Director of Saltville EMS has the sole Authorizing signature for the purchasing of all Items of Monetary Value. Any Items that exceed the monetary value of \$9999.99 MUST have a secondary signature from the town manager. Saltville town code: (ARTICLE VIII DIV 2 Sec 2-253)

The designated Logistics officer is the only person with authorized consent from the Operations Director to maintain the ability to prepare and to purchase the prepared order with the monetary value of \$499.99. Any items that exceed that value must have an authorizing signature from the Director of Saltville EMS.

The assistant to the Director of Saltville EMS is the only person with consent to prepare and to pay any contracted services that are required for the daily operations of Saltville EMS with the authorizing signature of the Director of EMS.

In order to maintain fiscal responsibility the following MUST apply:

- **All Items purchased must meet the criteria of the planned budget.**
- **All contracted services as well as utilities will be paid on the FIRST Monday of each month.**
- **Any item purchased must have authorizing signature of the Operations Director as well as the Saltville Town Manager.**

STANDARD OPERATING GUIDELINE

Number 101-02



Credit Card Use

EFFECTIVE DATE: 04/15/2021	REVISION DATE: 04/15/2021	APPROVED BY: P. Kyle Brewster	PAGE: 1 OF 1
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PURPOSE: The intent of this procedure is to outline terms of use for Corporate Credit Cards and Fuel Cards.

SCOPE: This procedure applies to all Saltville EMS employees whose name appears on the corporate credit card, who is empowered to purchase items for official business on behalf of the department and/or Fuel Card holders who is empowered to purchase items for official business purposes on behalf of the department.

POLICY: The use of corporate credit cards and fuel cards is restricted to legitimate Saltville EMS official business only.

The card holder is responsible for the security of the card.

The corporate credit cards can be used for purchases up to a maximum limit of \$999.00.

The Fuel Cards may be used by any Saltville EMS employee and may only be used to purchase fuel, motor oil and wiper blades for Saltville EMS official business and apparatus.

Transactions

It is both the card holder's responsibility to ensure the card is used for legitimate Saltville EMS business and within Saltville EMS policies and procedures. If a card holder has any doubt as to the correctness of corporate credit card use, they must contact the Director before any transaction is processed.

Prohibited transactions include: cash withdrawals, gifts and items for personal use.

Receipts

It is the staff member's responsibility to ensure that all receipts are turned into Saltville EMS administration within 24 hours of purchases. The card user must ensure all supporting documentation is complete and adequate.

Smyth County

Public Safety

Saltville Rescue Squad Data



Curtis W. Crawford
Emergency Services Coordinator
emergencymgt@smythcounty.org
Office (276) 706-8311
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Keep Informed With The Latest Notifications!



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Introduction

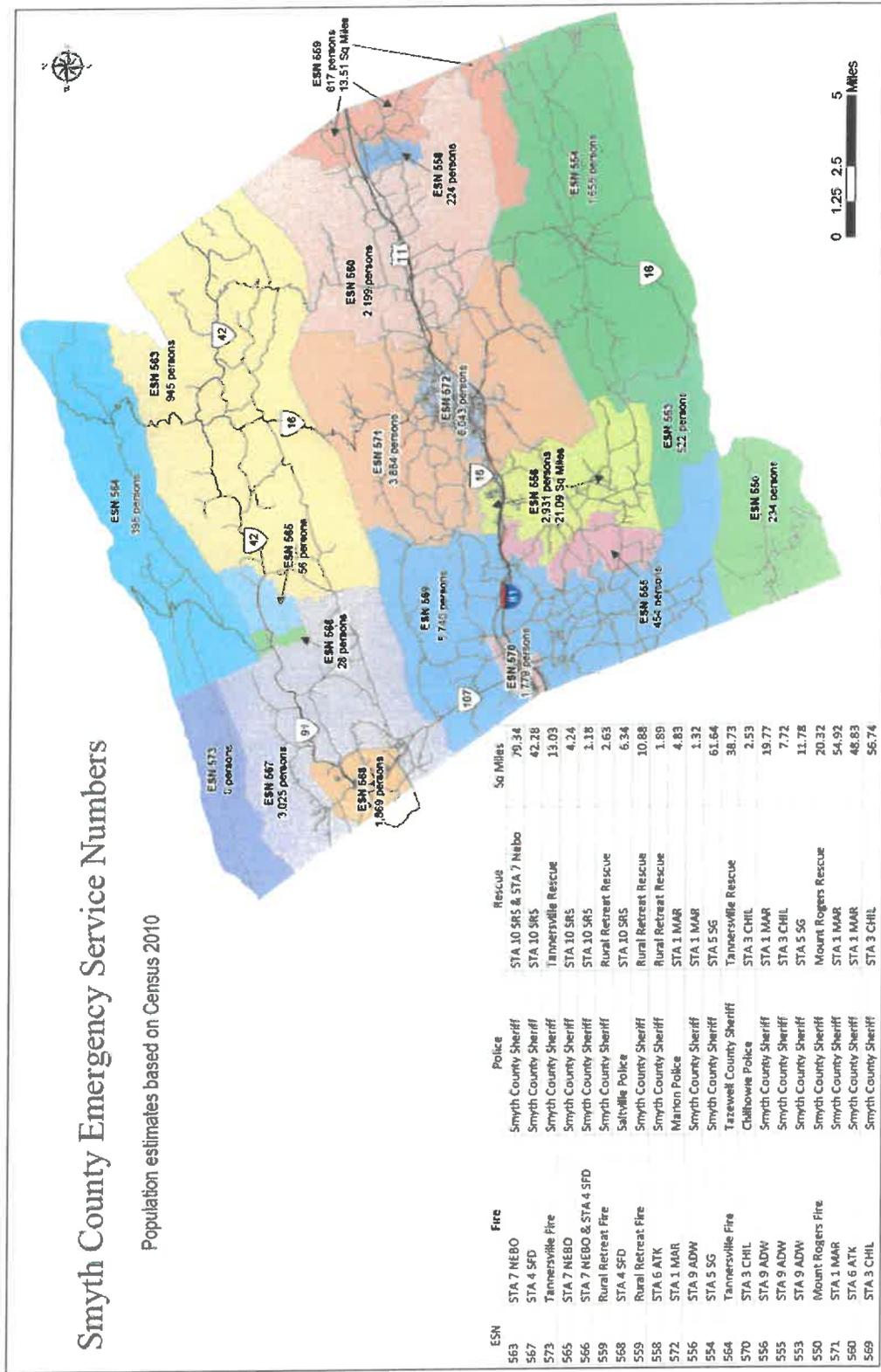
This document was created to give a background of statistics to understand the concerns that have risen in the past few years about SRS. This has been a time of transition for most departments that provide emergency services. A decline of volunteerism and a growth in training requirements has forced departments to pay providers in order to keep quality and standards at a reasonable level. With the uncertainty of insurance payments and the inconsistency of call loads, it is difficult for a nonprofit such as Saltville Rescue Squad (SRS), to remain financially sound without a reserve fund and other forms of revenue besides billing for service.

Saltville Rescue Squad (SRS) was founded in 1958 in a cooperative partnership between D.R. Henderson's Funeral Home and Dr. Hatfield. For over 50 years it has served the Northern area of Smyth County from Washington County across to Bland County. It has seen many leaders and has been the starting place for many emergency services personnel who have made major impacts in EMS in Southwest Virginia and beyond. SRS has been through some rough times as well. The largest conflict occurred in 2012 when SRS was accused of falsifying insurance paperwork and other documents. This incident split the department and left some individuals to rebuild. The department remained operational and continued to provide care. A snapshot of the past 10 years shows that SRS has been losing funds and a dwindling reserve to a point that SRS was left with less than \$2,000 in operational funds in 2018.

Territory

Smyth County uses Emergency Services Numbers or ESNs to section areas of the county by coverages in Fire, EMS, and Police. When one of those three changes, the ESN must change to match. Saltville Rescue Squad (SRS) is the primary EMS agency in 5 ESNs (563, 565, 566, 567, and 568). SRS also is the primary EMS with the largest land area to cover with 133.33 square miles of territory. Marion Fire and EMS is second with 129.67, Sugar Grove Rescue with 73.42, and Chilhowie Fire with 64.99. Population of the ESNs that SRS covers is approximately 6,000 citizens. The Territory is very diverse from the Town of Saltville to the rural areas of Nebo/Ceres. The farthest reaches of the SRS territory is approximately about a 45-minute response from the station on Battleground Avenue. In the ESN 563 Nebo Fire Department assists as first responders to provide Basic Life Support to patients until the SRS personnel can arrive. The densest areas of the territory belong inside the town limits with an 83.3 population per square mile.

Smyth County Emergency Service Numbers



EMS Call Breakdown by Emergency Services Number (ESN)

An ESN is a number that is given to an area that relates to its Fire, EMS, and Law Enforcement coverage. If one of these organizations change, the ESN must change to reflect. There are 21 ESNs in the Smyth County area reflecting 21 different combinations of Fire, EMS, and Law Enforcement. Below is a breakdown of EMS calls per ESN and a breakdown of who is completing these calls.

Highest Call Percentage by ESN

ESN	Number of Calls	Percentage of Calls
Marion Proper (572)	960	23%
Greater Chilhowie (569)	597	14%
Greater Marion (571)	458	11%
Saltville Proper (568)	443	11%
Greater Saltville (567)	362	9%

Lowest Call Percentage by ESN

ESN	Number of Calls	Percentage of Calls
Rural Retreat (559)	1	.02%
Far Atkins (558)	2	.05%
Broadford West (556)	5	.12%
Broadford East (565)	10	.24%
Southfork (553)	14	.34%

Apparatus

Department	Company	CAD Designator	Year	Manufacturer	Make	Type
Saltville Rescue	10	Medic/Ambulance 10	2010	Ford	E450	Type III
Saltville Rescue	10	Medic/Ambulance 10-2	2012	Chevy	E4500	Type III
Saltville Rescue	10	Medic/Ambulance 10-5	2004	Ford	F450	Type I
Saltville Rescue	10	Utility 10	2003	Ford	Excursion	SUV
Saltville Rescue	10	ATV 10	2006	Kubota	900	ATV

Statistics

2020 Call by Unit (1/2020-10/2020)

Department	Company	CAD Designator	Call Number	Call Percentage
Saltville Rescue	10	Company 10	827	
Saltville Rescue	10	EMS 10	0	0.00%
Saltville Rescue	10	Medic 10	154	19.62%
Saltville Rescue	10	Ambulance 10	253	32.23%
Saltville Rescue	10	Medic 10-2	79	10.06%
Saltville Rescue	10	Ambulance 10-2	202	25.73%
Saltville Rescue	10	Medic 10-5	22	2.80%
Saltville Rescue	10	Ambulance 10-5	30	3.82%
Saltville Rescue	10	Utility 10	12	1.53%
Saltville Rescue	10	ATV 10	0	0.00%
Total			752	

Refusals (1/2020-10/2020)

Department	Number of Calls	Number of Refusals	Percentage
Marion	1755	173	9%
Chilhowie	1037	83	8%
Saltville	744	106	14%
Sugar Grove	256	6	2%

ALS vs BLS on EMS Calls

The breakdown below is to show the percentages of calls that are answer by the ALS and BLS Units. To put this in other terms, when an ambulance rolls on a call, what percent will be ALS or BLS.

ALS

Advanced Life Support is a unit staffed with individuals that are Paramedics or Intermediates. These individuals can provide services such as cardiac monitoring, interventional drugs, and advanced airway support.

BLS

Basic Life Support is a unit staffed with individuals that are EMTs or EMT Advanced. These are individuals that can provide services that can support life but are external in nature.

Agency	ALS	BLS
Marion	68%	32%
Chilhowie	85%	15%
Sugar Grove	30%	70%
Saltville	40%	60%

Financial Projections

Revenue

The most common emergency services revenue will come from billing insurance or patients for services rendered. The biggest factor that affects the amount of funds received during billing is the company contracted to bill and the attention to errors and resubmission of bills. This can be the difference between a recovery rate of 70% or higher or a 30% recovery rate. Another influence on this will be the type of insurances that citizens possess. If a community is low income or poverty stricken, then they will have Medicaid or Medicare, both of which pay set rates. If a community is mostly employed and has private insurance, their insurances will pay more of a bill than the set Medicare/Medicaid rates. Smyth County only has about 11% of citizens without insurance per census information and about 20% in poverty (forecasters have projected that number to rise to possibly 40 to 50%). The goal for revenue is to get as much funding back to our agencies to assist with offsetting their cost of operations. Maximizing revenue is important to Smyth County no matter what the emergency services landscape looks like. The more they receive in revenue, the less governmental support is needed.

Revenue Calculation Assumptions:

If a department runs 500 calls and charges \$500 a call, they will bill out for \$250,000. If they bill and only receive a return of 50%, then only get \$125,000 of revenue back and leaves a possible \$125,000 of revenue on the table. As these numbers grow the amount left on the table grows. Millions of dollars are left to be written off each year by area departments.

Revenue Calculation



Decline in Volunteerism

The county is currently served by fewer volunteers than it had over a generation ago. Leaders from each department who were interviewed by the Emergency Services Coordinator in October, identified the decline of the availability of volunteers and the time volunteers are giving to an organization as a critical problem for a system that revolves around volunteers. One of the largest concerns that department leadership

expressed is the amount of training required to certify volunteer to staff ambulances or perform firefighting duties. A paramedic in Southwest Virginia will obtain the equivalent of an Associate's degree to get certified to give advanced life support. This is an individual giving the same amount of time, effort, and knowledge forward as required to become a Registered Nurse, without the compensation. Smyth County can and will work to improve Volunteerism in the county, but societal norms are moving away from this trend.

Decline in Community Support

With changes in the economy and rules governing donations to non-profits, we have seen a decline in community donations and monetary support for these agencies. Department leadership indicated that funding is an issue that plagues each department. For volunteer departments the insurance costs are the largest expense on an annual basis. For departments with payrolls, the payroll takes over 75% of the available funding. This is a concern that these are numbers that are on a rise, and with funding/donations from the community on the decline, departments are finding it more and more difficult to make ends meet. With COVID, fundraising events were cancelled for a large part of the fundraising season. This puts the department at a comparative disadvantage in comparison to a year ago. With businesses being closed and people on unemployment, the population under the poverty rate in the county could likely rise above the 20%, causing families to have less money to give to organizations such as SRS. This issue is being expounded by COVID but has been on a gradual decrease in past years.

Aging Fleet and Equipment

Saltville Rescue has 3 apparatus with the newest being 9 years old. With the department running close to 1,000 calls a year, and each transported call traveling at least 40 miles, these apparatuses are well worn and contain high mileage. The only four-wheel drive ambulance was a second-hand truck that is over 16 years old. It came to Saltville via Riner Rescue Squad, a high call volume agency south of Christiansburg. SRS is in dire need of Cardiac Monitors that are a standard requirement for ALS ambulances. The monitors that they possess now no longer have support for maintenance or services. As they run calls with these monitors, SRS takes the liability on themselves for issues that may occur for the aging equipment. Without these monitors, the department will lose its ability to provide care and all cardiac calls would need to go to another agency.

Code of Virginia

§15.2-955. Approval by local governing body for the establishment of volunteer emergency medical services agencies and firefighting organizations.

A. No volunteer emergency medical services agency or volunteer firefighting organization shall be established in any locality on or after July 1, 1984, without the prior approval by resolution of the governing body.

B. Each locality shall seek to ensure that emergency medical services are maintained throughout the entire locality.

1984, c. 599, § 15.1-26.01; 1997, c. 587; 2005, c. [418](#); 2015, cc. [502](#), [503](#).

12VAC5-31-370. Designated Emergency Response Agency.

An EMS agency that responds to medical emergencies for its primary service area shall be a designated emergency response agency. A designated emergency response agency shall provide services within its primary service area as defined by the local EMS response plan.

Statutory Authority

§§ [32.1-12](#) and [32.1-111.4](#) of the Code of Virginia.

Historical Notes

Derived from [Volume 19, Issue 03](#), eff. January 15, 2003; amended, Virginia Register [Volume 29, Issue 01](#), eff. October 10, 2012.

12VAC5-31-610. Designated Emergency Response Agency Standards.

A. A designated emergency response agency shall develop or participate in a written local EMS response plan that addresses the following items:

1. The designated emergency response agency shall develop and maintain, in coordination with their locality, a written plan to provide 24-hour coverage of the agency's primary service area with the available personnel to achieve the approved responding interval standard.

2. A designated emergency response agency shall conform to the local responding interval, or in the absence of a local standard the EMS agency shall develop a standard in conjunction with OMD and local government in the best interests of the patient and the community. The EMS agency shall use the response time standard to establish a time frame the EMS agency complies with on a 90% basis within its primary service area (i.e., a time frame in which the EMS agency can arrive at the scene of a medical emergency in 90% or greater of all calls).

a. If the designated emergency response agency finds it is unable to respond within the established unit mobilization interval standard, the call shall be referred to the closest available mutual aid EMS agency.

b. If the designated emergency response agency finds it is able to respond to the patient location sooner than the mutual aid EMS agency, the EMS agency shall notify the PSAP of its availability to respond.

c. If the designated emergency response agency is unable to respond (e.g., lack of operational response vehicle or available personnel), the EMS agency shall notify the PSAP.

d. If a designated emergency response agency determines in advance that it will be unable to respond for emergency service for a specified period of time, it shall notify its PSAP.

B. A designated emergency response agency shall have available for review a copy of the local EMS response plan that shall include the established EMS Responding Interval standards.

C. A designated emergency response agency shall document its compliance with the established EMS response capability, unit mobilization interval, and responding interval standards.

D. A designated emergency response agency shall document an annual review of exceptions to established EMS response capability and time interval standards. The results of this review shall be provided to the agency's operational medical director and local governing body.

Statutory Authority

§§ [32.1-12](#) and [32.1-111.4](#) of the Code of Virginia.

Historical Notes

Derived from [Volume 29, Issue 01](#), eff. October 10, 2012; amended, Virginia Register [Volume 29, Issue 01](#), eff. October 10, 2012.

12VAC5-31-630. Designated Emergency Response Agency Mutual Aid.

A. A designated emergency response agency shall provide aid to all other designated emergency response agencies within the locality.

B. A designated emergency response agency shall maintain written mutual aid agreements with adjacent designated emergency response agencies in another locality with which it shares a common border. Mutual aid agreements shall specify the types of assistance to be provided and any conditions or limitations for providing this assistance.

Statutory Authority

§§ [32.1-12](#) and [32.1-111.4](#) of the Code of Virginia.

Historical Notes

Derived from [Volume 19, Issue 3 and Volume 19](#), Issue 9, eff. January 15, 2003.

Attachments
EMS Calls by ESN 2019

EMS Calls for Smyth County By ESN 2019																						
Area	Washington County		Konarock		South Fork		Sugar Grove		Adwolfe/Chilhowie		Adwolfe		Atkins Industrial		Rural Retreat		Atkins		Rich Valley/Nebo		Tannersville	
Population	234		522		1658		454		2931		224		617		2199		945		398			
ESN	27		550		553		554		555		556		558		559		560		563		564	
Station	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Station	0.24%		0.30%		0.09%		6.03%		1.79%		6.79%		0.00%		0.04%		2.33%		1.75%		0.17%	
Marion	0	0.00%	0	0.00%	0	0.00%	4	1.43%	2	2.41%	285	90.76%	0	#DIV/0!	2	100.00%	87	90.56%	3	3.70%	0	0.00%
Chilhowie	2	18.18%	14	100.00%	0	0.00%	1	0.36%	75	90.36%	6	1.91%	0	#DIV/0!	0	0.00%	4	3.70%	7	8.64%	2	25.00%
Sugar Grove	0	0.00%	0	0.00%	2	50.00%	175	62.72%	0	0.00%	0	0.00%	0	#DIV/0!	0	0.00%	4	3.70%	0	0.00%	0	0.00%
Saltville	9	81.82%	0	0.00%	0	0.00%	0	0.00%	1	1.20%	0	0.00%	0	#DIV/0!	0	0.00%	0	0.00%	70	86.42%	6	75.00%
Private	0	0.00%	0	0.00%	2	50.00%	99	35.48%	5	6.02%	23	7.32%	0	0.00%	0	0.00%	13	12.04%	1	0.00%	0	0.00%
Total	11	100.00%	14	100%	4	100%	279	100%	83	100%	314	100%	0	#DIV/0!	2	100%	108	100%	81	99%	8	100%

Area	Broadford East		Broadford West		Greater Saltville		Saltville Proper		Greater Chilhowie		Chilhowie Proper		Greater Marion		Marion Proper		VOIP		Totals		
Population	56		28		3025		1869		5740		1779		3884		6043		County Wide				
ESN	565		566		567		568		569		570		571		572		576				
Station	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
Station		0.09%		0.28%		8.84%		9.86%		16.17%		4.95%		12.08%		28.36%		0.06%			
Marion		0	0.00%	0	0.00%	4	0.96%	2	0.44%	18	2.41%	3	1.51%	515	92.13%	1221	93.14%	1	100.00%	2100	46.9%
Chilhowie		0	0.00%	0	0.00%	42	10.27%	42	9.21%	710	94.92%	218	95.20%	6	1.07%	7	0.53%	0	0.00%	1134	24.5%
Sugar Grove		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	1	0.18%	2	0.15%	0	0.00%	184	4.0%
Saltville		4	100.00%	13	100.00%	356	87.04%	404	88.60%	7	0.94%	7	3.06%	0	0.00%	0	0.00%	0	0.00%	868	18.8%
Private		0	0.00%	0	0.00%	7	1.71%	8	1.75%	13	1.74%	1	0.44%	37	6.62%	81	6.17%	0	0.00%	290	6.3%
Total		4	100%	13	100%	409	100%	456	100%	748	100%	229	100%	559	100%	1312	100%	3	100%	4626	94%

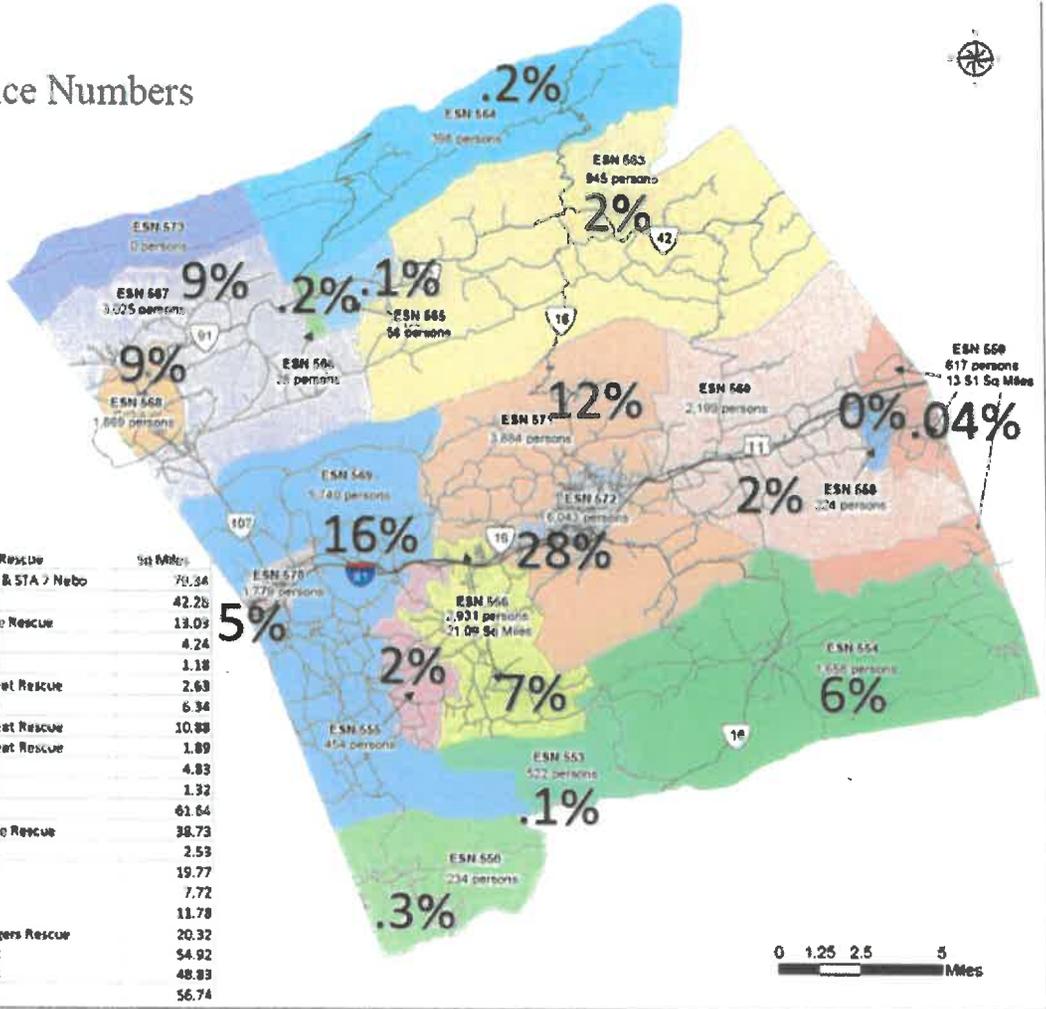
EMS Calls for Smyth County By ESN 2020																				
Area	Konarock		South Fork		Sugar Grove		Adwolfe/Chilhowie		Adwolfe		Atkins Industrial		Rural Retreat		Atkins		Rich Valley/Nebo		Tannersville	
Population	234		522		1658		454		2931		224		617		2199		945		398	
ESN	550		553		554		555		556		558		559		560		563		564	
Station	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Marion	0	0.00%	2	14.29%	19	6.07%	1	1.23%	212	90.64%	2	100.00%	1	100.00%	301	95.25%	3	4.29%	0	0.00%
Chilhowie	32	96.97%	0	0.00%	0	0.00%	78	96.30%	11	4.68%	0	0.00%	0	0.00%	2	0.63%	4	5.71%	0	0.00%
Sugar Grove	0	0.00%	5	35.71%	173	55.27%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Saltville	1	3.03%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	62	88.57%	5	100.00%
RAS	0	0.00%	3	21.43%	55	17.57%	2	2.47%	11	4.68%	0	0.00%	0	0.00%	7	2.22%	0	0.00%	0	0.00%
Trinity	0	0.00%	4	28.57%	65	20.77%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	2	0.63%	0	0.00%	0	0.00%
CAS/Ctrans	0	0.00%	0	0.00%	1	0.32%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	4	1.27%	1	1.43%	0	0.00%
Total	33	100%	14	100%	313	100%	81	100%	235	100%	2	100%	1	100%	316	100%	70	100%	5	100%

Area	Broadford East		Broadford West		Greater Saltville		Saltville Proper		Greater Chilhowie		Chilhowie Proper		Greater Marion		Marion Proper		VOIP		Totals	
Population	56		28		3025		1869		5740		1779		3884		6043		County Wide			
ESN	565		566		567		568		569		570		571		572		576			
Station	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Marion	0	0.00%	0	0.00%	3	0.83%	1	0.62%	11	2.18%	6	2.48%	421	91.92%	96	94.38%	2	66.67%	1896	45.7%
Chilhowie	0	0.00%	0	0.00%	45	12.43%	99	8.00%	373	95.98%	229	94.63%	6	1.31%	3	0.31%	0	0.00%	1022	24.6%
Sugar Grove	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	3	0.66%	0	0.00%	0	0.00%	181	4.4%
Saltville	10	100.00%	5	100.00%	302	83.43%	380	85.78%	2	0.34%	5	2.07%	1	0.22%	3	0.31%	0	0.00%	776	18.7%
RAS	0	0.00%	0	0.00%	12	3.31%	17	3.84%	8	1.34%	2	0.83%	23	5.02%	41	4.27%	1	33.33%	132	4.4%
Trinity	0	0.00%	0	0.00%	0	0.00%	1	0.23%	0	0.00%	0	0.00%	4	0.87%	7	0.73%	0	0.00%	83	2.0%
CAS/Ctrans	0	0.00%	0	0.00%	0	0.00%	3	0.68%	1	0.17%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	10	0.2%
Total	10	100%	5	100%	362	100%	443	100%	597	100%	242	100%	458	100%	960	100%	3	100%	4150	93%

Smyth County Emergency Service Numbers

Population estimates based on Census 2010

2019

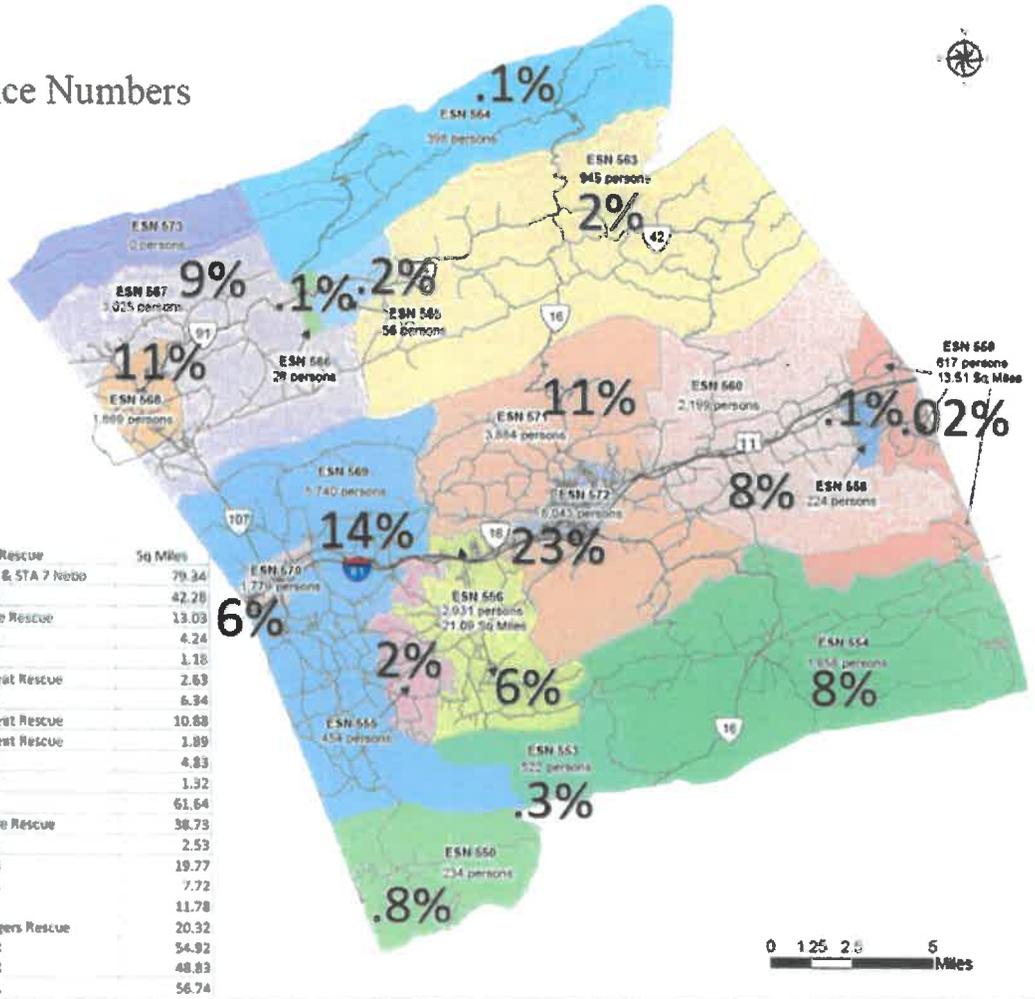


ESN	Fire	Police	Rescue	Sq Miles
563	STA 7 NEBO	Smyth County Sheriff	STA 10 SR5 & STA 7 Nebo	79.34
567	STA 4 SFD	Smyth County Sheriff	STA 10 SR5	42.26
573	Tannersville Fire	Smyth County Sheriff	Tannersville Rescue	13.09
565	STA 7 NEBO	Smyth County Sheriff	STA 10 SR5	4.24
566	STA 7 NEBO & STA 4 SFD	Smyth County Sheriff	STA 10 SR5	1.18
559	Rural Retreat Fire	Smyth County Sheriff	Rural Retreat Rescue	2.63
568	STA 4 SFD	Saltville Police	STA 10 SR5	6.34
559	Rural Retreat Fire	Smyth County Sheriff	Rural Retreat Rescue	10.88
558	STA 6 ATY	Smyth County Sheriff	Rural Retreat Rescue	1.89
572	STA 1 MAR	Marion Police	STA 1 MAR	4.83
556	STA 9 ADW	Smyth County Sheriff	STA 1 MAR	1.32
554	STA 5 SG	Smyth County Sheriff	STA 5 SG	61.64
564	Tannersville Fire	Tazewell County Sheriff	Tannersville Rescue	38.73
570	STA 3 CHL	Chilhowe Police	STA 3 CHL	2.53
550	STA 9 ADW	Smyth County Sheriff	STA 1 MAR	19.77
555	STA 9 ADW	Smyth County Sheriff	STA 3 CHL	7.72
553	STA 9 ADW	Smyth County Sheriff	STA 5 SG	11.78
550	Mount Rogers Fire	Smyth County Sheriff	Mount Rogers Rescue	20.32
571	STA 1 MAR	Smyth County Sheriff	STA 1 MAR	54.92
560	STA 6 ATK	Smyth County Sheriff	STA 1 MAR	48.83
589	STA 3 CHL	Smyth County Sheriff	STA 3 CHL	56.74

Smyth County Emergency Service Numbers

Population estimates based on Census 2010

2020



ESN	Fire	Police	Rescue	Sq Miles
563	STA 7 NEBO	Smyth County Sheriff	STA 10 SRS & STA 7 NEBO	79.34
567	STA 4 SFD	Smyth County Sheriff	STA 10 SRS	42.28
573	Tannersville Fire	Smyth County Sheriff	Tannersville Rescue	13.03
565	STA 7 NEBO	Smyth County Sheriff	STA 10 SRS	4.24
566	STA 7 NEBO & STA 4 SFD	Smyth County Sheriff	STA 10 SRS	1.18
559	Rural Retreat Fire	Smyth County Sheriff	Rural Retreat Rescue	2.63
568	STA 4 SFD	Saltville Police	STA 10 SRS	6.34
559	Rural Retreat Fire	Smyth County Sheriff	Rural Retreat Rescue	10.88
558	STA 6 ATK	Smyth County Sheriff	Rural Retreat Rescue	1.89
572	STA 1 MAR	Marion Police	STA 1 MAR	4.83
556	STA 9 ADW	Smyth County Sheriff	STA 1 MAR	1.32
554	STA 5 SG	Smyth County Sheriff	STA 5 SG	61.64
564	Tannersville Fire	Tazewell County Sheriff	Tannersville Rescue	38.73
570	STA 3 CHIL	Chilhowie Police	STA 3 CHIL	2.53
556	STA 9 ADW	Smyth County Sheriff	STA 1 MAR	19.77
555	STA 9 ADW	Smyth County Sheriff	STA 3 CHIL	7.72
553	STA 9 ADW	Smyth County Sheriff	STA 5 SG	11.78
550	Mount Rogers Fire	Smyth County Sheriff	Mount Rogers Rescue	20.32
571	STA 1 MAR	Smyth County Sheriff	STA 1 MAR	54.92
560	STA 6 ATK	Smyth County Sheriff	STA 1 MAR	48.83
569	STA 3 CHIL	Smyth County Sheriff	STA 3 CHIL	56.74

2020 EMS Calls By ESN



Smyth County, Virginia
121 Bagley Circle, Suite 100
Marion, VA 24354

Atkins District
Chilhowie Distri
North Fork Dist
Park District
Royal Oak Distric
Rye Valley District
Saltville District

ATTACHMENT 4

Judy Bryant
Lori H. Deel
Roscoe D. Call

County Administrator
Assistant County Administrator

Shawn M. Utt
Alicia Richardson

MEMO

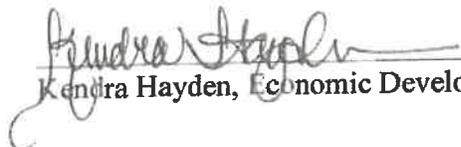
DATE: April 15, 2021
TO: Christy Bise, Accounts Payable
Shawn Utt, County Administrator
FROM: Kendra Hayden, Economic Development Assistant
RE: Request for Payout – Local Enterprise Zone Incentives

Per the Smyth County Code Section 23.335 – Economic Stimulus Grant, as a part of the Enterprise Zone Local Incentives, Smyth Co. Machine & Fabrication is eligible for a 60% rebate based on their investment in new equipment. In the grant year (2021) the assessed value of Smyth Co. Machine & Fabrication’s machinery and tools is \$1,550,117.00 and in the base year (2020) the assessed value was \$1,523,525.00 leaving a net value of \$26,592.00. Additionally, the company hired 6 new employees in the grant year.

Smyth Co. Machine & Fabrication filed the application for the Economic Stimulus Grant on 4/13/21, and copies of the supporting documentation was included with the application. The application has been approved by the staff and must now be approved by the Economic Development Authority and the Smyth County Board of Supervisors. Once approved, a space is provided below for the signature of the Chairman of each Board, respectively.

Upon approval of both bodies, please make a check payable to Smyth Co. Machine & Fabrication in the amount of **\$15,955.20** and mail it to 260 Gordondale Road, Atkins, VA 24311. Please code the payment to line item 081030-8888-1.

Please scan and email a copy of the check to me at khayden@smythcounty.org. I have included copies of the application and supporting documentation. If you have any questions, please let me know.


Kendra Hayden, Economic Development Assistant

4-15-2021
Date

John C. McLean, Jr., Chairman – EDA

Date

Charles Atkins, Chairman – Board of Supervisors

Date

County of Smyth, Virginia
Application for Enterprise Zone Economic Stimulus Grant

Name of Company (applicant) Smyth County Machinery and Fabrication LLC
 Street Address 200 Industrial Park Road, Athens VA 24511
 Phone Number 540-733-4542
 Contact Person for Application Ruby Cruise

A. Grant Year (Calendar Year for which business is requesting Grant): 2021
 B. Base Year (Calendar Year immediately preceding the Grant Year): 2020

C. Machinery and Equipment Investment*

1. Grant Year- Assessed Value of Machinery and Tools	\$	<u>1,550,117.00</u>
2. Base Year- Assessed Value of Machinery and Tools	\$	<u>1,523,525.00</u>
3. New Value Added (1 minus 2)	\$	<u>26,592.00</u>

*To verify these figures please attach a copy of Form 762 that has been submitted to the Commissioner of Revenue

Employment Documentation

Please provide your total full-time jobs in place on Dec. 31 of the year before the base year 32
 Please provide your total full-time jobs in place on Dec. 31 of the base year 26
 Please provide your total full-time jobs in place on Dec. 31 of the grant year 26

If requested, the Company may need to verify this information with quarterly VEC payroll records.

Note: A full time employee means a person employed by a business who is normally scheduled to work either:
 1. A minimum of thirty-five hours per week for the entire base calendar year, consisting of at least forty-eight weeks
 2. A minimum of thirty-five hours per week for a portion of the calendar year in which the employee was initially hired for, or transferred to the business. Season, temporary, leased or contract labor employees or employees shifted from an existing location in Virginia to a business location within the enterprise zone do not qualify as full-time employees. The employee must report to work at the business within the enterprise zone.)

I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, ALL INFORMATION PRESENTED ABOVE IS CORRECT. I will make available for review by the County Administrator and/or the Commissioner of the Revenue all of the records relevant to information required by this form.

Ruby Cruise
 Signature of Authorized Representative

4/13/2021
 Date

Please return this form to: Kendra Hayden, Economic Development Assistant, 121 Bagley Circle, Suite 100, Marion, VA 24354, Phone 276-706-8304, Fax 276-783-9314 or khayden@smythcounty.org

JEFFREY T. RICHARDSON
 COMMISSIONER OF THE REVENUE
 COUNTY OF SMYTH
 PO BOX 985 21 109 W MAIN ST STE G011
 MARION VA 24354
 PHONE (776) 782-4046 FAX (776) 782-4041
 E-MAIL: COR@SMYTHCOUNTY.ORG

2-11-21

2021

2021 M&T RETURN OF
 MACHINERY & TOOLS

This form replaces Schedules of Taxation Form 762
 Use for reporting M&T

Due Date: May 1, 2021

Manufacturer Name: Smyth County Machine and Fabrication L	FEDERAL ID or SSN: 83-2022163
Contact Name: Becky Crouse	Email Address: bcrouse@smythcountymachine.com
Business Mailing Address: 280 Gordondale Road Atkins, VA 24311	Physical Location: same

MACHINERY & TOOLS <small>ENTER ORIGINAL CAPITALIZED COST BEFORE DEPRECIATION, DISCOUNTS, ETC.</small>	For taxpayers engaged in: manufacturing, processing, mining, reprocessing, radio and television broadcasting, dry cleaners or laundry business, dairy and logging equipment.	OFFICE USE ONLY
Cost of Property Purchased in 2013 and PRIOR Years		0
Cost of Property Purchased in 2014		0
Cost of Property Purchased in 2015		0
Cost of Property Purchased in 2016		0
Cost of Property Purchased in 2017		0
Cost of Property Purchased in 2018	858,400 843,500	600,950 510,000
Cost of Property Purchased in 2019	105,455 680,025	564,364 544,000
Cost of Property Purchased in 2020	111,720 26,592	100,552 23,000
TOTAL	1,675,679	1,255,866

Important Notice:

558.1-3103 requires assessment of all business personal property and M&T. List year purchased & original cost. This list is to include all equipment, excluding idle equipment previously reported to the Commissioner per 558.1-3507(5). The owner is responsible for providing all 762 information. Written proof of third party authorization required with annual report. Report all motor vehicles & trailers located in Smyth County as of January 1 in Section III on pg 2 or supplemental report.

RETURN TO:
 Commissioner of the Revenue
 County of Smyth
 PO Box 985
 Marion VA 24354-0985
 or
 E-mail: COR@SMYTHCOUNTY.ORG
 or Fax: (776) 782-4041

CONTINUE TO PAGE 2 ---- >>>

CONTINUE TO PAGE 2 ---- >>>

TANGIBLE PERSONAL PROPERTY LEASED OR BORROWED FROM OTHERS			
Name of Owner	Address & Phone Number of Owner	Description of Equipment	Cost Value

Purchase Date	Year	Make	Model	Identification Number
11-06-18	2008	GMC	✓	1GTEK14X86Z253472
11-06-18	2001	Freightliner	✓	1FUJAHCG11LH74651
11-06-18	1999	Dodge	✓	3B6MC366XXM500541
11-06-18	1999	Trailboss	✓	4SOTK402XX1000279
11-6-18	1995	Freightliner	✓	1FUWDCXA8SH597877
11-06-18	1995	Witz	✓	1W9A11E29SS061469
11-06-18	1992	Wabash	✓	1JJV281U1NL173314
5-1-20	2017	Dodge	✓	3C6UR5CL4HG561519
7-17-20	2020	P&T	✓	5JTAC1822LA086876

INSTRUCTIONS PAGE 18B

- REPORT ON THIS RETURN machinery & tools owned by the taxpayer on 12/31/2020.
- REPORTING LEASED PROPERTY: Leases and leases are reported on the appropriate schedule on the tax return. Code 581 (551B) Leases (which are subject to the reporting requirements of the Internal Revenue Code) should be reported with the following information:
 - Cost values to report: Values to be reported are the actual fair market value of machinery & tools at the end of the year to be depreciated. This does not include capitalized interest. Cost of items FULLY depreciated, but still in use, **MUST** be reported for tax on.
- An **ITEMIZED LIST** of machinery & tools used in such a way during the year required a deduction on the tax return. If amounts reported vary greatly from a previous year's amount, please provide an explanation.

FAILURE TO FURNISH COMPLETE AND SIGNED INFORMATION BY THE DATE WILL RESULT IN A 10% PENALTY AND MANDATORY STATUTORY ASSESSMENT

If Business has closed or moved out of Smyth County, provide:

Date Business Closed: _____

Date Business Moved out of Smyth County: _____ New Location: _____

DECLARATION BY TAXPAYER: I declare that the foregoing statements are true, full and correct to the best of my knowledge and belief.

Signature of Taxpayer: Becky H. Gruse

Date: 2-12-21

Clearly Print Signer's Name: Becky H. Gruse

Title: Administrative Director

Business Phone: 276-783-4682

Personal Phone: _____

Asset Listing

Smyth County Machine

Asset	Type	Description	Serial	Exp Date	P.P. Value	Dep Start
AUTO						
41	AUTO	2008 Buick Wildcat	000000000000000000	12/31/2007	10,000.00	12/31/07
42	AUTO	2004 Auto System - Police Vehicle		12/31/04	10,000.00	12/31/04
43	AUTO	2007 Chevy Cam 1.8L		12/31/07	10,000.00	12/31/07
44	AUTO	2007 Ford Focus		12/31/07	10,000.00	12/31/07
45	AUTO	2007 Ford Focus		12/31/07	10,000.00	12/31/07
46	AUTO	2007 Ford Focus		12/31/07	10,000.00	12/31/07
					370,766.50	
FURN						
1	FURN	Work Computer - Video Equipment Installation		12/31/05	10,000.00	12/31/05
					10,000.00	
OFFIC						
	OFFIC	Upgrade Server to SBS 2003		12/31/03	10,000.00	12/31/03
	OFFIC	Toshiba e Studio 2126 Color		12/31/07	10,000.00	12/31/07
					20,000.00	
SHOP						
10	SHOP	Misc Shop Equipment for Agriculture		12/31/04	10,000.00	12/31/04
11	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
12	SHOP	Mon-Sonk Turning Center		12/31/07	10,000.00	12/31/07
13	SHOP	Mon-Sonk Turning Center		12/31/07	10,000.00	12/31/07
14	SHOP	Mon-Sonk 5L 7P	100	12/31/07	10,000.00	12/31/07
15	SHOP	Mon-Sonk 5L 7P	101	12/31/07	10,000.00	12/31/07
16	SHOP	Oscula MC 60VAF		12/31/05	10,000.00	12/31/05
17	SHOP	Oscula MC 60VAF		12/31/05	10,000.00	12/31/05
18	SHOP	Mon-Sonk 5L 7P		12/31/07	10,000.00	12/31/07
19	SHOP	Oscula MC 542 Milling Machine	100	12/31/05	10,000.00	12/31/05
20	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
21	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
22	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
23	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
24	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
25	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
26	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
27	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
28	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
29	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
30	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
31	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
32	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
33	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
34	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
35	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
36	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
37	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
38	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
39	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
40	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
41	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
42	SHOP	Oscula MC 542 Milling Machine		12/31/05	10,000.00	12/31/05
					644,800.00	

Handwritten notes and a signature in the right margin of the table.

Asset Listing

Smyth County Machine

Asset	Type	Description	Serial	Pur Date	Pur Value	Depr Start
AUTO 48	AUTO	Jasper Transmission for 2006 GMC		12/11/2019	2,848.37	12/11/2019
					<u>\$2,848.37</u>	
OFFIC 51	OFFIC	Network Upgrade & Hardware Costs through		10/30/2019	22,502.21	10/30/2019
					<u>\$22,502.21</u>	
SHOP 50	SHOP	Trunk Lid and Press Brake w/ loaded dies		12/14/2019	59,328.09	1/1/2020
42	SHOP	Cover, Horizontal, Imp., 4 Box		01/09/2019	1,444.50	4/1/2019
43	SHOP	Steel Fab Layout Welding Table	1126794	05/23/2019	1,472.49	5/31/2019
44	SHOP	Steel Fab Layout Welding Table	2136611	05/23/2019	1,558.49	5/31/2019
45	SHOP	XM-1200-T1200 Handheld Probe CFM	ZB310111	06/21/2019	52,900.00	7/5/2019
46	SHOP	Cost of moving/relocating facility equipment		07/31/2019	27,775.00	7/31/2019
47	SHOP	Electrical supplies for asset 46 relocation		08/15/2019	2,666.75	8/1/2019
					<u>\$680,024.82</u>	

Printed: 11:47:35AM 2/18/2021 by becker
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Asset Listing Page 1 of 1

Asset Listing

Smyth County Machine

Asset	Type	Description	Serial	Est. Date	Est. Value	Dep. Start
ASLP						
100	ASLP	Temp. for Farm Service			\$19,750.00	
AUTO						
11	AUTO	2017 Dodge Ram	1000-1000-1000		4,000	1/1/17
12	AUTO	2016 Ford Focus	1000-1000-1000		4,000	1/1/16
					\$40,898.99	
LHIMP						
13	LHIMP	File Server HP ProLiant	1000-1000-1000		2,776.78	1/1/17
					\$2,776.78	
OFFIC						
61	OFFIC	1000-1000-1000			1,000.00	1/1/17
62	OFFIC	1000-1000-1000			1,000.00	1/1/17
63	OFFIC	1000-1000-1000			1,000.00	1/1/17
64	OFFIC	1000-1000-1000			1,000.00	1/1/17
					\$23,408.04	
SHOP						
14	SHOP	DYNASTY 400 12' x 15' x 14' TIG MACHINE			1,000.00	1/1/17
15	SHOP	ENCLOSURE 4000 12' x 15' x 14' TIG MACHINE			1,000.00	1/1/17
16	SHOP	1000-1000-1000			1,000.00	1/1/17
17	SHOP	1000-1000-1000			1,000.00	1/1/17
18	SHOP	1000-1000-1000			1,000.00	1/1/17
19	SHOP	1000-1000-1000			1,000.00	1/1/17
20	SHOP	1000-1000-1000			1,000.00	1/1/17
					\$36,887.30	

Not
taken

Smyth County Enterprise Zone:
CHILHOWIE, MARION, AND ATKINS
Local EZ Incentives

REVISED JANUARY 1, 2013

Local Financial Assistance

• ***Economic Stimulus Grant – Applicable to Manufacturers Only***

A three-year local grant provided to companies that make new machinery and equipment investments and create new jobs. The grant would be provided through the Smyth County Industrial Development Authority and would be equivalent to the following percentage of the machinery and tools tax due and paid on new equipment and machinery of a minimum investment of \$500,000 in one year.

<u>No. of new jobs created</u>	<u>Year One</u>	<u>Year Two</u>	<u>Year Three</u>
100 or more	100%	50%	25%
50-99 new jobs	80%	40%	20%
5-49 new jobs	60%	30%	15%

A cap amount of \$50,000 per year currently applies to this incentive.

• ***Building Permit Fee Rebate***

New industrial and commercial buildings of at least \$500,000 in value and any renovations or expansion of existing industrial and commercial structures of at least \$100,000 in value are eligible for a rebate of fifty (50) percent of the building permit fee paid. The current county charge for building permits is \$0.16 per square foot for new commercial and industrial buildings and for any renovations or expansion. The rebate is capped at \$10,000 for any one permit issued.

• ***Water and Sewer Cost Reductions***

The increased cost of water and sewer service for town and county customers will be rebated fifty percent (50%) for one year based on the creation of at least 5 or more full-time, permanent jobs. (The increase will be measured from the average of one 12-month period compared to the next consecutive 12-month period).

In addition, any initial water and sewer hook-up fees (town or County) are rebated at 100% for any business or industry locating in the zone creating at least 5 or more full-time, permanent jobs within the first year.

Tax Incentives

• ***Real Estate Rehabilitation Tax Exemption***

A nine-year decreasing exemption on the increase in assessed property value resulting from substantial rehabilitation of certain commercial or industrial real estate (15 years old or older), starting with 100% credit in the first five years, and decreasing 20% each year to a bottom of 20% in the ninth year. The property value must increase by sixty (60) percent or more to be eligible for this incentive.

- ***BPOL Tax Credit. (Only applies within the Towns of Chilhowie and Marion).***

A decreasing tax credit over a 5-year period following the creation of new full-time, permanent jobs based on the following:

<u># of jobs</u>	<u>Amount of Credit</u>		
	<u>Year 1</u>	<u>Year 2 – 3</u>	<u>Year 4 – 5</u>
10 & up	50%	25%	10%
5 – 9	20%	10%	5%



Smyth County, Virginia
 121 Bagley Circle, Suite 100
 Marion, VA 24354

Atkins District
 Chilhowie District
 North Fork District
 Park District
 Royal Oak District
 Rye Valley District
 Saltville District

ATTACHMENT 5

Charles F. Atkins

Judy Wyant
 Lori H. Deel
 Roscoe D. Call

County Administrator
 Assistant County Administrator

Shawn M. Utt
 Alicia Richardson

MEMO

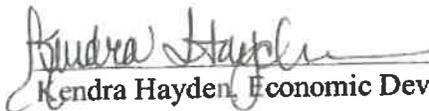
DATE: April 15, 2021
 TO: Christy Bise, Accounts Payable
 Shawn Utt, County Administrator
 FROM: Kendra Hayden, Economic Development Assistant
 RE: Request for Payout – Local Enterprise Zone Incentives

Per the Smyth County Code Section 23.335 – Economic Stimulus Grant, as a part of the Enterprise Zone Local Incentives, Speyside Bourbon Cooperage is eligible for the capped amount of \$50,000.00 based on their investment in new equipment. In the grant year (2021) the assessed value of Speyside’s machinery and tools is \$24,905,107.00 and in the base year (2020) the assessed value was \$23,575,804; leaving a net value of \$1,329,303. Additionally, the company hired 11 new employees in this grant year and 48 new employees total.

Speyside Bourbon Cooperage filed the application for the Economic Stimulus Grant on 3/12/21, and copies of the supporting documentation was included with the application. The application has been approved by the staff and must now be approved by the Economic Development Authority and the Smyth County Board of Supervisors. Once approved, a space is provided below for the signature of the Chairman of each Board, respectively.

Upon approval of both bodies, please make a check payable to Speyside Bourbon Cooperage in the amount of **\$50,000.00** and mail it to 6373 Lee Highway, Atkins, VA 24311. Please code the payment to line item 081030-8888-1.

Please scan and email a copy of the check to me at khayden@smythcounty.org. I have included copies of the application and supporting documentation. If you have any questions, please let me know.


 Kendra Hayden, Economic Development Assistant

4-15-2021
 Date

 John C. McLean, Jr., Chairman – EDA

 Date

 Charles Atkins, Chairman – Board of Supervisors

 Date

County of Smyth, Virginia
Application for Enterprise Zone Economic Stimulus Grant

Name of Company (applicant) Spayside Peverton Stone Mill in Virginia, Inc.
 Street Address 6573 Lee Hwy
 Phone Number 740 688 3764
 Contact Person for Application Lara Spohn

A. Grant Year (Calendar Year for which business is requesting Grant): 2021
 B. Base Year (Calendar Year immediately preceding the Grant Year): 2020

C. Machinery and Equipment Investment*

1. Grant Year- Assessed Value of Machinery and Tools	\$	<u>24,905,107</u>
2. Base Year- Assessed Value of Machinery and Tools	\$	<u>23,575,804</u>
3. New Value Added (1 minus 2)	\$	<u>1,329,303</u>

*To verify these figures please attach a copy of Form 762 that has been submitted to the Commissioner of Revenue

Employment Documentation

Please provide your total full-time jobs in place on Dec. 31 of the year before the base year	<u>0</u>
Please provide your total full-time jobs in place on Dec. 31 of the base year	<u>48</u>
Please provide your total full-time jobs in place on Dec. 31 of the grant year	<u>37</u>

If requested, the Company may need to verify this information with quarterly VEC payroll records.

Note: A full time employee means a person employed by a business who is normally scheduled to work either:

1. A minimum of thirty-five hours per week for the entire base calendar year, consisting of at least forty-eight weeks
2. A minimum of thirty-five hours per week for a portion of the calendar year in which the employee was initially hired for, or transferred to the business. Season, temporary, leased or contract labor employees or employees shifted from an existing location in Virginia to a business location within the enterprise zone do not qualify as full-time employees. The employee must report to work at the business within the enterprise zone.)

I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, ALL INFORMATION PRESENTED ABOVE IS CORRECT. I will make available for review by the County Administrator and/or the Commissioner of the Revenue all of the records relevant to information required by this form.

Lara Spohn
 Signature of Authorized Representative

04/09/21
 Date

Please return this form to: Kendra Hayden, Economic Development Assistant, 121 Bagley Circle, Suite 100, Marion, VA 24354, Phone 276-706-8304, Fax 276-783-9314 or khayden@smythcounty.org



JEFFREY T. RICHARDSON
COMMISSIONER OF THE REVENUE
COUNTY OF SMYTH
 PO BOX 985 or 109 W MAIN ST STE G011
 MARION VA 24354
 PHONE (276) 782-4040 FAX (276) 782-4041
 E-MAIL: COR@SMYTHCOUNTY.ORG

2021

762 M&T - RETURN OF
 MACHINERY & TOOLS

(This form replaces Dept. of Taxation Form 762)
 Use for reporting M&T

Due Date: May 1, 2021

Manufacturer Name:	FEDERAL ID or SSN:
Speuside Boucher Coverage, Inc. Virginia, Inc	83-1050842
Contact Name:	Email Address:
Lara Spohn	lspohn@speusidebci.com
Business Mailing Address:	Physical Location:
	16373 Lee Hwy, Atkins VA 24311

MACHINERY & TOOLS ENTER ORIGINAL CAPITALIZED COST BEFORE DEPRECIATION, DISCOUNTS, ETC.	For taxpayers engaged in manufacturing, processing, mining, reprocessing, radio and television broadcasting, dry cleaners or laundry business, dairy and logging equipment.	OFFICE USE ONLY
		(Do not write in this column)
Cost of Property Purchased in 2013 and PRIOR Years		20%
Cost of Property Purchased in 2014		30%
Cost of Property Purchased in 2015		40%
Cost of Property Purchased in 2016		50%
Cost of Property Purchased in 2017		60%
Cost of Property Purchased in 2018	\$ 8,615,167.25	70%
Cost of Property Purchased in 2019	\$ 14,960,637.64	80%
Cost of Property Purchased in 2020	\$ 1,329,302.11	90%
TOTAL		

Important Notice:

§58.1-3103 requires assessment of all business personal property and M&T. List year purchased & original cost.

This list is to include all equipment, excluding idle equipment previously reported to the Commissioner per §58.1-3507(D).

The owner is responsible for providing all 762 information.

Written proof of third party authorization required with annual report.

Report all motor vehicles & trailers located in Smyth County as of January 1 in Section III on pg 2 or supplemental report.

RETURN TO:

Commissioner of the Revenue
 County of Smyth
 PO Box 985

Marion VA 24354-0985
 or

E-mail: COR@SMYTHCOUNTY.ORG
 or Fax: (276) 782-4041

CONTINUE TO PAGE 2 ----- >>>

CONTINUE TO PAGE 2 ----- >>>



JEFFREY T. RICHARDSON
COMMISSIONER OF THE REVENUE
COUNTY OF SMYTH

PO BOX 985 or 109 W MAIN ST STE G011
MARION VA 24354

PHONE (276) 782-4040 FAX (276) 782-4041

E-MAIL: COR@SMYTHCOUNTY.ORG

2020

762 M&T - RETURN OF
 MACHINERY & TOOLS

(This form replaces Dept. of Taxation Form 762)
 Use for reporting M&T

Due Date: May 1, 2020

Manufacturer Name: Speyside Bourbon Cooperage in Virginia		FEDERAL ID or SSN 83-1050842
Contact Name: Lora Spohn, Controller		Email Address: lspohn@speysidebci.com
Business Mailing Address: PO Box 509 Jackson OH 45640		Physical Location: 6373 Lee Hwy Atkins VA 24311

MACHINERY & TOOLS		OFFICE USE ONLY <small>(Do not write in this column)</small>
<small>ENTER ORIGINAL CAPITALIZED COST BEFORE DEPRECIATION, DISCOUNTS, ETC.</small>	<small>For taxpayers engaged in manufacturing, processing, mining, reprocessing, radio and television broadcasting, dry cleaners or laundry business, dairy and logging equipment.</small>	
Cost of Property Purchased in 2012 and <u>PRIOR</u> Years		20% 0
Cost of Property Purchased in 2013		30% 0
Cost of Property Purchased in 2014		40% 0
Cost of Property Purchased in 2015		50% 0
Cost of Property Purchased in 2016		60% 0
Cost of Property Purchased in 2017		70% 0
Cost of Property Purchased in 2018	8,615,167	80% 6,892,134
Cost of Property Purchased in 2019	14,960,637	90% 13,464,579
TOTAL	23,575,804	20,356,707

***** Remember *****

ATTACH AN ITEMIZED LIST OF PROPERTY USED AS MACHINERY & TOOL AND ALL FEDERAL DEPRECIATION SCHEDULES.

REPORT ALL MOTOR VEHICLES OWNED AND/OR LOCATED IN SMYTH COUNTY AS OF JANUARY 1 IN SECTION III ON PG 2.

RETURN TO:

Commissioner of the Revenue
County of Smyth
PO Box 985
Marion VA 24354-0985
 or
E-mail: COR@SMYTHCOUNTY.ORG
 or Fax: (276) 782-4041

CONTINUE TO PAGE 2 ----- >>>

CONTINUE TO PAGE 2 ----- >>>

**Smyth County Enterprise Zone:
CHILHOWIE, MARION, AND ATKINS
Local EZ Incentives**

REVISED JANUARY 1, 2013

Local Financial Assistance

• ***Economic Stimulus Grant – Applicable to Manufacturers Only***

A three-year local grant provided to companies that make new machinery and equipment investments and create new jobs. The grant would be provided through the Smyth County Industrial Development Authority and would be equivalent to the following percentage of the machinery and tools tax due and paid on new equipment and machinery of a minimum investment of \$500,000 in one year.

<u>No. of new jobs created</u>	<u>Year One</u>	<u>Year Two</u>	<u>Year Three</u>
100 or more	100%	50%	25%
50-99 new jobs	80%	40%	20%
5-49 new jobs	60%	30%	15%

A cap amount of \$50,000 per year currently applies to this incentive.

• ***Building Permit Fee Rebate***

New industrial and commercial buildings of at least \$500,000 in value and any renovations or expansion of existing industrial and commercial structures of at least \$100,000 in value are eligible for a rebate of fifty (50) percent of the building permit fee paid. The current county charge for building permits is \$0.16 per square foot for new commercial and industrial buildings and for any renovations or expansion. The rebate is capped at \$10,000 for any one permit issued.

• ***Water and Sewer Cost Reductions***

The increased cost of water and sewer service for town and county customers will be rebated fifty percent (50%) for one year based on the creation of at least 5 or more full-time, permanent jobs. (The increase will be measured from the average of one 12-month period compared to the next consecutive 12-month period).

In addition, any initial water and sewer hook-up fees (town or County) are rebated at 100% for any business or industry locating in the zone creating at least 5 or more full-time, permanent jobs within the first year.

Tax Incentives

• ***Real Estate Rehabilitation Tax Exemption***

A nine-year decreasing exemption on the increase in assessed property value resulting from substantial rehabilitation of certain commercial or industrial real estate (15 years old or older), starting with 100% credit in the first five years, and decreasing 20% each year to a bottom of 20% in the ninth year. The property value must increase by sixty (60) percent or more to be eligible for this incentive.



Smyth County, Virginia
 121 Bagley Circle, Suite 100
 Marion, VA 24354

Atkins District
 Chilhowie District
 North Fork District
 Park District
 Royal Oak District
 Rye Valley District
 Saltville District

Charles E. Atkins

ATTACHMENT 6

Roscoe D. Galt

County Administrator
 Assistant County Administrator

Shawn M. Utt
 Alicia Richardson

MEMO

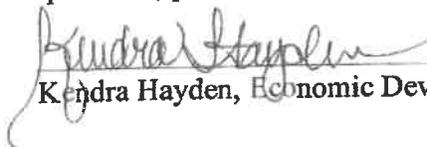
DATE: April 15, 2021
 TO: Christy Bise, Accounts Payable
 Shawn Utt, County Administrator
 FROM: Kendra Hayden, Economic Development Assistant
 RE: Request for Payout – Local Enterprise Zone Incentives

Per the Smyth County Code Section 23.280 – Building Permit Fee Reduction, as a part of the Enterprise Zone Local Incentives, Speyside Bourbon Cooperage is eligible for the 50% building permit rebate for the renovations of an existing building located at 6373 Lee Highway in Atkins, Virginia. A total of \$1,324.80 was paid to Smyth County in 2019, therefore, the total rebate available to Speyside Bourbon Cooperage is **\$662.40**.

Speyside Bourbon Cooperage filed the application for the Building Permit Fee Rebate on 3/12/21, and copies of the building permits and the Certificates of Occupancy were included with the application. The application has been approved by the staff and must now be approved by the Economic Development Authority and the Smyth County Board of Supervisors. Once approved, a space is provided below for the signature of the Chairman of each Board, respectively.

Upon approval of both bodies, please make a check payable to Speyside Bourbon Cooperage in the amount of \$662.40 and mail it to 6373 Lee Highway, Atkins, VA 24311. Please code the payment to line item 081030-8888-1.

Please scan and email a copy of the check to me at khayden@smythcounty.org. I have included copies of the application, building permits, and the Certificate of Occupancy. If you have any questions, please let me know.


 Kendra Hayden, Economic Development Assistant

4-15-2021
 Date

 John C. McLean, Jr., Chairman – EDA

 Date

 Charles Atkins, Chairman – Board of Supervisors

 Date

**SMYTH COUNTY ENTERPRISE ZONE PROGRAM
APPLICATION FOR BUILDING PERMIT FEE REBATE**

Name of Company (applicant) Speyside Bourbon Cooperage in Virginia, Inc

As part of the Enterprise Zone Program, the County rebates 50% of building permit fees for new commercial and industrial structures of at least \$500,000 in value and any renovations or expansions of existing industrial or commercial structures of at least \$100,000 in value. The rebate is capped at \$10,000 for any one permit issued.

Complete legal name of building owner Speyside Bourbon Cooperage, Inc.

Address of building owner _____

Street address of building 6373 Lee Hwy

Phone: Atkins VA 24311

Cost of Construction or Renovation/Expansion \$ 31,798,800

I have attached the following document that is required in order to process this application:

- Copy of building permit showing fee paid
- Copy of Certificate of Occupancy (Applicant is not eligible for rebate until construction is complete).

I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, ALL INFORMATION PRESENTED ABOVE IS CORRECT. I will make available for review by the County Administrator and/or the Commissioner of the Revenue all of the records relevant to information required by this form.

[Signature]
Signature of Authorized Representative

03/12/21
Date

Please return this form to:
Kendra Hayden, Administrative Assistant to the County Administrator
121 Bagley Circle, Suite 100, Marion, VA 24354,
Phone: 276-783-3298 Fax: 276-783-9314

FOR OFFICE USE ONLY - Building Permit Fee Rebate

Amount of Building Permit (excluding taxes) \$ 1,324.80

TOTAL AMOUNT ELIGIBLE FOR \$ 662.40

Date Payment Approved Staff _____ IDA _____ Board _____

Other Notes _____



SMYTH COUNTY, VA

121 BAGLEY CIRCLE SUITE 120
MARION, VA 24354-0000

Phone: (276)783-3298 ext: 2 Fax: (276)783-9314

Building Permit

Permit Status: ACTIVE

Permit Number: **NRB-5-19-38304**

Application Date: 5/2/19

Issue Date: 5/3/2019

Expires: Not Issued

Applicant: SPEYSIDE BOURBON COOPERAGE, INC

Permit Type: NON RESIDENTIAL BLDG

Address: 6373 LEE HIGHWAY
ATKINS, VA 24311-

Work Classification: NON RES. REMODEL

Parcel #: 49-A-23-24

Phone: _____

Job Address: 6373 LEE HIGHWAY

Contractor(s)	Phone	License	Specification	License Number
H S WILLIAMS COMPANY INC	(276)783-3185	A	CBC	2701007557

FIRST FLOOR: 0	SECOND FLOOR: 0	BASEMENT: SQFT: 0	<u>Checklist</u> Complete
GARAGE: NONE SQFT: 0	RIGHT OF WAY: NO	STRUCTURE TYPE: METAL	
FOUNDATION:	BASEMENT:	HEAT TYPE I: HEAT PUMP	
CHIMNEY: NO	FIREPLACE: NO	CARPORT:	
GARAGE: NONE	FLOOD: N/APLAIN	VDOT: EXISTING	
Code Edition: 2012	CONST TYPE: II-B	HEALTH: SMYTH CO SEWER	
EUILDING USE: BOURBON FACTORY			
FRONT SETBACK: N/A	LEFT SETBACK: N/A		
RIGHT SETBACK: N/A	BACK SETBACK: N/A		

Comments: REMODEL FOR OFFICE, TWO REMOTE BATHROOMS, AND MEZZANINE ONLY

OWNERS AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning. Futhermore, I authorize the above-named contractor to do the work stated.
For inspections, Call (276) 783-3298 ext 213. Allow 48 hours advance notice. Obtain Certificate of Occupancy Before Using the Building.

Fees Due	Amount
NON-RESIDENTIAL FEE 2011	\$1,124.80
TAX LEVY	\$22.50
Total:	\$1,147.30

Invoice Number	Amt Due	Pay Type	Trans #	Amt Paid
NRB-5-19-12299	\$ 1,147.30	Check	009290	\$ 1,147.30
Total:				\$1,147.30

AFFIDAVIT FOR OWNER ACTING AS HIS/HER OWN CONTRACTOR:
If I have indicated that I am acting as my own contractor on this application for a building permit, this is to confirm by my signature below that I am familiar with the Code of Virginia Title 54.1-1111 which regulates contractors, and that I am aware that anyone who performs work for me with a value that exceeds \$1000.00 (including "by-the-hour" labor) is required to have a state contractor's license and master's card (if applicable); that I may be subject to withholding taxes for those working on my project, and that I am not subject to licensure as a contractor or subcontractor for this project.

AGREEMENT IN LIEU OF PLAN: If this application is for a manufactured home or a single family dwelling, I agree by my signature that all land disturbing activity (grading, etc) will be contained to my property, that erosion will not leave the site, and that should erosion result from my site work onto adjoining property, stream, and/or the public road, I will take immediate measures to stop the erosion.

Building Official Signature

Signature of Owner or Agent

For inspections, Call (276) 783-3298 ext 213. Allow 48 hours advance notice. Obtain Certificate of Occupancy/Completion Before Using the Building



SMYTH COUNTY, VA

121 BAGLEY CIRCLE SUITE 120
MARION, VA 24354-0000
Phone: (276)783-3298 ext: 2 Fax: (276)783-9314

Building Permit

Permit Status: **ACTIVE**
Permit Number: **MISC-5-19-38309**

Issue Date: 9/12/2019 Expires: Not Issued Application Date: 5/2/19

Applicant: SPEYSIDE BOURBON COOPERAGE, INC Permit Type: MISCELLANEOUS PERMIT

Address: 6373 LEE HIGHWAY Work Classification: OTHER

ATKINS, VA 24311- Parcel #: 49-A-23-24

Phone: _____ Job Address: 6373 LEE HIGHWAY

Contractor(s)	Phone	Primary Contractor	License Type	License Number
PREMIER FIRE PROTECTION INC.		Yes	B	2705081673

PURPOSE: SPRINKLER SYSTEM
 CODE EDITION: 2015
 FRONT SETBACK: N/A
 BACK SETBACK: N/A
 LEFT SETBACK: N/A
 RIGHT SETBACK: N/A

Comments: SPRINKLER SYSTEM FOR SPEYSIDE BOURBON COOPERAGE, INC FOR BUILDING AS A WHOLE

OWNERS AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning. Furthermore, I authorize the above-named contractor to do the work stated.
 For Inspections, Call (276) 783-3298 ext 213. Allow 48 hours advance notice. Obtain Certificate of Occupancy Before Using the Building.

Fees Due	Amount
MISCELLANEOUS FEE	\$50.00
STATE TAX LEVY	\$1.00
Total:	\$51.00

Invoice Number	Amt Due	Pay Type	Trans #	Amt Paid
MISC-9-19-12551	\$ 51.00	Credit Card	N/A	\$51.00
Total:				\$51.00

AFFIDAVIT FOR OWNER ACTING AS HIS/HER OWN CONTRACTOR:
 If I have indicated that I am acting as my own contractor on this application for a building permit, this is to confirm by my signature below that I am familiar with the Code of Virginia Title 54.1-1111 which regulates contractors, and that I am aware that anyone who performs work for me with a value that exceeds \$1000.00 (including "by-the-hour" labor) is required to have a state contractor's license and master's card (if applicable); that I may be subject to withholding taxes for those working on my project; and that I am not subject to licensure as a contractor or subcontractor for this project.

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Clegg Williams ep
 Building Official Signature

Pak Chew
 Signature of Owner or Agent

For Inspections, Call (276) 783-3298 ext 213. Allow 48 hours advance notice. Obtain Certificate of Occupancy/Completion Before Using the Building



SMYTH COUNTY, VA

121 BAGLEY CIRCLE SUITE 120
MARION, VA 24354-0000
Phone: (276)783-3298 ext: 2 Fax: (276)783-9314

Building Permit

Permit Status: ACTIVE
Permit Number: NRB-2-19-38138
Application Date: 2/13/19

Issue Date: 2/15/2019

Expires: Not Issued

Applicant: SPEYSIDE BOURBON COOPERAGE, INC

Permit Type: NON RESIDENTIAL BLDG

Address: 6373 LEE HIGHWAY
ATKINS, VA 24311-

Work Classification: NON RES. REMODEL

Parcel #: 49-A-23-24

Phone: _____

Job Address: 6373 LEE HIGHWAY

Contractor(s)	Phone	License	Specification	License Number
H S WILLIAMS COMPANY INC	(276)783-3185	A	CBC	2701007557

			Checklist
FIRST FLOOR: 0	SECOND FLOOR: 0	BASEMENT: SQFT: 0	Complete
GARAGE: SQFT: 0	RIGHT OF WAY: N/A	STRUCTURE TYPE:	
FOUNDATION:	BASEMENT:	HEAT TYPE I:	
CHIMNEY:	FIREPLACE:	CARPORT:	
GARAGE:	FLOOD: N/APLAIN	VDOT:	
Code Edition: 2012	CONST TYPE:	HEALTH:	
BUILDING USE: BREAKROOM			
FRONT SETBACK: N/A	LEFT SETBACK: N/A		
RIGHT SETBACK: N/A	BACK SETBACK: N/A		

Comments: REMODEL BREAK ROOM

OWNERS AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning. Furthermore, I authorize the above-named contractor to do the work stated.
For Inspections, Call (276) 783-3298 ext 213. Allow 48 hours advance notice. Obtain Certificate of Occupancy Before Using the Building.

Fees Due	Amount	Invoice Number	Amt Due	Pay Type	Trans #	Amt Paid
NON-RESIDENTIAL FEE 2011	\$50.00	NRB-2-19-12149	\$ 51.00	Check	009268	\$ 51.00
TAX LEVY	\$1.00					
Total:	\$51.00	Total:				\$51.00

AFFIDAVIT FOR OWNER ACTING AS HIS/HER OWN CONTRACTOR:
If I have indicated that I am acting as my own contractor on this application for a building permit, this is to confirm by my signature below that I am familiar with the Code of Virginia Title 54.1-1111 which regulates contractors, and that I am aware that anyone who performs work for me with a value that exceeds \$1000.00 (including "by-the-hour" labor) is required to have a state contractor's license and master's card (if applicable); that I may be subject to withholding taxes for those working on my project; and that I am not subject to licensure as a contractor or subcontractor for this project.

AGREEMENT IN LIEU OF PLAN: If this application is for a manufactured home or a single family dwelling, I agree by my signature that all land disturbing activity (grading, etc) will be contained to my property, that erosion will not leave the site, and that should erosion result from my site work onto adjoining property, stream, and/or the public road, I will take immediate measures to stop the erosion.

Building Official Signature

Signature of Owner or Agent

For Inspections, Call (276) 783-3298 ext 213. Allow 48 hours advance notice. Obtain Certificate of Occupancy/Completion Before Using the Building



SMYTH COUNTY, VA

121 BAGLEY CIRCLE SUITE 120
MARION, VA 24354-0000
Phone: (276)783-3298 ext: 2 Fax: (276)783-9314

Building Permit

Permit Status: ACTIVE
Permit Number: MISC-9-19-38600

Issue Date: 10/7/2019

Expires: Not Issued

Application Date: 9/24/19

Applicant: SPEYSIDE BOURBON COOPERAGE, INC

Permit Type: MISCELLANEOUS PERMIT

Address: 8373 LEE HIGHWAY
ATKINS, VA 24311-

Work Classification: OTHER

Parcel #: 49-A-23-24

Phone:

Job Address:

8373 LEE HIGHWAY

Contractor(s)	Phone	Primary Contractor	License Type	License Number
JAMISON ELECTRICAL COMPANY INC	(540)483-1940	Yes	A	2701018448

PURPOSE: FIRE ALARM SYSTEM

CODE EDITION: 2015

FRONT SETBACK: N/A

BACK SETBACK: N/A

LEFT SETBACK: N/A

RIGHT SETBACK: N/A

Comments: FIRE ALARM SYSTEM FOR SPEYSIDE BOURBON COOPERAGE, INC FOR THE BUILDING AS A WHOLE

OWNERS AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning. Furthermore, I authorize the above-named contractor to do the work stated.
For Inspections, Call (276) 783-3298 ext 213. Allow 48 hours advance notice. Obtain Certificate of Occupancy Before Using the Building.

Fees Due	Amount
PERMIT FEE	\$50.00
STATE TAX LEVY	\$1.00
Total:	\$51.00

Invoice Number	Amt Due	Pay Type	Trans #	Amt Paid
MISC-10-19-12598	\$ 51.00	Credit Card	N/A	\$51.00
Total:				\$51.00

AFFIDAVIT FOR OWNER ACTING AS HIS/HER OWN CONTRACTOR:
If I have indicated that I am acting as my own contractor on this application for a building permit, this is to confirm by my signature below that I am familiar with the Code of Virginia Title 54.1-1111 which regulates contractors, and that I am aware that anyone who performs work for me with a value that exceeds \$1000.00 (including "by-the-hour" labor) is required to have a state contractor's license and master's card (if applicable); that I may be subject to withholding taxes for those working on my project; and that I am not subject to licensure as a contractor or subcontractor for this project.

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Building Official Signature

Signature of Owner or Agent

For Inspections, Call (276) 783-3298 ext 213. Allow 48 hours advance notice. Obtain Certificate of Occupancy/Completion Before Using the Building



Certificate of Occupancy

SMYTH COUNTY, VA

Building Inspection Department
121 Bagley Circle, Suite 120
Marion, VA 24354
(276) 783-3298, Ext. 2

This Certificate of Occupancy is issued pursuant to the requirements of the Virginia Uniform Statewide Building Code, Certifying that at the time of issuance this structure was in compliance with the building codes regulating the use of the building.

Permit Type NON RESIDENTIAL BLDG Bldg. Permit No. NRB-5-19-38304

Owner SPEYSIDE BOURBON COOPERAGE, INC Occupancy: _____

Approved Use: NON RES. REMODEL Construction Type: II-B

VIRGINIA UNIFORM STATEWIDE BUILDING: 2012 Sprinkler System: YES

I HAVE REVIEWED THE INSPECTION REPORTS AND ACKNOWLEDGE THIS STRUCTURE IS IN COMPLIANCE WITH THE SMYTH COUNTY ZONING ORDINANCE ON THE ISSUE DATE OF THIS CERTIFICATE OF OCCUPANCY. Use Group: F-1

Modifications: _____

Craig Williams
Zoning Administrator Signature

6373 LEE HIGHWAY

Craig Williams
Building Official Signature

ATKINS VA 24311-

Location _____

Not Transferable

CO-1887

POST IN A CONSPICUOUS PLACE NEAR THE ENTRANCE OF THE BUILDING

12/16/2019

-09-



SMYTH COUNTY, VA

121 BAGLEY CIRCLE SUITE 120
MARION, VA 24354-0000
Phone: (276)783-3298 ext: 2 Fax: (276)783-9314

Building Permit

Permit Status: ACTIVE
Permit Number: MISC-1-19-38109

Issue Date: 1/25/2019

Expires: Not Issued

Application Date: 1/23/19

Applicant: SPEYSIDE BOURBON COOPERAGE, INC

Permit Type: MISCELLANEOUS PERMIT

Address: 6373 LEE HIGHWAY

Work Classification: OTHER

ATKINS, VA 24311-

Parcel #: 49-A-23-24

Phone: _____

Job Address: _____

6373 LEE HIGHWAY

Contractor(s)	Phone	Primary Contractor	License Type	License Number
H S WILLIAMS COMPANY INC	(276)783-3185	Yes	A	2701007557

PURPOSE: GARAGE DOOR
 CODE EDITION: 2012
 FRONT SETBACK: N/A
 BACK SETBACK: N/A
 LEFT SETBACK: N/A
 RIGHT SETBACK: N/A

Comments: GARAGE DOOR

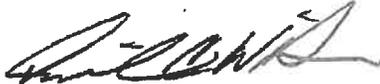
OWNERS AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning. Furthermore, I authorize the above-named contractor to do the work stated.
For Inspections, Call (276) 783-3298 ext 213. Allow 48 hours advance notice. Obtain Certificate of Occupancy Before Using the Building.

Fees Due	Amount	Invoice Number	Amt Due	Pay Type	Trans #	Amt Paid
PERMIT FEE	\$50.00	MISC-1-19-12120	\$ 51.00	Check	9258	\$51.00
STATE TAX LEVY	\$1.00					
Total:	\$51.00	Total:				\$51.00

AFFIDAVIT FOR OWNER ACTING AS HIS/HER OWN CONTRACTOR:
If I have indicated that I am acting as my own contractor on this application for a building permit, this is to confirm by my signature below that I am familiar with the Code of Virginia Title 54.1-1111 which regulates contractors, and that I am aware that anyone who performs work for me with a value that exceeds \$1000.00 (including "by-the-hour" labor) is required to have a state contractor's license and master's card (if applicable); that I may be subject to withholding taxes for those working on my project; and that I am not subject to licensure as a contractor or subcontractor for this project.

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Building Official Signature



Signature of Owner or Agent

For Inspections, Call (276) 783-3298 ext 213. Allow 48 hours advance notice. Obtain Certificate of Occupancy/Completion Before Using the Building