

# BOARD OF SUPERVISORS



**TUESDAY, JANUARY 12, 2021**  
**5:00 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**

**Tuesday, January 12, 2021**  
**5:00 PM**

- 1) **CALL MEETING TO ORDER** Shawn Utt,  
*Pledge of Allegiance & Invocation* Co. Admin.
- 2) **ELECTION OF OFFICERS:** Shawn Utt  
and  
Board Chair  
  
To Serve During Calendar Year 2021:
  - a. Board Chair
  - b. Board Vice-Chair
  - c. Clerk
  - d. Deputy Clerk(s)
- 3) **ORGANIZATIONAL ACTIONS** Board Chair
  - a. Adoption of Meeting Schedule
  - b. Amendments / Adoption of Rules of Procedures (Pg. 6-20)
  - c. Adoption of Holiday Schedule
- 4) **AMENDMENTS TO AGENDA / ADOPTION OF AGENDA** Board Chair
- 5) **RETIREMENT RECOGNITIONS** Board Chair
  - a. Debra "Debbie" Schwartz, Treasurer's Office
  - b. Diane Spence, Information Systems
- 6) **MINUTES OF PREVIOUS MEETINGS** Board Chair  
*Minutes of December 8, 2020 (Pg. 21-40)*
- 7) **PUBLIC HEARING**
  - a. VDOT Secondary Road Six Year Plan  
Allan Sumpter, Joshua Lewis & Rachel Brown, VDOT staff (Pg. 41-43)
- 8) **FINANCIAL STATUS REPORT** Lisa Richardson,  
Asst. Co. Admin.
- 9) **PAYMENT OF INVOICES** Board Chair

- 10) **CITIZENS TIME** Board Chair  
*The Board welcomes your input. You may address the Board using the sign-in sheet located in the rear of the room. At this time, you may address the Board on items that may or may not be on the agenda. Time limit is three (3) minutes for individuals and five (5) minutes for those representing groups.*
- 11) **PRESENTATIONS** Board Chair  
a. Smyth County Public Library, Rose Likins  
b. The Lincoln Theatre, Tracy Thompson (Pg. 44)
- 12) **OLD BUSINESS** Board Chair  
a. Committee Reports / Recommendations  
i. Appointments Committee (Pg. 45-46)  
ii. Budget Committee (pg. 47-48)  
iii. Buildings & Grounds Committee (Pg. 49)  
iv. Personnel Committee (Pg. 50-51)  
v. Public Safety Committee (Pg. 52-53)  
vi. Surplus Committee (Pg. 54)
- 13) **NEW BUSINESS** Board Chair  
a. Blue Ridge Discovery Center Request, Aaron Floyd (Pg. 55-56)  
b. CSA Budget Amendment Request
- 14) **REPORT FROM COUNTY ATTORNEY** Scot Farthing  
a. Riverside Community Center – title review
- 15) **REPORT FROM COUNTY ADMINISTRATOR / STAFF** Shawn Utt,  
Co. Admin.
- 16) **SUPERVISOR COMMENT TIME** Board Members
- 17) **CLOSED SESSION**  
1 item under Code of Virginia Section 2.2-3711(a)8 to discuss Emergency Services



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Alicia Richardson

January 7, 2021

To: Members, Smyth County Board of Supervisors  
CC: Smyth County Leadership Team  
From: Shawn M. Utt, Smyth County Administrator  
RE: Packet summary – January 12, 2021 Board meeting

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

1. **Call to Order, Pledge of Allegiance & Invocation** – The pledge of allegiance will be led by Heather Street, Information Technology. Rev. Daniel Hess of Ebenezer Lutheran Church in Marion will provide the invocation for the meeting.
2. **Election of Officers** – The initial action of the Board will be to go through the process of election of officers (Chair, Vice-Chair, Clerk and Deputy Clerk(s)). As County Administrator, I would expect to continue to serve as the Clerk. I would like to recommend appointing Lisa Richardson and Christy Bise as Deputy Clerks.
3. **Organizational Actions** – Additional action items related to the Organizational Meeting include:
  - a. **Adoption of Meeting Schedule** – Traditionally, the Board has met on the second Tuesday and fourth Thursday of each month. I would recommend keeping that tradition and if we find the second meeting is not needed, it can simply be cancelled.
  - b. **Amendments / Adoption of Rules of Procedures** – For your information, **enclosed (Att. 1)** is the most recent version, last amended in January 2018. Some suggested revisions I have heard include:
    - i. **Section 4.5 Roll Call Vote** – The County Attorney has suggested an amendment to require a voice roll call vote in some circumstances. It seems as though the voice roll call vote is quite useful when one or more members are joining electronically.
    - ii. **Section 5.1 Commencement of Meeting** – The Rules currently state that closed sessions will begin at 4:00p with the opening of the public meeting at 5:00p. It has been my experience that there are instances that require more than one hour for a closed session, which will delay the public meeting or require two closed sessions (one before the public session and one after). It would be my recommendation to amend the document to state that a closed session **may** be held at 4:00p if the agenda includes an action item from the closed session but otherwise, closed sessions would be held following the public session.
    - iii. **Section 5.3 Citizen's Time** – I would encourage the Board to consider removing the actual time schedule from this and simply state that time will be set aside time near the beginning of the meeting at the first meeting of each month to allow citizens the opportunity to address the Board.

- iv. **Section 7.2(4)** – I realize there were concerns expressed at the January 2020 BOS meeting regarding the restriction of firearms. While the past General Assembly session resulted in amendments to §15.2-915, which allows localities to restrict firearms in governmental buildings, any firearm restrictions will likely require an ordinance to be passed by the Board rather than having a statement in the Board’s operating rules. I will defer to the County Attorney for further guidance.
    - c. **Adoption of Holiday Schedule** – We generally adopt the state holiday schedule as approved by the Governor and amended throughout the year.
- 4. **Amendments to Agenda / Adoption of Agenda** – if any are necessary, they will be presented at the meeting.
- 5. **Retirement Recognitions** – We would like to recognize employees who have recently retired for their years of service to the County. We plan to present resolutions of appreciation to each.
  - a. **Debra “Debbie” Schwartz** – began as a part-time employee in 1977 and became full-time in 1979. Debbie’s retirement was effective December 31<sup>st</sup>.
  - b. **Diane Spence** – began in 1990 as a Data Processing Assistant. She served the past many years as the Director of Information Systems. Diane’s retirement was effective December 31<sup>st</sup>.
- 6. **Minutes of Previous Meeting(s)** – the minutes of the December 8, 2020 (*Att. 2*) meeting are **enclosed** for the Board’s review and approval.
- 7. **Public Hearing** – For your review and information, **enclosed (Att. 3)** is a draft resolution and excerpt of VDOT’s Secondary Six Year Plan (SSYP) FY2026. We have appropriately scheduled the public hearing for this evening. We expect to have Allan Sumpter, Joshua Lewis and Rachel Brown to present additional information to the Board.
- 8. **Financial Status Report** – Lisa Richardson will provide the most recent financials for the Board’s review.
- 9. **Payment of Invoices** – Appropriations and accounts payable items to be provided with the supplemental agenda.
- 10. **Citizen’s Time** – Time has been set aside for citizens to provide comments to the Board on general items of interest or concern.
- 11. **Presentations:**
  - a. **Smyth County Public Library** – Ms. Rose Likins, the new Library Director, would like to introduce herself to the BOS and provide an update on the library’s operations and future opportunities and plans.
  - b. **The Lincoln Theatre** – Tracy Thompson is planning to participate in the meeting. The Lincoln Theatre is planning to apply for grant funding through the Appalachian Regional

Commission and is looking for a show of support from the County through an approved letter of support, a draft of which is **enclosed (Att. 4)**.

**12. Old Business Items:**

**a. Committee Reports/Recommendations:**

- i. Appointments Committee – minutes of the meeting are enclosed for your information (**Att. 5**).
- ii. Budget Committee – minutes of the meeting are enclosed for your information (**Att. 6**).
- iii. Buildings & Grounds Committee – minutes of the meeting are enclosed for your information (**Att. 7**).
- iv. Personnel Committee – minutes of the meeting are enclosed for your information (**Att. 8**).
- v. Public Safety Committee – minutes of the meeting are enclosed for your information (**Att. 9**).
- vi. Surplus Committee – minutes of the meeting are enclosed for your information (**Att. 10**).

**13. New Business Items:**

- a. **Blue Ridge Discovery Center Request** – This item was originally on the agenda for the Budget Committee but after discussion at the meeting, it was agreed that it needed to be on the full BOS agenda to get comments from all members before action or recommendation. For your review, **attached (Att. 11)** is a letter from the Blue Ridge Discovery Center regarding their real estate taxes. Similar to requests we've received in the past, not all "non-profits" are tax-exempt. Thus, the BRDC currently pays around \$3,300 annually for real estate taxes. While I do not recommend fully exempting them from RE taxes, one option may be an incentive grant equal to the amount of taxes paid for a period of 3 to 5 years. This would allow them to finalize their expansion plans and get fully operational without the worry of real estate taxes.
- b. **CSA Budget Amendment Request** – Following the December budget committee meeting, we realized there was a request for a budget amendment specific to the CSA program. In the original budget process, I believe everyone understood that the CSA funding was low but we didn't have a good sense of how low. In review of the ongoing expenditures, it appears as though we are in line with FY20's expenditures of \$1.8m. The current budget amount is \$1.2m. However, since the budget committee hasn't had a chance to review the full request, we would like to request a minor adjustment to cover the remaining expenses for January (\$99,437) and have the larger adjustment reviewed by the Budget Committee with a recommendation at the February BOS meeting. Therefore, we would like to recommend the CSA amendment of \$99,437 which would break out with \$23,228 being local funding and \$76,209 in state funding.

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

15. **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.

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

17. **Closed Session under Code of Virginia Section 2.2-3711-A (8)** – discussion of Emergency Services.

**SMYTH COUNTY  
BOARD OF SUPERVISORS**



**RULES OF PROCEDURES  
ADOPTED SEPTEMBER 9, 2003**

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**Amended January 9, 2018**



## **SMYTH COUNTY BOARD OF SUPERVISORS - RULES OF PROCEDURE**

Be It Resolved, the Smyth County Board of Supervisors does hereby accept and adopt these Rules of Procedure in order to facilitate its powers and duties in accordance with the provisions of Title 15.2, Code of Virginia 1950, as amended. The official title of the governing body is "Smyth County Board of Supervisors" (Board).

### **ARTICLE 1 - Members**

**1.1 Members.** The Smyth County Board of Supervisors consists of seven (7) members, one elected from each of the seven (7) election districts. Each member is elected for a term of four (4) years. Terms of office of the members run concurrently with the calendar year.

**2.1 Chairperson.** A Chairperson of the Board shall be elected from its members, by a plurality vote, at the first meeting of each calendar year. The Chairperson shall preside over all meetings, represent the Board at official functions and ceremonial events, and make such appointments as are not required by law to be made by the Board as a body.

**2.2 Vice Chairperson.** A Vice Chairperson of the Board shall be elected from its members, by a plurality vote, at the first meeting of each calendar year. The Vice Chairperson shall preside in the absence of the Chairperson, and perform such other duties as may be assigned by the Board.

**2.3 Chairperson Pro-Tem.** A Chairperson Pro-Tem may be appointed by the Chairperson or Vice Chairperson in the absence of both, before he/she leaves the room. In the event no Chairperson Pro-Tem has been appointed, one shall be selected by the members remaining. This person shall preside in the absence of the Chairperson and Vice Chairperson.



**2.4** Term of Office. The Chairperson and Vice Chairperson shall each be elected for a one (1) year term. Either, or both, may be re-elected for one or more additional one year terms.

**2.5** Clerk and Deputy Clerks. The County Administrator shall serve as Clerk to the Board. The Board may, at its first meeting of each calendar year, or as needed, designate one or more deputy clerks, who shall serve at the pleasure of the Board. Their duties shall be those set forth in Section 15.2-1538 and 15.2-1539, Title 15.2, Code of Virginia 1950, as amended, and by resolution of the Board adopted from time to time.

### *ARTICLE III - Meetings*

**3.1** Annual Meeting. The first meeting held after the newly elected members of the Board have qualified, and the first meeting held of each succeeding year shall be known as the annual meeting. At such annual meeting, the Board shall establish the days, times, and places for the regular meeting of the Board for the next twelve months. (§15.2-1416, Code of Virginia of 1950)

**3.2** Regular Meetings. The Board shall meet in regular session at least once each month upon such day or days as have been established. The Board may subsequently establish different days, times, or places for such regular meetings by passing a resolution to that effect and providing the notice required by § 15.2-1416. However, when the day established as a regular meeting day falls on a legal holiday, the meeting shall be held on the next following regular business day, without action of any kind by the Board. (Section 15.2-1416, Code of Virginia 1950, as amended)

**3.3** Special Meetings. A special meeting of the Board may be called by the Chairperson, and shall be called at the request of two or more members, which request shall be in writing addressed to the Clerk of the Board, specifying the time and place of the proposed special meeting and the matter to be discussed. Upon receipt of the request, the Clerk shall immediately notify in writing each member of the Board, the County Administrator, the Sheriff, and the County Attorney to

attend the special meeting at the given time and place and for the given purpose. Such notice shall be sent by first class or served by the Sheriff, or both, at least five (5) days before the date of the special meeting, except in a declared emergency, in which instance the notice may conform to the necessity of the emergency. No matter other than those specified in the notice shall be considered at such meeting unless all members are present and agree to such action by unanimous vote. (Sections 15.2-1417 and 15.2-1418, et al, of the Code of Virginia of 1950, as amended.)

**3.4** Notices to Public. The Clerk shall notify the general news media of the time and place of all such meetings, and the matters to be considered.

**3.5** Public Hearings. Public hearings shall be held after proper notice has been given. (§ 15.2-2204, § 15.2-2506, etc., or special provisions or the Code of Virginia of 1950, as amended)

**3.6** Adjourned Meetings. Any regular or special meeting may be adjourned by a majority of the members of the Board present to a date and time certain prior to the next meeting.

**3.7** Place of Meetings. All meetings shall be held in the Smyth County Board of Supervisors' Board Room, 121 Bagley Circle, Suite 100, Marion, Virginia, unless a different meeting place shall have been established and notice given and published as required by the Code of Virginia of 1950, as amended.

**3.8** Open Meetings. All meetings shall be open to the public, provided that the Board may, for the purpose provided for in the Virginia Freedom of Information Act, upon motion made, seconded, and duly adopted, meet in executive session. No resolution, ordinance, rule, contract, regulation, or motion adopted, passed, or agreed to in executive or closed meeting shall become effective unless following such meeting the Board reconvenes in open meeting and, by affirmative vote of the members, such action, ordinance, rule, contract, regulation, or motion is approved in open session.

ARTICLE IV - Quorum and Actions

4.1 Quorum. A majority of all the members of the Board shall constitute a quorum. The Chairperson shall be included and counted in determining the presence or absence of a quorum.

4.2 Required Absence. No action shall be taken by the Board unless there shall be present at least a quorum, provided, however, that the temporary absence from the meeting room of members sufficient to constitute a quorum shall not be deemed to prevent the hearing of presentations of the discussion of matters submitted to the Board. The Clerk, County Administrator, or Deputy Clerk, shall suggest the absence of a quorum prior to taking of any action by the Board. Failure of the Clerk, County Administrator, or Deputy Clerk, or any other member to suggest the absence of a quorum shall not be deemed to alter the effect of this rule requiring a quorum as a prerequisite to any action.

4.3 Actions of the Board. Actions of the Board shall be taken in one of the following ways:

1) Ordinances. Where required by law, action shall be by the adoption of ordinances.

Ordinances shall be proposed for adoption, notice given, and adoption accomplished as provided for by general law.

2) Resolutions. Where it is not required by law, or it is desired by the Board to act without the adoption of an ordinance, action may be taken by the adoption of a resolution.

3) Contracts. In certain instances, action may be required by contracts. Contracts shall be proposed in writing and a copy shall be delivered to the Clerk and all members of the Board, or a duly appointed committee of the Board, prior to proposing adoption by the Board. The County Attorney shall advise the Board on the legality of each contract prior to approval by the Board.

4) Motions. Where action of the Board is required on a matter simply stated, action may be taken by oral motion only.

**4.4 Voting.** Votes shall be taken on all motions made and seconded. However, a vote shall be taken if the question is called, unless a member objects, even if a motion to call the question has not been seconded.

**4.5 Roll Call Vote.** A voice roll call vote shall be taken at the request of any two or more members when such a request is made prior to the taking up of any other business, on any ordinance, or when required by law. A roll call vote by the recorded hand count of each member shall be taken on all other votes and contracts. \*

*\*This section amended on March 8, 2016 regular Board of Supervisors meeting.*

**4.6 Restating the Question; Amending the Motion.** If requested by one or more Board members, the Chairperson shall restate the question prior to the taking of a vote, provided, however, that the Chairperson may request that another member restate the question if in his or her opinion that will expedite the decision thereof. Upon the second of a motion, a member may move for an amendment or substitution of the motion for either clarification or substantive change of the motion. A vote shall be taken on the amended or substituted motion. The approved motion shall then be put up for a vote.\*

*\*This section amended on April 14, 2015 at the Annual Board of Supervisors Meeting.*

**4.7 Unanimous Consent.** Where no formal action is required, and no objection is heard, a request of a member shall be deemed a request of the Board without further action, when such a request is made at a meeting with a quorum present, and the Chairperson states that such a request shall be deemed a request of the Board.

**4.8 Tie Votes.** When a tie vote occurs:

1) If one or more Supervisors are absent, the question shall be passed by until the next meeting, regular or special, at which time it must be put to a vote again (even though all members

may not be present). If the tie remains unbroken, the Clerk must record the vote and the question shall be recorded as failing to carry.

2) If all Supervisors are present when the tie vote first occurs, even if a Supervisor abstains, the Clerk must record the vote and the question shall be recorded as failing to carry.

**4.9** Reconsideration. If all members are present for a meeting, action may be reconsidered only upon a motion of a member voting with the prevailing side on the original vote, which motion must be made on the same or immediate subsequent regular meeting. A motion to reconsider may be seconded by any member. If a member was absent for the entire meeting when such action was taken, the absent member may make a motion to reconsider at the immediate subsequent regular meeting or a continuation of the present meeting, whichever next occurs. Action on a question pending reconsideration at the next meeting shall be taken only following notice to all members of the Board given prior to the action being reconsidered, unless such action is taken at the same meeting as the original action. In instances involving the reconsideration of the adoption of an ordinance, notice of the proposed option of a new ordinance shall be given in accordance with law prior to action on the reconsidered question.

**4.10** Request for funds not budgeted: Request for funds not budgeted must be submitted in writing by filing the appropriate form, completely explaining the request for funds. This form can be obtained in the County Administrator's Office and is to be submitted to the County Administrator for review. The County Administrator will then forward the request to the Budget Committee which will make a recommendation to the Board.\*

*\* This section amended June 26, 2008, continued Board of Supervisors meeting.*

*\* This section amended April 14, 2015 at the Annual Board of Supervisors meeting.*

#### ARTICLE V - Order of Business

**5.1** Commencement of Meeting. At 4:00 p.m. to hold closed session and return to open session at 5:00 p.m. for public meeting and at the specified hour for continued or special meetings,

the presiding officer shall call the meeting to order, provide for the invocation, and direct the Clerk to note the presence or absence of members. A Quorum shall be required to commence the meeting at the appointed hour.\*

*\*This section amended January 10, 2012, regular Board of Supervisors meeting.*

**5.2 Agenda.** The Chairperson, with the County Administrator, shall prepare an agenda for each meeting. Any member having matters he or she desires to have considered at the next meeting shall submit these items to the County Administrator for inclusion in the agenda. After the invocation, the first order of business shall be the adoption by the Board of the agenda for the meeting. Any member may request an item added to the agenda, but if two members object to consideration at the meeting it shall be retained on the agenda until the next meeting of the Board.

The agenda may contain matters carried over from previous meetings, under continued Board matters. These items shall be considered at the conclusion of the agenda for the particular meeting day, except at the direction of the Chairman, or at the request of two members.

**5.3 Citizens' Time.** There shall be an agenda item known as "Citizens' Time", which shall be scheduled from 5:15 p.m. to 5:30 p.m. to allow citizens to address the Board regarding any matter that is not an agenda item previously considered in an advertised public hearing. This shall consist of a fifteen (15) minute period and shall be divided among the citizens who desire to speak.

*\*This section amended January 10, 2012, regular Board of Supervisors meeting.*

*\*This section amended April 14, 2015 at the Annual Board of Supervisors meeting.*

**5.4 Order on Agenda.** After adoption of the agenda for the meeting, without requirement of suspension of the Rules or motion, the Chairperson may call items in the order of business in a different order than the order of business set forth on the agenda, provided that the Board may by adopted motion overrule such a decision by the Chairperson. The Chairperson shall make every reasonable effort not to change the designated time for citizen's time as set forth on the agenda. All public hearings shall be held at the designed time as provided in required notices, or as soon thereafter as may be heard. \*

*\*This section amended October 11, 2011, regular Board of Supervisor meeting.*

**5.5**    Minutes.            The Clerk shall keep the minutes of the meetings of the Board. At the request of any member, made at the time of said presentation of discussion, the minutes shall include a summary of the substance of the presentation or debate. The Clerk may also maintain one recording by means of an electronic device of the proceedings of all Board meetings except for Executive Sessions. A copy of the minutes of the transcribed proceedings shall be kept on file in the County Administrator's Office for the general public. Copies of documents or discs of recordings may be purchased under Smyth County's fee schedule pertaining to the Freedom of Information Act.\*

*\* This section amended on April 14, 2015 at the Annual Board of Supervisors meeting.*

**5.6**    Approval of Minutes.    The Clerk or Deputy Clerk shall promptly transcribe the minutes following completion of the meeting and shall submit copies to the County Administrator for distribution on or before the Friday preceding the meeting at which their approval will be on the agenda. Approval of the minutes shall be the next item on each agenda following the invocation and approval of the agenda, and shall be approved, or corrected and approved without reading.

**5.7**    Matters having to do with Agencies.            Matters involving agencies which are not under the administrative supervision of the County Administrator shall not be placed on the agenda or considered by the Board until the affected agency shall have been given a reasonable opportunity to furnish the members of the Board with background information or data on issues which involve these agencies. Such information shall be delivered to the Clerk at least seven (7) days prior to a regular, special, or continued meeting date.

#### ARTICLE VI - Order in Conduct of Business

**6.1**    Persons Addressing the Board.            These persons shall limit their presentation to the



time allotted by the Chairperson on the agenda, unless the Board, by majority consent, shall extend such time. The Chairperson, in fixing such time, shall take into account the complexity of the matter, its importance in relation to other business of the Board, and time available on the meeting date sought. Insofar as is practicable, persons addressing the Board shall furnish the Clerk and members of the Board with a written copy of their remarks.

**6.2 Public Hearings.** In instances in which persons address the Board, through the Chairperson, without having first been allotted a specific time on the agenda, they shall limit their remarks as follows, except in extraordinary circumstances:

- 1) Person speaking for himself or his immediate neighborhood - three (3) minutes.
- 2) Person speaking for an organization whose membership is representative of an entire district - five (5) minutes.
- 3) Person speaking for an organization whose membership is representative of the entire county - ten (10) minutes.
- 4) Except in emergency circumstances, no action shall be taken by the Board following a public hearing, and the issue shall be continued until the next regular meeting.

**6.3 Recognition.** Recognition shall be given only by the presiding officer. No person shall address the Board without having first been recognized. When all public testimony has concluded, and the Board is considering and discussing the matter, no person shall thereafter be recognized to address the Board.

**6.4 Cumulative or Repetitive Testimony.** Cumulative or repetitive testimony shall not be permitted on any matter, and persons of the same position as a previous speaker shall state their name and the positions with which they agree.

**6.5**    Questions.        Questions by Board Members shall be reserved, insofar as possible, for the end of a presentation to avoid interrupting the speaker, disrupting the timekeeping process, and duplicating ground the speaker may cover.

**6.6**    Oaths and Affirmations.        Oaths and Affirmations may be administered and taken by the Chairperson or person presiding in his stead, when a majority of the Board deems it appropriate to take sworn testimony. Such action may be taken by the adoption of a motion to place a specific individual under oath, or to place all of those who will speak to a given item of business under oath. The Chair may place an individual under oath at any time before or during his presentation. Any such person shall be deemed to remain under oath as to the matter with respect to which he was sworn, for the remainder of the duration of the meeting.

**6.7**    Discussion and Debate by the Board.    Except at the conclusion of a public hearing, discussion and debate by the Board shall be conducted following the presentation of testimony on the item of business pending. Members shall not speak to the item until recognized by the Chair. A member who has spoken to the item shall not again be recognized until each other member desiring to speak shall have an opportunity to speak. Except in matters considered at a public hearing, after the Board shall have acted, any member shall have the right to state a protest against the action, and his reasons therefore, for a time not to exceed two (2) minutes.

*ARTICLE VII - Decorum*

**7.1**    By Board Members.    Decorum shall be maintained in order to expedite disposition of the business before the Board. Questions and remarks shall be limited to those relevant to the pending business. Members shall not converse with other members or with other persons in any manner having a disturbing effect on the conduct of business. Members shall address all remarks to the Chairperson as presiding officer.

7.2 By Other Persons. Decorum shall be maintained by the Chair, who may request such assistance as to the Chairperson appears necessary.

1) Persons addressing the Board shall limit their remarks to those relevant to the pending items, and to answering questions. They shall address the Board as a whole, unless answering an individual member's questions. The presiding officer shall call the speaker to order, if out-of-order remarks, or other indecorous conduct persists, the presiding officer shall order the speaker from the lectern. The order with gavel, if not heeded, will then cause the Sheriff or his designee to carry out the order.

2) Persons whose allotted time to speak has expired shall be warned by the presiding officer to conclude in one minute, after which such person shall leave the lectern, unless he is asked by Chairperson to remain to answer questions from the Board.

3) No persons in attendance shall be allowed to voice remarks except as recognized by the presiding officer after audibly stating their name and who they represent. Groups in the audience creating an atmosphere detrimental or disturbing the conduct of the meeting will be asked to leave by the presiding officer.

4) No person shall bring into the Board Room any firearm, sign, banner, or other such item; provided, that models, photos, maps, charts, drawings, and other such demonstrative materials intended for use in a presentation by a specific person shall be permitted.

#### ARTICLE VIII - Miscellaneous

8.1 Roberts Rules of Order. The newly revised Roberts Rules of Order shall govern the conduct of all meetings of the Board to the extent that they are not inconsistent with these rules and the laws of the Commonwealth of Virginia. The Clerk shall make available at all meetings a copy of the newly revised Roberts Rules of Order. The failure of the Board to strictly comply with Roberts Rules of Order shall not invalidate any action of the Board.\*

*\*Amended on April 14, 2015 at the Annual Board of Supervisors meeting.*

**8.2**    Amendment of the Rules. An amendment of the Rules may be accomplished by a majority vote of the entire membership, provided that such amendment may not be voted upon at any meeting unless the text of the proposed amendment has been presented to at least one previous meeting to which the date for a vote has also been established. Any proposed amendment shall be subject to further amendment at the meeting at which the vote is taken.

**8.3**    Suspension of the Rules. Suspension of the Rules may occur whenever the Board shall by a majority vote adopt a motion to suspend the rules. In such event, the rules shall be deemed suspended only with respect to the specific matter of question not then in accordance with the rules.

**8.4**    Electronic Participation. The Board of Supervisors of Smyth County hereby adopts the following policy to govern when Board of Supervisors members may electronically participate in a Board of Supervisors meeting remotely:

1. An emergency or personal matter:

a. On or before the day of a meeting, the Member shall notify the Chair of the Board of Supervisors that such Member is unable to attend the meeting due to an emergency or personal matter. The Member must identify with specificity the nature of the emergency or personal matter. A Member may also notify the Chair of the Board of Supervisors that such Member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the Member's physical attendance.

2. A temporary or permanent disability:

b. On or before the day of a meeting, the Member shall notify the Chair of the Board of Supervisors that such Member is unable to attend the meeting due a temporary or permanent disability or other medical condition that prevents the Member's physical presence.

3. A quorum of the Board of Supervisors must be physically assembled at the primary or central meeting location. The Board of Supervisors members physically present must approve the absent Member's participation by a majority vote. The decision shall be made based solely on the criteria in this Resolution, without regard to the identity of the Member or the matters which will be considered or voted on during the meeting.
4. The Clerk shall record in the Board of Supervisors' minutes the specific nature of the emergency, personal matter, or disability; and the remote location from which the absent member participated. If the absent member's remote participation is disapproved because such participation would violate this policy, such disapproval shall be recorded in the minutes.
5. Participation by the absent member due to an emergency, personal matter, or disability shall be limited in each calendar year to two (2) meetings or twenty-five (25) percent of the meetings of the Board of Supervisors, whichever is fewer.
6. For any remote participation, the Board of Supervisors shall make arrangements for the voice of the remote participant(s) to be heard by all persons in attendance at the primary or central meeting location.
7. If any provision of this Policy is deemed inconsistent with the provisions of Section 2.2-3708.1 of the Code of Virginia, 1950, as amended, or other applicable law, that provision shall be deemed stricken and the provisions of Section 2.2-3708.1 of the Code of Virginia, 1950, as amended, or other applicable law shall apply.

**BE IT RESOLVED BY THE SMYTH COUNTY BOARD OF SUPERVISORS:**

That the Rules of Procedure for the County of Smyth, Virginia, adopted by Resolution on September 9, 2003, is and are hereby amended and adopted as set forth in this resolution. These amendments shall be effective immediately.

Presented on January, 9, 2018 amendments were duly considered and adopted by the Smyth County Board of Supervisors on January 9, 2018 the members voting:

AYES: 7

NAYS: 0

ABSENT: 0

## ATTACHMENT 2

The Smyth County Board of Supervisors held a regular meeting on Tuesday, December 8, 2020. The location of the meeting was in the First Floor Board Room of the County Office Building, 121 Bagley Circle, Suite 100, Marion, Virginia.

**PRESENT:** Chair, Judy Wyant, Royal Oak District Supervisor; Vice Chair Lori H. Deel, Rye Valley District Supervisor (electronically); Charles Atkins, Atkins District Supervisor Charles Atkins Supervisor; Michael Sturgill, Chilhowie District Supervisor; Phil Stevenson, North Fork District Supervisor; Kristopher S. Ratliff, Park District Supervisor (electronically); Roscoe Call, Saltville District Supervisor (7)


**ABSENT:** None

**STAFF:** County Administrator Shawn Utt; Assistant County Administrator Lisa Richardson; County Attorney Scot Farthing; Emergency Management Coordinator Curtis Crawford; Administrative Assistant Christy Bise (5)

**OTHERS:** Smyth County Sheriff's Department Deputy; Stephanie Porter-Nichols, Smyth County News; several citizens

 12/8/2020 5:03 PM Chair, Royal Oak District Supervisor Judy Wyant called the meeting to order and welcomed everyone.

 12/8/2020 5:03 PM Lisa Richardson, Assistant County Administrator, led the Pledge of Allegiance. Pastor Justin Hall, Cedar Bluff Baptist Church, gave the invocation.

 12/8/2020 5:05 PM *A motion was made by Saltville District Supervisor Roscoe Call, seconded by Chilhowie District Supervisor Michael Sturgill to approve the minutes from the November 12, 2020 meeting as written.*

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


**AYES:** *Chair, Royal Oak District Supervisor Judy Wyant, Vice Chair, Rye Valley District Supervisor Lori Deel, Saltville District Supervisor Roscoe D. Call, North Fork District Supervisor Phil Stevenson, Atkins District Supervisor Charles Atkins, Park District Supervisor Kris Ratliff, and Chilhowie District Supervisor Michael Sturgill*

**NAYS:** *None.*

**ABSTAINERS:** *None.*

**ABSENT:** *None.*



 12/8/2020 5:07 PM A motion was made by Saltville District Supervisor Roscoe Call, seconded by Chilhowie District Supervisor Michael Sturgill to approve the minutes from the November 19, 2020 meeting as written.


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


**AYES:** Chair, Royal Oak District Supervisor Judy Wyant,  
 Vice Chair, Rye Valley District Supervisor Lori Deel,  
 Saltville District Supervisor Roscoe D. Call,  
 Atkins District Supervisor Charles Atkins,  
 Park District Supervisor Kris Ratliff, and  
 Chilhowie District Supervisor Michael Sturgill

**NAYS:** None.

**ABSTAINERS:** North Fork District Supervisor Phil Stevenson.

**ABSENT:** None.

 12/8/2020 5:08 PM Assistant County Administrator Lisa Richardson reviewed the County financial information.

 12/8/2020 5:10 PM Saltville District Supervisor Roscoe Call made a motion to approve the following payment of invoices:

<b>General County</b>	
<b>Accounts Payable Listing:</b>	<b>\$877,478.11</b>
CDBG grant invoices (to be reimbursed from Fund 303)	\$15,500.00
<b>Payroll:</b>	<b>\$745,000.00</b>
Auto Draft Rural Development:	\$15,515.00
Utilities/Misc	\$30,000.00
County Administration Fund:	\$5,000.00
<b>Total County Appropriation (Plus Carryover):</b>	<b>\$1,800,000.00</b>


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

**AYES:** Chair, Royal Oak District Supervisor Judy Wyant,  
 Vice Chair, Rye Valley District Supervisor Lori Deel,  
 Saltville District Supervisor Roscoe D. Call,  
 North Fork District Supervisor Phil Stevenson,  
 Atkins District Supervisor Charles Atkins,  
 Park District Supervisor Kris Ratliff, and  
 Chilhowie District Supervisor Michael Sturgill

**NAYS:** None.

**ABSTAINERS:** None.

**ABSENT:** None.

 12/8/2020 5:11 PM Saltville District Supervisor Roscoe Call made a motion to approve the following Social Services appropriations.

<b>Social Services</b>	
(December 9 – 31, 2020)	\$410,000.00
(January 1 – 12, 2021)	\$60,000.00
<b>Total Social Services:</b>	<b>\$470,000.00</b>

*Atkins District Supervisor Charles Atkins seconded the motion.*


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

**AYES:** Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill

**NAYS:** None.

**ABSTAINERS:** None.

**ABSENT:** None.

 12/8/2020 5:12 PM Saltville District Supervisor Roscoe Call made a motion to approve the following School Board appropriations:

<b>Schools-Operating Fund</b>	
Instruction	\$2,800,000.00
Administration, Attendance, & Health	\$110,000.00
Transportation	\$365,000.00
Facilities	\$350,000.00
School Food Service	\$225,000.00
Technology	\$65,000.00
<b>Total School Operating Fund:</b>	<b>\$3,915,000.00</b>
School Debt and Capital Outlay	\$1,500.00
School Textbook Fund	\$0.00

*Chilhowie District Supervisor Michael Sturgill seconded the motion.*

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

**AYES:** Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins, and  
Park District Supervisor Kris Ratliff

**NAYS:** None.

**ABSTAINERS:** Chilhowie District Supervisor Michael Sturgill.

*ABSENT: None.*

 12/8/2020 5:12 PM District Supervisor Roscoe Call made a motion to approve the following School Board appropriations:

School Debt and Capital Outlay	\$1,500.00
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*Atkins District Supervisor Charles Atkins seconded the motion.*


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

*AYES: Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins, and  
Park District Supervisor Kris Ratliff*

*NAYS: None.*

*ABSTAINERS: Chilhowie District Supervisor Michael Sturgill.*

*ABSENT: None.*

 12/8/2020 5:13 PM Saltville District Supervisor Roscoe Call made a motion to approve the following Sheriff's Department Fund 748 appropriation:

Sheriff Dept Fund 748	\$1,282.33
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*Atkins District Supervisor Charles Atkins seconded the motion.*


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

*AYES: Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill*

*NAYS: None.*

*ABSTAINERS: None.*

*ABSENT: None.*

 12/8/2020 5:13 PM Saltville District Supervisor Roscoe Call made a motion to approve the following Recovery Court Fund 749 appropriation:

Recovery Court Fund 749	\$177.23
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*Atkins District Supervisor Charles Atkins seconded the motion.*


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

**AYES:** Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill

**NAYS:** None.

**ABSTAINERS:** None.

**ABSENT:** None.

 12/8/2020 5:14 PM Saltville District Supervisor Roscoe Call made a motion to approve the following Fund 775 appropriation:

<b>Fund 775 (Broadband CARES Funds)</b>	<b>\$313,592.00</b>
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*Chilhowie District Supervisor Michael Sturgill seconded the motion.*

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

**AYES:** Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill


**NAYS:** None.

**ABSTAINERS:** None.

**ABSENT:** None.

 12/8/2020 5:15 PM Chair, Royal Oak District Supervisor Judy Wyant opened citizen's time.

Charles Wassum, Wassona Circle, Marion, spoke regarding the draft resolution being considered in support of the Constitutional right of unity and equality. He expressed concern about the wording and phrasing used in the resolution and how it might be interpreted as a misrepresentation by the Board of the County's citizens. Mr. Utt stated that he had written the resolution and it is still in draft form and would only be signed with the Board's adoption and approval. Mr. Wassum added that Board adoption of the resolution would indicate there was a racism problem in Southwest Virginia, which he does not believe to be the case. He also stated that individual Board members should sign such a document, but not sign it as a Board representing the whole County. Mr. Wassum noted that a public hearing should be conducted on the matter and the resolution reworked to allow citizens a choice.

 12/8/2020 5:31 PM Nathan Gary, Saltville Rescue Squad, distributed October reports to the Board for review. He reported that the Squad has adopted a family to purchase Christmas gifts for and they are also participating in the first responder shopping at Walmart on December 12<sup>th</sup>. Over the last three months, they are averaging 90 calls a month, mostly due to COVID. Grant money has become available for some COVID-related purchases, and Mr. Gary would like to ask the Board's consideration for help with matching funds for a grant purchase coming up in February. Ms. Wyant asked about the current budget deficit, and Mr. Gary reported that was due to some unexpected vehicle maintenance issues and will be corrected. Mr. Gary also noted the squad is in a much better financial situation than this time last year. Mr. Call stated that he serves on the Board for the Rescue Squad and, for various reasons, has been unable to attend recent meetings but he does plan to be at the next one.

 12/8/2020 5:39 PM With no one else wishing to speak, Chair, Royal Oak District Supervisor Judy Wyant closed citizen's time.

 12/8/2020 5:39 PM Atkins District Supervisor Charles Atkins read the following resolution in recognition of Ron Thomason's contributions to Smyth County:



## **SMYTH COUNTY BOARD OF SUPERVISORS**

### **A RESOLUTION IN RECOGNITION OF RON THOMASON UPON HIS RETIREMENT AS SMYTH COUNTY DIRECTOR OF TOURISM**

**WHEREAS**, Ron Thomason served as the Cabinetry Plant Manager for Merillat Industries, helping recruit, build, and grow two facilities in Smyth County; and

**WHEREAS**, following retirement from Merillat, Ron Thomason stepped back into the workforce to help Smyth County as the first Director of Tourism – a part time role with a full-time commitment to build tourism as a vital industry in Smyth County; and

**WHEREAS**, Ron Thomason was instrumental to many tourism initiatives, including the Fly-Fishing Trail and annual Trout Unlimited fishing event, Smyth County presence at national and regional travel shows, the ongoing operation of the Smyth County Visitor's Center at the Bonham House; and

**WHEREAS**, Ron Thomason's crowning achievement is the development, promotion and growth of "Back of the Dragon" and the new Walker Mountain Overlook, where he secured over \$800,000 in grant funding and land rights to build this unique addition to help propel this attraction to national attention; and

**WHEREAS**, Ron Thomason is an avid golfer, traveler, and a West Virginia Mountaineer.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SMYTH COUNTY, VIRGINIA**, that we hereby express our most sincere appreciation for the leadership provided by Ron Thomason through his talents, hard work, stewardship, skill, and love of our towns and county, and wish him well in his retirement.

Adopted this the 8<sup>th</sup> day of December, 2020

ATTEST:

  
Shawn M. Utt, Clerk

SMYTH COUNTY  
BOARD OF SUPERVISORS

  
Judy Wyant, Chair

*Chair, Royal Oak District Supervisor Judy Wyant made a motion to approve the resolution. Chilhowie District Supervisor Michael Sturgill seconded the motion.*

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


*AYES: Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill*

*NAYS: None.*

*ABSTAINERS: None.*


*ABSENT: None.*

Mr. Thomason thanked the Board of Supervisors, Tourism Board, and the citizens for their support over the years. Chair, Royal Oak District Supervisor Judy Wyant commended Mr. Thomason for the asset he has been to the County.

 12/8/2020 5:55 PM Emily Viers, with Robinson, Farmer and Cox Accounting Firm presented the Audit for the County for the Fiscal Year ending June 30, 2020. Ms. Viers reported that no non-compliances were noted. Ms. Wyant asked about the material weakness noted for the School Board's cafeteria account, uncollectibles, and variances. Ms. Wyant also expressed concern about the Library's balances. Ms. Viers commended the County on fund balances being up by \$2 million. Debt service payments went down while money remains in place to purchase a boiler. The unassigned balance has grown up to \$11 million this year due to general property tax and sales tax growth. Ms. Viers added that she would like to see the School Board's cafeteria account moved to the Treasurer's Office. It was also recommended for water and sewer to be shown in two separate columns to meet Rural Development requirements, which would be a large undertaking. Mr. Viers added that Conflict of Interest forms are due soon and need to be done in a timely and complete manner. Ms. Viers asked for the Board Members to review the document in full and notify their firm with any questions.

 12/8/2020 6:21 PM Chair, Royal Oak District Supervisor Judy Wyant called for a 10-minute recess.

 12/8/2020 6:33 PM Chair, Royal Oak District Supervisor Judy Wyant called the meeting back to order.

 12/8/2020 6:34 PM Chair, Royal Oak District Supervisor Judy Wyant opened the public hearing for the Riverside School. Mr. Utt read the following public hearing notice for the record:




## Notice of Public Hearing

The Board of Supervisors of Smyth County, Virginia will conduct a public hearing in the Boardroom of the Board of Supervisors, 121 Bagley Circle, Suite 100, Marion, Virginia, on Tuesday, December 8, 2020 at 5:00 p.m., or soon thereafter, to consider the donation/transfer of the Riverside Community Center from the Smyth County Board of Supervisors to the Riverside Ruritan Club. The purpose of this hearing will be to consider if Smyth County will donate and transfer the real estate and buildings of the old Riverside Elementary School, located at 114 Red Stone Road in the community of Chilhowie, tax map number 65-A-167, in the Chilhowie Voting District, and Rye Valley Magisterial District, with reversion rights to the Smyth County Board of Supervisors if the same is abandoned as a community center, or the community center ceases to operate, and subject to such other conditions as the Board of Supervisors may determine if the transfer is approved by the Board.

All interested persons may express their views by emailing [sutt@smythcounty.org](mailto:sutt@smythcounty.org) prior to the meeting. Written comments may also be mailed to County Administrator, 121 Bagley Circle, Suite 100, Marion, VA 24354; or by fax to (276) 783-9314. All emails, written comments and faxes must be received by 2:00 PM Tuesday, December 8, 2020. Anyone having questions regarding the above may contact the County Administrator's Office at 276-783-3298, Monday through Friday from 8:00 AM to 5:00 PM.

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

BY ORDER OF THE BOARD OF SUPERVISORS  
SMYTH COUNTY, VIRGINIA  
Shawn Utt, County Administrator

 12/8/2020 6:36 PM *Saltville District Supervisor Roscoe Call made a motion to waive the reading of the rules of public hearings. North Fork District Supervisor Phil Stevenson seconded the motion.*


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


*AYES: Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill*


*NAYS: None.*


*ABSTAINERS: None.*

*ABSENT: None.*

 12/8/2020 6:36 PM Mr. Utt presented pictures along with a history of the Riverside School building. A lease was signed between the County and the Riverside Ruritan Club in 1998 with the Club responsible for paying the insurance and maintenance costs for the building. The building is also used as a voting precinct and the County is working with the state Board of Elections to find out if that will change upon transfer of ownership. Mr. Utt received an e-mail from Sam Catron, whose family sold the property to the School Board back in the 1950's, stating he has the first right of refusal and was interested in purchasing the land where the playground area is beside the building. Mr. Utt is asking the Board's approval to direct Mr. Farthing to form an opinion on the title issue and determine what the next steps would be in the transfer process. That information would be presented to the Board at their January meeting.

 12/8/2020 6:39 PM Deborah Sturgill, 315 Straight Way, Chilhowie discussed her family's history with the Riverside School and how the Ruritan Club came to occupy the building. She added that the Ruritans use the building for various events including tractor shows, children's events, and private events such as wedding and baby showers. North Fork District Supervisor Phil Stevenson expressed concern about making sure there was enough land left with the building to accommodate parking for events. Ms. Sturgill also discussed issues concerning handicapped parking and building accessibility.

 12/8/2020 6:56 PM With no one else wishing to speak, Chair, Royal Oak District Supervisor Judy Wyant closed the public hearing.

 12/8/2020 6:56 PM Chair, Royal Oak District Supervisor Judy Wyant opened the public hearing for the FY20-21 budget amendment. Mr. Utt read the following public notice for the record:

**-NOTICE OF PUBLIC HEARING-**

**Smyth County Board of Supervisors  
BUDGET AMENDMENT FOR FISCAL YEAR 2020-2021**

Pursuant to Section 15.2-2507 of the Code of Virginia, notice is hereby given that the Board of Supervisors of Smyth County, Virginia, will hold a public hearing in the Boardroom of the Smyth County Administration Building at 121 Bagley Circle, Marion, Virginia, on Tuesday, December 8, 2020 at 5:00 p.m. or soon thereafter, to receive comments on proposed amendments of the budget for fiscal year 2020-2021.


This amendment will increase the Fiscal Year 2020-2021 adopted budget for additional School Board funds, Emergency Management (VDEM) grant funds, and additional Federal CARES Act funding for broadband. The new total budget amount will be \$99,389,279.

All interested persons may express their views by emailing [sutt@smythcounty.org](mailto:sutt@smythcounty.org) prior to the meeting. Written comments may also be mailed to County Administrator, 121 Bagley Circle, Suite 100, Marion, VA 24354; or by fax to (276) 783-9314. All emails, written comments and faxes must be received by 2:00 PM Tuesday, December 8, 2020. A copy of the proposed budget amendment is available for public review by contacting the County Administrator's Office. Anyone having questions

regarding the above may contact the County Administrator's Office at 276-783-3298, Monday through Friday from 8:00 AM to 5:00 PM.

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

BY ORDER OF THE BOARD OF SUPERVISORS  
SMYTH COUNTY, VIRGINIA  
Shawn Utt, County Administrator

 12/8/2020 6:58 PM Mr. Utt presented information on the proposed budget amendment. It includes a VDEM grant, additional School Board funding, and CARES Act broadband funding. Mr. Utt added that a performance agreement is being drafted with Point Broadband to ensure the County is not responsible for paying to upgrade any lines or equipment; the County is only the facilitator of the grant funds. *Atkins District Supervisor Charles Atkins made a motion to waive the rules of public hearings and adopt the budget amendment as presented. North Fork District Supervisor Phil Stevenson seconded the motion, contingent upon the performance agreement being put into place for the broadband funds.*

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

*AYES: Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins, and  
Park District Supervisor Kris Ratliff*

*NAYS: None.*

*ABSTAINERS: Chilhowie District Supervisor Michael Sturgill*

*ABSENT: None.*



## **SMYTH COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION SMYTH COUNTY BUDGET FISCAL YEAR 2020-2021 – AMENDMENT #3**

**WHEREAS**, the Smyth County Board of Supervisors, on June 30, 2020 adopted the Fiscal Year 2020-2021 Budget in the original amount of \$94,209,332; and

**WHEREAS**, on September 24, 2020, the Smyth County Board of Supervisors adopted an amended budget (*Budget Amendment #1*) for Fiscal Year 2020-2021 in the amount of \$97,135,790; and,

**WHEREAS**, on October 13, 2020, the Smyth County Board of Supervisors adopted an amended budget (*Budget Amendment #2*) for Fiscal Year 2020-2021 in the amount of \$97,247,331; and,

**WHEREAS**, the aggregate amount of budget amendment #3 is \$2,141,948 which would increase the Fiscal Year 2020-2021 budget to a total of \$99,389,279 as described in greater detail on Exhibit A attached hereto.

**NOW, THEREFORE, BE IT RESOLVED**, the Smyth County Board of Supervisors sets forth and approves the amended Smyth County Budget for the fiscal year 2020-2021 in the amount of \$99,389,279.

**BE IT FURTHER RESOLVED**, due to the timing required to expend the amended funds, the approval of this budget amendment #3 shall indeed constitute an appropriation of the same funds.

Adopted this the 8<sup>th</sup> day of December, 2020

**SMYTH COUNTY  
ATTEST:**

  
Shawn M. Utt, Clerk

**BOARD OF SUPERVISORS**

  
Judy Wyant, Chair

12/8/2020 7:03 PM With no one else wishing to speak, Chair, Royal Oak District Supervisor Judy Wyant closed the public hearing.

12/8/2020 7:04 PM Mr. Utt presented the recommendation from the Planning Commission concerning the special use permit request from Freedom Tabernacle Baptist Church.



## Smyth County Planning Commission

121 Bagley Circle, Suite 120, Marion, VA 24354  
Phone (776) 706-8316 Fax (776) 783-9314

Hazel Wagoner, Atkins District  
Graham Davidson Jr., Chilhowie District  
Robert Campbell, North Fork District  
Joel Pugh, Park District  
Tony Dean, Royal Oak District  
Paul Shepherd, Rye Valley District  
David Spence, Saltville District  
Clegg Williams, Zoning Administrator  
Sarah Parris, Administrative Assistant

To: Shawn Utt  
From: Clegg Williams *cw*  
Date: November 30, 2020  
Subject: Recommendations from Planning Commission

At the joint public hearing on Thursday, November 19, 2020, the following motion was rendered:

### Recommendation on the request of Freedom Tabernacle Baptist Church Special Use Permit:

Commissioner Tony Dean made a motion to recommend approval of Freedom Tabernacle Baptist Church Special Use Permit request for a group home facility, with the following stipulations:

- The entrance be approved by VDOT;
- The Health Department issues a safe adequate and proper permit on the existing septic systems(s), and;
- Two 100' privacy fences be constructed with each one centered on the adjoining property owner's homes.

Ms. Wagoner seconded the motion.

After consideration, the motion PASSED by the following vote:

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

*Saltville District Supervisor Roscoe Call made a motion to approve the Planning Commission's recommendation for the special use permit. North Fork District Supervisor Phil Stevenson seconded the motion.*

*Atkins District Supervisor Charles Atkins asked for modification of the following Planning Commission stipulation:*

- *Two 100' privacy fences be constructed with each one centered on the adjoining property owner's homes.*

*Mr. Atkins wants the wording changed to "constructed and maintained".*

Mike Sage, pastor from Freedom Tabernacle Baptist Church, was present and added that they are working with adjacent property owners and now considering a hedge instead of a fence, but all parties will work together to reach an agreeable solution.

*Saltville District Supervisor Roscoe Call amended his original motion to include the wording change to the stipulation. North Fork District Supervisor Phil Stevenson seconded the motion.*


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


*AYES: Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill*


*NAYS: Atkins District Supervisor Charles Atkins.*

*ABSTAINERS: None.*

*ABSENT: None.*


 12/8/2020 7:07 PM Mr. Utt discussed the draft unity and equality resolution. The goal of the draft was to be neutral and uniform saying we support the Constitution and everyone should be treated equal. After discussion, the matter was tabled until the January meeting to allow for further discussion and feedback from constituents.

 12/8/2020 7:12 PM Mr. Utt has worked with The Berkley Group to schedule a Board retreat, preferably to be done before next year's budget planning begins. Board Members can expect a call from The Berkley Group to talk with them one-on-one to get a better idea of what their goals are. After discussion, the Board agreed by consensus to hold the retreat on Thursday, January 28<sup>th</sup> from 4:00 PM to 7:00 PM and Friday, January 29<sup>th</sup> from 8:00 AM to Noon at a location to be determined.

 12/8/2020 7:17 PM Mr. Utt provided a summary of the businesses funded through the CARES Act funds/Smyth Strong program. He also noted that there are \$1.1 million in eligible expenses related to public health and safety which are automatically allowed but have not been reimbursed as of yet, so these funds can be used as a buffer to account for any items that auditors may designate as ineligible in the coming years. He further detailed the EDA's partnership with the Towns of Saltville and Chilhowie along with the Chamber of Commerce to determine the award of \$340,000 to local



businesses. A separate review committee looked at the applications and made the funding determinations presented to the EDA. Ms. Wyant stated work needs to be done in the economic development area within the County. Mr. Stevenson expressed his concern about future implications that may arise from the money being distributed now.

 12/8/2020 7:26 PM Vice Chair, Rye Valley District Supervisor Lori Deel presented information from the recent Public Safety Committee meeting. The new ambulance will be arriving soon and there will be a meeting with the Saltville Rescue Squad to discuss a lease agreement and expectations. There is also a chief's meeting coming up on January 5<sup>th</sup> at the Adwolfe Fire Department which the Public Safety Committee will be attending. The committee is also working to develop short and long-term strategic plans and conducting community assessments specific to each district. Mr. Utt added that the committee discussed the needed replacement of the current 911 audio recording system. Shannon Williams, 911 Coordinator, presented three quotes to the committee on replacement options and the committee unanimously recommends to go with Mobile Communications NexLog 740 in the amount of \$19,428.99.


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

*AYES: Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill*

*NAYS: None.*

*ABSTAINERS: None.*

*ABSENT: None.*

 12/8/2020 7:31 PM Mr. Utt presented an e-mail from Tom Burkett, Treasurer requesting an extension of the personal property and real estate tax payment deadline. The Treasurer's Office has been closed due to COVID and unable to process all the payments that have come in to the office. Mr. Burkett feels confident the process can be completed by December 15<sup>th</sup>. The penalty can be waived without Board action, but Mr. Burkett is asking the Board to extend the payment deadline. *After discussion, Saltville District Supervisor Roscoe Call made a motion to extend the personal property and real estate tax payment deadline to January 4, 2021. North Fork District Supervisor Phil Stevenson seconded the motion.*

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


*AYES: Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill*

*NAYS: None.*



*ABSTAINERS: None.*

*ABSENT: None.*

 12/8/2020 7:35 PM Mr. Farthing directed the Board's attention to the current Smyth County Board of Supervisors Rules of Procedures document included with their agenda packet. Mr. Farthing asked the members to review the document before the January meeting and send him any proposed changes. He noted the set time for closed session, voting procedures, and meeting schedules as items that need to be reviewed. Mr. Farthing reported he had been working with Clegg Williams, Building and Zoning Administrator, on moving forward with legal action concerning the violations on Churchland Drive in Atkins. Mr. Farthing is working with Mr. Utt on various issues and asked the Board to contact him if any urgent matters arise.

 12/8/2020 7:40 PM Mr. Utt reported the Fire Department letters of support are ready for signatures and will be distributed soon.

Mr. Utt discussed tax refund requests from the Commission of Revenue's Office. In the past, the Treasurer and Commissioner of Revenue would handle any refunds less than \$1,000 and needed Board approval for requests in excess of \$1,000. Code of Virginia (§58.1-3219.5) clearly provides/ requires the refund under certain circumstances for Veteran's, regardless of the amount. The Treasurer and Commissioner of Revenue's Offices are requesting the amount of refunds requiring Board approval be increased from \$1,000 to \$2,500 (except for Veteran's, which would be automatic as required by State Code). *Chilhowie District Supervisor Michael Sturgill made a motion to approve the requested refund amount requiring Board approval be increased from \$1,000 to \$2,500, except for Veteran's refunds which will be automatic. Atkins District Supervisor Charles Atkins seconded the motion.*

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

*AYES: Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill*

*NAYS: None.*

*ABSTAINERS: None.*

*ABSENT: None.*

Mr. Utt discussed the Morrison Building lease. The lease runs out at the end of this month and he and Mr. Farthing have been working with the Attorney General's Office and Virginia Department of General Services to finalize the transfer of ownership to the County. The goal is to close by the end of this month since that's when the current lease expires, but the Board has not formally accepted the resolution to close on the acquisition. In case things do not work out and the acquisition extends into 2021, Mr. Utt is requesting approval to extend the current lease and execute any documents necessary for that extension. *A motion was made by North Fork District Supervisor Phil Stevenson to adopt the resolution accepting ownership of the building, and to work out any rights of way or easements. Saltville District Supervisor Roscoe Call seconded the motion.*



## **SMYTH COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION TO ACCEPT MORISON BUILDING AND REAL ESTATE**

**WHEREAS**, the Commonwealth of Virginia, Department of Behavioral Health and Developmental Services has offered to convey approximately 3.76 acres of real estate (a portion of Tax Map Number 211-130-1), with its improvements, the multistory brick building known as the Morison Building, with an address of 121 Bagley Circle, Marion Virginia, hereinafter the "Property," to Smyth County Virginia;

**WHEREAS**, Chapter 678 of the Virginia Acts of Assembly of 2019, as modified by Chapter 1289 of the Virginia Acts of Assembly of 2020, Item 77(E) (collectively, the "Legislation"), authorized the Commonwealth, with the approval of the Governor pursuant to § 2.2-1150 of the Code of Virginia and in a form approved by the Attorney General, to convey the Property to Smyth County, Virginia;

**WHEREAS**, the Virginia Department of Behavioral Health and Developmental Services has been leasing the Property to Smyth County, and the Legislation authorizes the appropriate officials of the Commonwealth to execute the deed and other documents necessary to accomplish the conveyance;

**WHEREAS**, the Virginia Department of Behavioral Health and Developmental Services and Smyth County, Virginia, have agreed to the conveyance authorized by the Legislation for the transfer of the Property to Smyth County Virginia with the necessary easements and agreements for the quiet enjoyment and use of the Property by Smyth County, Virginia, as well as, the necessary easements and agreements reserved for the Virginia Department of Behavioral Health and Developmental Services to its remaining real estate for its continued quiet enjoyment and use; and,

**WHEREAS**, the Smyth County Board of Supervisors finds it is in the best interest of the citizens of Smyth County, Virginia, and the Property will improve the welfare, convenience and prosperity of the citizens of Smyth County, Virginia

**NOW, THEREFORE BE IT RESOLVED** that the Board of Supervisors of Smyth County resolves to accept the conveyance of the Property from the Commonwealth of Virginia, Department of Behavioral Health and Developmental Services.

**BE IT FURTHER RESOLVED** that the County Administrator, Shawn Utt, be authorized to act on behalf of the Board of Supervisors of Smyth County, and/or Smyth County, Virginia, to execute ALL documents necessary and required to consummate the transfer of the Property from the Commonwealth of Virginia, Department of Behavioral Health and Developmental Services, including but not limited to, executing deeds, easements, agreements, settlement statements, certificates of acceptance, etc

**BE IT FURTHER RESOLVED THAT** this resolution shall be effective immediately upon its adoption

Date of Adoption: December 8, 2020

The Members of the Smyth County Board of Supervisors voted as follows.

NAME	AYE	NAY	ABSENT
Charles E. Atkins	—	<u>X</u>	—
Roscoe D. Call	<u>X</u>	—	—
Lori H. Deel	<u>X</u>	—	—
Kristopher S. Ratliff, DPh	<u>X</u>	—	—
Charles P. Stevenson	<u>X</u>	—	—
Mike Sturgill	<u>X</u>	—	—
Judy Wyant	<u>X</u>	—	—

**CERTIFICATE**

The undersigned Clerk of the Board of Supervisors of Smyth County, Virginia, certifies that the foregoing is a true, correct and complete copy of a Resolution adopted by the Affirmative vote of a majority of the Board of Supervisors present at a public meeting duly held on December 8, 2020, at which meeting a quorum was present and acting throughout

Dated: December 8, 2020.



Shawn M. Ull, Clerk  
 Board of Supervisors of Smyth County, Virginia

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

*AYES: Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill*

*NAYS: Atkins District Supervisor Charles Atkins,*

*ABSTAINERS: None.*

*ABSENT: None.*

*Saltville District Supervisor Roscoe Call made a motion authorizing Mr. Utt to execute any necessary documents extending the lease up to one year or until the property is transferred. North Fork District Supervisor Phil Stevenson seconded the motion.*

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

*AYES: Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill*

*NAYS: None.*

*ABSTAINERS: None.*

*ABSENT: None.*

Mr. Utt expressed thanks from employees for the recent bonuses. North Fork District Supervisor Phil Stevenson added that the convenience station workers have also expressed thanks for the minimum wage increase.

 12/8/2020 7:47 PM Supervisor Comment Time

Park District Supervisor Kris Ratliff encouraged everyone to be responsible and wear a mask. The COVID vaccine has been launched in the UK and will be in the US the first of next year and it will likely be May or June before the average person will be able to get the vaccination. Mr. Utt added that an information sheet on COVID and the vaccine had been provided to the Board from Emergency Management Coordinator Curtis Crawford.

Vice Chair, Rye Valley District Supervisor Lori Deel reiterated appreciation for Ron Thomason and his leadership over the years. She brought up an email she received from a constituent who had concerns with the recent tax assessment and tax increase on his property. He had appealed the increase to the Board of Equalization but it was denied. Ms. Deel asked if there were any other options and Mr. Utt said the matter could be appealed to the Circuit Court and he will follow up with Ms. Deel and provide more information. Ms. Deel thanked the Board for letting her join tonight's meeting virtually and she wished everyone a Merry Christmas.

Atkins District Supervisor Charles Atkins would like the Board to consider going to a 4-year reassessment cycle instead of a 6-year cycle. Mr. Utt stated he would put this on the agenda for further consideration in January. Mr. Atkins encouraged everyone to stay safe and have a nice Christmas, even though things will be different this year.

Saltville District Supervisor Roscoe Call expressed concern about the Library and would like for the Board to consider moving them under the Towns. Mr. Call said he wants transparency and would be talking to Saltville's mayor about this option for the Library. He encouraged everyone to stay healthy and God Bless.

Chair, Royal Oak District Supervisor Judy Wyant gave an update on the new Library Director that has been hired and added that they are fortunate to have her. Mr. Call noted he would like to see job descriptions for the Library to see if anything can be trimmed or cross-trained. Mr. Wyant thanked each member of the Board for their support and thanked Mr. Utt and Mr. Farthing for the progress being made. She encouraged everyone to stay safe and prays everyone has a nice and safe holiday.

North Fork District Supervisor Phil Stevenson echoed what Supervisor Call said about the Library and encouraged accountability and clarity. He feels there needs to be more multi-tasking within the County. He thanked the Public Safety Committee for their work with the EMS programs. Mr. Stevenson does not want to see tax payers get reassessed every four years and will have to research what's best for the people. He complimented Ms. Wyant on the job she has done as Chair and Ms. Deel for her job as Vice Chair.

Chilhowie District Supervisor Michael Sturgill reiterated what Ms. Deel said about Mr. Thomason and his accomplishments. Mr. Sturgill said COVID has affected healthy people he knows and it's a very real, serious thing. He thanked the Board for letting him come in mid-year and it has been a learning process for him. He looks forward to the new year and the challenges will be many but he looks forward to some normalcy. He wished everyone a Merry Christmas and Happy New Year.

 12/8/2020 8:06 PM A motion was made by North Fork District Supervisor Phil Stevenson, seconded by Roscoe Call, to adjourn the meeting.

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

**AYES:** Chair, Royal Oak District Supervisor Judy Wyant,  
Vice Chair, Rye Valley District Supervisor Lori Deel,  
Saltville District Supervisor Roscoe D. Call,  
North Fork District Supervisor Phil Stevenson,  
Atkins District Supervisor Charles Atkins,  
Park District Supervisor Kris Ratliff, and  
Chilhowie District Supervisor Michael Sturgill

**NAYS:** None.

**ABSTAINERS:** None.

**ABSENT:** None.



# **SMYTH COUNTY BOARD OF SUPERVISORS**

## **RESOLUTION APPROVAL OF SECONDARY HIGHWAY SIX-YEAR PLAN (2020/21 THROUGH 2025/2026) AND CONSTRUCTION PRIORITY LIST (2020/21) SMYTH COUNTY, VIRGINIA**

**WHEREAS**, Sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan, and

**WHEREAS**, Smyth County Board of Supervisors had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2020/21 through 2025/26) as well as the Construction Priority List (2020/21) on January 12, 2021, after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List, and

**WHEREAS**, Allan D. Sumpter, Residency Administrator, Virginia Department of Transportation, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads (2020/21 through 2025/26) and the Construction Priority List (2020/21) for Smyth County, Virginia, attached hereto at Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Smyth County, Virginia that since said Plan appears to be in the best interests of the Secondary Road System in Smyth County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2020/21 through 2025/26) and Construction Priority List (2020/21) are hereby approved as presented at the public hearing.

**DONE** this the 12<sup>th</sup> day of January, 2021.

Recorded Vote

Moved by: \_\_\_\_\_

A Copy Teste:

Seconded by: \_\_\_\_\_

Yeas: \_\_\_\_\_

\_\_\_\_\_  
County Administrator

Nays: \_\_\_\_\_



# Exhibit A

## SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

District Bristol  
County, Smyth County  
Board Approval Date:

Route	Project #	Description	FROM	TO	Priority #	Ad Data	Estimated Cost	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS					Balance to complete	Traffic Count	Scope of Work FHWA # Comments
									2020-21	2021-22	2022-23	2023-24	2024-25			
						PE	\$300,056									
						RW	\$15,922	\$51,247	\$0	\$0	\$0	\$0	\$0	\$0	256	Reconstruction w/o Added Capacity
						CON	\$2,076,896	\$2,556,026	\$0	\$0	\$0	\$0	\$0	\$0	18004	Reconstruction w/o Added Capacity
						Total	\$2,290,864	\$2,605,273	(\$318,411)	\$0	\$0	\$0	\$0	\$0		ACCESS THRU NATIONAL FOREST, Forest Highway Funds PE 101 & RW201 ALSO ASSIGNED, NO AD DATE FOREST FUNDS ON HOLD
						PE	10/10/2007	\$0								
						RW	\$0	\$120,000	\$0	\$0	\$0	\$0	\$0	\$0		Reconstruction w/o Added Capacity
						CON	\$120,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	17004	PROJECT FULLY FUNDED
						Total	\$120,000	\$120,000	\$0	\$0	\$0	\$0	\$0	\$0		
						PE	4/27/2023	\$0								
						RW	\$0	\$111,553	\$66,447	\$0	\$0	\$0	\$0	\$0		Reconstruction w/o Added Capacity
						CON	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	17004	PROJECT FULLY FUNDED JULY 2020
						Total	\$200,000	\$111,553	\$66,447	\$0	\$0	\$0	\$0	\$0		
						PE	9/11/2024	\$0								
						RW	\$0	\$2,000	\$66,477	\$66,523	\$0	\$0	\$0	\$0		Reconstruction w/o Added Capacity
						CON	\$175,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	17004	PROJECT FULLY FUNDED JULY 2021
						Total	\$175,000	\$2,000	\$66,477	\$66,523	\$0	\$0	\$0	\$0		

RL0760	Old Slush Road		PE	\$0												
113873	0760008P24		RW	\$0	\$2,000	\$0	\$0	\$0	\$56,330	\$164,839	\$26,831	\$0	\$0			Reconstruction w/o Added Capacity
STATE FORCESHIRED EQUIPMENT	Rte. 760 - Old Slush Road - Rural Rustic		CON	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			17004
	Rte. 600		Total	\$250,000	\$2,000	\$248,000	\$0	\$56,330	\$164,839	\$26,831	\$0	\$0	\$0			PROJECT FULLY FUNDED JULY 2023
	State forces/hired equip CN Only 9899.89	1.0														
RL0729	Kegley Lane		PE	\$0												
115860	0729006P25		RW	\$0	\$2,000	\$0	\$0	\$0	\$0	\$0	\$73,000	\$0	\$0			Reconstruction w/o Added Capacity
STATE FORCESHIRED EQUIPMENT	Rte. 729 - Kegley Lane - Rural Rustic		CON	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			17004
	RTE. 615		Total	\$75,000	\$2,000	\$73,000	\$0	\$0	\$0	\$73,000	\$0	\$0	\$0			PROJECT FULLY FUNDED JULY 2023
	State forces/hired equip CN Only 9899.89	0.30 MIN RTE. 615 0.3														
RL0052	Rosenbaum Hollow Road		PE	\$0												
115661	6552069Z27		RW	\$0	\$0	\$0	\$0	\$0	\$0	\$74,578	\$100,422	\$0	\$0			Reconstruction w/o Added Capacity
STATE FORCESHIRED EQUIPMENT	Rte. 652 - Rosenbaum Hollow Road - Rural Rustic		CON	\$175,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			17004
	DEAD END		Total	\$175,000	\$0	\$175,000	\$0	\$0	\$0	\$74,578	\$100,422	\$0	\$0			PROJECT FULLY FUNDED JULY 2024
	State forces/hired equip CN Only 9899.89	0.7														
RL 653	Tilson Hollow Rd.		PE	\$0												
T24783	653088645		RW	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			Reconstruction w/o Added Capacity
STATE FORCESHIRED EQUIPMENT	Rte 653 Tilson Hollow Rd - Rural Rustic		CON	\$223,471	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			17004
	Rte 604		Total	\$223,471	\$0	\$223,471	\$0	\$0	\$0	\$0	\$0	\$73,907	\$149,464			PROJECT FULLY FUNDED JULY 2025
	State forces/hired equip CN Only 9899.89	1.0														
RL 798	Hale Lake Rd.		PE	\$0												
T24784	798088646		RW	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			Reconstruction w/o Added Capacity
STATE FORCESHIRED EQUIPMENT	Rte 798 Hale Lake Rd - Rural Rustic		CON	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			17004
	Rte 612		Total	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000			PROJECT FULLY FUNDED JULY 2025
	State forces/hired equip CN Only	0.20 mi E Rte 612														





*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*

*County Administrator  
Assistant County Administrator*

## **ATTACHMENT 4**

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

*Shawn M. Utt  
Alicia Richardson*

January 4, 2021

Appalachian Regional Commission  
Grant Review Committee

To Whom It May Concern:

This letter is written in support of the historic Lincoln Theatre's attached application for ARC grant funding that will aide them in broadening their offerings. Smyth County and the Board of Supervisors enthusiastically supports this project being proposed by the Lincoln Theater, located in our county seat of Marion, Virginia.

The Lincoln was originally opened in 1929 as a movie palace. Since the theatre's reopening just 16 short years ago, it has established a reputation as a cultural destination for the entire region. Through plays and live music including the national "Song of the Mountains" series, The Lincoln Theatre provides a welcome entertainment outlet.

Now the theatre is proposing to expand its offerings to film, sorely needed in a county that currently has no indoor movie venues. This will bring jobs and boost local businesses by drawing a more diverse audience to our region. The Lincoln is already a strong partner for local government, community organizations and small businesses. We anticipate a film component will expand opportunities, such as local dinner and movie nights with a rotating cast of local restaurants and The Lincoln.

To succeed as a movie house, The Lincoln must invest in specialized equipment including a retractable screen, a surround sound system and a digital projector. In addition, the theatre is requesting a digital marquee to promote upcoming showings to those who are driving or walking by. With this setup, The Lincoln will be able to showcase regional films, independent movies, film festivals, children's movies and more.

We are pleased to recommend funding for this project so that The Lincoln Theatre can become an even more versatile cultural venue. Should you have any questions or concerns, please feel to contact me at your convenience.

Sincerely,

Shawn M. Utt  
County Administrator

## ATTACHMENT 5

A meeting of the Smyth County Appointment Committee was held at the County Office Building on Wednesday, December 30, 2020 at 9:00 a.m.

### Committee Members Present:

Royal Oak District Supervisor Judy Wyant, Chair (by phone)  
Saltville District Supervisor Roscoe Call (by phone)  
Atkins District Supervisor Charles Atkins

### Staff Members:

County Administrator, Shawn Utt  
Administrative Assistant, Christy Bise

Char, Royal Oak District Supervisor Judy Wyant called the meeting to order at 9:06 a.m.

Mr. Utt presented the following appointment recommendations:

### **Area Beautification Committee**

Recommend reappointing the following to 1-year terms:

- Phyllis Griffith (Rye Valley)
- Loretta Hogston (Saltville)
- Sherian Medley (Park)
- Tina Henderson (Royal Oak)
- Melissa Hall (Atkins)
- Rachel Beverly (Chilhowie)
- The North Fork District seat is still vacant and Mr. Utt is working with North Fork District Supervisor Phil Stevenson to make an appointment.

### **Community Policy Management Team (CPMT)**

Recommend reappointing the following to 1-year terms:

- Chris Austin (DSS rep, Committee Chair)
- Darcy Janson (Juvenile Court Service)
- Amy Johnson & Kevin Downs (alternates)
- Lisa Bourne (Private Provider rep, TDT Director)
- Blake Frazier (Parent Representative)
- Kim Sturgill (SCSB rep)
- Julie Earp (Health Dept. rep)
- KJ Holbrook (Mt. Rogers CSB rep)
- Shawn Utt (Smyth Co rep)
- Morgan Greer (Mt. Rogers CSB alt.)

### **Keep Southwest Virginia Beautiful**

- Manuel Street reappointment to a 1-year term

**Board of Zoning Appeals** - John Saunders, Park District BZA representative, will not be serving another term. Two current alternates, Willard "Bill" Moss (Atkins District) and Robert Shults (Park District), are willing to serve as full-time BZA members. Appointment recommendations will be made from the Board of Supervisors to the Circuit Court Judge for formal appointments. Three non-district specific alternates still need to be appointed to the BZA and they do not require court approval.

**Chamber of Commerce** - Judy Wyant's term expires on December 31, 2020 and she is not seeking reappointment. Mr. Utt will talk with Chilhowie District Supervisor Mike Sturgill about his possible appointment to the board\*. (\*Mr. Utt has since spoken with Mr. Sturgill and he is willing to serve on the Chamber board.)

**Emergency Management Coordinator** - Mr. Utt is recommending Curtis Crawford's formal appointment as the County's Emergency Management Coordinator.

**Mount Rogers Community Service Board** - The terms for the County's three representatives (Suzanne Jennings, Susan Snead, and Beverly Mountain) all expire on December 31, 2020. Ms. Jennings and Ms. Snead are both eligible for reappointments. In addition, Kris Ratliff has been approached about serving, which would be good since he is a BOS member and can report more readily to the BOS on items of interest. These terms are 3-year terms.

**Mount Rogers Planning District Commission** - The term for the County's "member at-large", Bryant McVey, has expired and will need to be reappointed. In addition, the Town of Chilhowie is recommending John Clark, Town Manager, to be appointed as their representative (this appointment is done by the Board of Supervisors). We are waiting to hear from the Town of Saltville regarding their representative. These terms are 4-year terms.

**Southwest Virginia Health Authority** - Mr. Gardner Umbarger has contacted the County about his interest in serving on this board. Mr. Umbarger has offered to come before the appointment committee or the Board of Supervisors to discuss his qualifications. The committee concurred in recommending his appointment as Smyth County's representative.

**Wytheville Community College** - Mr. Atkins is recommending Shirley Pratt for the open seat on the Wytheville Community College board.

- *A motion was made by Atkins District Supervisor Charles Atkins to approve all the appointments as presented. Saltville District Supervisor Roscoe Call seconded the motion and it was unanimously approved.*

With no further business to discuss, the meeting was adjourned at 9:21 AM.

A meeting of the Smyth County Budget Committee was held at the County Office Building on Wednesday, December 30, 2020 at 11:00 a.m.

**Committee Members Present:**

Atkins District Supervisor Charles Atkins, Chair  
Royal Oak District Supervisor Judy Wyant (by phone)  
Rye Valley District Supervisor Lori Deel (by phone)

**Staff Members:**

County Administrator, Shawn Utt  
Administrative Assistant, Christy Bise

Chair, Atkins District Supervisor Charles Atkins called the meeting to order at 11:06 a.m.

Mr. Utt presented a request from the Blue Ridge Discovery Center requesting real estate tax exemption as long as they remain a 501c3 non-profit. Mr. Utt discussed the option of an incentive grant for the Center equal to the amount of the taxes they paid for a period of 3-5 years which would allow them to finalize their expansion plans and become fully operational. Ms. Deel asked about having the Planning Commission look at a designated tourism zone. The committee agreed that the Center should submit a formal budget funding request for yearly appropriation.

- *After discussion, the committee unanimously agreed this request from the Blue Ridge Discovery Center should be presented to the full Board for their consideration at the January meeting.*

Mr. Utt discussed taxing authorities now available to the County to potentially increase revenues and lessen the burden that has been placed on the real estate and personal property taxes.

Food and Beverage Tax – Virginia Code has been amended to allow for a County to have a “County food and beverage tax” now without requiring a public referendum. This would allow for a tax up to 6% on prepared foods and beverages subject to some specific requirements.

- *A motion was made by Royal Oak District Supervisor Judy Wyant authorizing Mr. Utt to prepare a study on options for the food tax. The motion was seconded by Rye Valley District Supervisor Lori Deel and unanimously approved.*

Cigarette Tax – Effective July 2021, Counties in Virginia will be allowed to enact a tax on cigarettes up to \$0.02 per cigarette sold. This tax is more complex than the food and beverage tax and would likely not be an option for consideration until FY22-23.

- *After discussion, Rye Valley District Supervisor Lori Deel made a motion authorizing Mr. Utt to start the process of researching a cigarette tax for the County and to work with*

*Tom Burkett and Jeff Richardson on the possible development of a regional tax authority. Royal Oak District Supervisor Judy Wyant seconded the motion and it was unanimously approved.*

Mr. Utt requested authorization for a loan/transfer of \$50,000 from the general fund to manage cash flow for the CDBG Food Pantry Grant. The Food Pantries are incurring large expenses up front and then having to wait on reimbursement through the state's reimbursement process. The \$50,000 would be paid back to the general fund once the grant closes.

- *Royal Oak District Supervisor Judy Wyant made a motion to approve a \$50,000 transfer from the general fund to the CDBG Food Pantry fund. Rye Valley District Supervisor Lori Deel seconded the motion and it was unanimously approved.*

Mr. Utt reported that the Towns and County were awarded \$33,220.95 in CARES Act utility relief funds for past due water and sewer payments. The requested budget amendment does not require a public hearing but will need committee recommendation and Board approval.

- *Royal Oak District Supervisor Judy Wyant made a motion to recommend approval of the proposed budget amendment for CARES Act utility relief funds in the amount of \$33,220.95. Rye Valley District Supervisor Lori Deel seconded the motion and it was unanimously approved.*

Mr. Utt reported that the Treasurer's Office is still working through tax payments to get the month of December closed out. A revenue update will be provided by the Treasurer's Office at the next budget committee meeting.

Mr. Utt discussed the development of a "budget calendar" for FY22. He would like to have a balanced budget in place by May 1<sup>st</sup>. Once a good set of goals is established at the upcoming Broad retreat, the budget can be molded around that. Mr. Utt also added he will be emailing out a rough draft CIP to the committee for review.

Atkins District Supervisor Charles Atkins noted some concerns about loss in the water and sewer fund. Mr. Utt recommended bringing Davenport in to do a study on the utility funds in preparation for budget analysis.

- *A motion was made by Royal Oak District Supervisor Judy Wyant authorizing Mr. Utt to contact Davenport about doing a utility fund analysis. Rye Valley District Supervisor Lori Deel seconded the motion and it was unanimously approved.*

With nothing further to discuss, a motion was made by Rye Valley District Supervisor Lori Deel, seconded by Royal Oak District Supervisor Judy Wyant, to adjourn at 11:34 a.m.

## ATTACHMENT 7

A meeting of the Smyth County Building and Grounds Committee was held at the County Office Building on Tuesday, December 29, 2020 at 10:00 a.m.

Committee Members Present:

Rye Valley District Supervisor Lori Deel, Chair (by phone)  
Saltville District Supervisor Roscoe Call (by phone)  
Park District Supervisor Kris Ratliff (by phone)

Staff Members:

Shawn Utt, County Administrator  
Christy Bise, Administrative Assistant

Chair, Rye Valley District Supervisor Lori Deel called the meeting to order at 10:02 a.m.

Mr. Utt provided an update on the County's acquisition of the Morrison Building. The Attorney General's Office has reviewed the plat and the sewer line is not Town owned so the plat will need to be changed to show a sewer easement. Other than that, the County's acquisition of the building is ready to move forward. The final paperwork will likely not be completed prior to the end of the calendar year, so a lease extension may be necessary going into 2021. Mr. Utt has reached out to Mount Rogers Community Services Board about any potential interest they might have in purchasing the building, but he has received no feedback yet. Other renovation and relocation options are still being considered for the future.

Mr. Utt reported the elevator at the Marion Library stopped working about a month ago. The main drive pistons have gone out and TyssenKrupp put a work order together to rebuild the elevator shaft at an approximate cost of \$50,000. Since all of the elevator maintenance records were available, the County has made an insurance claim to VACorp for their consideration. The claim is still pending and, since the County owns the building, Mr. Utt is recommending the County split the balance of any remaining repair cost with the Library. After discussion, the committee unanimously agreed to table the matter for now until the insurance has made their determination of what they will pay towards the claim.

With no further business to discuss, the meeting was adjourned at 10:18 a.m.



A meeting of the Smyth County Personnel Committee was held at the County Office Building on Wednesday, December 30, 2020 at 10:00 a.m.

**Committee Members Present:**

Royal Oak District Supervisor Judy Wyant, Chair (by phone)  
Atkins District Supervisor Charles Atkins  
Park District Supervisor Kris Ratliff (by phone)

**Staff Members:**

County Administrator, Shawn Utt  
Administrative Assistant, Christy Bise

Char, Royal Oak District Supervisor Judy Wyant called the meeting to order at 10:05 a.m.

Mr. Utt provided an update on the provision in his employment contract that he permanently relocate to Smyth County within six months of employment. His family has looked at numerous homes and empty lots but have not purchased anything at this point so he is requesting an additional six months to finalize his permanent relocation to Smyth County.

- *Atkins District Supervisor Charles Atkins made a motion to exercise a 6-month extension for Mr. Utt to establish a permanent residence in Smyth County as outlined in his employment contract. Park District Supervisor Kris Ratliff seconded the motion and it was unanimously approved.*

Mr. Utt also noted that the new IT Director, Gabe Dempsey, resides in Washington County and Mr. Utt is formally requesting a waiver on the requirement that he reside in Smyth County. Mr. Utt would also like the committee to review the whole personnel policy since the last major revision was four years ago. The committee agreed that certain County positions should reside within the County, but with the capabilities available now to work remotely it wouldn't necessarily be a requirement for all positions. The committee also discussed adding an exception clause to the personnel policy that Department Head level County employees can be hired who reside outside of Smyth County, but if they sell or change their residence while still employed by the County they would need to relocate to Smyth County.

- *Atkins District Supervisor Charles Atkins made a motion to exempt the newly hired IT Director from relocating his residence to Smyth County, and to do a full review of the personnel policy. Park District Supervisor Kris Ratliff seconded the motion and it was unanimously carried.*

Mr. Utt discussed hiring a Board Clerk/Administrative Assistant soon since money is available for that position in this fiscal year's budget. Consideration of hiring some other positions will need to be looked at going into next fiscal year's budget planning once the results of the Virginia Tech salary study have been completed. The committee recognized the importance of retention and recruitment of well-qualified employees and how to achieve that long-term goal with the resources the County has available.

*The committee asked Mr. Utt to prepare a job description for the Clerk/Administrative Assistant position along with a proposed salary range to present at the next meeting.*

*Mr. Utt will review the Virginia Tech salary study findings, if available, at the next meeting.*

*The committee will review the open positions at the Courthouse at the next meeting.*

Upon a motion by Atkins District Supervisor Charles Atkins, seconded by Park District Supervisor Kris Ratliff, the meeting was adjourned at 10:35 a.m.



## ATTACHMENT 9

A meeting of the Smyth County Public Safety Committee was held at the Adwolfe Fire Department on Tuesday, January 5, 2021 at 6:00 PM.

**Committee Members Present:**

Rye Valley District Supervisor Lori Deel  
Park District Supervisor Kris Ratliff (by phone)

**Committee Members Absent:**

Chilhowie District Supervisor Michael Sturgill

**Staff Members:**

County Administrator, Shawn Utt  
Emergency Management Coordinator, Curtis Crawford  
E-911 Coordinator, Shannon Williams

**Others:**

Dickie Keesling and Jim Talley, Marion Fire/EMS  
David Haynes, Chilhowie Fire/EMS  
Bryan Lynch, Saltville Fire Department  
Carl Keyes, Sugar Grove Fire Department  
Rodney Surber and Jimmy Sheets, Atkins Fire Department  
Ronnie Waddle, Nebo Fire Department (via phone)  
Steve Widner and Jason Parris, Adwolfe Fire Department  
Nathan Gary, Saltville EMS

Chair, Rye Valley District Supervisor Lori Deel called the meeting to order at 6:06 PM and those in attendance introduced themselves.

Mr. Crawford provided updates on COVID-19 in Smyth County. He noted December saw nearly 800 new cases, surpassing the previous record set in November of 300 cases. He gave an update on vaccinations and the proposed schedule noting that, according to the Health Department, they are awaiting protocols from the Governor's office to move into tier 1b, which will include all other public safety, citizens over 75 years old, and essential employees. He expected the governor's news conference scheduled for later this week to provide additional information on timing and other specific items.

Ms. Deel read the letter of support from the Board of Supervisors which was mailed out earlier and she asked that each chief make sure all members were aware of the letter as well. She reiterated the Board's commitment to building a stronger partnership with all the departments.

Mr. Crawford provided an update on a County-wide survey on public safety services. This survey will be available both electronically (via website) and in paper format. He stated it should not be considered to be a public bashing, but instead consider it to set the baseline for measuring success in the future. The survey will be available for around 60 days and the results will be collated/shared with Chiefs.

Mr. Crawford provided an update on the Emergency Management Performance Grant (EMPG) that the County recently received. He noted the goals of the grant were mostly set around public information and mass notifications. The County has purchased four mobile messaging boards and will be purchasing software to implement a County-wide mass notification system as well as other items. He will be leaning on all departments to help get the word out to ensure success of the programs.

With no further business to discuss, the meeting was adjourned at 7:11 PM.

A meeting of the Smyth County Surplus Committee was held at the County Office Building on Tuesday, December 29, 2020 at 11:00 a.m.

Committee Members Present:

Saltville District Supervisor Roscoe Call (by phone)  
Park District Supervisor Kris Ratliff (by phone)  
Chilhowie District Supervisor Mike Sturgill

Staff Members:

Shawn Utt, County Administrator  
Christy Bise, Administrative Assistant

Chair, Saltville District Supervisor Roscoe Call called the meeting to order at 11:00 a.m.

Mr. Utt provided a list of eleven (11) surplus vehicles ready for sale. Many have been on the County's parking lot for almost a year and most are beyond their useful life. Mr. Utt is recommending that all eleven vehicles be surplus and put up for sealed bid or listed for sale on [www.govdeals.com](http://www.govdeals.com) (a governmental public auction website).

- *Chilhowie District Supervisor Mike Sturgill made a motion recommending the surplus and sale of all eleven vehicles as presented. Park District Supervisor Kris Ratliff seconded the motion and it was unanimously approved.*

Mr. Utt provided a list of surplus property located at the Courthouse that included items such as desk phones, out-of-date computers, and electronics. The property needs to be moved to allow for storage of court files. The committee unanimously agreed that the property should be declared as surplus and put up for bid to see if anybody wants it and, if not, it could be disposed of. Mr. Utt requested consideration of allowing the County Administrator to surplus property if the perceived value was under \$500. This would allow for a more productive process moving forward.

- *After discussion, Chilhowie District Supervisor Mike Sturgill made a motion to allow Mr. Utt to surplus any future property with a value of less than \$500 without requiring committee/Board approval. Park District Supervisor Kris Ratliff seconded the motion and it was unanimously approved.*

With no further business to discuss, the meeting was adjourned at 11:07 a.m.



EXPLORE \* DISCOVER \* SHARE

November 17, 2020

Re: Blue Ridge Discovery Center Tax Waiver

Dear Smyth County Budget Advisory Committee,

The Blue Ridge Discovery Center's mission is to inspire curiosity, discovery, and stewardship through the wonders of the Blue Ridge. It is our goal to teach our community about the natural treasures that make our region so unique, instilling a sense of pride and appreciation for the place we call home. We provide hands-on experiential learning opportunities for regional youth, teaching science, art, and the skills of critical thinking.

Considering that there is precedent for counties to provide tax support in both religious institutions and economic development projects, we are requesting that Smyth County consider waiving real estate taxes as a way to support this vital, homegrown educational project.

**Project Benefits**

**Educational:**

- This project will serve nearly 5,000 program participants annually. Over the past ten years BRDC has worked with over 10,000 participants throughout the region.
- BRDC will be an invaluable resource for Smyth County elementary, middle, and high schools - providing educational resources on par with the legendary Institute at Tremont in the Smoky Mountains.
- The property will act as an interpretative center for the Mount Rogers region, serving the local community and visitors alike.

**Economic:**

- When fully operational the project will create 30 jobs. Although this may not seem like a large number, it is a major impact in the small community of Konnarock.
- This project will have a direct effect on Chilhowie Exit 35 with increased tourism and user traffic, resulting in an expected 45,904 annual visitors and \$850,725 in annual expenditures.
- Surrounding property values will increase with the development of an attractive asset like BRDC.

**Historic:**

- Built in 1924, and listed on the National Historic Registry, the county will be helping save one of the great architectural treasures that defines the high country: a craftsmen lodge era design with chestnut bark siding.
- Restoring this intersection will begin to reverse the blight of abandonment in the valley.

***We are requesting that the county waive the real estate taxes of Blue Ridge Discovery Center so long as BRDC remains a 501c3, owner of the properties, and that the property continues to be utilized for educational purposes, and in doing so, the county acknowledges that Blue Ridge Discovery Center is a vital education resource for our community and has the promise of economic benefit to the county and surrounding Mount Rogers region.***

As assurance, with the \$500,000 construction grant from the Appalachian Regional Commission there is a deed restriction to maintain the property for "educational purposes" for a 20 year period, until the grant is closed.

Supporting a 501c3 non-profit organization (EIN# 26-3378442) means that every dollar that does not go to bills, insurance, taxes, etc... goes directly to mission-driven programs. This means a tremendous amount for a small non-profit's year-to-year operational plan.

Real Estate Tax ID's: 86-A-90, 86-A-39-40A, 86-A-40B, 86-A-40C, 86-A-38,  
Total Assessed Value: \$445,500  
Current Taxes: \$3,296.70

Thank you for your consideration!

Sincerely,



Aaron Floyd  
Executive Director  
Blue Ridge Discovery Center  
6402 Whitetop Rd  
Troutdale, VA 24378