

The Smyth County Board of Supervisors held its regular meeting on Thursday, January 11, 2024 at 5:00 p.m. 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: Atkins District Supervisor Charles Atkins; Rye Valley District Supervisor Jason Parris; Park District Supervisor Kristoper Ratliff; Chilhowie District Supervisor Michael Sturgill; Royal Oak District Supervisor Courtney Widener; Saltville District Supervisor Roscoe Call; North Fork District Supervisor Rick Billings

ABSENT: None.

STAFF: County Administrator Shawn Utt; Assistant County Administrator – Operations Lisa Richardson; Assistant County Administrator – Development Clegg Williams; Executive Assistant Auna Louthian; County Attorney Scot Farthing; Director of Community and Economic Development Kendra Hayden

OTHERS: Smyth County News & Messenger; Smyth County Sheriff's Deputy and citizens

1/11/2024 5:01 PM County Administrator Shawn Utt called the meeting to order and welcomed everyone.

1/11/2024 5:02 PM Auna Louthian led the Pledge of Allegiance and Pastor Lance Turner from Mt. Zion Temple Family Worship Center gave the invocation.

1/11/2024 5:02 PM Mr. Utt opened the floor for discussion and nominations for Board Chairperson for calendar year 2024.

- *Saltville District Supervisor Roscoe Call made a motion to nominate Atkins District Supervisor Charles Atkins as Chairperson for calendar year 2024 and close the floor for additional nominations. The motion was seconded by Chilhowie District Supervisor Michael Sturgill.*

After consideration, the motion PASSED by the following vote:

AYES: Rye Valley District Supervisor Jason Parris,
Royal Oak District Supervisor Courtney Widener,
Saltville District Supervisor Roscoe Call,
North Fork District Supervisor Rick Billings,
Chilhowie District Supervisor Michael Sturgill, and
Park District Supervisor Kris Ratliff

NAYS: None.

ABSTAINERS: Atkins District Supervisor Charles Atkins

ABSENT: None.

1/11/2024 5:03 PM After thanking the other Board members for their support, Chair, Atkins District Supervisor Charles Atkins opened the floor for nominations for Vice Chairperson for calendar year 2024.

- *Royal Oak District Supervisor Courtney Widener made a motion to nominate Chilhowie District Supervisor Michael Sturgill as Vice Chairperson for calendar year 2024 and close the floor for nominations. Saltville District Supervisor Roscoe Call seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor, Jason Parris, and
Park District Supervisor Kristoper Ratliff*

NAYS: None.

ABSTAINERS: Chilhowie District Supervisor Michael Sturgill

ABSENT: None.

Chair, Atkins District Supervisor Charles Atkins opened the floor for nominations for Clerk and Deputy Clerk(s) for calendar year 2024.

- *Saltville District Supervisor Roscoe Call made a motion to nominate Shawn Utt, County Administrator, as Clerk for calendar year 2024 and Lisa Richardson, Assistant County Administrator and Auna Louthian, Executive Assistant to each serve as Deputy Clerks for calendar year 2024 and to close the floor for nominations. Vice Chair, Chilhowie District Supervisor Michael Sturgill seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

1/11/2024 5:05 PM *A motion was made by Saltville District Supervisor Roscoe Call to approve the adoption of the Board of Supervisors meeting schedule for calendar year 2024 as presented. Vice Chair, Chilhowie District Supervisor Michael Sturgill seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

**Smyth County Board of Supervisors
Meeting Schedule – 2024**

January –	February –
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Legislative Meeting January 11 th Second Meeting January 25 th	Legislative Meeting February 8 th Second Meeting February 22 nd
March – Legislative Meeting March 14 th Second Meeting March 28 th	April – Legislative Meeting April 11 th Second Meeting April 25 th
May – Legislative Meeting May 9 th Second Meeting May 23 rd	June – Legislative Meeting June 13 th Second Meeting June 27 th
July – Legislative Meeting July 11 th Second Meeting July 25 th	August – Legislative Meeting August 8 th Second Meeting August 22 nd
September – Legislative Meeting September 12 th Second Meeting September 26 th	October – Legislative Meeting October 10 th Second Meeting October 24 th
November – Legislative Meeting November 14 th *Second Meeting November 21 st	December – Legislative Meeting December 12 th *Second Meeting December 19 th

* Subject to the needs of the Planning Commission – if they do not have a public hearing scheduled for either meeting, we will likely cancel the 2nd November meeting and the 2nd December meeting.

1/11/2024 5:06 PM Chair, Atkins District Supervisor Charles Atkins opened the floor for discussion on any necessary updates to the Board’s *Rules of Procedures*. Mr. Utt noted in speaking with Mr. Farthing, there were a few minor changes that need to be made related to electronic meeting requirements. Mr. Utt discussed those and referenced a handout.

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 no more than** twenty-five (25) percent of the meetings of the Board of Supervisors held per calendar year rounded up to the next whole number, **whichever is greater**.

- *A motion was made by Saltville District Supervisor Roscoe Call to amend the Smyth County Board of Supervisors Rules of Procedures with the recommended changes as presented. Vice Chair, Chilhowie District Supervisor Michael Sturgill seconded the motion.*

After consideration, the motion PASSED by the following vote:

AYES: *Chair, Atkins District Supervisor Charles Atkins,
 Vice Chair, Chilhowie District Supervisor Michael Sturgill,
 Royal Oak District Supervisor Courtney Widener,
 North Fork District Supervisor Rick Billings,*

*Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff*

*NAYS: None.
ABSTAINERS: None.
ABSENT: None.*

1/12/2024 5:07 PM *A motion was made by Royal Oak District Supervisor Courtney Widener to adopt the state holiday schedule for 2024 as approved by the Governor and amended throughout the year with the addition of Friday, March 29, 2024 as an additional paid holiday. Vice Chair, Chilhowie District Supervisor Michael Sturgill seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

*NAYS: None.
ABSTAINERS: None.
ABSENT: None.*

1/11/2024 5:08 PM *A motion was made by Saltville District Supervisor Roscoe Call to approve the minutes from the December 14, 2023, meeting as presented. Rye Valley District Supervisor Courtney Widener seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

*NAYS: None.
ABSTAINERS: None.
ABSENT: None.*

1/11/2025 5:09 PM Assistant County Administrator, Lisa Richardson, reviewed the County financial information.

SMYTH COUNTY BOARD OF SUPERVISORS
THURSDAY, JANUARY 11, 2024

ACCOUNTS PAYABLE LISTING
December 2023

Request approval of the following payables:

<u>General County - Regular Checks</u>	\$1,282,210.43
<u>Fund 4 EDA - Regular Checks</u>	\$11,547.10
Fund 302 Public Safety Radio	\$1,196.95
Fund 505 Transfer Station-Regular Checks	
Accounts Payable Listing - December 2023	\$1,294,954.48
<u>Fund Accounts - Manual Checks</u>	
Fund 501 Water Deposit Refunds	\$100.00
Fund 747 Sheriff State Asset Forfeiture	\$2,911.07
Fund 748 Sheriff Purchase of Equipment	
Fund 749 Recovery Court	\$38.51
Fund 760 Commonwealth Attorney Federal Drug Asset	
Fund 770 Circuit Court Clerk - Holding Account	
Total Fund Accounts	\$3,049.58
TOTAL ACCOUNTS PAYABLE - December 2023	
	\$1,298,004.06

1/11/2023 5:09 PM A motion was made by Saltville District Supervisor Roscoe Call to approve the accounts payable listing as presented. Royal Oak District Supervisor Courtney Widener seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Chair, Atkins District Supervisor Charles Atkins,
 Vice Chair, Chilhowie District Supervisor Michael Sturgill,
 Royal Oak District Supervisor Courtney Widener,
 North Fork District Supervisor Rick Billings,
 Saltville District Supervisor Roscoe Call,
 Rye Valley District Supervisor Jason Parris, and
 Park District Supervisor Kristoper Ratliff.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

1/11/2024 5:13 PM Mr. Utt presented a partnership request form the Southwest Virginia Legal Aid Society in relation to their proposed grant application to the Virginia Opioid Abatement Authority. He also read the following resolution for the Board’s consideration:

**RESOLUTION OF SUPPORT FOR PROJECT PATHFINDER AND
 PROVIDING SIGNATORY AUTHORITY FOR THE PROPOSAL FOR
 GRANT FUNDING FROM THE VIRGINIA OPIOID ABATEMENT
 AUTHORITY**

WHEREAS, the Smyth County Board of Supervisors seeks to mitigate and abate the impacts of the opioid epidemic throughout Smyth County; and

WHEREAS, the mission of the Virginia Opioid Abatement Authority (OAA) is to

abate and remediate the opioid epidemic in the Commonwealth through financial support in the form of grants, donations, or other assistance; and

WHEREAS, the OAA has invited each city and county in Virginia to submit proposals for grants to support efforts to treat, prevent, and reduce opioid use disorder and the misuse of opioids in the Commonwealth; and

WHEREAS, the financial assistance offered by the OAA is needed to provide opioid mitigation and abatement efforts in Smyth County; and

WHEREAS, Smyth County has prepared a grant proposal to fund Project Pathfinder for fiscal years 2024 through 2027 that accepts the terms and conditions required by the OAA; and,

WHEREAS, the Smyth County Board of Supervisors voluntarily agree to meet the OAA's "Gold Standard" requirements in return for a 25% increase in OAA funding eligibility during these four fiscal years; and

WHEREAS, Smyth County's grant request for fiscal years 2024 through 2027 seeks a total of \$1,468,000 in grant funding from the OAA, including the incentive amount.

NOW THEREFORE BE IT RESOLVED that the Smyth County Board of Supervisors hereby authorizes the County Administrator to execute the grant application to the Virginia Opioid Abatement Authority, to accept the grant award, and to execute all documents in connection therewith.; and,

ADOPTED this 11th day of January, 2024.

ATTEST:

Shawn M. Utt, Clerk of the Board

**SMYTH COUNTY
BOARD OF SUPERVISORS**

Charles Atkins, Chair

1/11/2024 5:09 PM *A motion was made by Saltville District Supervisor Roscoe Call to approve the Resolution of Support for Project Pathfinder and Providing Signatory Authority for the proposal for grant funding from the Virginia Opioid Abatement Authority. Royal Oak District Supervisor Courtney Widener seconded the motion.*

After consideration, the motion PASSED by the following vote:

AYES: *Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: *None.*

ABSTAINERS: *None.*

ABSENT: *None.*

Director of SWVA Legal Aid Joey Carrico shared his appreciation for the Board's support.

1/11/2024 5:19 PM Chair, Atkins District Supervisor Charles Atkins opened citizen's time.

1/11/2024 5:19 PM Christin Long of 2268 Little Walker Way expressed her concern for her road not having access to public water. Ms. Long shared that the request has been discussed with county staff and testing had been done which caused concern with traces of sulfur in their water as well as other more harmful concerns. Additionally, Ms. Long shared that two of her neighbors have zero access to water.

1/11/2024 5:22 PM Joyce Davidson also of Little Walker Way discussed her concern as well with no public access to public water on their road.

1/11/2024 5:30 PM Mr. Williams noted that he had discussed the request with Ms. Davidson. He also reminded the Board that a grant application had been submitted to the Mt. Rogers Water/Sewer Grant fund but it was placed on a waiting list for funding. Mr. Utt recommended the Board to forward the issue to the Water and Sewer Committee to hopefully identify alternative funding options that would potentially help move the project forward as well as begin conversations with VDH. Mr. Utt also agreed to develop a cost analysis on the project.

1/11/2024 5:34 PM With no one else wishing to speak, Chair, Atkins District Supervisor Charles Atkins closed citizen's time.

1/11/2024 5:35 PM Shawn Utt, County Administrator presented the calendar year 2024 Miscellaneous Committee Appointments. Following discussion, the following motions were made:

- *A motion was made by Saltville District Supervisor Roscoe Call to approve the appointments as presented for the Community Policy Management Team for CY-2024. Royal Oak District Supervisor Courtney Widener seconded the motion.*

Community Policy Management Team (CPMT) – Recommend reappointing the following to 1-year terms (1-1-2024 through 12-31-2024):

- Chris Austin (DSS rep, Committee Chair)
- Helen Holman (CSA Coordinator)
- Darcy Janson (Juvenile Court Service)
- Amy Johnson & Kevin Downs (Juvenile Court Service alt)
- Regina Pack Eller (Private Provider)
- Dianne Charapich (Parent Representative)
- Kim Sturgill (SCSB rep)
- Julie Earp (Health Dept. rep)
- KJ Holbrook (Mt. Rogers CBS rep)
- Morgan Greer (Mt. Rogers CSB alt.)
- Shawn Utt (Smyth County rep)
- Lisa Richardson (Smyth County alt)
- Kendra Hayden (Smyth County alt)

After consideration, the motion PASSED by the following vote:

AYES: *Chair, Atkins District Supervisor Charles Atkins, Royal Oak District Supervisor Courtney Widener, North Fork District Supervisor Rick Billings, Saltville District Supervisor Roscoe Call, Rye Valley District Supervisor Jason Parris, and Park District Supervisor Kristoper Ratliff.*

NAYS: *None.*

ABSTAINERS: *Vice Chair, Chilhowie District Supervisor Michael Sturgill.*

ABSENT: *None.*

- *A motion was made by Chilhowie District Supervisor Michael Sturgill to approve the appointment of Manuel Street to the board for Keep Southwest Virginia Beautiful for CY-2024. Royal Oak District Supervisor Courtney Widener seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *A motion was made by Chilhowie District Supervisor Michael Sturgill to approve the appointment of Manuel Street to the board of Southwest Virginia Regional Recycling & Solid Waste Working Group for CY-2024. Saltville District Supervisor Roscoe Call seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *A motion was made by Chilhowie District Supervisor Michael Sturgill to appoint Kendra Hayden to represent Smyth County as the voting member for the Marion Downtown Revitalization Committee for CY-2024. Saltville District Supervisor Roscoe Call seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *A motion was made by Park District Supervisor Kristopher Ratliff to re-appoint Lea Meadows to the Planning Commission for an additional 4 -year term to end 1-31-2028. Chilhowie District Supervisor Michael Sturgill seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *A motion was made by North Fork District Supervisor Rick Billings to re-appoint Robert Campbell to the Planning Commission for an additional 4 -year term to end 1-31-2028. Chilhowie District Supervisor Michael Sturgill seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *A motion was made by Chilhowie District Supervisor Michael Sturgill to recommend the re-appointment of Daniel Sturgill to the Board of Zoning Appeals to an additional 5-year term to end 1-31-2029. Royal Oak District Supervisor Courtney Widener seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *A motion was made by Chilhowie District Supervisor Michael Sturgill to appoint Jimmy Frye to the Board of Zoning Appeals to a 5-year term to end 1-31-2029. Royal Oak District Supervisor Courtney Widener seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *A motion was made by Chilhowie District Supervisor Michael Sturgill to appoint Dennis Greer to the Board of Zoning Appeals to a 2-year term to end 1-31-2026. Royal Oak District Supervisor Courtney Widener seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *A motion was made by Royal Oak District Supervisor Courtney Widener to appoint Chad Ellis to the Local Board of Building Code Appeals to a 4-year term to end 6-30-2028. Chilhowie District Supervisor Michael Sturgill seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *A motion was made by Royal Oak District Supervisor Courtney Widener to appoint Greg Blevins to the Local Board of Building Code Appeals to a 2-year term to end 6-30-2026. Chilhowie District Supervisor Michael Sturgill seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- A motion was made by Royal Oak District Supervisor Courtney Widener to appoint Michael Sturgill to the Chamber of Commerce Board to an additional 3-year term to end 12-31-2026. Park District Supervisor Kristopher Ratliff seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Park District Supervisor Kristoper Ratliff.
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and*

NAYS: None.

ABSTAINERS: Vice Chair, Chilhowie District Supervisor Michael Sturgill.

ABSENT: None.

- A motion was made by Saltville District Supervisor Roscoe Call to appoint James H. "Hal" Campbell to the Economic Development Authority to an unexpired term ending 6/30/2028. Chilhowie District Supervisor Michael Sturgill seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- A motion was made by Royal Oak District Supervisor Courtney Widener to appoint Phillip Blevins to the Southwest VA Community Corrections Criminal Justice Board. Chilhowie District Supervisor Michael Sturgill seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,*

*North Fork District Supervisor Rick Billings,
 Saltville District Supervisor Roscoe Call,
 Rye Valley District Supervisor Jason Parris, and
 Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *A motion was made by Chilhowie District Supervisor Michael Sturgill to appoint Becca Creasy to Zoning Administrator and Clegg Williams as Deputy Zoning Administrator. Royal Oak District Supervisor Courtney Widener seconded the motion.*

After consideration, the motion PASSED by the following vote:

*AYES: Chair, Atkins District Supervisor Charles Atkins,
 Vice Chair, Chilhowie District Supervisor Michael Sturgill,
 Royal Oak District Supervisor Courtney Widener,
 North Fork District Supervisor Rick Billings,
 Saltville District Supervisor Roscoe Call,
 Rye Valley District Supervisor Jason Parris, and
 Park District Supervisor Kristoper Ratliff.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

1/11/2024 5:53 PM Mr. Utt presented the draft budget calendar for the Board’s information and asked for consideration of adopting it for the FY24/25 calendar year.

<i>Budget forms distributed to Departments</i>	<i>January 12, 2024</i>
<i>Budget request notification published in newspaper/websites</i>	<i>January 12, 2024</i>
<i>Budget requests due to County Administrator’s Office from Departments</i>	<i>February 9, 2024</i>
<i>Budget requests due to County Administrator’s Office from Agencies</i>	<i>February 6, 2024</i>
<i>Revenue Projections (County Admin., Treasurer, Commissioner)</i>	<i>February 23, 2024</i>
<i>First Budget Draft to Budget Committee / Budget Committee Work Session</i>	<i>March 7, 2024</i>
<i>Budget Committee Work Session (with SCSB Budget Comm./Superintendent)</i>	<i>March 21, 2024</i>
<i>Budget Committee Work Session</i>	<i>April 4, 2024</i>
<i>Present Full Budget to Board of Supervisors</i>	<i>April 11, 2024</i>
<i>Budget Committee Work Session</i>	<i>April 18, 2024</i>
<i>Budget Committee Work Session (if needed)</i>	<i>April 25, 2024</i>
<i>Budget Committee Work Session (if needed)</i>	<i>May 2, 2024</i>
<i>Public Hearing(s) – (draft budget and any potential rate/tax adjustments?)</i>	<i>May 9, 2024</i>
<i>Adopt County Budget for FY24/25 (tentative)</i>	<i>May 23, 2024</i>
<i>Adopt Tax Levies for FY24/25 (tentative)</i>	<i>May 23, 2024</i>
<i>Adopt CIP for FY24/25 (tentative)</i>	<i>May 23, 2024</i>

- *Chilhowie District Supervisor Michael Sturgill made a motion to adopt the budget calendar for FY24/25 as presented. Saltville District Supervisor Roscoe Call seconded the motion.*

After consideration, the motion PASSED by the following vote:

- AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*
- NAYS: None.*
- ABSTAINERS: None.*
- ABSENT: None.*

1/11/2024 5:55 PM Mr. Utt discussed the need for a supplemental appropriation of \$8,000 in Fund 738 (Sheriff's Office E-Summons Fund) that was missed during third quarter appropriation requests.

- *Saltville District Supervisor Roscoe Call made a motion to appropriate \$8,000 for Fund 738. Chilhowie District Supervisor Michael Sturgill seconded the motion.*

After consideration, the motion PASSED by the following vote:

- AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*
- NAYS: None.*
- ABSTAINERS: Royal Oak District Supervisor Courtney Widener.*
- ABSENT: None.*

1/11/2024 5:55 PM Mrs. Hayden shared a request she received from Smyth County Machine for an additional 1-year extension (making the total grant term a six-year term) for their Tobacco Region Opportunity Fund performance agreement. She noted that officials from the Tobacco Commission have approved the request in concept.

- *Chilhowie District Supervisor Michael Sturgill made a motion to approve the Tobacco Region Opportunity Fund (TROF) 1-year extension for Smyth County Machine and Fabrications Performance Agreement as presented. Royal Oak District Supervisor Courtney Widener seconded the motion.*

After consideration, the motion PASSED by the following vote:

- AYES: Chair, Atkins District Supervisor Charles Atkins,
Vice Chair, Chilhowie District Supervisor Michael Sturgill,
Royal Oak District Supervisor Courtney Widener,
North Fork District Supervisor Rick Billings,
Saltville District Supervisor Roscoe Call,
Rye Valley District Supervisor Jason Parris, and
Park District Supervisor Kristoper Ratliff.*

NAYS: None.
ABSTAINERS: None.
ABSENT: None.

1/11/2024 5:57 PM Mr. Utt discussed Board Retreat options to update goals for the Board of Supervisors. Mr. Utt shared that the previous facilitator of the 2021 retreat won't be available for a few months but would like to contract the same company. Other options that needed to be considered include the timing (1-day vs 2-day) and logistics. He noted he would report back at a future meeting.

1/11/2024 6:00 PM County Attorney Report -

County Attorney, Scot Farthing stated he had nothing new to report at this time.

1/11/2024 6:00 PM County Administrator Report -

Mr. Utt updated the Board on the Town of Marion's recreation league football equipment has been formally donated to the County for County Recreation use and is in the process of being re-certified. Mr. Utt also reminded the Board of the requirements to fill out *Statements of Economic Interest* by February 1st.

1/11/2024 6:00 PM Supervisor Comment Time -

Park District Supervisor Kristopher Ratliff welcomed the two new Board members, and shared he was looking forward to a productive 2024.

Royal Oak District Supervisor Courtney Widener also welcomed the new members of the Board. Mr. Widener also thanked the staff for all their hard work.

Atkins District Supervisor Charles Atkins welcomed the new members and thanked staff for useful and meaningful information that is provided.

Rye Valley District Supervisor Jason Parris shared the welcoming experience he had received from staff and other Board members.

Saltville District Supervisor Roscoe Call shared he was happy to be at the meeting as well as congratulated the new Board members.

North Fork District Supervisor Rick Billings stated it was unbelievable how welcoming and great the staff and other board members have been. Mr. Billings thanked everyone for the opportunity to serve and looks forward to being part of the future for Smyth County.

Chilhowie District Supervisor Michael Sturgill shared information about the Healthcare Excellence program in the school system as well as great use of the Smyth Promise program.

1/11/2024 6:18 PM With no further business to discuss, the meeting was adjourned.