

Board of Supervisors



SMYTH
COUNTY, VA

Thursday, April 24, 2025

#SMYTHSTRONG



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

Charles E. Atkins
Michael L. Sturgill
Rick A. Billings
Kristopher S. Ratliff, DPh
S. Courtney Widener
W. Jason Parris
Roscoe D. Call

County Administrator
Asst. County Administrator – Operations
Asst. County Administrator – Development

Shawn M. Utt
Lisa Richardson
Clegg Williams

MEETING AGENDA SMYTH COUNTY BOARD OF SUPERVISORS

Thursday, April 24th, 2025
5:00 PM

- 1) **CALL MEETING TO ORDER** Board Chair
- 2) **AMENDMENTS TO AGENDA** Board Chair
- 3) **MINUTES OF PREVIOUS MEETINGS** Board Chair
Minutes of the April 10th, 2025, meeting
- 4) **PRESENTATIONS** Board Chair
 - a. Animal Control Officer Appreciation Week Presentation
 - b. Plus Power- Rex Young and Jeff Strickland
 - c. Water & Sewer Rate Study- David Rose
- 5) **PUBLIC HEARINGS** Board Chair
 - a. Nuisance Properties
 - i. 11248 S. Main Street, Mation
 - ii. 231 Currin Valley Road, Marion
 - iii. 214 Currin Valley Road, Marion
- 6) **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.
- 7) **OLD BUSINESS** Board Chair
 - a. Committee Reports/ Recommendations
 - i. Animal Control Committee
 - ii. Budget Committee
 - iii. Building and Grounds Committee
 - iv. Transportation Committee
- 8) **NEW BUSINESS** Board Chair
- 9) **REPORT FROM COUNTY ATTORNEY** Scot Farthing, County Att'y
- 10) **REPORT FROM COUNTY ADMINISTRATOR / STAFF** County Admin. / Staff
- 11) **SUPERVISOR COMMENT TIME** Board Members
- 12) **CLOSED SESSION** Board Chair
Code of Virginia, Section 2.2-3711 A.1 regarding Mount Rogers Community Services Board



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April 24, 2025

To: Members, Smyth County Board of Supervisors

CC: Smyth County Leadership Team

From: Shawn M. Utt, Smyth County Administrator

RE: Packet summary –April 21, 2025, Board meeting

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

1. **Call to Order, Pledge of Allegiance & Invocation** – The pledge of allegiance will be led by a member of Public Safety. The invocation will be provided by a local pastor.
2. **Amendments to the Agenda** – if any are necessary, they will be presented at the meeting.
3. **Minutes of Previous Meeting(s)** – a draft copy of the minutes of the April 10th, 2025 meeting are **enclosed** (**Att. 1, Pg 1-21**) for the Board’s review and approval.
4. **Presentations** –
 - a. **Animal Control Officer Appreciation Week**- The Board previously approved the resolution; however, due to the department being unable to attend at that time, we would now like to officially present the resolution to them. **Enclosed** (**Att. 2, Pg 22**) is a copy of the Resolution.
 - b. **Plus Power**- Rex Young & Jeff Strickland will be in attendance to give the Board an update on the Loral Creek Energy Storage Project.
 - c. **Water & Sewer Rate Study** – David Rose with Davenport will be in attendance to discuss the Water and Sewer Rate Study and give his recommendations.
5. **Public Hearings** –
 - a. **Nuisance Properties - Enclosed** (**Att. 3, Pg 23**) is a copy of the advertisement for the following nuisance complaints:
 - i. Ronald E. Lefler, 11248 S. Main Street, Marion
 - ii. Kimberly Michelle Blevins, 231 Currin Valley Road, Marion
 - iii. Jeffery Lee Freeman, 214 Currin Valley Road, Marion



6. **Citizen's Time** – Time has been set aside for citizens to provide comments to the Board on general items of interest or concern.

7. **Old Business Items:**

a. **Committee Reports/ Recommendations:**

- i. *Animal Control Committee*– minutes of the meeting are **enclosed** for your review and information (**Att. 4, Pg 24-32**). In addition, items related to committee recommendations are also **enclosed** for your review
- ii. *Budget Committee*– minutes of the meeting are **enclosed** for your review and information (**Att. 5, Pg 33-53**). In addition, items related to committee recommendations are also **enclosed** for your review.
- iii. *Buildings and Grounds Committee*– minutes of the meeting are **enclosed** for your review and information (**Att. 6, Pg 54-57**). In addition, items related to committee recommendations are also **enclosed** for your review.
- iv. *Transportation Committee* minutes of the meeting are **enclosed** for your review and information (**Att. 7, Pg 58**). In addition, items related to committee recommendations are also **enclosed** for your review.

8. **New Business:** - None

9. **Report from County Attorney:** Time has been reserved on the agenda to allow the County Attorney to provide input and various updates as needed.

10. **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.

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

12. **Closed Session** –

Code of Virginia, Section 2.2-3711 A.1 regarding Mount Rogers Community Services Board

13. **Adjournment**

The Smyth County Board of Supervisors held its regular meeting on Thursday, April 10, 2025, at 5:00 p.m. The location of the meeting was held in the First Floor Board Room of the County Office Building, 121 Bagley Circle, Suite 100, Marion, Virginia.

PRESENT: Atkins District Supervisor Charles Atkins; Chilhowie District Supervisor Michael Sturgill; Rye Valley District Supervisor Jason Parris; Saltville District Supervisor Roscoe Call; Royal Oak District Supervisor Courtney Widener; North Fork District Supervisor Rick Billings; Park District Supervisor Kristopher Ratliff.

ABSENT: None.

STAFF: Assistant County Administrator – Development Clegg Williams; Assistant County Administrator – Operations Lisa Richardson; Administrative Assistant, Becca Creasy.

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

4/10/2025 5:07 PM Chair, Atkins District Supervisor Charles Atkins called the meeting to order and welcomed everyone.

4/10/2025 5:08 PM Lisa Richardson led the Pledge of Allegiance and Rev. Charles Stewart provided the invocation.

4/10/2025 5:10 PM Minutes of March 13, 2025, Board of Supervisors meeting.

- *A motion was made by Royal Oak District Supervisor Courtney Widener to approve the minutes of the March 13, 2025, meeting, with amendments. 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,
Saltville District Supervisor Roscoe Call,
North Fork District Supervisor Rick Billings,
Park District Supervisor Kristoper Ratliff,
Royal Oak District Supervisor Courtney Widener, and
Rye Valley District Supervisor Jason Parris.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

4/10/2025 5:10 PM Royal Oak District Supervisor Courtney Widener read the following resolution into record in recognition of Animal Care and Control Officer Appreciation Week:

**RESOLUTION IN RECOGNITION OF APRIL 13-19 BEING DESIGNATED
“ANIMAL CARE AND CONTROL OFFICER APPRECIATION WEEK”**

WHEREAS, the National Animal Care & Control Association (NACA) is committed to setting the standard of professionalism in animal welfare and public safety through training, networking, and advocacy; and,

WHEREAS, animal care and control professionals dedicate their lives to the health and safety of at-risk and helpless animals; and,

WHEREAS, animal care and control professionals work to rescue and protect animals from injury, disease, abuse, and starvation; and,

WHEREAS, NACA has designated the second full week of April as Animal Care and Control Officer Appreciation Week; and,

WHEREAS, federal, state, and local government officials throughout the nation take this time to recognize, thank, and commend all animal care and control professionals for the dedicated services they perform and for fulfilling the commitment to providing the highest and most efficient level of customer service; and,

NOW, THEREFORE, BE IT RESOLVED that the Smyth County Board of Supervisors declares the week of April 13th through 19th, 2025, to be National Animal Care and Control Officer Appreciation Week in Smyth County.

ADOPTED this 10th day of April 2025.

ATTEST:

**SMYTH COUNTY
BOARD OF SUPERVISORS**

Shawn M. Utt, Clerk of the Board

Charles Atkins, Chair

- *Rye Valley District Supervisor Jason Parris made a motion to adopt the Resolution in Recognition of April 13-19 being designated “Animal Care and Control Officer Appreciation Week” as presented. Chilhowie District Supervisor Mike 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,
Park District Supervisor Kristoper Ratliff,
Saltville District Supervisor Roscoe Call,
North Fork District Supervisor Rick Billings, and
Rye Valley District Supervisor Jason Parris.*

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

4/10/2025 5:13 PM Royal Oak District Supervisor Courtney Widener read the following resolution into record in recognition of National Public Safety Communicator Week:

**RESOLUTION IN RECOGNITION OF THE SECOND WEEK OF APRIL AS
NATIONAL PUBLIC SAFETY COMMUNICATOR WEEK**

WHEREAS, emergencies can occur at any time that require law enforcement, fire or emergency medical services; and,

WHEREAS, when an emergency occurs the prompt response of law enforcement officers, firefighters and paramedics is critical to the protection of life and preservation of property; and,

WHEREAS, the safety of our law enforcement officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who contact the Smyth County emergency communications center; and,

WHEREAS, Public Safety Telecommunicators (also known locally as our Dispatchers) are the first and most critical contact our citizens have with emergency services; and,

WHEREAS, Public Safety Telecommunicators are the single vital link for our law enforcement officers and firefighters by monitoring their activities by radio, providing them information and ensuring their safety; and,

WHEREAS, Public Safety Telecommunicators of Smyth County have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients in need; and,

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year.

NOW, THEREFORE, BE IT RESOLVED, the Smyth County Board of Supervisors declares the week of April 13 through 19, 2025, to be National Public Safety Telecommunicators Week in Smyth County, in honor of the men and women whose diligence and professionalism keep our County and citizens safe.

ADOPTED this 10th day of April 2025.

ATTEST:

**SMYTH COUNTY
BOARD OF SUPERVISORS**

Shawn M. Utt, Clerk of the Board

Charles Atkins, Chair

- *Royal Oak District Supervisor Courtney Widener made a motion to adopt the Resolution in Recognition of April 13-19, 2025, being designated "National Public Safety Communicator Appreciation Week" as presented. Rye Valley District Supervisor Jason Parris 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,
Park District Supervisor Kristoper Ratliff,
Saltville District Supervisor Roscoe Call,
North Fork District Supervisor Rick Billings, and
Rye Valley District Supervisor Jason Parris.*

NAYS: *None.*

ABSTAINERS: *None.*

ABSENT: *None.*

4/10/2025 5:16 PM Commonwealth Attorney, Bucky Blevins recognized Department of Professional and Occupational Regulations (DPOR) Investigator Ashley Tolliver for her dedicated work in the investigation of an unlicensed contractor, Aaron Heath, and restitution exceeding \$14,000 being awarded to the homeowners. Mr. Blevins read the following resolution into record:

**COMMONWEALTH'S ATTORNEY
SMYTH COUNTY, VIRGINIA
PRESENTS THIS
CERTIFICATE OF COMMENDATION
TO
INVESTIGATOR ASHLEY TOLLIVER
FOR
MERITORIOUS SERVICE**

Investigator Ashley Tolliver distinguished herself by meritorious service while assigned as an Investigator for the Department of Professional and Occupational

Regulation. Investigator Tolliver discovered that Aaron Lee Heath was operating a construction company under the trade name of “Nailed It Construction, LLC,” without a license. Investigator Tolliver worked closely with one of Heath’s victims, a Smyth County family, who previously hired Heath to replace the roof on their home. After a thorough investigation, Investigator Tolliver obtained a warrant for Heath’s arrest. Heath pled guilty to the charge of performing contractors work without a license, was sentenced to 90 days in jail, suspended, on the special condition that Heath pay \$14,000 in restitution to the victims. Investigator Tolliver’s attention to detail and eagerness to protect Smyth County citizens against unlicensed contractors have greatly aided the Commonwealth’s Attorney in executing his duties and ultimately resulted in making Smyth County a safer community for its citizens to live and raise families in. The distinctive accomplishments of Investigator Ashley Tolliver reflect great credit upon herself, the Smyth County Commonwealth’s Attorney, and the Department of Professional and Occupational Regulation.

GIVEN UNDER MY HAND
10 April 2025

PHILLIP L. BLEVINS, JR.
Commonwealth’s Attorney



4/10/2025 5:19 PM Dustin Keith and Carrie Holt with Southwest Virginia Association of Realtors were present to discuss fair housing month. Royal Oak District Supervisor Courtney Widener read the following resolution into record in recognition of SWVA Association of Realtors, Fair Housing Month Resolution:

**RESOLUTION IN COMMEMORATION OF THE PASSAGE OF THE FAIR HOUSING
ACT AND PROCLAMATION OF APRIL BEING FAIR HOUSING MONTH**

WHEREAS, the Fair Housing Act, originally enacted on April 11, 1968, enshrined into federal law with the goal of eliminating racial segregation and ending housing discrimination in the United States; and

WHEREAS, the Fair Housing Act prohibits discrimination in housing based on race, color, religion, sex, familial status, national origin, and disability, and commits recipients of federal funding to affirmatively further fair housing in their communities; and

WHEREAS, Smyth County is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all; and

WHEREAS, our social fabric, the economy, health, and environment are strengthened in diverse, inclusive communities; and

WHEREAS, more than fifty years after the original passage of the Fair Housing Act, discrimination persists, and many communities remain segregated; and

WHEREAS, acts of housing discrimination and barriers to equal housing opportunity are repugnant to a common sense of decency and fairness.

NOW THEREFORE BE IT RESOLVED that the Smyth County Board of Supervisors does hereby declare the month of April 2025 as Fair Housing Month; and

BE IT FURTHER RESOLVED that Smyth County is an inclusive community committed to fair housing, and to promoting appropriate activities by private and public entities to provide and advocate for equal housing opportunities for all current and future residents.

ADOPTED this 10th day of April 2025.

ATTEST:

**SMYTH COUNTY
BOARD OF SUPERVISORS**

Shawn M. Utt, Clerk of the Board

Charles Atkins, Chair

- *Chilhowie District Supervisor Mike Sturgill made a motion to adopt the Resolution in Recognition of the month of April being designated "Fair Housing Month" as presented. North Fork District Supervisor Rick Billings 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,
Park District Supervisor Kristoper Ratliff,
Saltville District Supervisor Roscoe Call,
North Fork District Supervisor Rick Billings, and
Rye Valley District Supervisor Jason Parris.*

NAYS: *None.*

ABSTAINERS: *None.*

ABSENT: *None.*

4/10/2025 5:25 PM Due to a prior engagement, Sarah Gillespie and Rose Likins provided an update on behalf of Amanda Livingston, County Tourism Director, for the Smyth County VA 250 committee.

4/10/2025 5:27 PM Larry Lederer presented a proposed accredited aviation degree that would be offered by Wytheville Community College (WCC) with the focus at Twin City Airport, it would also have a direct impact on Mt. Empire Airport. Training activities are planned to take place at both facilities and would also include airplane pilots, air traffic controllers, robotics, airport maintenance, etc. The region is considered an ideal location for this program due to its central position relative to several larger airports. The program is expected to lead to immediate job opportunities. Currently, no funding is being requested. Instead, Mr. Lederer is seeking letters of support from multiple counties and cities and has already met with representatives from Carroll, Grayson, and Wythe Counties, the Twin County Airport Board, and the Galax Board of Supervisors. Meetings with the Town of Wytheville and Bland County are still pending.

4/10/2025 5:52 PM Chair, Atkins District Supervisor Charles Atkins requested staff forward Mr. Lederer's information to Kendra Hayden for the EDA's review and consideration.

4/10/2025 5:53 PM Jeana Waddle with Evergreen Soil & Water Conservation District spoke on the appreciation for support over the years, financial support, want to give Friend of Conservation Award in June. Provided and reviewed informational handout Funding that Benefits Smyth County and programs and activities that benefit Smyth County.

4/10/2025 6:07 PM Mrs. Richardson reviewed the following County financial information:

SMYTH COUNTY BOARD OF SUPERVISORS
THURSDAY, APRIL 10, 2025

ACCOUNTS PAYABLE LISTING

March 2025

Request approval of the following payables:

General County	2,094,955.01
Fund 004 EDA	375,558.56
Fund 302 Public Safety Radio	3,500.00
Fund 501 Water Deposit Refunds	-
Fund 505 Transfer Station	4,986.22
Fund 748 E-Summons	1,560.69
Fund 749 Recovery Court	739.70
Fund 770 Circuit Court Clerk - Holding Account	18.50
Regular Checks Total:	2,481,318.68

Fund Accounts - Manual Checks

Manual Checks Total:	-
TOTAL ACCOUNTS PAYABLE - March 2025	2,481,318.68

4/10/2025 6:08 PM A motion was made by Saltville District Supervisor Roscoe Call to approve the accounts payable listing as presented. Rye Valley District Supervisor Jason Parris 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,
Saltville District Supervisor Roscoe Call,
North Fork District Supervisor Rick Billings,
Park District Supervisor Kristoper Ratliff,
Royal Oak District Supervisor Courtney Widener, and
Rye Valley District Supervisor Jason Parris.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

4/10/2025 6:09 PM Chair, Atkins District Supervisor Charles Atkins opened citizen's time.

Director of Smyth County Library, Rose Likins shared various Library updates. The Board thanked Mr. Likins for her dedication.

4/10/2025 6:15PM With no citizens wishing to speak, Chair, Atkins District Supervisor Charles Atkins closed citizen's time and called for a break.

4/10/2025 6:36 PM Chair, Atkins District Supervisor Charles Atkins called the meeting back to order.

4/10/2025 6:36PM Mrs. Richardson read the minutes from March 20th, 2025 and April 3rd, 2025, Budget Committee meetings and shared the following committee recommendations:

- *Chilhowie District Supervisor Michael Sturgill made a motion to approve the recommended appropriations in the amount of \$29,351,542. The motion was seconded by Royal Oak District Supervisor Courtney Widener, and it was unanimously approved.*

○ General County	\$ 10,500,000	Fund 001
○ General EDA Expenses	\$ 725,000	Fund 004
○ Schools – Operating Fund	\$ 16,317,117	Fund 009
○ Department of Social Services	\$ 1,757,300	Fund 013
○ Sheriff's Drug Assets	\$ 7,500	Fund 747
○ Recovery Court	\$ 44,625	Fund 749
Total for 4th Qtr. – FY24/25	\$ 29,351,542	

After consideration, the Budget Committee recommendation PASSED by the following vote:

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

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *Chilhowie District Supervisor Michael Sturgill made a motion to approve the request from Mount Rogers ASAP for \$1,500 from Supplemental Appropriation. The motion was seconded by Royal Oak District Supervisor Courtney Widener, and it was unanimously approved.*

After consideration, the Budget Committee recommendation PASSED by the following vote:

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

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

4/10/2025 6:44 PM Chilhowie District Supervisor, Michael Sturgill read the minutes from the April 3rd 2025, Building and Grounds Committee meeting and shared the following recommendation:

- *Royal Oak District Supervisor Courtney Widener made a motion to authorize staff to obtain quotes for the necessary repairs or replacements for the Courthouse and put them out for bids. The motion was seconded by Rye Valley District Supervisor Jason Parris, and it was unanimously approved.*

After consideration, the Building and Grounds Committee recommendation PASSED by the following vote:

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

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

4/10/2025 6:59 PM Saltville District Supervisor, Roscoe Call read the minutes from the April 3rd, 2025, Water and Sewer Committee meeting and shared the following recommendation:

- *Rye Valley District Supervisor Jason Parris made a motion to recommend approving a \$90,000 loan with a 5-year balloon at 0% interest. He then revised his motion to recommend approving a \$90,000 loan with a 5-year balloon at 0% interest, with the option to revisit the 5-year term at the end of the 4th year. The motion was seconded by Saltville District Supervisor Roscoe Call, and it was unanimously approved.*

After consideration, the Water and Sewer Committee recommendation PASSED by the following vote:

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

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

- *Rye Valley District Supervisor Jason Parris made a motion to suspend the request for payment from Rye Valley Water Authority (RVWA) until FEMA reimbursement is received for the costs allowing RVWA to reimburse the County. The motion was seconded by Saltville District Supervisor Roscoe Call, and it was unanimously approved.*

After consideration, the Water and Sewer Committee recommendation PASSED by the following vote:

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

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

4/10/2025 7:02 PM Regional Water Supply Planning Resolution:

Mr. Williams reviewed the Virginia Department of Environmental Quality (DEQ) requirement for all water providers to complete a water supply plan by 2029. Smyth County is part of the "Big Sandy and Upper Tennessee Rivers 2 regional planning unit," which includes counties west of Smyth in the Tennessee River watershed. The Cumberland Plateau Planning District Commission (CPPDC) will lead the regional planning effort. Mr. Williams noted this will be a long-term, multi-year project, with planning grants expected to cover most costs, though County funds may be needed in the future. He presented a draft resolution authorizing the CPPDC to apply for grant funding on behalf of the County and presented the following resolution for the Board's review and consideration:

DRAFT



SMYTH COUNTY

BOARD OF SUPERVISORS

RESOLUTION REGARDING LOCAL AND REGIONAL WATER SUPPLY PLANNING AND APPLICATION FOR FY2025 WATER SUPPLY PLANNING GRANT

WHEREAS, the Virginia General Assembly has mandated the development of regional water supply plans throughout the Commonwealth and the State Water Control Board has developed regulations to implement this planning process; and

WHEREAS, based upon these regulations, Smyth County is required to contribute towards a regional water supply plan that fulfills the regulations by deadlines established in 9VAC25-780-50.A, specifically:

"Each locality in a regional planning area shall assist its regional planning unit in developing and submitting a single jointly produced regional water supply plan to the Department within five years from October 9th, 2024"; and

WHEREAS, regional planning areas are designated by 9VAC25-780-45.B, and a local government may request that the Department changes its designated regional planning area to an adjoining planning area in accordance with 9VAC25-780-45.C; and

WHEREAS, the following elements must be included in regional water supply plans in accordance with 9VAC25-780:

- A description of existing water sources in accordance with the requirements of 9VAC25-780-70;
- A description of existing water use in accordance with the requirements of 9VAC25-780-80;
- A description of existing resource conditions in accordance with the requirements of 9VAC25-780-90;
- An assessment of projected water demand in accordance with the requirements of 9VAC25-780-100;
- A statement of need for the regional planning unit in accordance with the requirements of 9VAC25-780-100;
- A description of water management actions in accordance with the requirements of 9VAC25-780-110 and 9VAC25-780-120;
- A description of drought response and contingency plans for each local government in the RPU in accordance with the requirements of 9VAC25-780-120;
- An identification of water supply risks and regional strategies to address identified risks in accordance with the requirements of 9VAC25-780-125;
- A map identifying important elements discussed in the water supply plan that may include existing environmental resources, existing water sources, significant existing water uses, and proposed new sources; and

WHEREAS, the Virginia Department of Environmental Quality has announced the availability of grant funds to assist Regional Planning Units and offset some of the costs related to the development of these Plans and are encouraging RPUs to submit applications for grant funds; and

WHEREAS, for the purposes of this DEQ water supply grant fund program, Smyth County will participate within the Big Sandy and Upper Tennessee Rivers 2 RPU; and

WHEREAS, the Regional Planning Unit, through the Cumberland Plateau Planning District Commission, wished to apply for and secure DEQ grant funds to help offset the cost of regional water supply plan development.

NOW, THEREFORE, BE IT RESOLVED, by the Smyth County Board of Supervisors, that the County agrees to participate with all local governments and water authorities within the Big Sandy and Upper Tennessee Rivers 2 RPU in the development of a regional water supply plan that will comply with mandated regulations; and

BE IT FURTHER RESOLVED that the Cumberland Plateau Planning District Commission is authorized to develop an application for water supply planning grant funds to offset to the extent feasible the cost of developing said regional water supply plan; and

BE IT FURTHER RESOLVED that the Cumberland Plateau Planning District Commission agrees to manage all grant funds received and allocate these shared funds towards the tasks and deliverables proposed in the grant application for the benefit of the entire Regional Planning Unit, and

BE IT FURTHER RESOLVED that Debbie Milton, Director of Planning for the Cumberland Plateau Planning District Commission, is authorized to sign the DEQ contract and other appropriate documents related to the water supply planning grant and the regional water supply plan

ADOPTED this 10th day of April 2025.

ATTEST:

SMYTH COUNTY
BOARD OF SUPERVISORS

Shawn M. Utt, Clerk of the Board

Charles Atkins, Chair

- *Royal Oak District Supervisor Courtney Widener made a motion to adopt the Resolution Regarding Local and Regional Water Supply Planning and Application for FY2025 Water Supply Planning Grant. 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,
Saltville District Supervisor Roscoe Call,
North Fork District Supervisor Rick Billings,
Park District Supervisor Kristoper Ratliff,
Royal Oak District Supervisor Courtney Widener, and
Rye Valley District Supervisor Jason Parris.*

NAYS: *None.*

ABSTAINERS: *None.*

ABSENT: *None.*

4/10/2025 7:08 PM Mr. Williams then presented a Resolution and agreement to join the Virginia Water and Wastewater Agency Response Network (VA WARN).



SMYTH COUNTY

BOARD OF SUPERVISORS

RESOLUTION AUTHORIZING EXECUTION OF THE VIRGINIA WATER AND WASTEWATER AGENCY RESPONSE NETWORK MUTUAL AID AGREEMENT

WHEREAS, the National Infrastructure Protection Plan and in particular the Sector Specific Plan for the Water Sector developed by the United States Environmental Protection Agency identifies the development of a Water and Wastewater Agency Response Network in each State as an important means of helping to ensure resilient water and wastewater infrastructure in the public interest; and

WHEREAS, in furtherance of such national Water Sector plan, Virginia's longstanding, nationally-recognized professional associations known as the Virginia Section of the American Water Works Association ("VA AWWA") and the Virginia Water Environment Association ("VWEA") have jointly formed the Virginia Water and Wastewater Agency Response Network ("VA WARN") Committee to develop the EPA-recommended network and associated procedures for implementation in Virginia; and

WHEREAS, the VA WARN Committee has developed the attached form of a VA WARN Mutual Aid Agreement for use by public and private Water Sector utilities for purposes of requesting assistance and responding to such requests as well as a related form of an Event Agreement for providing assistance of a defined scope on defined terms and conditions; and

WHEREAS, this VA WARN Mutual Aid Agreement is intended to supplement and integrate with the Statewide Mutual Aid Program administered by the Virginia Department of Emergency Management, with the Emergency Management Assistance Compact, and with other mutual aid agreements of local, intrastate and interstate scope; and

WHEREAS, Smyth County owns or operates several water and wastewater facilities, is responsible for public water supply or wastewater management in the Commonwealth of Virginia, and is therefore eligible to participate in VA WARN and the VA WARN Mutual Aid Agreement.

Now, Therefore, BE IT RESOLVED, by the Smyth County Board of Supervisors, that the County Administrator is hereby authorized to execute the VA WARN Mutual Aid Agreement, which is hereby approved.

ADOPTED this 10th day of April 2025.

ATTEST:

SMYTH COUNTY
BOARD OF SUPERVISORS

Shawn M. Utt, Clerk of the Board

Charles Atkins, Chair

- *Rye Valley District Supervisor Jason Parris made a motion to adopt the Resolution Authorizing Execution of the Virginia Water and Wastewater Agency Response Network*

Mutual Aid Agreement and allow County Administrator to execute the agreement on the County's behalf. 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,
Saltville District Supervisor Roscoe Call,
North Fork District Supervisor Rick Billings,
Park District Supervisor Kristoper Ratliff,
Royal Oak District Supervisor Courtney Widener, and
Rye Valley District Supervisor Jason Parris.*

NAYS: None.

ABSTAINERS: None.

4/10/2025 7:09 PM Mr. Williams shared a request for "Children at Play signs" on White Rock Furnace Road in the Camp/Cedar Springs area of the County. After discussion, the following motion was rendered:

- *Saltville District Supervisor Roscoe Call made a motion to authorize staff to place "Children at Play" Signs on White Rock Furnace Road in the Camp/ Cedar Springs area of the County. North Fork District supervisor Rick Billings 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,
Saltville District Supervisor Roscoe Call,
North Fork District Supervisor Rick Billings,
Park District Supervisor Kristoper Ratliff,
Royal Oak District Supervisor Courtney Widener, and
Rye Valley District Supervisor Jason Parris.*

NAYS: None.

ABSTAINERS: None.

4/10/2025 7:11 PM Mr. Williams reviewed a VDOT request for temporary road closure on Route 631 (Cliffview Road). The closure is necessary to allow them to replace some concrete on the bridge that crosses the North Fork of the Holston River along with the bridge approach. The following Resolution was presented for the Boards review and consideration:



SMYTH COUNTY

BOARD OF SUPERVISORS

RESOLUTION SUPPORTING TEMPORARY CLOSURE OF ROUTE 631, CLIFFVIEW ROAD FOR DECK AND ROADWAY REPAIR

WHEREAS, THE Virginia Department of Transportation has deemed it necessary to close a portion of Smyth County Route 631, Cliffview Road, in the best interests of public safety for the addition of concrete on roadway at bridge approach and concrete bridge deck repair; and,

NOW, THEREFORE BE IT RESOLVED, that the Smyth County Board of Supervisors hereby concurs with the Virginia Department of Transportation's decision to temporarily close Route 631 to through traffic the month of April 2025 or until completion of the bridge repair project, pursuant to Code of Virginia §33.2-238, as amended; and,

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

ADOPTED this 10th day of April 2025.

ATTEST:

SMYTH COUNTY
BOARD OF SUPERVISORS

Shawn M. Utt, Clerk of the Board

Charles Atkins, Chair

- *Chilhowie District Supervisor Michael Sturgill made a motion to adopt the Resolution Supporting Temporary Closure of Route 631, Cliffview Road for Deck and Roadway Repair. 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,
Saltville District Supervisor Roscoe Call,
North Fork District Supervisor Rick Billings,
Park District Supervisor Kristoper Ratliff,

*Royal Oak District Supervisor Courtney Widener, and
Rye Valley District Supervisor Jason Parris.*

NAYS: None.

ABSTAINERS: None.

4/10/2025 7:16 PM County Attorney Report – Mr. Farthing did not have anything to share during this time.

4/10/2025 7:16 PM County Staff Report -

Mr. Williams provided various updates as well as a request to extend waiving permit fees for renovations or reconstruction related to damage caused by Hurricane Helene. Due to some homeowners still working through the rebuilding process, these citizens have not yet benefited from this exception.

- *Royal Oak District Supervisor Courtney Widener made a motion to extend the waiver of permit fees for renovations or reconstruction related to damage caused by Hurricane Helene for 6 months set to expire November 1st, 2025. Rye Valley District Supervisor Jason Parris seconded the motion.*

After consideration, the motion PASSED by the following show of hand vote:

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

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

4/10/2025 7:22 PM Supervisor Comment Time –

Chilhowie District Supervisor Michael Sturgill commended Abigail Sobal, a Chilhowie High School student, who was awarded the Granville P. Meade Scholarship. He shared her intentions to attend Virginia Tech upon graduation to study Engineering and believes this is the first time a Smyth County student has received this scholarship.

Royal Oak District Supervisor Courtney Widener congratulated Shawn Utt on his appointment with the Rural Community Assistance Partnership (RCAP).

North Fork District Supervisor Rick Billings also congratulated Mr. Utt on his appointment. He thanked the Board for supporting each other and staff for filling in other roles.

Atkins District Supervisor Charles Atkins thanked everyone for attending, thanked the Board for supporting each other and congratulated Mr. Utt on his recent appointment.

Rye Valley District Supervisor Jason Parris thanked everyone for attending and shared his appreciation for Rose Likins' involvement with various community activities. He also thanked the staff for filling in other roles.

Park District Supervisor Kristopher Ratliff echoed previous Supervisors' comments and thanked the other Supervisors for supporting each other and working together.

Saltville District Supervisor Roscoe Call also echoed previous Supervisors' comments.

4/10/2025 7:28 PM

- *Royal Oak District Supervisor Courtney Widener made a motion to enter into closed session under Code of Virginia Section 2.2-3711(a)7 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation regarding discussion regarding Opioid Litigation update and Community Services Board. Saltville District Supervisor Roscoe Call seconded the motion.*

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

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

NAYS: *None.*

ABSTAINERS: *None.*

ABSENT: *None.*

4/10/2025 8:00 PM

- *Royal Oak District Supervisor Courtney Widener made a motion to adopt the following resolution and enter back into open session. Saltville District Supervisor Roscoe Call seconded the motion.*

**RESOLUTION
CERTIFICATION OF CLOSED SESSION**

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

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Smyth County Board of Supervisors that such a meeting was conducted in conformity with Virginia law;

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

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

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

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

4/10/2025 8:01 PM Following closed session, the following motion was rendered:

- *Royal Oak District Supervisor Courtney Widener made a motion to ratify the County Administrator's decision to follow the recommendation of our Opioid Counsel to no longer seek to add PBM defendants, Express Scripts and Optum RX to our Opioid Lawsuit or Litigation. Saltville District Supervisor Roscoe Call seconded the motion.*

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

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

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

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

4/10/2025 8:01 PM With no further business to discuss, Chair, Atkins District Supervisor Charles Atkins adjourned the meeting.



SMYTH COUNTY

BOARD OF SUPERVISORS

RESOLUTION IN RECOGNITION OF APRIL 13-19 BEING DESIGNATED “ANIMAL CARE AND CONTROL OFFICER APPRECIATION WEEK”

WHEREAS, the National Animal Care & Control Association (NACA) is committed to setting the standard of professionalism in animal welfare and public safety through training, networking, and advocacy; and,

WHEREAS, animal care and control professionals dedicate their lives to the health and safety of at-risk and helpless animals; and,

WHEREAS, animal care and control professionals work to rescue and protect animals from injury, disease, abuse, and starvation; and,

WHEREAS, NACA has designated the second full week of April as Animal Care and Control Officer Appreciation Week; and,

WHEREAS, federal, state, and local government officials throughout the nation take this time to recognize, thank, and commend all animal care and control professionals for the dedicated services they perform and for fulfilling the commitment to providing the highest and most efficient level of customer service; and,

NOW, THEREFORE, BE IT RESOLVED that the Smyth County Board of Supervisors declares the week of April 13th through 19th, 2025, to be National Animal Care and Control Appreciation Week in Smyth County.

ADOPTED this 10th day of April 2025.

ATTEST:

**SMYTH COUNTY
BOARD OF SUPERVISORS**

Shawn M. Utt, Clerk of the Board

Charles Atkins, Chair

BEFORE THE SMYTH COUNTY BOARD OF SUPERVISORS

The Smyth County Board of Supervisors will conduct a public hearing in the Smyth County Office Building at 121 Bagley Circle in Marion, Virginia, on Thursday, April 24, 2025, at 5:00 P.M. or as soon thereafter to receive public input on whether the properties referenced below constitute public nuisances as defined by Smyth County Code, Article 3, Section 20-64.

Owner	Property Address	Tax Map No.
Ronald E. Lefler	1248 S. Main St. Marion, VA 24354	57A-1-43 through 57A-1-47 and 57A-1-95 through 57A-1-97, continuously
Kimberly Michelle Blevins	231 Currin Valley Rd. Marion, VA 24354	58-A-110
Jeffrey Lee Freeman	214 Currin Valley Rd. Marion, VA 24354	58-A-114 and 58-A-120D

Publication is required in cases where the property owner is either unknown or officials have been unable to locate the owner. Those with an ownership interest in the property should contact Becca Creasy at (276) 706-8316. If the property is declared a public nuisance and the owner(s) do not file a plan to abate or raze the nuisance at his/her cost, the County will file a complaint with the Circuit Court and take action to remove the nuisance. The cost will be charged to the owner and filed as a lien against the property ranking on parity with real estate taxes. Failure to pay nuisance abatement charges may result in the property being sold for nuisance abatement costs according to Virginia Code §58.1-3965 (1950), as amended.

At this public hearing, subject to the rules of procedure of the Board of Supervisors of Smyth County, Virginia, any person may appear and state his/her views thereon.

In compliance with 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 48 hours before the hearing.

Smyth County fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Discrimination Complaint Form, contact (276) 783-3298 or at <https://www.smythcounty.org>.

Done by order of the Smyth County Board of Supervisors
Shawn Utt, County Administrator

A meeting of the Animal Control Committee was held at the County Office Building Thursday, April 17th, at 9 a.m.

Committee Members Present:

Royal Oak District Supervisor Courtney Widener, Chair
North Fork District Supervisor Rick Billings
Saltville District Supervisor Roscoe Call (Via Phone)

Staff Members Present:

County Administrator, Shawn Utt
Assistant County Administrator- Operations, Lisa Richardson
Assistant County Administrator- Development, Clegg Williams
Executive Assistant/ Deputy Clerk, Auna Louthian
Chief Animal Control Officer, Chris Bennett
Animal Control Officer, Kristy Moore

Royal Oak District Supervisor Courtney Widener called the meeting to order at 9 a.m.

Animal Control Officer Kristy Moore presented an animal damage claim for consideration. Gary Miles of 546 Town Springs Road, Chilhowie VA, 24319- 3 roosters and 10 hens justifiably assumed to have been killed by domestic animal such as a dog. Mr. Miles stated these birds were all Ayam Cemani Chickens and the cost for each is estimated between \$50 to \$100 each but the current code section only allows for \$10 per bird. After review and discussion, the following recommendation was made:

North Fork District Supervisor Rick Billings made a motion to recommend approval of the Smyth County Damage Claim form in the amount of \$130 to Gary Miles. Saltville District Supervisor Roscoe Call seconded the motion, and it was unanimously approved.

The Committee then discussed the proposed Smyth Animal Rescue proposed hour changes at Smyth County Animal Shelter. After review and discussion, the following motion was rendered:

North Fork District Supervisor Rick Billings made a motion to recommend approval of the Smyth Animal Shelter Hours change as presented, effective May 1st. Saltville District Supervisor Roscoe Call seconded the motion, and it was unanimously approved.

With no further business to discuss, the meeting was adjourned at 9:19 a.m.

SMYTH COUNTY DAMAGE CLAIM

Date of Incident: 3/24/25 Date of Report: 3/25/25
Date Checked by Officer: 3/25/25

I hereby make oath that I have had 3 Roosters + 10 Hens
destroyed by predators (dogs, coyotes, bear, other) on the 24th day of
March, 20 25 worth \$1200.00
Owner: (Print) Gary miles

Address: 546 Town Springs Road Chilhowie VA 24319

Telephone: 828-301-7834

Signature: [Signature]

Reason for Complaint: Chickens Killed by dogs

Dog Owner: [Signature] ☒ Unknown

Insurance claim filed: ☐ Yes ☒ No Claimant Initials: _____

Breed/sex of Animal(s): Ayam Cemani Chickens

Approximate Age: 8 months / 1 year Weight: 5-10 lbs

Description of damage: (2) unknown Dogs killed 10 Hens and 3 Roosters.

Damage was done by: DOGS ☒ COYOTES _____ BEAR _____ OTHER _____
Price destroyed animal was worth (fair market value) \$ 260.00

We hereby certify that the above claim for Gary miles
has been investigated and approve ☒ or disapprove _____
\$ 260.00 to be paid in settlement for the damage.

Smyth Co. Animal Control Officer: [Signature]

Reason for disapproval: _____

SMYTH COUNTY DAMAGE CLAIM

Breed	<u>Ayam Cemani</u>	Sex	<u>male</u>	Age	<u>1 year</u>	Weight	<u>15 lbs</u>	Price	<u>\$ 100.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>male</u>	Age	<u>8 months</u>	Weight	<u>10 lbs</u>	Price	<u>\$ 50.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>male</u>	Age	<u>8 months</u>	Weight	<u>10 lbs</u>	Price	<u>\$ 50.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>Female</u>	Age	<u>10 months</u>	Weight	<u>8 lbs</u>	Price	<u>\$ 100.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>Female</u>	Age	<u>10 months</u>	Weight	<u>8 lbs</u>	Price	<u>\$ 100.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>Female</u>	Age	<u>10 months</u>	Weight	<u>8 lbs</u>	Price	<u>\$ 100.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>Female</u>	Age	<u>10 month</u>	Weight	<u>8 lbs</u>	Price	<u>\$ 100.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>Female</u>	Age	<u>10 months</u>	Weight	<u>8 lbs</u>	Price	<u>\$ 100.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>Female</u>	Age	<u>10 months</u>	Weight	<u>8 lbs</u>	Price	<u>\$ 100.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>Female</u>	Age	<u>10 months</u>	Weight	<u>8 lbs</u>	Price	<u>\$ 100.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>Female</u>	Age	<u>10 months</u>	Weight	<u>8 lbs</u>	Price	<u>\$ 100.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>Female</u>	Age	<u>10 months</u>	Weight	<u>8 lbs</u>	Price	<u>\$ 100.00</u>
Breed	<u>Ayam Cemani</u>	Sex	<u>Female</u>	Age	<u>10 months</u>	Weight	<u>8 lbs</u>	Price	<u>\$ 100.00</u>











Proposal for Change to Operating Hours at SCAS

In an effort to allow staff to focus on animal care and cleanliness at the shelter without interruptions from the public, we would like to amend the hours at Smyth Co Animal Shelter as follows:

Sunday & Monday - Closed
Tuesday - Saturday - 1:00 - 5:30 PM

Limited shelter staff will be on site 8:00 AM to 4:30 PM on Sundays and Mondays to attend to the animals. The gates to the shelter campus will remain closed on Sundays and Mondays.

Shelter staff will be on site 8:00 AM to 6:00 PM all other days. Gates to the shelter campus will at 12:00 PM daily. Animal Control Officers will continue to have access to the shelter at all times!

Through this change, we will increase the number of hours we are open to the public by 3.5 hours each week and our staff will be able to give their full attention to caring for and cleaning up after the animals each morning.

Hours will be posted on the gates to the shelter campus as well as on the front door with contact information for emergency situations.

A meeting of the Smyth County Budget Committee was held at the County Office Building on Thursday, April 17th, 2025, at 11:00 a.m.

Committee Members Present:

Atkins District Supervisor, Charlie Atkins
Chilhowie District Supervisor, Mike Sturgill
Royal Oak District Supervisor, Courtney Widener

Staff Members:

County Administrator, Shawn Utt
Assistant County Administrator – Operations, Lisa Richardson
Assistant County Administrator – Development, Clegg Williams
Executive Assistant, Auna Louthian

Chilhowie District Supervisor Michael Sturgill called the meeting to order at 11:00 a.m.

Item #1 – Budget Presentations:

The committee heard proposed budget presentations from the following departments: Meagan Helmick presented on behalf of the Smyth County Health Department; Janie Fisher represented Mount Rogers Community Services; Kendra Hayden presented for Smyth County EDA/Economic Development; Gabe Dempsey presented the budget for Information Systems; and John Graham provided the proposed budget for the Clerk of the Circuit Court.

Item #2 – Budget Amendment #10

Mr. Utt presented Budget Amendment #10 in the amount of \$383,332 for Sheriff Relocation Bond Reimbursement, VDEM NG911 Grant and Town of Marion and Chilhowie EMS Ambulance & Rescue Services. After discussion, the following motion was rendered:

Chilhowie District Supervisor Michael Sturgill made a motion to recommend approving Budget Amendment #10 in the amount of \$383,332 as presented. Royal Oak District Supervisor Courtney Widener seconded the motion, and it was unanimously approved.

Item #3 – PACE Funding Request

Mr. Utt reported that PACE has requested a contribution in the amount equal to the taxes they have paid. He noted this request was made in response to the Board's previous direction to provide a contribution in lieu of granting tax-exempt status and to have PACE formally submit the request. After discussion, the following motion was rendered:

Chilhowie District Supervisor Michael Sturgill made a motion to recommend approving a contribution to PACE in the amount of \$3,739.42. Royal Oak District Supervisor Courtney Widener seconded the motion, and it was unanimously approved.

Item #4 – Revised Financial Reporting Policy

Mrs. Richardson reviewed the revised copy of the Financial Reporting Policy. After discussion, the following motion was rendered:

Chilhowie District Supervisor Michael Sturgill made a motion to recommend approving the Financial Reporting Policy as presented. Royal Oak District Supervisor Courtney Widener seconded the motion, and it was unanimously approved.

The Committee also discussed the Realestate equalization rate, but requested the full Board hold this discussion.

With no further business to discuss, the meeting was adjourned at 1:15 p.m.

**Budget Request
Smyth County Health Department
FOR FISCAL YEAR ENDING JUNE 30, 2026**

Expenditure Accounts	FY2025 BUDGET AMOUNT	REQUESTED BUDGET FOR FY 2026	
1100 PERSONNEL SERVICES			
1110 EMPLOYEE BENEFITS	\$406,935	\$406,557	
1120 SALARIES	\$773,695	\$859,498	
1130 DEFERRED COMPENSATION	\$2,974	\$3,123	
1140 WAGES	\$5,579	\$5,858	
1160 RETIREMENT	\$11,594	\$12,173	
1100 TOTAL	\$1,200,776	\$1,287,209	
1200 CONTRACTUAL SERVICES			
1210 COMMUNICATION SVCS	\$65,764	\$76,012	
1220 EMPLOYEE DEVELOPMENT	\$1,264	\$1,375	
1230 HEALTH SERVICES	\$1,576	\$6,085	
1240 MGMT SERVICES	\$3,474	\$6,837	
1250 CUSTODIAL & MAINTENANCE	\$635	\$3,864	
1260 SUPPORT SERVICES	\$3,570	\$15,159	
1270 TECHNICAL SERVICES	\$8,736	\$65,420	
1280 TRANSPORTATION SERVICES	\$19,875	\$25,386	
1200 TOTAL	\$104,895	\$200,137	
1300 SUPPLIES AND MATERIALS			
1310 ADMINISTRATIVE SUPPLIES	\$3,832	\$29,075	
1320 ENERGY SUPPLIES	\$4,329	\$4,667	
1330 SHIPPING SUPPLIES	\$1,680	\$1,500	
1340 MEDICAL & LAB SUPPLIES	\$70,234	\$106,286	
1350 REPAIR & MAINT. SUPPLIES	\$1,042	\$920	
1360 DIETARY SUPPLIES	\$300	\$315	
1370 SPECIFIC USE SUPPLIES	\$450	\$473	
1300 TOTAL	\$81,867	\$143,235	
1500 CONTINUOUS CHARGES			
1510 INSURANCE	\$242	\$880	
1530 RENT LAND & EQUIPMENT	\$27,573	\$41,677	
1540 SERVICE CHARGES	\$17,344	\$13,003	
1550 INS. OPERATIONS	\$4,725	\$7,329	
1500 TOTAL	\$49,884	\$62,889	
2200 EQUIPMENT			
2242 Medical Equipment	\$1,271	\$1,300	
2243 Field (EH) Equipment	\$8,462	\$2,200	
2261 Office Equipment	\$470	\$3,342	
2300 Improvements	\$1,292	\$500	
2200 TOTAL	\$11,494	\$7,342	
GROSS BUDGET Request	\$1,448,917	\$1,700,812	
Anticipated Self Generated Revenue (-)	\$335,214	\$300,200	11.8%
Sub Total Budget	\$1,113,703	\$1,400,612	
* 100% Local Funding	\$205,000	\$200,000	
Net Budget - Shared Amount (Less 100% Funding)	\$908,703	\$1,200,612	
State Share 80.120%	\$728,053	\$961,931	37.9%
* Local Share 19.880%	\$180,650	\$238,682	
* Total Local Commitment Request (100% + Local Share)	\$385,650	\$438,682	17.3%
GRANT FUNDED SUPPORT RECEIVED			
Federal, State Grants & Foundation Financial Support	\$838,440	\$839,992	33.1%
Total Operating Budget For Fiscal Year	\$2,287,357	\$2,540,804	100%

Net % by Funding
Sources

The Smyth County Health Department increase in funding requested for FY26 includes a 13.7% increase in routine operating expenses, to address critical public health needs and maintain essential services. This increase is necessary to offset the loss of federal funding, including COVID-19 and other grants, which previously supported key programs. Without these grants, the department must rely on local funding to sustain public health initiatives, ensure timely response to health emergencies, and address the growing demands of the community.

The loss of COVID-19 federal grants at the end of FY25 is anticipated to be at least \$1,458,629 for the entire district, with \$233,380.64 at the Smyth County Health Department. These grants have been primarily used for increased vaccination efforts and infrastructure, as well as offsetting daily operating costs in our local health departments. There is also the possibility of losing additional COVID-19 federal grants that had previously received a no-cost extension through June 2027 which would total \$4,308,418, with \$689,346.88 at the Smyth County Health Department over the next two years. This funding covered 8 community health workers in our district, as well as contract immunization nurses to increase vaccination efforts in more rural areas of our localities as well as local businesses. These individuals also did outreach to higher risk individuals like those who are unhoused or who experience substance use disorder to educate them about the need for immunizations to prevent the spread of disease and to offer free immunizations to the most vulnerable in our community.

Furthermore, with the federal budget uncertainty, there is a possibility for the district to lose an additional \$675,080 in federal grants. Of which, \$108,012.80 is currently used for the operations and personnel in the Smyth County Health Department. This assumes that WIC services would not be reduced in the federal budget, if those services are reduced, there is a potential for another million in grants to be gone, of which \$150,164 is used in Smyth County.

Additionally, as Commonwealth of Virginia employees, the state has included a 3% raise for all employees effective July 1, 2025, for the FY26 year. The request incorporates the locality share of that raise for staff in the Smyth County Health Department. Investing in these operational needs is essential to protect and promote the health and well-being of Smyth County residents.

Furthermore, in FY26 the Virginia Department of Health will be implementing an Electronic Health Record (EHR) for all local health departments. The funding for this implementation is covered under ARPA grants that VDH has received and allocated to this project. Mount Rogers Health District, including Smyth County has been chosen as one of the five pilot districts in the state to implement the EHR. This means that there will be a "blackout" period in FY26 when services will be limited to get the technology and training onboard to start using the EHR. The expected roll out date for the new system is May 2026. The blackout period may be 3-6 weeks. In anticipation of the decrease in self-generated revenue during this period, we have reduced our anticipated self-generated for FY26 by 10%. We have requested the potential lost revenue be covered by the ARPA funding but have not received confirmation that this will be possible.

The Smyth County Health Department is requesting funding to ensure the continued operation of essential public health programs. These include immunization services to prevent vaccine-preventable diseases, chronic disease prevention and management programs, communicable disease control to mitigate outbreaks, and Women, Infants, and Children (WIC) nutrition support to improve maternal and child health. Other critical programs include STI testing and treatment,

9,771

Unique Individuals receiving treatment services during FY2024.

2,947

Unique individuals receiving treatment services with Smyth County addresses,

10.2%

of the County's total population.

\$583,416 in indigent services written off for Smyth County residents in FY24. This amount includes unpaid fee agreements and uninsured individuals.

34,052 Prevention & Wellness services provided in Smyth County during FY24, including suicide prevention, problem gambling, tobacco prevention, alcohol prevention, and cannabis.

984

Employees as of 2/18/25,

281

of whom have Smyth County addresses, making up 28.6% of our workforce.

New Services added for Smyth County residents

Youth Day Services Afterschool Program
Community Coaching for DD Individuals
Applied Behavior Analysis Office
Partial Hospitalization
Anchor House Recovery House
Youth Detox Services
Peer Recovery Facilitated Groups
Peer Center Services

SMYTH COUNTY ECONOMIC DEVELOPMENT

FY26 Budget Proposal

#SMYTHSTRONG



PRESENTED TO

Budget Committee
Shawn Utt, County Administrator
Lisa Richardson, Asst. County Administrator

PRESENTED BY

Kendra Hayden, Director of Community &
Economic Development

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About SCED



Smyth County Economic Development is a dedicated local economic development organization committed to fostering growth, innovation, and prosperity in our community. With a deep understanding of the unique needs and opportunities present in our area, we strive to create a vibrant business ecosystem that supports the success of businesses large and small.

Our mission is to cultivate economic vitality by attracting new investment, supporting existing businesses, and empowering entrepreneurs. Through strategic partnerships, advocacy efforts, and targeted initiatives, we work to enhance the competitiveness and resilience of our local economy.

We believe that economic development is not just about numbers, but about people. We are driven by a passion for improving the lives of residents, creating job opportunities, and building a sustainable future for generations to come. Join us in shaping the economic landscape of our community and unlocking its full potential for growth and prosperity.

Together, we can achieve great things.

Attached you will find the summary of changes requested as well as the full budget proposal request for FY2025-2026.

The Team!



Kendra Hayden

Director of Community & Economic Development



Shawn Utt

County Administrator



Clegg Williams

Assistant County Administrator - Development

Mission and Vision

SMYTH COUNTY ECONOMIC DEVELOPMENT



MISSION

To catalyze sustainable economic growth and prosperity in our community by fostering an environment conducive to business success, job creation, innovation, and collaborative efforts.



VISION

We envision a dynamic and inclusive local economy where businesses thrive, residents prosper, and opportunities abound, creating a vibrant and resilient community for generations to come.

With the goal of attracting future residents and businesses, SCED will continue to utilize the #SmythStrong initiative for positive and impactful media, including a stronger web and social media presence.



Goals for the Year

"Setting goals is the first step in turning the invisible into the visible!"

~Tony Robbins

Goal Category	Actions	Timing	Ranking	Completed
G1-BA	1) Validate the business attraction strategy as it aligns with or is disconnected from the business attraction strategy of MRRP 2) Ensure understanding of the current return from the investment in MRRP per the MOU agreement 3) Establish benchmarks for prospect referrals and visits or other services as defined	6 months	1 - MOST IMPORTANT	1) On-going 2) Yes - looking at reallocating funding from BRE to Eco Dev Dept 3) On-going
G1-BRE	Review and update the current MOU with the Mt. Rogers Partnership to incorporate benchmarks and outcomes and clarify roles & responsibilities	12 months	1 - MOST IMPORTANT	✓
G1-ESB	1) Convene the lead entrepreneurial partners in SWVA 2) Develop relationships that facilitate the connectivity of County entrepreneurs with these resource partners	18-24 months	1 - MOST IMPORTANT	On-going
G1-TP	Start the process of partnering with the Towns to: 1) Identify the most appropriate locations for hotel development 2) Identify funding resources to develop sites and/or redevelop properties 3) Identify developers	24 months	1 - MOST IMPORTANT	✓
G2-RE	1) Develop marketing strategy 2) Engage developer to create an MOU to support a public/private development strategy for both acreage and building 3) Convene/facilitate utility partners and developer to assess capacity to serve the site and identify potential uses 4) Identify resources to fund utility and environmental evaluations	12 months	1 - MOST IMPORTANT	On-going; successfully awarded TARC funding & made it to the final round of VBRSF funding application
G3-C	Coordinate an annual meeting of the EDA and Board of Supervisors to affirm the goals and outcomes of the economic development strategy	6-12 months	1 - MOST IMPORTANT	In Progress
G4-OS	1) Coordinate an annual meeting of the EDA and Board of Supervisors to affirm the goals and outcomes of the economic development strategy 2) Create a quarterly update for the Board of Supervisors reporting on activities of the EDA against the key performance indicators	6-12 months	1 - MOST IMPORTANT	1) In progress 2) Completed

Goal Category	Actions	Timing	Ranking	Completed
G1-BRE	Expand the role of the Smyth County economic development director to include: 1) More coordinated and upfront planning with MRRP in the process of identifying, verifying, contacting, and scheduling appointments with existing business 2) Receiving and reviewing a written copy of the BRE visitation report from MRRP within ten days or less 3) Clarifying ownership and timing of follow-up actions that need to be resolved, including follow-up to close the loan with	12 months	2	✓
G1-BRE	Hold an inaugural business roundtable to begin building a strong relationship with primary existing businesses	6-12 months	4	In progress
G1-BRE	Continue with a structured and accountable Business Retention & Expansion Strategy with Mt. Rogers Regional Partnership	Ongoing	3 - MID LEVEL IMPORTANCE	✓
G1-TP	1) Work with the Towns to ensure alignment of economic development goals that build a synthesized brand 2) Partner with and leverage the Towns as part of the Smyth County message	4	12-18 months	On-going
G1-TP	Remain engaged in finding solutions to the housing challenges: 1) The Economic Development Director continues to be a partner in the work group that is addressing this issue in a support role, providing data and additional insight	0	Ongoing	On-going; Wellsprings Update
G2-RE	Pathway Park Site: 1) Prepare a customized marketing and incentive package for companies in the target sectors appropriate for this site	12 months	3	In progress - currently working to secure funding for a ROI study
G2-RE	2) Produce a high-quality marketing video to showcase the site visually 3) Ensure consistent communication with VDOT to enable funding to design higher-quality access road	12 months	12 - LEAST IMPORTANT	2) Not yet completed 3) In-progress; continuing discussions with VDOT and NS
G2-RE	Titan Wheel Building: 1) Identify existing relationships with Titan Wheel at VEDP and/or the Governor's Office to begin conversations about the development of the property 2) Coordinate with Saltville to affirm Titan Wheel's goal with the building 3) Prepare a customized marketing and incentive package for the target sectors appropriate for this building	5	12-24 months	1) In progress 2) Completed 3) Not started
G4-OS	1) Consider diversifying the EDA's revenue stream through the management of a Revolving Loan Fund to support small businesses by convening financial partners to assess interest in and capacity to partner in an RLF 2) Conduct a needs analysis for an RLF	9	36 months	✓

Proposed Budget Changes

Expense

Fund 1

Line Item	Description	FY25 Revised Budget	FY26 Request	Reason for Increase
081020-1001	Salaries & Wages	\$123,107	\$132,445	Requesting an increase to Eco. Director's salary for BRE activities & for equity in pay (salary study)

Fund 4

Line Item	Description	FY25 Revised Budget	FY26 Request	Reason for Increase
012010-5506	WCC Capital Reserve	\$18,648	\$68,648	Repairs for WCC WEST facility that are reimbursed (net neutral)
012010-5509	Wells Fargo Maintenance	\$8,500	\$15,000	Estimated monthly expenditures are \$1,250
012010-5511	AFID Infrastructure Grant	\$0	\$20,000	Waller Dairy Infrastructure Grant
012010-8888-4	USDA RLF	\$78,750	\$100,000	Awarded Additional funds from USDA Rural Development

SALARY STUDY RESULTS

Here is a sneak peak of my new Leads & Opportunities Tracking sheet that will help keep up with all the project details!

2025 Virginia Economic Development Salary Survey

Recruiting and retaining talent is as important for local governments and economic development organizations as it is for the businesses they serve. The competitive labor market means that knowledge of salary and benefit practices in the economic development profession is required. The salary survey, along with comparative national data, provides current information and trend data about the profession.

Key Takeaways



73%
of respondents
work at a local
EDO



85%
received
increase in pay

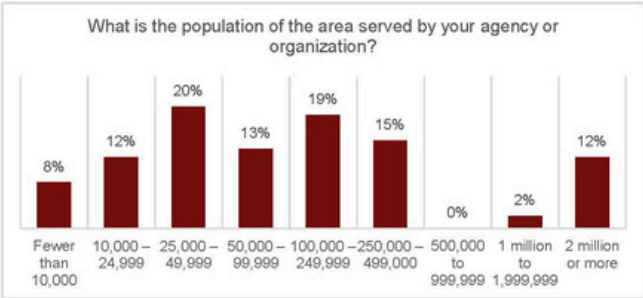


5%
average salary
increase

Title	VA Average 2025 Salary
CEO/Executive/Head of Organization	\$132,938
VP/Division Manager/Department Head/Deputy/Assistant Director/CFO/Controller	\$109,922
Program Manager Business Retention Mgr./Business Recruitment Mgr./Marketing Mgr./Research Director or Mgr. /Policy Government Affairs Mgr.	\$87,338
Other Administrative/Support Staff/Consultant	\$66,500
Entry Level ED Staff	\$62,84

\$104,335
average salary

\$4,336
average bonus



The survey had 170 responses, of which 94% were practitioners. Most respondents work for a local government economic development organization in a jurisdiction of less than 250,000 people. Most report a budget of less than \$600,000. The typical staff size of Virginia offices is 2-4.



The Virginia Economic Developers Association (VEDA) and Creative Economic Development Consulting produced this survey to provide valuable information to our industry. As in 2023, the survey was designed to closely mirror the survey administered by the International Economic Development Council to allow for comparisons between state and national data. Read the full [report](#).

Proposed Budget Changes

Revenue

Revenue Share

- **Annual Revenue share agreement with the Board of Supervisors from industry-related taxes received:**

This request is for a permanent revenue share percentage of 1% of all machinery & tools and real estate taxes paid by our industries. This will allow the EDA to recoup funds expended from previous expansions and incentives given for economic development projects. This additional revenue will aid the EDA in future incentives and projects. I would like to request a back-dated reimbursement beginning in 2018 with the following company expansions; then moving forward it would be an annual transaction.

Woodgrain	Speyside	Smyth Machine	SIG (Scholle)
\$682,963 total paid	\$1,259,391 total paid	\$142,960 total paid	\$620,708 total paid
x 1%	x 1%	x 1%	x 1%
\$6,829 due to EDA	\$12,593 due to EDA	\$1,429 due to EDA	\$6,207 due to EDA



Questions?



Email: khayden@smythcounty.org
cell: 276-780-9829
Office: 276-706-8304

EXPENDITURE WORKSHEET
FY25/26

	Actual 2022/23	Actual 2023/24	Requested 2024/25	Budget 2024/25	Amendments 2024/25	Revised Budget 2024/25	Actual 2024/25	Requested 2025/26	Budget 2025/26
EXPENDITURES - FUND 001									
Community Development & GIS									
061020-1001	Salaries & Wages	53,156.84	120,711.02	123,107.00	123,107.00	123,107.00	62,636.84	132,445.00	
061020-2001	FICA Insurance	3,737.64	8,891.53	9,418.00	9,418.00	9,418.00	4,608.64	10,132.00	
061020-2002	Retirement - VRS	5,530.20	12,589.49	13,074.00	13,074.00	13,074.00	7,837.86	16,158.00	
061020-2005	Hospital/Medical Plans	15,787.57	17,368.59	19,258.00	19,258.00	19,258.00	9,553.02	22,992.00	
061020-2006	Group Insurance Plan	697.80	1,922.39	1,650.00	1,650.00	1,650.00	899.70	1,563.00	
061020-2011	Workmans Compensation Ins.	1,200.00	1,320.00	1,320.00	1,320.00	1,320.00		1,320.00	
061020-3006	Printing	59.49	-	100.00	100.00	100.00		300.00	
061020-3007	Advertising	887.90	854.40	2,500.00	2,500.00	2,500.00		2,500.00	
061020-5201	Postal Services	-	28.30	2,050.00	2,050.00	2,050.00	6.10	2,050.00	
061020-5401	Office Supplies	194.67	151.11	600.00	600.00	600.00		600.00	
061020-5501	Travel (Mileage)	-	48.88	1,000.00	1,000.00	1,000.00	550.34	1,000.00	
061020-5503	Travel (Subsist. & Lodging)	441.62	2,120.86	7,500.00	7,500.00	7,500.00	3,901.28	7,500.00	
061020-5504	Travel (Conference Fees)	1,951.11	2,065.00	5,000.00	5,000.00	5,000.00	1,307.78	5,000.00	
061020-5801	Dues & Association Memberships	400.00	550.00	1,000.00	1,000.00	1,000.00	350.00	1,000.00	
061020-8888-67	Mapping Services	9,105.00	9,105.00	9,200.00	9,200.00	9,200.00	3,030.00	9,200.00	
TOTAL		93,149.84	177,726.57	196,777.00	196,777.00	196,777.00	94,681.56	213,560.18	-
Economic Development Authority (General Fund Expenses)									
061030-1006	Board Member Payments	2,800.00	3,600.00	4,200.00	4,200.00	4,200.00	900.00	4,200.00	
061030-3002	Professional Services-Other	1,166.99	-	1,500.00	1,500.00	1,500.00		1,500.00	
061030-3007	Advertising (Marketing Boards)	8,498.89	150.00	7,500.00	7,500.00	7,500.00	7,069.31	7,500.00	
061030-5101	Electrical Services	226.17	1,143.17	300.00	300.00	300.00	485.40	500.00	
061030-5201	Postal Services	-	-	-	-	-	-	-	
061030-5303	Mega Site Pass Thru	-	-	-	-	-	-	-	
061030-5308	General Liability Ins.	2,840.00	6,236.00	7,500.00	7,500.00	7,500.00	6,700.00	7,500.00	
061030-5501	Travel (Mileage)	482.58	-	500.00	500.00	500.00	-	500.00	
061030-5503	Travel (Subsist & Lodging)	1,452.39	547.51	1,500.00	1,500.00	1,500.00	1,037.50	1,500.00	
061030-7019	Industrial Site Acq. & Development	-	169.31	1,000.00	1,000.00	1,000.00		1,000.00	
061030-8888	Supplemental Appropriations	-	-	-	-	-	-	-	
061030-8888-1	Business Recruitment	235.00	184,215.17	75,000.00	75,000.00	75,000.00	9,050.69	75,000.00	
061030-8888-2	Smyth-Washington Ind. Park	-	-	-	-	-	-	-	
061030-8888-3	SVAM (Southwest VA Alliance)	43,566.96	43,566.96	43,567.00	43,567.00	43,567.00	21,783.48	43,567.00	
061030-8888-4	Incentive Fund	325,000.00	433,400.00	1,080,723.00	500,000.00	500,000.00	195,000.00	500,000.00	
061030-8888-5	Transfer to EDA for Rich Valley Loan	-	-	-	-	-	-	-	
061030-8888-6	Glade Highlands CD	385,883.00	-	-	-	-	-	-	
061030-8888-7	Natalie Mills Planning Grant	-	-	-	-	-	-	-	
TOTAL		772,151.98	673,028.12	1,223,296.00	642,567.00	642,567.00	242,026.38	641,767.00	-

EXPENDITURE WORKSHEET
FY25/26

	Actual 2022/23	Actual 2023/24	Requested 2024/25	Budget 2024/25	Amendments 2024/25	Revised Budget 2024/25	Actual 2024/25	Requested 2025/26	Budget 2025/26
Updated 1/6									
EXPENDITURES - FUND 004									
Smyth County Economic Development Authority - General Expenses									
012010-5401 General Expenses EDA	33,591.86	33,629.77	60,000.00	60,000.00		60,000.00	3,173.76	60,000.00	
012010-5402 Mega Site Grant Match	-	-	-	-		-	-	-	-
012010-5403 Smyth Strong CARES Act Fund	-	-	-	-		-	-	-	-
012010-5404 Smyth Strong ARPA Fund	215,507.44	84,434.00	-	-		-	-	-	-
012010-5405 Smyth Strong Helene Response	-	-	-	-		-	122,284.00	-	-
012010-5500 Pathway Park Site Work	120,917.25	400,136.46	600,000.00	600,000.00		600,000.00	-	-	-
012010-5505 WCC Building Debt Service	49,064.00	65,352.00	65,352.00	65,352.00		65,352.00	32,676.00	65,352.00	-
012010-5506 WCC Building Capital Reserve	-	50.00	18,648.00	18,648.00		18,648.00	54,578.00	68,648.00	-
012010-5507 Worldwide/WCC WEST Maintenance	37,909.00	79,323.00	5,000.00	5,000.00		5,000.00	7,190.63	5,000.00	-
012010-5508 Teleperformance Maintenance	-	5,268.48	-	-		-	137.92	-	-
012010-5509 WellsFargo Maintenance	-	14,594.13	8,500.00	8,500.00		8,500.00	6,176.71	15,000.00	-
012010-5510 Fmr. Atkins Sch. Bldg.	-	-	5,000.00	5,000.00		5,000.00	1,351.26	7,200.00	-
012010-5511 AFID Infrastructure Grant	-	-	-	-		-	-	20,000.00	-
012010-5600 Economic Development Activities	512,058.34	105,806.29	300,000.00	300,000.00		300,000.00	20,946.31	300,000.00	-
012010-8888 Incentive Fund	-	-	500,000.00	500,000.00		500,000.00	-	500,000.00	-
012010-8888-1 Loan to Rich Valley Fairgrounds	-	-	175,000.00	175,000.00		175,000.00	-	120,000.00	-
012010-8888-2 Scholle Rail Spur Construction	-	31,500.00	1,089,693.00	1,089,693.00		1,089,693.00	474,200.00	615,483.00	-
012010-8888-3 Building/Property Acquisition	703,291.00	-	-	-		-	-	-	-
012010-8888-4 Smyth Strong RLF	-	-	78,750.00	78,750.00		78,750.00	-	100,000.00	-
TOTAL	1,672,338.89	820,094.13	2,905,943.00	2,905,943.00	-	2,905,943.00	722,714.59	1,876,693.00	-
GENERAL EDA EXPENSES TOTAL	1,672,338.89	820,094.13	2,905,943.00	2,905,943.00	-	2,905,943.00	722,714.59	1,876,693.00	-
TOTAL - FUND 004	1,672,338.89	820,094.13	2,905,943.00	2,905,943.00	-	2,905,943.00	722,714.59	1,876,693.00	-

Exhibit A

FY2024/25

Budget Amendment #10 (6-20-2024)

Part 1. REVENUES

Fund	Department	Line Item Number	Account Title	Adopted Budget	Amount of Amendment	Budget with Amendment	Notes
Fund 001	Expenditure Refunds	001-018030-0085	Sheriff Relocation Bond Reim.	\$ (104,450)	\$ (322,000)	\$ (426,450)	Reimburse for County expenses incurred pre-bond closing
Fund 001	State Grant Money	001-021100-0043	VDEM NG911 Grant	\$ (200,000)	\$ (61,332)	\$ (261,332)	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
Total Revenues With Amendment				\$ (157,215,988)	\$ (383,332)	\$ (157,599,320)	

Part 2. EXPENDITURES

Fund	Department	Line Item Number	Account Title	Adopted Budget	Amount of Amendment	Amended Budget Amount	Notes
Fund 001	E911/Dispatch	001-031040-2005	Hospital/Medical Plan	\$ 74,993	\$ (13,190)	\$ 61,803	
Fund 001	E911/Dispatch	001-031040-8888	NG911 Call Handling Grant	\$ 200,000	\$ 74,522	\$ 274,522	
Fund 001	Ambulance & Rescue Services	001-032030-5604-3	Town of Marion EMS	\$ 450,000	\$ 162,000	\$ 612,000	
Fund 001	Ambulance & Rescue Services	001-032030-5604-4	Town of Chilhowie EMS	\$ 250,000	\$ 160,000	\$ 410,000	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
Total Expenditures With Amendment				\$ 157,215,988	\$ 383,332	\$ 157,599,320	

Revenues	\$ (157,215,988)	\$ (383,332)	\$ (157,599,320)
Expenditures	\$ 157,215,988	\$ 383,332	\$ 157,599,320
Difference	\$ -	\$ -	\$ -

From: [Addington, Timothy \(VDEM\)](#)
To: [Shawn Utt](#); [Gabe Johnson](#)
Cc: [Lisa Richardson](#); [Curtis Crawford](#); [Danielle Daugherty](#)
Subject: Re: NG911 grant funding
Date: Wednesday, April 9, 2025 2:54:14 PM
Attachments: [image001.png](#)
[image.png](#)

Mr. Utt

The CHE Portion will is budgeted at the maximum of \$200,000
There are CHEi3 items that are budgeted at \$38,690.69
There are Text to 9-1-1 items that are budgeted at \$22,641.40
The total to be reimbursed by the above 3 items is \$261,332.09
Leaving a balance of \$13,189.20 local responsibility.

ngso.vdem.virginia.gov
[276-451-2803](tel:276-451-2803)

Cell [276-690-8350](tel:276-690-8350)

Websites: [NG9-1-1 Dashboard](#) | [NGS Outreach](#) | [Public Safety Communications](#)
[Virginia Geographic Information Network \(VGIN\)](#)

From: Shawn Utt <sutt@smythcounty.org>

Sent: Wednesday, April 9, 2025 1:59 PM

To: Gabe Johnson <gjohnson@smythcounty.org>; Addington, Timothy (VDEM)
<timothy.addington@vdem.virginia.gov>

Cc: Irichardson <Irichardson@smythcounty.org>; Curtis Crawford <ccrawford@smythcounty.org>;
Danielle Daugherty <ddaugherty@smythcounty.org>

Subject: NG911 grant funding

Tim/Gabe – in our current budget, we only show a total of \$200,000 grant for the NG911 project but the contract is for \$274k. It's my understanding that there was going to be additional grant funds made available to help cover the difference but I can't find anything in my emails. Can you one of you verify the amount of grant funds that are available for this project?

Shawn

Shawn M. Utt
Smyth County Administrator
121 Bagley Circle, Suite 100
Marion, VA 24354
(276) 783-3298 - office
sutt@smythcounty.org
www.smythcounty.org





SMYTH COUNTY BOARD OF SUPERVISORS

RESOLUTION SMYTH COUNTY BUDGET FISCAL YEAR 2024/25 – AMENDMENT #10

WHEREAS, the Smyth County Board of Supervisors, on June 20th, 2024, adopted the Fiscal Year 2024/25 Budget in the original amount of \$146,646,737; and

WHEREAS, in the meeting of August 22nd, 2024, the Smyth County Board of Supervisors adopted an amended budget (Budget amendment #1) for Fiscal Year 2024/25 in the amount of \$151,588,158; and

WHEREAS, in the meeting of August 22nd, 2024, the Smyth County Board of Supervisors adopted an amended budget (Budget amendment #2) for Fiscal Year 2024/25 in the amount of \$151,603,158; and

WHEREAS, in the meeting of September 26th, 2024, the Smyth County Board of Supervisors adopted an amended budget (Budget amendment #3) for Fiscal Year 2024/25 in the amount of \$151,917,704; and

WHEREAS, in the meeting of October 24th, 2024, the Smyth County Board of Supervisors adopted an amended budget (Budget amendment #4) for Fiscal Year 2024/25 in the amount of \$151,702,704; and

WHEREAS, in the meeting of November 14th, 2024, the Smyth County Board of Supervisors adopted an amended budget (Budget amendment #5) for Fiscal Year 2024/25 in the amount of \$152,950,165; and

WHEREAS, in the meeting of January 23rd, 2025, the Smyth County Board of Supervisors adopted an amended budget (Budget amendment #6) for Fiscal Year 2024/25 in the amount of \$153,348,183; and

WHEREAS, in the meeting of February 27th, 2025, the Smyth County Board of Supervisors adopted an amended budget (Budget amendment #7) for Fiscal Year 2024/25 in the amount of \$157,053,806; and

WHEREAS, in the meeting of February 27th, 2025, the Smyth County Board of Supervisors adopted an amended budget (Budget amendment #8) for Fiscal Year 2024/25 in the amount of \$157,213,988; and

WHEREAS, in the meeting of March 13th, 2025, the Smyth County Board of Supervisors adopted an amended budget (Budget amendment #9) for Fiscal Year 2024/25 in the amount of \$157,215,988; and

WHEREAS, the aggregate amount of budget amendment #10 is \$383,332 which would increase the Fiscal Year 2024/25 budget to a total of \$157,599,320 as shown 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 2024/25 in the amount of \$157,599,320

BE IT FURTHER RESOLVED, the approval of this budget amendment #10 shall indeed constitute an appropriation of the same funds.

Adopted this the 24th day of April, 2025

ATTEST:

Shawn M. Utt, Clerk of the Board

**SMYTH COUNTY
BOARD OF SUPERVISORS**

Charles Atkins, Chair

A meeting of the Smyth County Building and Grounds Committee was held at the County Office Building on Thursday, April 17th, 2025 at 10:00 a.m.

Committee Members Present:

Chilhowie District Supervisor Michael Sturgill
Rye Valley District Supervisor Jason Parris
Park District Supervisor Kristopher Ratliff

Staff Members:

County Administrator, Shawn Utt
Assistant County Administrator- Development, Clegg Williams
Assistant County Administrator- Operations, Lisa Richardson
Executive Assistant/ Deputy Clerk, Auna Louthian

Chilhowie District Supervisor Michael Sturgill called the meeting to order at 10:15 a.m.

Mr. Williams discussed bids received for the Solid Waste Satellite Office located at the Transfer Station. Mr. Williams shared the bids are comparable, so the lower of the two was recommended. After discussion, the following motion was rendered:

Royal Oak District Supervisor Courtney Widener made a motion to recommend approving the Berry Enterprises bid for the Transfer Station Satellite Office in the amount of \$275,000. Rye Valley District Supervisor Jason Parris seconded the motion and it was unanimously approved.

The Committee then discussed pros and cons of building space needs. The Committee requested Mr. Utt bring as much information including quotes for all needed repairs for the Morrison Building and seek additional options.

Rye Valley District Supervisor Jason Parris made a motion to recommend authorizing advertisements for bids for HVAC and Window repairs/replacements for the Morrison building and authorize the County Administrator to negotiate all options. Royal Oak District Supervisor Courtney Widener seconded the motion, and it was unanimously approved.

With no further business to discuss, the meeting was adjourned at 11:00 a.m.



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

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

Charles E. Atkins
Michael L. Sturgill
Rick A. Billings
Kristopher S. Ratliff, DPh
Courtney Widener
W. Jason Parris
Roscoe D. Call

County Administrator
Asst. County Administrator - Operations
Asst. County Administrator - Development

Shawn M. Utt
Lisa Richardson
Clegg Williams

BID OPENING SHEET

Project: Solid Waste Satellite Office

Bid Date: April 11, 2025

Time: 2:00 p.m.

Bidder #1 Berry Enterprises Bid \$275,000.00

Bidder #2 A Frame Construction Bid \$285,368.00

Bidder #3 _____ Bid _____

Bidder #4 _____ Bid _____

Bidder #5 _____ Bid _____

Bid Opener:

Clegg Williams
Clegg Williams

Opening Witness:

Becca Creasy
Becca Creasy
(printed name)

Date: April 11, 2025

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Smyth County Board of Supervisors
Ph. (276) 783-3298 | Fax (276) 783-9314 | www.smythcounty.org

Morrison Building Rehabilitation

Scope of work – New HVAC system and windows

Estimated Cost - \$8.2 – \$10.22 million

Pros: 1) We already own the building

2) Plans/Spec's for VRF option are ready for bid

Cons: 1) Estimated cost doesn't include any remodeling for better layout or workflow

2) Needed improvements to the electrical and plumbing systems aren't included in the above estimate

3) Keeping the building open during the installation of the HVAC system will be challenging to say the least and will likely require relocation of offices for each floor at a time to a new location (unknown location at this time); anticipated construction timeline of 15-18 months

4) After investing over \$10m into the Morrison Building, we still will have a 70+ year old building that is antiquated for our needs

Remodel other/ existing structures

Scope of work – complete renovation of interior spaces

Estimated cost - \$8.4 - \$10.6 million (based on \$125/SF)

Pros: 1) Some opportunity to design the space for better layout and workflow;

2) Currently own the Wells Fargo building (15,000 sf); have option agreement on former Wagonwheel Building (18,000 sf);

3) We can continue to use our existing building during the remodeling of the other building(s)

Cons: 1) Design limited to what is structurally possible with existing buildings (for example, an elevator will be difficult with both WF and Wagonwheel buildings);

2) We will need to secure a minimum of 65,000 square feet fairly quickly;

3) Food City building (48,000 sf) could be available but not until August 2026; construction timeframe would not have us moving in until mid-late 2027;

4) Buildings being considered are 25 – 40 years old. Operational and Maintenance costs will be higher;

5) Our use of existing retail space will prevent new retail businesses from being established/takes properties off tax rolls.

New Construction

Scope of work – construct a new 80,000 square feet facility

Estimated cost - \$16 million (based on \$200/SF)

- Pros:
- 1) Opportunity to design the space for better layout and workflow;
 - 2) Reduced long-term maintenance and operational costs compared to other 2 options;
 - 3) Possibility of combining additional public services under one roof (health department, Public Safety/EMS, etc.) to create a “one-stop-shop”;
 - 4) Opportunity to have a truck receiving area and the space needed to store supplies and inventory (maintenance/janitorial supplies, office supplies, schoolbooks, etc.);
 - 5) Able to build with growth in mind; not bound by existing walls.
- Cons:
- 1) Higher initial cost;
 - 2) We will have to find and secure a suitable tract of land fairly quickly.
 - 3) Low likelihood of enough land available in the Town of Marion; politically we should be in the “County Seat”

A meeting of the Transportation Committee was held at the County Office Building on Thursday, April 17th, 2025, at 9:30 a.m.

Committee Members Present:

North Fork District Supervisor, Rick Billings, Chair
Royal Oak District Supervisor, Courtney Widener
Rye Valley District Supervisor, Jason Parris

Staff Members:

County Administrator, Shawn Utt
Assistant County Administrator- Development, Clegg Williams
Assistant County Administrator- Operations, Lisa Richardson
Executive Assistant, Auna Louthian

Guests:

Residency Administrator for VDOT, Jeff Harrison
Assistant Residency Engineer for VDOT, Pam Heath
Engineer for VDOT, Derek Dotson

North Fork District Supervisor Rick Billings called the meeting to order at 9:30a.m.

The committee discussed current roads on the 6 Year Plan as well as potential roads that are eligible. Mrs. Heath shared the eligibility requirements for a new road to be added to the plan includes a 16-foot road as well as a minimum of 50 vehicles traveling the road per day. She also noted that budget projections were updated for the existing roads in the plan and that available funding was still in question. With budget constraints in mind, the Committee discussed the feasibility of adding to the current plan and following the conversation, the following motion was made:

- A motion was made by Rye Valley District Supervisor Jason Parris to schedule a public hearing for May 8th at 5pm or thereafter to hear comments on the proposed continuation of the 6 Year Plan with no additional roadways to be added at this time. Royal Oak District Supervisor Courtney Widener seconded the motion, and it was unanimously approved.

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