

**CRAIG COUNTY BOARD OF SUPERVISORS  
MEETING MINUTES  
AUGUST 6<sup>TH</sup>, 2020**

**AT A REGULAR MEETING** of the Craig County Board of Supervisors conducted on the 6<sup>th</sup> day of August 2020 at 6:00 p.m. in the Craig County Court House Courtroom.

**PRESENT:** Jesse Spence – Chair  
Carl Bailey – Vice Chair  
Lindsey Dunne– Supervisor (by phone)  
Kathi Toelke, Supervisor  
Rusty Zimmerman – Supervisor  
Dan Collins – Clerk

**OPEN MEETING**

Meeting was called to order at 6:00 p.m. by Mr. Spence. The invocation was given by Mr. Zimmerman, followed with the Pledge of Allegiance.

**REQUESTS TO POSTPONE, ADD TO OR CHANGE THE ORDER OF AGENDA ITEMS**

NONE

**CONSENT ITEMS**

Mr. Spence presented the consent items to the Board:

- A. Minutes of July 2<sup>nd</sup>, 2020 and July 9<sup>th</sup>, 2020
- B. Claims and Warrants

Mr. Bailey made a motion, seconded by Mr. Zimmerman, to approve the minutes and consent items with Resolution R20-50. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

**R20-50**

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG  
COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE  
ON THURSDAY, AUGUST 6<sup>TH</sup>, 2020

**RESOLUTION APPROVING AND CONCURRING IN CERTAIN ITEMS SET  
FORTH ON THE BOARD OF SUPERVISORS AGENDA FOR THIS DATE  
DESIGNATED AS THE CONSENT ITEMS**

**BE IT RESOLVED** by the Board of Supervisors of Craig County, Virginia, as follows:

1. That the certain section of the agenda of the Board of Supervisors for August 6<sup>th</sup>, 2020 designated as the Consent Items be, and hereby is, approved and concurred in as to each item separately set forth in said section designated Items 1 through 2, inclusive, as follows:
  1. Approval of minutes – July 2<sup>nd</sup> and July 9<sup>th</sup>, 2020
  2. Claims and Warrants
2. That the Clerk to the Board is hereby authorized and directed where required by law to set forth upon any of said items the separate vote tabulation for any such item pursuant to this resolution.

The Board of Supervisors of Craig County, in a regular meeting on 6<sup>th</sup> day of August 2020 adopted this Resolution.

### **BRIEFINGS**

- A. Ray Varney, VDOT: Mr. Varney provided the board with a Monthly Report on work in the County. He asked the Board to consider approving the “intent to discontinue maintenance on Route 614-Hawkins Lane” which would allow work to begin toward finishing the Camp Easter Seal project. Mr. Varney said that if there was public concern, the Board could come back and hold a public hearing, but felt this would be a quicker route. The consensus of the Board was to proceed with the discontinuance.
- B. Sheriff Craddock: Request that the Board consider a motion to approve his request to receive a 2005 Ford Truck/Explorer V6 from the Alleghany Highlands Drug and Gang Task Force. The Board approved his request in the New Business portion of the meeting.

### **APPOINTMENT**

- A. Resolution Ratifying Appointment to CPMT: A motion was made by Mr. Bailey to approve Resolution R20-51, seconded by Ms. Toelke. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

**R20-51**

### **A Resolution Ratifying the Appointment of Kevin Altizer as Parent Representative to the Community Policy & Management Team**

**WHEREAS**, the Virginia Department of Social Services requires in the Code of Virginia, 1950, as amended, §§2.2-5204 & 2.2-5205. Section 1, that the Board of Supervisors ratify the appointment of representatives to the Community Policy & Management Team (CPMT) to oversee and manage the Children's' Services Act for At-Risk Youth and Families funds, and

**WHEREAS**, Chasity Labiosa has resigned her position as Parent Representative with CPMT and Kevin Altizer has been recommended as replacement, now

**THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Craig County that the Community Policy & Management Team appointment of Kevin Altizer as Parent Representative be ratified with the resignation of Chasity Labiosa.

The Board of Supervisors of Craig County, in a regular meeting on 6<sup>th</sup> day of August 2020 adopted this

### **NEW BUSINESS**

- A. Motion Approving the Craig County Sheriff's Office Receipt of 2005 Ford Explorer from Task Force: A motion was made by Mr. Bailey to approve receiving the 2005 Ford Explorer, seconded by Mr. Zimmerman. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.
  
- B. Resolution Approving Purchase of Service Firearm for Kenny Davis: A motion was made by Mr. Bailey to approve Resolution R20-52, seconded by Ms. Dunne. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

### **R20-52**

#### **A Resolution Honoring the Service of Deputy Kenny Davis and Approving the Purchase of Service Firearm**

**WHEREAS**, Kenny Davis began his career as a deputy for the Craig County Sheriff's Office on July 1, 2000, serving twenty years with dedication and distinction, and

**WHEREAS**, Kenny Davis is retiring on July 31, 2020 and the Code of Virginia §59.1-148.3 allows retiring deputies to purchase their service firearm for \$1.00, and

**WHEREAS**, Deputy Kenny Davis has requested purchasing his service firearm (Weapon Sig Sauer P229 Caliber 357 with serial number 55B058593), for \$1.00 pursuant to the referenced State Code, now

**THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Craig County that it is with sincere appreciation and gratitude that we recognize Kenny Davis for his many years of service to the citizens of Craig County,

**AND BE IT FURTHER RESOLVED** by the Board of Supervisors of Craig County that Deputy Kenny Davis is authorized to purchase his service firearm (Weapon Sig Sauer P229 Caliber 357 with serial number 55B058593), for \$1.00 pursuant to Code of Virginia §59.1-148.3.

The Board of Supervisors of Craig County, in a regular meeting on the 6<sup>th</sup> day of August 2020 adopted this Resolution.

- C. Resolution Setting Allocation Personal Property Tax Relief FY 2020: A motion was made by Ms. Toelke to approve Resolution R20-53, seconded by Mr. Zimmerman. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

### **R20-53**

**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG COUNTY, VIRGINIA,  
HELD AT THE CRAIG COUNTY COURTHOUSE ON THURSDAY AUGUST 6<sup>TH</sup>, 2020  
RESOLUTION SETTING THE ALLOCATION PERCENTAGE FOR PERSONAL PROPERTY TAX  
RELIEF IN CRAIG COUNTY FOR THE 2020 TAX YEAR**

WHEREAS, in accordance with the requirements set forth in Section 58.1-3524 © (2) and Section 58.1-3912 (E) of the Code of Virginia, as amended by Chapter 1 of the Acts of Assembly and as set forth in item 503.E (Personal Property Tax Relief Program or “PPTRA”) of Chapter 951 of the 2005 Acts of Assembly and qualifying vehicle with a taxable situs within the County commencing January 1, 2020, shall receive personal property tax relief; and,

WHEREAS, this Resolution is adopted pursuant to Ordinance # 05-11 which was adopted on December 13, 2005.

NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF SUPERVISORS OF CRAIG COUNTY, VIRGINIA AS follows:

1. That tax relief shall be allocated so as to eliminate personal property taxation for qualifying personal use vehicles valued at \$1,000 or less
2. That qualifying personal use vehicles valued at \$1,001-\$20,000 will be eligible for 33% percent tax relief
3. That qualifying personal use vehicles valued at \$20,001 or more shall only receive 33% percent tax relief on the first \$20,000 of value; and
4. That all other vehicles which do not meet the definition of “qualifying” (for example, including but not limited to, business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.
5. That the percentages applied to the categories of qualifying personal use vehicles are estimated fully to use all available PPTRA funds allocated to Craig County by the Commonwealth of Virginia
6. That entitlement to personal property tax relief for qualifying vehicles for tax year 2005 and all prior tax years shall expire on September 1, 2006, or when the state funding for tax relief is exhausted or depleted. Supplemental assessments for tax years 2005 and prior that are made on or after September 1, 2006 shall be deemed ‘non-qualifying’ for purposes of state tax relief and the local share due from the taxpayer shall represent 100% of the assessed personal property tax.
7. That this Resolution shall be effective from and after the date of its adoption

The Board of Supervisors of Craig County, in a regular meeting on the 6<sup>th</sup> day of August, 2020 hereby approved this resolution.

#### **PUBLIC HEARING**

- A. Mr. Spence opened the Public Hearing to Hear Public Comment on the proposed Budget Amendments for FY 2019-20 and Budget Amendments for FY 2020-21: There were no comments from the public and the public hearing was closed.
  - a. Resolution for Budget Amendment FY 2019-20 to Appropriate Funds for School: A motion was made by Mr. Bailey to approve Resolution R20-54 contingent upon receiving a copy of the approved Resolution from the Craig County School Board concerning these funds, seconded by Mr. Zimmerman. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

**R20-54**

#### **A RESOLUTION AMENDING THE FISCAL YEAR**

**2019-2020 BUDGET**

**WHEREAS**, the Craig County Board of Supervisors (CCBoS) adopted the 2019-2020 Budget on May 2, 2019 for planning purposes, and

**WHEREAS**, the Craig Co Public Schools (CCPS) Cafeteria was required to provide meals to the Children of Craig Co ages 0-18 during the shutdown of the Covid 19 pandemic, and

**WHEREAS**, the CCPS has incurred additional expenses of \$27,086 at this time as a result of this program, and

**WHEREAS**, the CCPS has received the amount of \$98,694 in revenue for this program, and wishes to roll any unused expenses into the fund balance of the Cafeteria that are left,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Craig County that the Fiscal Year 2019-2020 budget is hereby amended as follows:

**REVENUE**

**FEDERAL**

SFSP Meal Program	3-206-033080-0011	\$98,694
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**EXPENSE**

4-206-065100-1320	Salaries and Wages	\$ 2,127
4-206-065100-6002	Consumable Food	\$96,567

**BE IT FURTHER RESOLVED** that the sum of **\$98,694** be appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 6th day of August 2020, adopted this resolution.

- b. Resolution for Budget Amendment FY 2019-20 to Appropriate Funds Social Services: A motion was made by Ms. Toelke to approve Resolution R20-55, seconded by Mr. Zimmerman. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

**R20-55**

**A RESOLUTION AMENDING  
THE FISCAL YEAR  
2019-2020 BUDGET**

**WHEREAS**, the Craig County Board of Supervisors (CCBoS) adopted the 2019-2020 Budget on May 2, 2019 for planning purposes, and

**WHEREAS**, it is the request of the Craig County Department of Social Services that we amend the budget for the 19-20 year for additional revenue and expenses due to increase cost of Foster care and CSA, and

**WHEREAS**, in addition to state funding there is also additional local funds that are needed in order to meet the county match and also meet additional expenses,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Craig County that the Fiscal Year 2019-2020 budget is hereby amended as follows:

**REVENUE**

**STATE**

3-201-024060-0003	CSA	\$147,325
3-201-024060-0004	LASER	\$170,501
3-201-24060-0005	LOA	\$ 2,755

**LOCAL**

3-100-041999-0000	Fund Balance	\$ 23,378
3-201-018990-0001	Misc Local Rev Recieved	<u>\$ 34,334</u>
	<b>Total Revenue</b>	<b>\$378,293</b>

**EXPENSE**

4-201-053110-0811	Foster Care	\$137,275
4-201-053110-0004	CSA	<u>\$241,018</u>
	<b>Total Revenue</b>	<b>\$378,293</b>

**BE IT FURTHER RESOLVED** that the sum of **\$378,293** be appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 6<sup>th</sup> day of August 2020, adopted this resolution.

- c. Resolution for Budget Amendment FY 2020-21 to Appropriate Funds for Schools: A motion was made by Mr. Zimmerman to approve Resolution R20-56, seconded by Mr. Bailey. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

**R20-56**

**A RESOLUTION AMENDING  
THE FISCAL YEAR  
2020-2021 BUDGET**

**WHEREAS**, the Craig County Board of Supervisors (CCBoS) adopted the 2020-2021 Budget on May 7, 2020 for planning purposes, and

**WHEREAS**, the Craig County Public School has the amount of 92,114 as unexpended funds which is the difference in the revenue and expenses for the year ending 6-30-20, and

**WHEREAS**, it is the request of the CCPS to carry these funds into the FY 21 fiscal year in the amount of 92,114 to FY 2021, and

**WHEREAS**, these funds are to be carried over into FY2021 CCPS Capital Fund 301 under the itemized lines as undesignated funding,

**THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Craig County that the Fiscal Year 2019-2020 budget is hereby amended as follows:

**REVENUE**

**Local**

3-100-041999-0000	Fund Balance General Fund	\$ 92,114
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**EXPENSES**

**School Capital Improvement**

4-301-094500-0001	undesignated	<i>Fund 301</i>	\$ 92,114
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**BE IT FURTHER RESOLVED**, that the sum of \$92,114 be appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 6th day of August 2020, adopted this resolution.

- d. Resolution for Budget Amendment FY 2020-21 to Appropriate Funds for Sheriff, Commissioner, and EMS: A motion was made by Mr. Bailey to approve Resolution R20-57, seconded by Ms. Toelke. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

**R20-57**

**A RESOLUTION AMENDING  
THE FISCAL YEAR  
2020-2021 BUDGET**

**WHEREAS**, the Craig County Board of Supervisors (CCBoS) adopted the 2020-2021 Budget on May 7, 2020 for planning purposes, and

**WHEREAS**, the Craig County Emergency Services has received a grant in the amount of \$25,176, of which is a 80/20 grant for a Life Pak 15 Heart Monitor, and

**WHEREAS** the matching funds needed to purchase the Heart Monitor have been appropriated in the Capital Improvements Plan in the amount of \$6,600, and

**WHEREAS**, the Commissioner of Revenue has received certification status from the Commissioner's Association and has received a 9.3% increase in salary and benefits in the amount of \$7,802, of which the compensation board will reimburse the amount of \$ 6,129 and the county's portion is 1,673 which will be transferred from contingency, and

**WHEREAS**, the Craig County Sheriff Department has received donations for the Hooked on Fishing in the amount of \$1,723, this will be placed in the line item for the event to be held for the Hooked on fishing event, and

**THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Craig County that the Fiscal Year 2019-2020 budget is hereby amended as follows:

**REVENUE**

**Local**

3-100-018990-0031	donations Hooked on Fishing	\$ 1,723
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**State**

3-100-023030-0001	Compensation Board	\$ 6,129
3-100-024020-0007	EMS Dept of Health Grant	<u>\$ 25,176</u>
	<b>Total</b>	<b><u>\$33,028</u></b>

**EXPENSES**

**Sheriff**

4-100-031200-9906	Hooked on Fishing	\$ 1,723
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**Commissioner of Revenue**

4-100-012310-1100	COR Salary	\$ 5,570
4-100-012310-2100	Fica	\$ 426
4-100-012310-2210	VRS	\$ 117
4-100-012310-2400	group life ins	\$ 16

**Grants**

4-100-091500-9528	Life pack heart monitor grant	\$ <u>25,176</u>
	<b>Total</b>	<b>\$ 33,028</b>

**BE IT FURTHER RESOLVED**, that the sum of \$33,028 be appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 6th day of August 2020, adopted this resolution.

- e. Resolution FY 2020-21 Budget to Transfer Funds for Commissioner of Revenue Salary: A motion was made by Mr. Zimmerman to approve Resolution R20-58, seconded by Ms. Toelke. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

**A RESOLUTION TRANSFERING FUNDS FOR  
THE 2020-2021 FISCAL YEAR BUDGET  
FOR CRAIG COUNTY**

**R20-58**

**WHEREAS**, the Commissioner of Revenue Office is requesting to amend the Fiscal Year 2020-2021 budget as presented below due to local funding needed to complete the certification increase for Commissioner of Revenue Salary and Benefits, and

**WHEREAS**, the Commissioner of Revenue has received the Certification increase from the Commissioners Association and the State Compensation Board of which the majority of this is funded by the Compensation Board, but there is a local amount that will need to be added to the budget from the county funds in the amount of \$1,673, and

**WHEREAS**, it is the desire to transfer this funding in the amount of \$1,673 from the monies set aside in Contingency for the costs of this increase,

**NOW THEREFORE BE IT RESOLVED** by the Board of Supervisors of Craig County that the following budget amendment transfers be and is hereby approved for fiscal year 2020-2021.

**FROM:**

4-100-091410-5850	Contingency	\$1,673
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**TO:**

4-100-012310-1100	Salary	\$ 887
4-100-012310-2100	FICA	\$ 68
4-100-012310-2400	group life ins	\$ 69
4-100-012310-2210	VRS	\$ <u>649</u>
	<b>TOTAL</b>	<b>\$1,673</b>



The Board of Supervisors of Craig County in a regular meeting on 6th day of August, 2020 approved this resolution.

### INFORMATIONAL

a. Treasurer's Report

#### REPORTS AND INQUIRIES FROM THE BOARD AND COUNTY ADMINISTRATOR

- a. Mr. Collins discussed grants for EMS and Sheriff's office vehicles: A motion was made by Mr. Bailey to approve the application for the USDA grant for the purchase of an Emergency Services Vehicle. The motion was seconded by Mr. Zimmerman, voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.
- b. Mr. Collins updated the Board on the Storage Facility, receiving the deed
- c. Mr. Collins provided information on a second round of CARES money he is applying for
- d. Mr. Collins discussed forming a Broad Band Committee and provided a handout. We will provide the Board with a resolution at our next meeting
- e. Mr. Collins provided the Board with a letter from the Secretary of Interior concerning a National Garden of American Heroes. He would like to have Fenwick Mines be considered for the site. The Board approved Dan sending a letter to the Secretary of Interior
- f. Mr. Collins provided the Board with a copy of the County Budget
- g. Mr. Spence said he had received several emails from local and state citizens concerning "no local gun control". He asked if any other BOS members had received these emails. Ms. Toelke and Ms. Dunn had both received them. He requested that Mr. Collins talk to the County Attorney to see if there was a need for any additional resolutions after we had passed the Second Amendment resolution. Mr. Collins will report back to the Board at the next meeting.

### HEAR THE PUBLIC

None

### ADJOURN

Mr. Spence adjourned the meeting at 7:00 pm

\_\_\_\_\_, CHAIRMAN  
CRAIG COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_, CLERK  
CRAIG COUNTY BOARD OF SUPERVISORS

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