

**CRAIG COUNTY BOARD OF SUPERVISORS
MEETING MINUTES
APRIL 1, 2021**

AT A REGULAR MEETING of the Craig County Board of Supervisors conducted on the 1ST day of April 2021 at 6:00 p.m. in the Craig County Court House Courtroom.

PRESENT: Jesse Spence – Chair
Rusty Zimmerman – Vice Chair
Lindsey Dunne– Supervisor
Kathi Toelke, Supervisor
Carl Bailey-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

Mr. Spence asked if there were any changes. Mr. Collins requested the following additions to the meeting.

- A. Closed Session: To discuss Real Estate Matters

CONSENT ITEMS

Mr. Spence presented the consent items to the Board:

- A. Minutes of March 4th, 2021
- B. Claims and Warrants

Mr. Bailey made a motion, seconded by Ms. Dunne, to approve the minutes and consent items with Resolution R21-26. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

R21-26

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG
COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE
ON THURSDAY, APRIL 1ST, 2021

**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 April 1st, 2021 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 – March 4th, 2021 & March 18th, 2021
 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 1st day of April 2021 adopted this Resolution.

BRIEFINGS

- A. Ray Varney, VDOT: Mr. Varney provided the board with a Monthly Report on work in the County, and Secondary Six-Year Plan. Various projects were discussed with the Board.

APPOINTMENTS

- A. Resolution Appointing Board Representative to the TAP Board of Representative: Mr. Bailey made a motion, seconded by Ms. Dunne, to approve Resolution R21-27. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

R21-27

A Resolution Recommending the Appointment of Dan Collins with alternate of Jesse Spence as the TAP Board of Directors Representative

WHEREAS, the Board of Supervisors reappointed Dan Collins on February 1st, 2018 to the TAP Board beginning May 1st, 2018 and ending on April 30th, 2021, with an alternate of Carl Bailey, and

WHEREAS, Dan Collins wishes to not be reappointed to the TAP Board of Directors as Representative, and

WHEREAS, the Board of Supervisors wishes to appoint Dan Collins to serve as the TAP Board of Directors Representative with alternate of Jesse Spence ,now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig County that the appointment of Dan Collins to serve the term with the alternate of Jesse Spence as the TAP Board of Directors Representative for the County of Craig for a three year term beginning on May 1st, 2021 and ending on April 30th 2024 is hereby approved.

The Board of Supervisors of Craig County hereby adopted this resolution in a regular meeting on the 1st day of April 2021.

NEW BUSINESS

- A. Resolution Amending FY 2020-2021: Ms. Toelke made a motion, seconded by Ms. Dunne, to approve Resolution R21-28. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

R21-28

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 Animal Control has received the amount of \$85 from the purchases of Animal Friendly DMV tags purchased from Craig Co citizens, these funds must go for the support of dog and cat sterilization programs, these funds will be sent to Angels of Assisi for the cost of these programs, and

WHEREAS, the Circuit Court Clerk office has received the amount of \$1,805 from the State Compensation Board of Virginia for PC's for her office, the clerk has requested that this be appropriated in the clerk budget for the cost of the new PC's, and

WHEREAS, the Craig County Tourism Commission has unspent revenue in the FY20 budget year of \$4,500, it is their request to have this money appropriated into the current budget for expenses in marketing and,

WHEREAS, the Library has received additional funding in the amount of \$511 from the Commonwealth of Virginia from the Library of Virginia, they have requested this funding be placed in the salaries, and

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Craig County that the Fiscal Year 2020-2021 budget is hereby amended as follows:

REVENUE

Local

3-100-022010-0013	Animal Friendly Tags	85
3-100-041999-0000	fund balance	4,500

Commonwealth of Virginia

3-100-023070-0002	Compensation Board	1,805
3-100-024080-0001	Library State Aid	<u>511</u>

Total Rev 6,901

EXPENSES

Animal Control

4-100-031230-5682	Angels of Assisi	85
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Clerk

4-100-021600-3511	TTF	1,805
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Tourism

4-100-081230-5605	Marketing	4,500
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Library

4-100-073300-1003	pt salaries	511
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Total \$6,901

BE IT FURTHER RESOLVED, that the sum of **\$6,901** be appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 1st day of April 2021, adopted this resolution.

- B. Resolution Approving RVARC Charter Membership Changes: Mr. Bailey made a motion, seconded by Mr. Dunne, to approve Resolution R21-29. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

R21-29

Authorizing the Roanoke Valley-Alleghany Regional Commission to Amend its Charter to Reduce Membership Requirements

WHEREAS, the Roanoke Valley-Alleghany Regional Commission ("The Commission") is seeking to amend its charter to reduce the number of Commissioners serving on its Board from 38 to 30; and

WHEREAS, in April of 2019 the Chair of the Roanoke Valley-Alleghany Regional Commission directed Commission staff to review the board size of peer Commissions, absentee and attendance data of the Commission, and requirements of the Code of Virginia regarding the Commission's board structure; and

WHEREAS, the Roanoke Valley-Alleghany Regional Commission board was determined to be the second largest board in the Commonwealth, behind only the Hampton Roads Planning District Commission with 47 members; and

WHEREAS, it was determined that under current Charter rules and population forecasts the Commission Board was expected to grow even larger in 2022 with an additional member from the City of Roanoke, bringing the total to seven representatives comprised of four elected officials; and

WHEREAS, a Restructuring Committee was formed in October of 2020 to review staff research and produce a recommendation to the full Board; and

WHEREAS, after reviewing the research and conferring with their local governing bodies as well as chief administrative officers for Commission member jurisdictions, the members of the Restructuring Committee recommended changes to the membership formula for the Commission Board; the addition of a provision for alternate members of the Board to provide flexibility to member governments; and clarification on the definition of Population for purposes of determining membership; and,

WHEREAS, the Commission Board voted to accept the recommendations of the Restructuring Committee at the February 25, 2021 meeting of the Commission; and,

WHEREAS, Article II, Section 1 of the Charter shall be amended to read: "The membership of the Roanoke Valley-Alleghany Regional Commission shall be composed of representatives of the member governmental subdivisions, on the basis of two members from each governmental subdivision, at least one of whom is an elected member of the governing body of the subdivision. In addition, each governmental subdivision with population in excess of 25,000 and less than 50,000 shall appoint one additional member who must be an elected official of the governing body of the subdivision. Each governmental subdivision with a population in excess of 50,000 shall further appoint one additional member, who may but need not be an elected official of the governing body of the subdivision, provided that at least a majority, but not substantially more than a majority, of the Commission members shall be elected officials of the governing bodies of the governmental subdivisions. In determining the population of counties, the numerical total shall be exclusive of participating towns who have a population of three thousand, five hundred; said towns are eligible to have at least two representatives; and

WHEREAS, Article II, Section 2 of the Charter shall be amended to read: "'Population," unless a different census is clearly set forth, means the number of inhabitants according to the United States census latest preceding the time at which any provision dependent upon population is being applied, or the time as of which it is being construed, unless there is available an annual estimate of population prepared by the Weldon Cooper Center for Public Service of the University of Virginia, which has been filed with the Department of Housing and Community Development, in which event the estimate shall govern."; and

WHEREAS, Article II, Section 6 shall be added to the Charter, reading: "Each governmental subdivision of the Commission shall have the option of appointing an alternate member. An alternate member shall be entitled to receive notice of all meetings of the

Commission and of all meetings of committees of which the appointed member is a part, and to attend and vote at any such meeting at which the appointed member is not personally present. When appointing alternates for an elected official of the governing body, the governmental subdivision must appoint a member of the same governing body.”; and

WHEREAS, any changes to the Commission charter must be approved unanimously by the governing bodies of all Commission member jurisdictions.

NOW THEREFORE BE IT RESOLVED that Craig County approves the Charter changes of the Roanoke Valley-Alleghany Regional Commission.

BE IT FURTHER RESOLVED that aforementioned Charter changes of the Roanoke Valley-Alleghany Regional Commission will become effective on July 1, 2022, and that the resulting reduction in Board size will be reached through attrition of existing Board members whose terms end on or after July 1, 2022.

The Board of Supervisors of Craig County, in a regular meeting on 1st day of April 2021 adopted this Resolution.

- C. Resolution Ratifying CPMT Amended By- Laws: Ms. Dunne made a motion, seconded by Mr. Bailey, to approve Resolution R21-30 Ratifying CPMT Amended By-Laws. Voting was as follows: Mr. Bailey, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Zimmerman, yes and Mr. Spence, yes.

R21-30

**A Resolution to Ratify
Department of Social Services
Community Policy & Management Team Revised By-Laws**

WHEREAS, the Virginia Department of Social Services requires that the Board of Supervisors ratify By-Laws for the Community Policy & Management Team, and

WHEREAS, the Community Policy & Management Team has recently made some changes to their By-Laws and would like the revised version they adopted at their March 17, 2021 meeting, to be considered by the Board of Supervisors for ratification, now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig County that the revised By-Laws, adopted at their March 17, 2021 meeting and submitted this day by the Community Policy & Management Team, are hereby ratified.

The Board of Supervisors of Craig County, in a regular meeting on 1st day of April, 2021 adopted this Resolution.

- D. Resolution Approving Reverse 911 System Purchase: Ms. Dunne made a motion, seconded by Ms. Toelke, to approve Resolution R21-31. Voting was as follows: Mr. Bailey, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Zimmerman, yes and Mr. Spence, yes.

R21-31

**A Resolution Approving the Request
of Emergency Services-911 Coordinator
for Reverse 911 System**

WHEREAS, the Board of Supervisors determined after a presentation from Jim Cady, Emergency Services Manager and Robert Wrzosek, 911 Coordinator that there was a need in Craig County for a Reverse 911 System, and

WHEREAS, the Reverse 911 System provided by *OnSolve CodeRed*, helps government agencies easily deliver geo-targeted, urgent messages to their communities, and

WHEREAS, the Board of Supervisors determined that the Reverse 911 System is needed for the safety of the citizens of Craig County, and

WHEREAS, the Board of Supervisors approved the implementation of the system with the initial annual fees of \$3,300 per year with funds from the CARES Act funds paying for the first several years and thereafter the County would budget for the cost,

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig County that the implementation of the Reverse 911 System is approved for use by the Emergency Services Operations and the 911 Coordinator.

The Board of Supervisors of Craig County, in a continuation meeting on the 18th day of March 2021 approved this purchase and adopted this resolution at a regular meeting on the 1st day of April 2021.

INFORMATIONAL

- A. Treasurer's Report
- B. Copy of Tax Rate & Budget Ad

REPORTS AND INQUIRIES FROM THE BOARD AND COUNTY ADMINISTRATOR

- A. Dan Collins provided a handout regarding the Joint Permit Application from the Joint Mountain Valley Pipeline. There is a 90 day response period. Mr. Collins will contact Bill Wolfe for further information.

HEAR THE PUBLIC

A. Darryl Humphreys announced there will be a COVID Vaccine clinic on Tuesday April 6, 2021 for Phase 1C the Johnson & Johnson vaccine would be administered at this clinic.

RECESS TO WORK SESSION
2021-2022 Budget Work Session

No Interest in recess to work session. Regular meeting to Reconvene.

RECONVENE MEETING

RECESS TO CLOSED SESSION FOR REAL ESTATE MATTERS

The Board Recessed to a Closed Session to discuss Personnel Matters § 2.2-3711 A.3 : Mr. Bailey made a motion to enter into Closed Session, seconded by Ms. Toelke. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

RESOLUTION CERTIFYING THE CLOSED MEETING WAS HELD IN CONFORMITY WITH THE CODE OF VIRGINIA

The Board reconvened from the Closed Session. Mr. Bailey made a motion to confirm the Closed Session was held in conformity with the Code of Virginia with Resolution R21-32, seconded by Ms. Dunne. Voting was as follows: Mr. Zimmerman, yes, Ms. Toelke, yes, Ms. Dunne, yes, Mr. Bailey, yes and Mr. Spence, yes.

R21-32

AT A CONTINUED MEETING OF THE BOARD OF SUPERVISORS OF CRAIG COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE ON THURSDAY, APRIL 1, 2021

RESOLUTION CERTIFYING THE CLOSED MEETING WAS HELD IN CONFORMITY WITH THE CODE OF VIRGINIA

WHEREAS, The Board of Supervisors of Craig County, Virginia has convened a closed meeting 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 Board of Supervisors of Craig County, Virginia, that such closed meeting was conducted in conformity with Virginia Law.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Craig County, hereby certifies that, to the best of each member's knowledge;

1. Only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting which this certification resolution applies; and
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of Craig County, Virginia

ACTION AS A RESULT OF CLOSED SESSION

Mr. Spence reported there would be no action as a result of the Closed Session.

ADJOURN

Mr. Spence adjourned the meeting at 7:10 pm to a Public Hearing on Budget and Proposed Tax Rates on April 15th, 2021 at 7:00 pm.

_____, CHAIRMAN
CRAIG COUNTY BOARD OF SUPERVISORS

_____, CLERK
CRAIG COUNTY BOARD OF SUPERVISORS
