

**CRAIG COUNTY BOARD OF SUPERVISORS
MEETING MINUTES
MARCH 3rd, 2022**

AT A REGULAR MEETING of the Craig County Board of Supervisors conducted on the 3rd day of March 2022 at 6:00 p.m. in the Craig County Court House Courtroom.

PRESENT:

Jesse Spence – Chair
Carl Bailey-Supervisor
Jason Matyas-Supervisor
Keith Dunbar-Supervisor
Dan Collins – Clerk

Rusty Zimmerman-Vice Chair-Absent

OPEN MEETING

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

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

- A. Resolution 22-21, Appointing Sheriff Craddock as Representative to Regional Policy Board and Regional Community Criminal Justice Board. Section V. B.

CONSENT ITEMS

Mr. Spence presented to the board the consent items. Mr. Bailey made a motion, seconded by Mr. Dunbar, to approve the minutes and consent items with Resolution R22-16. Voting was as follows: Mr. Matyas, yes, Mr. Dunbar, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-16

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE ON THURSDAY, MARCH 3RD, 2022

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 March 3rd, 2022 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 – February 3rd, 2022
 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 the 3rd day of March 2022 adopted this Resolution.

BRIEFINGS

- A. Brian Blevins, VDOT: Mr. Blevins introduced himself to the Board of Supervisors and provided a quick report regarding his background with VDOT. Ashley Smith, VDOT: Updated the Middle and Main Drainage Project, no new information still reevaluating cost of the project. We are working on the potholes and trying to find where the utilities are to address the issues. No land development or permit issued this month. Working on pavement patching, mowing and pipe replacement. Bridge project on 311, outside of town message board will go out next week, detour start March 14th and be in place till Spring 2023. Somewhat restrictive fee Limit reduction, a temporary signal and lanes reduced to 9ft, will be restrictive to equipment and trucks. I have notified Fire and EMS Schools system about the detour. Bridge posting on the bridge 615, goes over Mill Creek north of Peaceful Valley Road, right now its posted at 40 tones, we will be working on different posting for tonnage, won't affect EMS/FIRE or School buses but will affect big Trucks. Will be posted next week. Mr. Bailey asked for clarification on which bridge on Peaceful Valley Road. Ashley clarified the bridge over Mill Creek. Mr. Matyas addressed Ash Trees, specifically near Huffman and Northside Road, new trees that are down and come in the road. Ashley responded that they are working on the Ash Tree contract for all counties and will investigate it.
- B. MVP-Information item in information, posting to the DEQ
- C. Reassessment Information from Dan Collins- Important because we are funding forty thousand this year and next year's budget eighty thousand. It is covering 2 budget years and important especially the way the economy is. Refer to the document, Economics by the numbers, Consumer price index, 11 out of 18 effect every citizen in Craig County and 3 out of top 5 effect Craig County Citizens that are purchasing gas, household goods, and groceries. Craig County Citizens are paying forty percent more for gas for example. Valuation of homes in New Castle homes have increased thirty percent in this year alone, reassessment will really be a big jump. Housing market going up, it will be difficult reassessment and by the code of VA §58.1-3321 we are required six years. Law states all properties must be taxed, all taxes shall be uniform, and all assessment will be fair market values. Dan reviewed the roles involved, Board of Supervisors, set the tax rate once reevaluation is complete, Commissioner of Revenue, prepares the taxes, Equalization Board, hears and equalizes complaints, Treasurer to collect taxes. Real estate Taxes are our largest source of revenue. Mr. Spence asked when the assessment will start. Mr. Collins answered, I will advertise for the hire of the Assessment team in August or September and start late December and January.

APPOINTMENTS

- A. Resolution Recommending the appointment of Rebecca Mitchell as Alternate to the Department of Social Services Community Policy & Management Team: Mr. Bailey made a motion, seconded by Mr. Matyas, to approve Resolution R22-17. Voting was as follows: Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-17

A Resolution to Approve Appointment of Rebecca Mitchell Alternate to the Department of Social Services 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 Comprehensive Services Act for At-Risk Youth and Families funds, and

WHEREAS the current alternate for Pat Franklin, Director of Department Social Services to the Community Policy & Management Team (CPMT), Tammy Wilson has resigned, and the department has recommended Rebecca Mitchell as her replacement and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Craig County that the Community Policy & Management Team appointment, of Rebecca Mitchell serve as the Alternate Representative be ratified.

The Board of Supervisors of Craig County, in a regular meeting on 3rd day of March 2022 adopted this Resolution.

- B. Resolution Recommending the appointment of Rebecca Mitchell as Alternate to the Department of Social Services Community Policy & Management Team: Mr. Bailey made a motion, seconded by Mr. Matyas, to approve Resolution R22-21. Voting was as follows: Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-21

**RESOLUTION APPOINTING
REPRESENTATIVE TO REGIONAL POLICY BOARD
OF THE ALCOHOL SAFETY ACTION PROGRAM AND
REGIONAL COMMUNITY CRIMINAL JUSTICE BOARD**

WHEREAS, the Boards of Supervisors of the Counties of Alleghany, Bath, Botetourt, Craig, Roanoke, and the City Councils of the Cities of Covington, Roanoke and Salem have established and operate the Court-Community Corrections Program, a local pretrial services and community-based probation program established and operated pursuant to the provisions of Article 7 of Chapter 1 of Title 9.1 and Article 1 of Title 19.2 of the 1950 Code of Virginia, as amended; and

WHEREAS, the Virginia Comprehensive Community-Corrections Act for Local-Responsible Offenders (Virginia Code § 9.1-173 *et seq.*) and the Virginia Pretrial Services Act (Virginia Code §19.2-152.2 *et seq.*) require the establishment and appointment of a Community Criminal Justice Board for the Court-Community Corrections Program; and

WHEREAS, a Regional Community Criminal Justice Board for the Court-Community Corrections Program previously has been established in accordance with law, and this Board of Supervisors, in conjunction with the governing bodies of the other jurisdictions which participate in this multijurisdictional program, deems it appropriate to reconstitute the Regional Community Criminal Justice Board for the Court-Community Corrections Program, pursuant to the authority granted to local governing bodies under Virginia Code §15.2-1411.

NOW, THEREFORE BE IT RESOLVED, pursuant to the authority granted to this Board of Supervisors by Virginia Code §§15.2-1411, 19.2-152.5, 9.1-173, that Lloyd Trevor Nelson Craddock is appointed to represent Craig County on the Regional Policy Board of the Alcohol Safety Action Program and the Regional Community Criminal Justice Board effective July 6th 2017 to complete the unexpired term of Thad Cox for a period of three years, which continued on February 28, 2018, for another three years to February 28th, 2021 and appointed for another term, expiring on February 28, 2024.

The Board of Supervisors in a regular meeting on the 3rd day of March 2022 adopted this Resolution.

NEW BUSINESS

- A. Consider Resolution Approving Tire Amnesty Day April 2nd, 2022. Mr. Dunbar made a motion and Mr. Bailey seconded, to approve resolution R22-18. Voting was as follows; Mr. Matyas, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

R22-18

RESOLUTION APPROVING TIRE AMNESTY DAY AT THE TRANSFER STATION ON April 2nd, 2022

WHEREAS, the County of Craig receives Litter Grant funds each year from the Department of Environmental Quality, and

WHEREAS, one of the suggested and approved uses of the grant funds is a tire amnesty program, and

WHEREAS, the Board of Supervisors voted to hold the county's first Tire Amnesty Day in 2010 with positive response from county citizens, and

WHEREAS, the event is held at the Craig County Transfer Station, from 8:00 am to 4:00 pm on Saturday April 2nd, 2022 and open to Craig County residents only, no businesses, which will require a signed affidavit stating that the tires originated in Craig County and limited to 10 tires per household for passenger car tires, lawn mower tires, and small truck tires only, now

THEREFORE BE IT RESOLVED, by the Craig County Board of Supervisors that Tire Amnesty Day will be held at the Craig County Transfer Station on Saturday, April 2nd, 2022 from 8:00 am to 4:00 pm.

The Board of Supervisors of Craig County, in a regular meeting on the 3rd day of March 2022 adopted this resolution.

- B. Memorandum of Understanding with Department of Social Service for the purpose of allocation and payment of occupancy costs of space occupied by Craig County Department of Social Services. Mr. Matyas made a motion and seconded by Mr. Bailey to approve resolution R22-19. Voting was as follows; Mr. Matyas, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

R22-19

**Memorandum of Understanding
with the Department of Social Services**

WHEREAS, A Memorandum of Understanding (MOU) between The County of Craig (“County”) and Craig County Department of Social Services (DSS) for the purpose of allocation and payment of occupancy costs of space occupied by Craig County Department of Social Services, and

WHEREAS, The Memorandum of Understanding is for the term of one year beginning on July 1, 2022 the “Commencement Date”, with all terms continuing until June 30, 2023 the “Termination Date”, and

WHEREAS, the sum of \$18,232.00, Eighteen Thousand, Two Hundred and Thirty Two Dollars annually based upon its share of building depreciation (elevator, handicapped accessible bathroom and HVAC upgrades only as the building itself is fully depreciated), and

NOW THEREFORE BE IT RESOLVED, the Memorandum of Understanding (MOU) establishing the building use and operating Expenses with the Department of Social Services is hereby approved, and

BE IT FURTHER RESOLVED, the County Administer is hereby authorized to execute the Memorandum of Understanding (MOU) and any additional documents associated with this Agreement.

- C. Consider Resolution Approving Amending the Fiscal Year 2021-2022 Budget. Mr. Bailey motioned to approve R22-20 and Mr. Matyas, seconded. Voting was as follows; Mr. Matyas, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

R22-20

**A RESOLUTION AMENDING
THE FISCAL YEAR
2021-2022 BUDGET**

WHEREAS, the Craig County Board of Supervisors (CCBoS) adopted the 2021-2022 Budget on May 6, 2021 for planning purposes, and

WHEREAS, the Craig Co Emergency Services has received monies for Donations \$250, and Charges for Events \$1,100, all totaling \$1,350 and they would request that this be added back in to the 21-22 budget into the appropriate categories, and

WHEREAS, the Public Safety Department has received reimbursement for the ASHI cpr cards in the amount of \$310 and would request these fund be put back in the budget, and

WHEREAS, the Craig Co Sheriff Office has received reimbursement from Roanoke Co for uniforms purchased in the amount of \$510 to be placed back int the budget for Sheriff uniforms, and

WHEREAS, the Craig Co Sheriff office has also received the amount of \$161 for Asset Forfeiture to be placed in the fund for State Seizure Funding for the Sheriff office, now

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Craig County that the Fiscal Year 2021-2022 budget is hereby amended as follows:

REVENUE

LOCAL

3-100-016040-0001	Donations EMS
250	
3-100-018990-0025	ASHI
310	

3-100-018990-0018	misc rev (event fee)
1,100	
3-110-18990-0023	Sheriff misc rev uniform reim
510	

STATE

3-115-024010-0005	Commonwealth of Virginia seizure	<u>161</u>
	TOTAL	2,331

EXPENSES

CCEMS

4-100-032410-6002	Donations
250	
4-100-032410-1102	payroll ems
900	
4-100-032410-9505	to paint bank rescue
200	

PUBLIC SAFETY

4-100-032420- 5546	ASHI
310	

Sheriff Department

4-100-031200-6011	uniforms
510	

Sheriff Seizure Fund

4-2-115-031200-5898	State Seizure
<u>161</u>	

2,331

TOTAL

BE IT FURTHER RESOLVED, that the sum of **\$2,331** appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 3rd day of March 2022, adopted this resolution.

INFORMATIONAL

- A. Treasurer's Report
- B. MVP-Letter To FERC, Stop Work Order
- C. Controlled Forestry Burns-Concerned Citizen, Bald Mountain
- D. Letter to the Board regarding Main Street Parking

REPORTS AND INQUIRIES FROM THE BOARD ADMINISTRATOR

- a. Mr. Collins presented power point review of the budget that is included in the Budget Workbook given to Supervisors. Presentation including Schedule, preparation of the budget, new budget request, capital improvement items, dept service, CIP and how it affects the budget.
- b. Mr. Collins reported last of the CARE'S funds (Approximately \$98,000) paid for the Radio Equipment Replacement Project. Also, ARAP funds (Approximately \$999,500+/- are eligible for this project. We submitted a VDEM grant request for \$2,900,000 last week. In addition, I have contacted our Delegate (Goth Joe McNamara & Terry Austin) there may be state funding available. Delegate Austin is on the House Appropriations Committee. Still using CARES money for the Radio Equipment Replacement Project. Grant request set at \$2,900,000. We have just applied for it and hoping to get some, part, or all of it.
- c. **Cleaning Service-** For the 6th time in 4 years we are advertising for cleaning services for the Courthouse and Admin Office. Advertisement created three bids Precise Cleaning, Kittens Cleaning, and Obsidian Cleaning Service. Mr. Collins reviewed each bid, spoke about needing contingency money to satisfy lowest bid. Mr. Collins will check references an background check and insurance.
- d. BOS Budget Schedule-Next meeting March 17th at 5:00pm.
- e. EMS new SUV, funded with a 50/50 matching USDA Grant, was delivered this week.
- f. Planning Commission will be reviewing a proposed Zoning Ordinance Amendment addressing "Accessory Apartments" (Guest House) this Spring. The purpose is to allow a

small dwelling, for an immediate family member, on a single lot in various Zones. Updating the Counties Comprehensive Plan will also start his Spring.

- g.** Continued efforts with Senator Steve Newman and Delegates Joe McNamara and Terry Austin (Our new Delegate) to fund the “Local Match” for **Johns Creek Dam No. 1** Federal safety modifications. Congressman Morgan Griffith’s office has been contacted to see if this is an eligible expense under the recently adopted Infrastructure Program.
- h.** GIS Upgrade – GIS is up and running. A new contract for maintenance and service of the GIS system is required for FY23.

HEAR THE PUBLIC

Ms. Dudding commented that she would like to see an in-town service for the cleaning contract.

ADJOURN

Mr. Spence adjourned the meeting at 6:51 pm.

_____, CHAIRMAN
CRAIG COUNTY BOARD OF SUPERVISORS

_____, CLERK
CRAIG COUNTY BOARD OF SUPERVISORS

**CRAIG COUNTY BOARD OF SUPERVISORS
MARCH 17, 2022 – 5:30 P.M.
CONTINUATION MEETING
(Continued from March 3rd, 2022)
CRAIG COUNTY COURTHOUSE**

AT A CONTINUED MEETING of the Craig County Board of Supervisors conducted on the 17th day of March 2022 at 5:30 p.m. in the Craig County Court House Courtroom.

PRESENT: Jesse Spence – Chair
Rusty Zimmerman-Vice Chair (PHONE)
Carl Bailey-Supervisor
Keith Dunbar-Supervisor
Jason Matyas-Supervisor
Dan Collins – Clerk

OPEN MEETING

Continued Meeting was called to order at 5:03 p.m. by Mr. Spence.

NEW BUSINESS

Resolution R22-22 Appropriating Funds to Scholl for FY 2021-2022 Budget. Mr. Dunbar made a motion, seconded by Mr. Bailey, vote as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

R22-22

**A RESOLUTION AMENDING
THE FISCAL YEAR
2021-2022 BUDGET**

WHEREAS, the Craig County Board of Supervisors (CCBoS) adopted the 2021-2022 Budget on May 6, 2021 for planning purposes, and

WHEREAS, the Craig Co Public Schools has received additional funding from CRRSA ESSER II (CARES Act) Federal Funds in the amount of \$100,838 and

WHEREAS, it is the request of the CCPS that the amount of \$100,838 be placed in the 2021-2022 school operating budget fund 205 and be appropriated as listed below, now

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Craig County that the Fiscal Year 2021-2022 budget is hereby amended as follows:

REVENUE

FEDERAL

3-205-033080-0055	Cares Act ESSER
100,838	

EXPENSES

4-205-061100-6040-2-2-100	Software/Online Content
2,624	
4-205-061100-6040-3-1-100	Software/Online Content
2,623	
4-205-064200-3000-9-1	Purchased Services
49,358	
4-205-064200-8200-9-1	Capital Outlay-Building Srvc
43,953	
4-205-068300-6040-9-1	Software
<u>2,280</u>	

TOTAL

100,838

BE IT FURTHER RESOLVED, that the sum of **\$100,838** be appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 17 day of March 2022(continued from March 3rd), adopted this resolution

RECESS TO WORK SESSION

Mr. Spence recessed the meeting to a Budget 2022-2023 Work Session

- 5:00 Joint work session with All Agencies, Departments and Offices-discussion on new budget request and recommendations.
- 5:30 Joint work session with School Board-review of last years budget and this year's request.

- 6:00 Board of Supervisors-discussion on budget regarding school and all agencies.
- Budget Presentation – County Administrator-review of New Funding Requests FY 22-23 with Administrator’s Recommendations included in proposed budget.

ADJOURN MEETING TO BUDGET WORK SESSION AT 5:30 PM ON APRIL 7TH, 2021

Mr. Spence adjourned the meeting at 6:26 pm to a Work Session on April 7th, 2022, at 5:30 pm.

_____,
CHAIRMAN
CRAIG COUNTY BOARD OF SUPERVISORS

_____, CLERK
CRAIG COUNTY BOARD OF SUPERVISORS
