

CRAIG COUNTY BOARD OF SUPERVISORS
JUNE 2nd , 2022 – 6:00 P.M.
CRAIG COUNTY COURTHOUSE

AT A REGULAR MEETING of the Craig County Board of Supervisors conducted on the 2nd day of June at 6:00 p.m. in the Craig County Court House Courtroom.

PRESENT:

Jesse Spence – Chair
Rusty Zimmerman-Vice Chair
Carl Bailey-Supervisor
Jason Matyas-Supervisor

Dan Collins – Clerk

Keith Dunbar-Supervisor (call in)

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**

- A. IV. Briefings, Andrew Cohill, Design Nine, Broadband Presentation rescheduled for July 7th, meeting.
- B. VII. New Business, D. R22-50, background, and policies added.
- C. V. Appointments, Resolution Recommending the Appointment of Angela Gardner to the Social Services Board, B. R22-53

CONSENT ITEMS

Mr. Spence presented to the board the R22-45 consent items. Mr. Zimmerman made a motion, seconded by Mr. Spence, to approve the minutes and consent items with Resolution R22-32. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes Mr. Dunbar, Mr. Bailey and Mr. Spence, yes.

R22-45

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG
COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE
ON THURSDAY, JUNE 2nd , 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 June 2nd , 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 – May 5th, 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 2nd day of June 2022 adopted this Resolution.

BRIEFINGS

- A. Ashley Smith, VDOT: No new land development projects. Continuing with gravel patching, mowing, trimming, and grading on our gravel roads. Upcoming pipe replacements route 632, Johns Creek Road, - 2 pipe replacements. Bridge project update on 311Meadow Creek, started demolition of substructure for phase 1 began on May 25th, stream management measures will be installed mid-May and the project is on schedule.

APPOINTMENTS

Mr. Zimmerman made a motion, seconded by Mr. Matyas, to approve Resolution R22-46, a resolution creating the Craig Valley Railroad Bed Committee and Appointing its Chairman and Members. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Dunbar, Mr. Bailey, yes and Mr. Spence, yes.

R22-46

A Resolution Creating the Craig Valley Railroad Bed Committee and Appointing its Chairman and Members

WHEREAS, the citizens in Craig County currently enjoy a one mile walking trail along the old Craig Valley Railroad Bed near New Castle , and

WHEREAS, the Virginia Department of Transportation (VDOT) recently completed a survey of the entire length of old Craig Valley Railroad Bed, consisting of 25.9 miles of railroad bed that has been identified as eligible for a walking trail project in Craig and Botetourt counties, with the current one mile Craig County portion being the only completed section, and

WHEREAS, the Board of Supervisors recognizes the outdoor recreational benefits of a 25.9 mile walking trail starting in New Castle and ending in Eagle Rock, with a total of 8.8 miles being located in Craig County, and

WHEREAS, the need to establish a Craig Valley Railroad Bed Committee to provide well informed guidance and recommendations for the development of a

trail project for the recreational and health benefits of Craig County citizens, to the Craig County Board of Supervisors, and

WHEREAS, the County needs to identify various sources of state support for project partnerships as well as private funding for the Pre Engineering and Planning, and eventually the construction of the Craig - Botetourt Trail , and

WHEREAS, the County needs to review and utilize the programs available at the Virginia Department of Transportation, and the Commonwealth of Virginia, that could provide critical funding to the County which lacks project investment capital, and

WHEREAS, the County needs to identify low cost segments of the project for cost effectiveness and an increased likelihood of providing walking trails to the citizens of Craig County, and

WHEREAS, the Craig - Botetourt Trail would increase tourism activates in Craig County, and

WHEREAS, the Craig Valley Railroad Bed Committee would engage the citizens of Craig County by scheduling Citizen Information Meetings, and

WHEREAS, the Board of Supervisors wishes to appoint a Craig Valley Railroad Bed Committee consisting of SEVEN (7) members which will review and identify options enabling the Committee to make well-informed recommendations, to address the outdoor recreational needs of the County and the Craig - Botetourt Trail project, to the Board of Supervisors, and

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig County hereby confirms and appoints the Chairman and Members of the newly formed Craig Valley Railroad Bed Committee:

1. Woody Lipps, Chairman, Representing Citizen (Retired Forest Service).
2. Melissa Beaudoin, Member, Representing the Craig County EDA
3. Jordan Labiosa, Member, Representing the Craig County Tourism Commission
4. Debbie Snead, Member, Representing Craig County Recreation Commission (FOD)
5. Dustin Eshelman, Member, Representing Wilderness Adventure
6. Beth Christensen, Member, US Forestry Service

BE IT FURTHER RESOLVED, the Craig Valley Railroad Bed Committee may recommend for appointment, by the Board of Supervisors, one (1) additional member, with the appropriate expertise and interest, for a maximum of seven (7) members.

BE IT FURTHER RESOLVED, the Craig County Administrator be appointed as an Ex Officio to the Craig Valley Railroad Bed Committee.

BE IT FURTHER RESOLVED, the Craig Valley Railroad Bed Committee shall conduct its Organizational Meeting within thirty (30) days of adoption of this Resolution.

The Board of Supervisors of Craig County, in a regular meeting on 2nd day of June 2022, did adopt this Resolution.

Mr. Bailey made a motion to approve Resolution R22-53 recommending the Appointment of Angela Gardner to the Social Services Board for Craig Creek District, Mr. Zimmerman seconded. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Dunbar, yes, Mr. Bailey, yes, and Mr. Spence, yes.

R22-53

**A Resolution Recommending the
Appointment of Angela Gardner to the
Social Services Board**

WHEREAS, Malisa Stephens was recommended for appointment to serve on the Board of Social Services as the Craig Creek District representative in June 2014, and

WHEREAS, Malisa Stephens has served two consecutive four year terms and cannot be reappointed on the Board of Social Services as the Craig Creek District representative expiring June 30, 2023 and

WHEREAS, The Board of Supervisors and Social Services Board thank Malisa Stephens for her service to our county and to her district, and

WHEREAS, Angela Gardner has been recommended to serve on the Social Services Board as the Craig Creek Representative for a four year term from July 1st, 2022 to June 30th, 2026, now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig County that Angela Gardner is hereby recommended for appointment as the Craig Creek District Social Services Board Member for a four year term beginning on July 1, 2022 and expiring June 30th, 2026 is hereby approved.

The Board of Supervisors of Craig County, in a regular meeting on 2nd day of June 2022 adopted this Resolution.

NEW BUSINESS

Mr. Bailey made a motion, seconded by Mr. Zimmerman, to approve Resolution 22-47 Amending the Fiscal Year 2021-2022 Budget. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Dunbar, yes, Mr. Bailey, yes, and Mr. Spence, yes.

R22-47

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 \$100 which will be used for equipment and also received the amount of \$2114 from four life funds to be used for medical supplies, and

WHEREAS, the Public Safety Department has received additional funds over and beyond the budgeted amount for the FY22 four for life in the amount of \$157. The FY 22 total amount of four for life is \$6,343 and will be distributed between the CCRS, Paint Bank Rescue and CCEMS, and they have also received additional amount of funding in the Aid to Localities in the amount of 10,000 these ATL funds will be distributed to the volunteer fire departments, and

WHEREAS, the clerk of the circuit court has received a grant for records processing from the Commonwealth of Virginia, Compensation Board in the amount of \$24,275 this will be used for filming documents, they have also received from the compensation board an additional \$1,000 in technology funding for their records processing, and

WHEREAS, the Craig County Department of Social Services has also received additional funds in the amount of \$15,000 from the Commonwealth of Virginia for Title IV-E Adoption Study, this will be added to the Department of Social Services budget with no local funding needed, and

WHEREAS, the Craig County Sheriff Dept has received the amount of \$375 in state seizure funding, this will be used for supplies and cost for the sheriff office which are designated by seizure funds, 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	100
3-100-018990-0018	misc funds 4 for life	2114

STATE

3-100-024020-0006	Four for Life	157
3-100-024020-0001	ATL funding	10,000
3-201-024060-0004	Laser Dept of SS	15,000
3-100-023070-0003	clerk comp board grant	24,275
3-100-023070-0002	tff funding clerk	1,000
3-115-033010-0012	state seizure funds	<u>375</u>

TOTAL \$53,021

EXPENSES

CCEMS

4-100-032410-6002	Donations	100
4-100-032410-6003	medical supplies	2114

PUBLIC SAFETY

4-100-032420-5603	Four for Life (CCRS, PBR, CCEMS)	157
4-100-032420-5602	ATL to Departments	10,000

CLERK OF COURT

4-100-021600-8203	Grant	24,275
4-100-021600-3511	TTF	1,000

SHERIFF DEPT

4-115-031200-5898	Seizure Funds	375
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DEPT SOCIAL SERVICES

4-201-053110-0812	Title IV-E adoption subsidy	<u>15,000</u>
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TOTAL 53,021

BE IT FURTHER RESOLVED, that the sum of **\$53,021** appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 2nd June 2022, adopted this resolution.

Mr. Zimmerman made a motion, seconded by Mr. Bailey, to approve Resolution R22-48 to Appropriate Funds to the County of Craig Fiscal Year Budget for 2022-2023. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Dunbar, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-48

**A RESOLUTION APPROPRIATING
FUNDS TO THE COUNTY OF CRAIG
FISCAL YEAR BUDGET FOR 2022-23**

WHEREAS, the Board of Supervisors has adopted a budget on May 5, 2022 to provide a guideline for processing and providing the funds to meet the needs of the County and,

WHEREAS, the Auditors have recommended that the fiscal year budget be appropriated in this manner,

NOW THEREFORE BE IT Resolved by the Board of Supervisors for Craig County that the following amounts be hereby appropriated for the fiscal year of 2022-2023:

	Expenditures	
Fund 100	General Fund	
11010	Board of Supervisors	36,960
12110	County Administrator	138,538
12240	Audit	73,500
12310	Commissioner of Revenue	208,378
12330	Reassessment	40,000
12410	Treasurer	245,423
12510	Technology-Data Processing	115,963
13100	Electoral Board	40,716
13200	Registrar	105,074
21100	Circuit Court	6,780
21200	General District Court	3,599
21600	Clerk of Circuit Court	312,416
22100	Commonwealth Attorney	243,249
24300	Accounting/Purchasing	130,415
31200	Sheriff	1,072,335
31230	Animal Control	9,035
31400	E911	31,761
32400	Emergency Medical Services	3,227
32410	Craig Co EMS and Ambulance Services	692,131
32420	Public Safety (Fire and Rescue)	251,017
32500	Forest Service	3,777
33200	Care of Prisoners	25,000
34100	Building Inspections	95,708
35300	Medical Examiner	400
42600	Sanitation and Waste	501,147
43100	Maintenance of Properties	143,307
51200	Health Department	75,245
51210	Mental Health Services	8,328
73300	Library	43,349
81210	Community Colleges	17,000
81220	Community Development	62,609
81230	Tourism	32,160
81400	Board of Zoning Appeals	1,000
81410	Fifth Planning District	4,892
81600	Craig Co Planning Commission	2,653
82300	Erosion & Sediment Control	2,500
82400	Mt Castle Soil and Water Conservation	211,648
83000	Va Tech Cooperative Extension Program	46,942
91400	Risk Management	84,019
91410	Contingency General County	60,000
93000	Transfers to	
	VPA	404,294
	CCPS	1,820,000
95000	Debt Service	593,371
	Total General Fund 100	7,999,866

	Transfer out (to Social Services CSA & CCPS)	(2,224,294)
Fund 105	Law Library	
	Law Library	100
Fund 110	Courthouse Maintenance Fund 110	
43200	Repairs and Maintenance	1,000
Fund 201	Social Services and Comprehensive Serv.	2,198,025
Fund 205	Craig County Public Schools	
1000	Instructional	5,478,073
2000	Administration	611,238
3000	Pupil Transportation	570,195
4000	Operations & Maintenance	737,676
5000	School Food	
7000	Debt Service	
8000	Technology	302,738
9000	Contingency	20,000
	Total CCPS Fund 205	7,719,920
Fund 206	CCPS Cafeteria Fund	340,513
	Total Craig County Public Schools	8,060,433
	Total Expenditures	16,035,130

The Board of Supervisors of Craig County, in a regular meeting on the 2 day of June 2022,
approved this resolution.

Mr. Zimmerman made a motion, seconded by Mr. Bailey, to approve Resolution R22-49 Establishing the Flood Plain Policy (FPP) For the County of Craig Guiling Official. Voting was as follows: Mr. Zimmerman, no, Mr. Matyas, no, Mr. Dunbar, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-49

A Resolution
Establishing the Flood Plain Policy (FPP)
For the County of Craig Building Official

WHEAREAS, this policy is adopted for the sole purpose of providing an acceptable level of safety to all individuals, homeowners, property owners, business owners, and the general public, and

WHEAREAS, The Flood Plain Policy (FPP) will limit loss and or damage to private property which has, or will, experiences a flood plain event, incident, or occurrence, and

WHEAREAS, any building or structure, either erected or established in a flood plain area, OR a suspected flood plain area, within the County of Craig shall be required to obtain a certificate of elevation from a Professional Engineer (PE) or a Licensed Surveyor showing:

1. FEMA - Flood Plain Level Elevation
2. Establish First Floor Construction Level - at Flood Plain Level **PLUS** one foot (12 inches).

WHEAREAS, all electrical equipment, heat pumps, or other equipment serving the structure shall be at or above the “Establish First Floor Construction Level. No basement is permitted in a FEMA flood plain area. This certificate shall be issued prior to the building permit and will be a required attachment to any Building Permit issued in a FEMA Flood Plain area, and

WHEAREAS, any building or structure in place prior to the effective date listed, shall be accepted as having been “Grandfathered” and shall not be subject to this requirement. However, any building or structure which is torn down, destroyed, or removed, may be replaced, once all requirements of the Flood Plain Policy and the Building Code have been met.

NOW THEREFORE BE IT RESOLVED, the Craig County Flood Plain Policy is hereby adopted, effective July 1, 2022.

Mr. Zimmerman made a motion, seconded by Mr. Matyas, to approve Resolution R22-50 Adopting Federal Awards Administration Policy and County of Craig Conflict of Interest Policy. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Dunbar, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-50

**RESOLUTION
ADOPTING
FEDERAL AWARDS ADMINISTRATION POLICY
AND
COUNTY OF CRAIG CONFLICT OF INTEREST POLICY**

WHEREAS, The FY21 Audit presented to the Board last November included findings that the County has not yet adopted, a Federal Awards Administration Policy nor a Conflict-of-Interest Policy, and

WHEREAS, The attached policies are standard guidelines recommend by the Governmental Accounting Standards Board (GASB) and the County's Auditor. The two policies are similar if not identical to all Counties in Virginia, and

WHEREAS, no cost associated with either of these two Policies.

NOW THEREFORE BE IT RESOLVED, by the Board of Supervisors of Craig County that the two policies identified as the Federal Awards Administration Policy and the Conflict of Interest Policy be approved as written and adopted.

The Board of Supervisors of Craig County, in a regular meeting on the 2nd day of June, 2022, adopted this resolution.

PUBLIC HEARING

Public hearing for comment on proposed Resolution 22-51 Approving Virginia Department of Transportation Secondary System Six-Year Plan for Craig County Fiscal Year 2022-2023 through 2027-2028.

Mr. Spence asked the Board if there were any comments before opening the public hearing. There was no comment from Board.

Mr. Spence opened the public hearing at 6:18 pm.

There was no public comment, Mr. Spence closed the public hearing.

Resolution R22-51 Approving Virginia Department of Transportation Secondary System Six-Year Plan for Craig County Fiscal Year 2022-2023 through 2027-2028. Mr. Matyas made a motion, seconded by Mr. Zimmerman, vote as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Dunbar, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-51

**RESOLUTION APPROVING
VIRGINIA DEPARTMENT OF TRANSPORTATION
SECONDARY SYSTEM SIX-YEAR PLAN FOR CRAIG COUNTY
FISCAL YEAR 2022-2023 THROUGH 2027-2028**

WHEREAS, the Board of Supervisors of Craig County, Virginia in cooperation with the Virginia Department of Transportation conducted a public hearing on June 2nd, 2022 regarding the proposed Secondary System Six-Year Plan for Fiscal Years 2022-2023 through 2027-2028 (July 1, 2022 through June 30, 2028) for Craig County, and

WHEREAS, the Board of Supervisors and the Department of Transportation received public comment and input at the aforementioned public hearing on the proposed Six-Year Plan, and

WHEREAS, the Board of Supervisors wishes to proceed with approval of the Secondary System Six-Year Plan for Craig County for Fiscal Years 2022-2023 through 2027-2028.

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Craig County that the Secondary System Six-Year Plan for Fiscal Years 2022-2023 through 2027-2028 and the same is hereby approved.

The Board of Supervisors of Craig County, in a regular meeting held on the 2nd, day of June 2022 adopted this resolution.

RECESS TO CLOSED SESSION

Motion to go into closed meeting to discuss personnel matters, §2.2-3711 A.1 and Real Estate Matters §2.2-3711 A.3 of the Code of Virginia. Mr. Dunbar made a motion, Mr. Matyas seconded, voting as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Dunbar, Mr. Spence, yes.

**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF
CRAIG COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY
COURTHOUSE ON THURSDAY, APRIL 7TH, 2022**

**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, §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

Re-advertise the Main landfill site in June for Sale.

INFORMATIONAL

- A. Treasurer's Report
- B. Copy of Advertisement for Public Hearing for Mud Bog Event for June 9th
- C. Copy of Public Notice Request for Proposals General Reassessment of Real Property

REPORTS AND INQUIRIES FROM THE BOARD

- a. Health Department Lease- Mr. Collins updated the board on the current lease that has been in place for the last 15 years which expires June 30, 2022. Mr. Collins suggested extending the lease at it's current rate for the next 3 months while negotiating a new lease. – ARAP funds eligible for Radio Project. We submitted a VDEM grant request for \$2,900,000.00 last month. In addition, contacted Delegate (Both Joe McNamara & Terry Austin) there may be state funding available. Delegate Austin is on the House Appropriations Committee.
- b. ARAP Funds (approximately \$999,500+/-) are eligible for the Radio Project. We submitted a VDEM grant request for \$2,900,000.00 last month. In addition, contacted Delegate (Both Joe McNamara & Terry Austin) there may be state funding available. Delegate Austin is on the House Appropriations Committee.
- c. Opioid Settlement-Notified that the County will receive \$371,000. Not sure of eligible uses. All proceeds will go into General Fund – Fund Balance.
- d. 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 and immediate family member, on a single lot in various zones. Updating the county Comprehensive Plan will also start this May or June.
- e. Dam #1- 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. Receive notification federal funding, along with the State (Local) matching funds has been approved. No County funds needed.
- f. GIS update- the Registrar has asked that we consider including a voting precinct in the Magisterial District overlay. Will discuss with Hurt & Proffitt.
- g. Landfill- We have advertised landfill Property for sale once again, R/W to be recorded in the Clerk's Office prior to any possible sale.
- h. Rails to Trails- IN PROGRESS VDOT has completed the first review for developing a Walking/Bike/Horse Trail from New Castle to Eagle Rock in Botetourt County. The next step is the Preliminary Engineering work. Part of the work is to have several Citizen Information Meetings (CIM) to provide the public an opportunity to review and discuss. I recommend the Board appoint a 5-member committee to oversee the development and insure citizen involvement. The Committee should include a representative for the Tourism Commission, National Forest, Field of Dreams, and two others. I would recommend the County Administer be an Ex-official. A Resolution appointing the committee will be prepared for the June Agenda. If you know of anyone interested in serving, please let me know. I would recommend that the Tourism Committee be the lead group for the project. “Craig Valley Rail bed Survey” report distributed at the April 9, 2022 meeting. Will place proposed committee on the June Meeting Agenda.

HEAR THE PUBLIC

Mr. Spence opened hear the public.

Alan R. Lugar – Simmonsville District -Voiced a continued complaint about a neighboring piece of property who the owner obtained a building permit to build a house and has now cleared additional property beyond his E&S (Erosion & Sediment) agreement. Mr. Lugar gave an update. The neighbor has been compliant with Craig County Erosion & Sediment agreement.

ADJOURN

Mr. Spence adjourned the meeting at 7:21 pm.

_____,
CHAIRMAN
CRAIG COUNTY BOARD OF SUPERVISORS

_____, CLERK
CRAIG COUNTY BOARD OF SUPERVISORS
