

**CRAIG COUNTY BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 13th, 2022**

AT A REGULAR MEETING of the Craig County Board of Supervisors conducted on the 13th day of January 2022 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

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 appointing new member to the Craig County Tourism Commission, VII-F.
- b. Jim Weber, New Director Introduction Patricia Franklin, V- C.

REORGANIZATION

- A. Election of the Chairman: Mr. Spence asked for nominations from the Board, Mr. Bailey nominated Mr. Spence, seconded by Mr. Zimmerman. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.
- B. Election of Vice Chairman: Mr. Spence asked for nominations for Vice Chairman, Mr. Bailey nominated Mr. Zimmerman, seconded by Mr. Spence. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.
- C. Appointment of Clerk, Zoning Administrator, and Subdivision Agent to the Board of Supervisors: Mr. Bailey made a motion to nominate Mr. Collins as Clerk, Zoning Administrator, and Subdivision Agent to the Board of Supervisors, seconded by Mr. Spence. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.
- D. Adopt Roberts Rules of Order: Mr. Spence asked if the Board wished to adopt the Roberts Rules of Order: Mr. Bailey made a motion to adopt the Roberts Rules of Order, seconded by Mr. Zimmerman. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes..

CONSENT ITEMS

Mr. Spence presented to the board the consent items. Mr. Bailey made a motion, seconded by Mr. Zimmerman, to approve the minutes and consent items with Resolution R22-01. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-01

**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG
COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE
ON THURSDAY, JANUARY 13th, 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 certain section of the agenda of the Board of Supervisors for January 13th, 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 – December 2nd, 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 the 13th day of January 2022 adopted this Resolution.

BRIEFINGS

- A. Ray Varney, VDOT: Mr. Varney provided the board with a Monthly Report on work in the County. Ashely Smith, reports Middle of Main drainage project, finalizing plans at the end of month will be going to advertising at end of March. No Land development or permits. We have been doing more mowing/trimming, grading and gravel, and pipe replacement. Paint Bank Bridge complete and bridge project in town will start in March. Notification will be place along with message boards.
- B. Broad Band: No broadband update
- C. Mr. James Weber, DSS Director, thanks the county for 10 years of service. Commented that Craig County takes care of its own. The number of people who stepped up to be foster parents, give donations, from individuals and churches is impressive and surpassed Roanoke in giving. Introduced New Director of DSS, Patricia "Pat" Franklin. She has worked 18 years at Roanoke County Department of Social Services on several programs including foster care and work programs. Ms. Franklin commented on how excited she is to be working in Craig County.

PROCLAMATIONS, RECOGNITIONS AND AWARDS

- A. The Board of Supervisors recognized Jim Cady for his many years of service with a framed certificate of recognition. Mr. Spence asked for a motion to approve R22-02. A motion was made by Mr. Zimmerman, seconded by Mr. Matyas. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-02

A RESOLUTION OF APPRECIATION FOR THE SERVICES OF **Jim Cady** TO THE COUNTY OF CRAIG

WHEREAS, the Craig County Board of Supervisors and the citizens of Craig County wish to thank Jim Cady for his years of service to Craig County by giving generously of his time and talents, and

WHEREAS, Jim Cady served as the Virginia Department of Emergency Management board member representing Craig County beginning in 2002, as Emergency Management Coordinator for the County of Craig beginning 2004 to 2017, EMS Director for Craig County, from 2017 to December 2021, as well as serving on the Craig County School Board and various other Boards representing the County of Craig, and

WHEREAS, Jim Cady was responsible for developing an effective emergency program for the County and working with the County Administrator during the many emergency events that took place in the County over the years, and coordinated all the components of the Emergency Management Plan with the local sheriff's office, volunteer fire and rescue squads, and volunteer organizations, and

WHEREAS, Jim Cady was responsible for seeing that the County of Craig had adequate emergency medical attention when the volunteer groups were unable to cover all the emergency calls for the County, developing and hiring a County Emergency Medical Services squad, and

WHEREAS, Jim Cady as our EMS Director lead our County in our first national pandemic; to plan, organize and execute, working directly with Virginia Department of Health, Craig County Department of Health, County of Craig Emergency services, and Volunteer Fire Departments to create COVID testing events and vaccination clinics for our community, and

WHEREAS, the countless volunteer hours Jim Cady has spent in meetings and classes and the gift of time he has contributed for so many years in so many areas on behalf of the County of Craig is impossible to summarize in a single document, now

THEREFORE BE IT RESOLVED, by the Board of Supervisors of Craig County, Virginia that the services of Jim Cady are hereby acknowledged as being honorable and with distinction and with this resolution the Board of Supervisors desires to honor Jim Cady for his service to Craig County.

The Board of Supervisors of Craig County, in a regular meeting on the 13th day of January 2022, adopted this Resolution.

R22-03

- B. The Board of Supervisors recognized Kathi Toelke for her service to Craig County with a framed certificate of recognition. Ms. Toelke was unable to attend, but the certificate will be delivered to her. Mr. Spence asked for a motion to approve the R22-03. A motion was made by Mr. Bailey, seconded by Mr. Zimmerman. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

**A RESOLUTION OF APPRECIATION
FOR THE SERVICES OF
KATHI TOELKE
TO THE COUNTY OF CRAIG**

WHEREAS, the Craig County Board of Supervisors and the citizens of Craig County wish to thank Kathi Toelke for her commitment and service to Craig County by giving generously of her time and talents serving as a Board of Supervisor member for the County of Craig, and

WHEREAS, Kathi Toelke served on the on the Community Policy & Management Team (CPMT) to oversee and manage the Comprehensive services Act for At-Risk Youth and Families Funds from August 1st, 2019 to December 2nd, 2021, and

WHEREAS, Kathi Toelke served as Chief Local Elected Official (CLEO) for the Western Virginia Workforce Development Board representing Craig County, and

WHEREAS, Kathi Toelke, served as ex-officio member of the Board of Directors of the Craig County Public Library, and

THEREFORE BE IT RESOLVED, by the Board of Supervisors of Craig County, Virginia that the services of Kathi Toelke are hereby acknowledged as being honorable and with distinction and with this resolution the Board of Supervisors desires to honor Kathi Toelke for her service to Craig County.

The Board of Supervisors of Craig County, in a regular meeting on the 13th day of January 2022, adopted this Resolution.

APPOINTMENTS

- A. Resolution Recommending the appointment of Patricia Franklin with Alternate of Jesse Spence as the TAP Board of Directors Representative: Mr. Bailey made a motion, seconded by Mr. Zimmerman, to approve Resolution R22-04. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-04

A Resolution Recommending the Appointment of Patricia Franklin with alternate of Jesse Spence as the TAP Board of Directors Representative

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

WHEREAS, Dan Collins has resigned to the TAP Board of Directors as Representative, and

WHEREAS, the Board of Supervisors wishes to appoint Patricia Franklin 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 Patricia Franklin 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 January 13th, 2022 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 13th day of January 2022.

- B. A resolution to approve appointment of Jason Matyas as Representative and Dan Collins as Alternate Representative to the Department of Social Service Community Policy & Management Team: Mr. Zimmerman made a motion, seconded by Mr. Bailey, to approve Resolution R22-05. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, abstain, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-05

**A Resolution to Approve Appointment of
Jason Matyas as Representative and
Dan Collins as Alternate Representative 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, Kathi Toelke was appointed to the CPMT as the Board's representative on August 1st, 2019 and the Board appreciates her services, and

WHEREAS, Jason Matyas has been newly elected to the Board of Supervisors to represent the Simonsville District, and

WHEREAS, the Board of Supervisors would like to appoint Jason Matyas as the Board's representative to the CPMT for a four year term from January 13th 2022 to December 31st, 2025 and Dan Collins to remain as alternate to the Community Policy & Management Team,

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig County that Jason Matyas is hereby appointed as the Board of Supervisor's representative member and Dan Collins will remain as the Board of Supervisor's alternate member.

The Board of Supervisors of Craig County, in a regular meeting on 13th day of January 2022 adopted this Resolution.

- C. Resolution appointing a Representative to the Chief Local Elected Official (CLEO) Consortium of the Western Virginia Workforce Development Board: Mr. Zimmerman made a motion, seconded by Mr. Bailey, to approve Resolution R22-06. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, abstain, Mr. Bailey, yes and Mr. Spence, yes.

R22-06

**A Resolution Appointing a Representative to the
Chief Local Elected Official (CLEO) Consortium of the
Western Virginia Workforce Development Board**

WHEREAS, the Workforce Innovation and Opportunity Act (WIOA) of 2014 requires that the Chief Local Elected Official (CLEO) or another designated local elected official from each locality within Local Workforce Development Area 3 that includes the Cities of Covington, Roanoke, Salem, and the Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke, and

WHEREAS, in order to remain in compliance, it is required that Craig County appoint a local elected official from our current Board of Supervisors members, per the CLEO Consortium Bylaws. Alternate representatives may be chief administrative officers and are not required to be elected, now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Craig County that the appointment of Jason Matyas as the Chief Local Elected Official Member for Craig County for a term beginning January 13th 2022 and expiring at the end of his elected term of December 31st, 2025 is hereby approved.

BE IT FURTHER RESOLVED, by the Board of Supervisors of Craig County that the appointment of Robert R. (Dan) Collins as the Alternate Member of the Chief Local Elected Official Consortium is hereby approved for the same term.

The Board of Supervisors of Craig County, in a regular meeting on 13th day of January 2022 adopted this Resolution.

- D. A Resolution recommending the appointment of a Jason Matyas Craig County Public Library Member of Board of Directors: Mr. Bailey made a motion, seconded by Mr. Zimmerman, to approve Resolution R22-07. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, abstain, Mr. Bailey, yes and Mr. Spence, yes.

**A Resolution Recommending the
Appointment of Jason Matyas
Craig County Public Library
Member of Board of Directors**

WHEREAS, the Craig County Public Library had requested an appointment of a Board of Supervisor member to serve as a non-voting ex-officio member of the Board of Directors of the Craig County Public Library, and

WHEREAS, the appointment of Jason Matyas as the ex-officio member to serve on the Board of Directors of the Craig County Public Library, and

WHEREAS, the appointment greatly enhanced communication and provided for a stronger working partnership between the Craig County Public Library and the Board of Supervisors of Craig County, and

WHEREAS, Kathi Toelke has resigned as the ex-officio member on the Board of Directors of the Craig County Public Library, now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig County that the appointment of Jason Matyas as the ex-officio member to serve on the Board of Directors of the Craig County Public Library from January 13th, 2022 to December 31st, 2025 is hereby made.

The Board of Supervisors of Craig County, in a regular meeting on 13th day of January 2022 adopted this Resolution.

- E. A resolution recommending Darryl Humphries to the Western Virginia Emergency Medical Services Council Board of Directors: Mr. Zimmerman made a motion, seconded by Mr. Bailey, to approve Resolution R22-08. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

**A Resolution Recommending the
Appointment of Darryl Humphreys to the
Western Virginia Emergency Medical Services Council
Board of Directors**

WHEREAS, the Western Virginia Emergency Medical Services Council has requested that the County of Craig have a representative on their board of directors, and

WHEREAS, the Western Virginia Emergency Medical Services Council recommends the appointment of government officials, EMS agency members, and interested citizens while encouraging diversity among their board members, and

WHEREAS, the Craig County Board of Supervisors appointed Emergency Services Coordinator, Jim Cady for the term January 1, 2018, to December 31, 2021, and

WHEREAS, Jim Cady has served his appointed time and recommends to the Board of Supervisors that Darryl Humphreys be appointed as Craig County's representative for a three-year term, now,

THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig County that the appointment of Darryl Humphreys as Craig County's representative on the Western Virginia Emergency Medical Services Council Board of Directors for the term of January 1, 2022 to December 31, 2025 is hereby approved.

The Board of Supervisors of Craig County, in a regular meeting on the 13th day of January, 2022 adopted this Resolution.

- F. A Resolution appointing Miranda Webb to the Craig County Tourism Commission: Mr. Zimmerman made a motion, seconded by Mr. Matyas, to approve Resolution R22-12. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-12

**A Resolution Appointing Miranda Webb
to the Craig County Tourism Commission**

WHEREAS, membership in the Craig County Tourism Commission (CCTC), in accordance with Resolution R.12-01 passed by the Board of Supervisor of Craig County, will consist of five (5) citizens appointed by the Board with representation as equally distributed around the five magisterial districts as practical.

WHEREAS, these representatives shall serve at the pleasure of the Board of Supervisors and will serve for (4) year staggered terms, and

WHEREAS, The Craig County Tourism Commission (CCTC) has nominated Miranda Webb to represent the Potts Mountain District, and

THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig county that the staff recommend the approval of Resolution 22-12 for the appointment of Miranda Webb for term beginning January 13th 2022 and ending December 31st, 2025.

Mr. Collins gave a briefing to the Board of Supervisors and public regarding the history of the cigarette tax. Mr. Spence asked for comment from the Board of Supervisor and if they had any questions, the board had no comment and no questions. Mr. Spence opened the public meeting.

PUBLIC HEARING

Mr. Richard Carper presented the Board of Supervisors with a petition 492 signatures he had collected from his two stores asking the cigarette tax to be reduced. Mr. Carper asked for a grace period on stamps to be put on cigarettes.

No other Comments.

Mr. Spence closed the public hearing.

- A. Mr. Spence opened discussion to the Board regarding Ordinance 2022-01. Discussed monies for emergency services, surrounding counties cigarette tax, and audit to reimburse. Mr. Collins commented that all tax rates are reviewed every year. Mr. Spence asked for a motion to keep the rate or change, and Commissioner has approved choice of stamps. Mr. Zimmerman made a motion, Mr. Bailey 2nd, voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, no , Mr. Bailey, yes and Mr. Spence, yes.

ORDINANCE NO. 2022-01

ORDINANCE AMENDING THE CODE OF CRAIG COUNTY, VIRGINIA TO CHANGE THE TAX ON THE SALE OF CIGARETTES IN THE COUNTY

WHEREAS, Virginia Code §§ 58.1-3830 and 58.1-3832, effective July 1, 2021, authorize Craig County, Virginia (the "County") to impose a tax on the sale or use of cigarettes within the County; and,

WHEREAS, Virginia Code § 58.1-3832 authorized the County to provide, by ordinance, for the administration and enforcement of any tax on the sale or use of cigarettes; and,

WHEREAS, effective July 1, 2021, Virginia Code § 58.1-3830 authorized the County to impose a tax on the sale or use of cigarettes at a maximum rate of two cents (\$0.02) per cigarette sold; and,

WHEREAS, the Craig County Board of Supervisors (the "Board") did amend the Code of Craig County, Virginia by Ordinance No. 2021-03 duly enacted on August 5, 2021, to impose a tax on the sale of cigarettes of two cents (\$0.02) per cigarette or forty cents (\$0.40) per pack or package of cigarettes, said tax to become effective January 1, 2022; and,

WHEREAS, after further review, the Board has determined it appropriate and in the best interests of the County to maintain the current rate, equal to the maximum allowed by § 58.1-3832, and to tax the sale of cigarettes at two cents (\$0.02) per cigarette or forty cents (\$0.40) per pack or package of cigarettes, said tax to remain effective as of January 1, 2022; and,

WHEREAS, the use of gummed stamps as referenced in prior ordinances has been replaced by heat-applied stamps and is subject to additional changes, the ordinance should be changed to allow newer stamp technology;

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of the County of Craig, that Article IX, Chapter 38, is amended to read as follows:

Sec. 38-335. - Definitions – "Stamp"

"Stamp means a decal approved by the commissioner of the revenue to be sold by the county treasurer and to be affixed to every package of cigarettes sold at retail in the county and also, any insignia or symbols printed by a meter machine upon any such package under the authorization of the commissioner of revenue. The treasurer may authorize the use of a meter machine in lieu of the method of paying such tax by the purchase and affixing of stamps, and, in consultation with the commissioner of the revenue, prescribe and enforce necessary regulations setting forth the method to be employed and the conditions to be observed in the use of such meter machines. In the event that the treasurer is unable to provide stamps to a person wishing to purchase them due a temporary unavailability of stamps, the treasurer may, in consultation with the commissioner of the revenue, authorize in advance a seller to submit an affidavit, sworn and attested under penalty of law, of cigarettes sold during a defined time period and collect taxes therefor. "

(Ord. No.2022-01, 01-13, 2022)

Sec. 38-338. - Method of payment.

- a) The tax imposed by this article shall be paid and evidenced by affixing or causing to be affixed a stamp or stamps, of the proper denominational or face value, to each and every package of cigarettes sold within the county, in the manner and at the time or times provided for in this article. Every dealer and every seller in

the county, once registered, shall have the right to buy such stamps from the county treasurer and to affix the same to packages of cigarettes as provided in this article.

- b) The commissioner of revenue may permit the payment in advance of the tax levied and imposed by this article by the method of placing imprints of the stamps upon original packages by the use of meter machines, in lieu of the method of paying such tax by the purchase and affixing of stamps, and may prescribe and enforce the necessary regulations setting forth the method to be employed and the condition to be observed in the use of such meter machines.

(Ord. No.2022-01, 01-13, 2021)

Sec. 38-339. - Preparation and sale of stamps.

- a) For the purpose of making stamps available for use, the commissioner of revenue shall prescribe, prepare, and furnish to the county treasurer, and the county treasurer shall sell stamps of such denominations and in such quantities as may be necessary for the payment of the taxes imposed by this article. In the sale of such stamps, the county treasurer shall allow a discount of one-tenth (0.10) of a cent per cigarette (i.e., two (2) cents per pack) to cover the costs which will be incurred in affixing the stamps to packages of cigarettes.
- b) In the event the printing by an authorized meter machine is used in lieu of stamps, there shall be allowed a discount of six (6) percent of the denominational or face value of the imprints of such stamps so printed by such meter machine to cover the costs incurred in printing such imprints.

(Ord. No.2022-01,01-13- 2022)

Sec. 38-340. General duties of dealers and sellers with respect to stamps.

- a) Every dealer in cigarettes is hereby required and it shall be his duty to purchase such stamps, at the office of the county treasurer, as shall be necessary to pay the tax levied and imposed by this article, and to affix or cause to be affixed a stamp or stamps of the monetary value prescribed by this article to each package of cigarettes prior to delivery or furnishing of such cigarettes to any seller. Nothing herein contained shall preclude any dealer from using a stamp meter machine in lieu of stamps to effectuate the provisions of this article.
- b) Every seller shall examine each package of cigarettes prior to exposing the same for sale, for the purpose of ascertaining whether such package has the proper stamps affixed thereto or imprinted thereon, as provided by this article. If, upon such examination, unstamped or improperly stamped packages of cigarettes are discovered, the seller shall either: purchase and affix to such package of cigarettes the proper stamps covering the tax imposed by this article; or, where such cigarettes were obtained from a

dealer, immediately notify such dealer, and upon such notification, such dealer shall forthwith either affix to or imprint upon such unstamped or improperly stamped packages the proper amount of stamps, or shall replace such packages with others to which stamps have been properly affixed or imprinted thereon.

- c) Should a seller obtain or acquire possession of, from any person other than a dealer, any unstamped or improperly stamped cigarettes, such seller shall forthwith, before selling or offering or exposing such cigarettes for sale in the county, purchase and affix or cause to be affixed to such packages of cigarettes the proper stamps, or the markings of a meter machine, covering the tax imposed by this article.
- d) In the event any seller elects to purchase and affix stamps or imprints of a meter machine, before offering cigarettes for sale, any dealer delivering and furnishing cigarettes to such seller shall not be required to purchase and affix such stamps or imprints to such cigarettes so sold or furnished; provided that any such dealer shall, on the day after such delivery and furnishing, file with the commissioner of revenue a copy of the delivery memorandum showing the name and address of the seller and the quantity and type of cigarettes so delivered and furnished.

(Ord. No.2022-01, 01-13-, 2022)

This Ordinance shall take effect upon its enactment.

Date: _____

Recorded Roll Call Votes:

Jesse Spence, Chair:	<u> Y </u>
Carl Bailey, Vice Chair:	<u> Y </u>
Rusty Zimmerman:	<u> Y </u>
Jason Matyas:	<u> N </u>

ATTEST:

Robert R. Collins, County Administrator
and Clerk of the Board

- A. Mr. Collins reviewed the Town and County Cigarette tax code §58.1-3830-B asking the Board of Supervisors to request from the Town Council a provision to allow the county to have its own ordinance. Mr. Spence asked for a motion, Mr. Spence made the motion, Mr. Bailey seconded the motion. Board voted as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

NEW BUSINESS

- A. Resolution Amending the Fiscal year 2021-2022 Budget. Mr. Matyas made a motion, seconded by Mr. Zimmerman, to approve Resolution R22-09. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-09

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 County of Craig has received a grant in the amount of 9,310 from the Commonwealth of Virginia Department of Environmental Quality for Litter Prevention and Recycling, and

WHEREAS, this grant is based on the distribution between the Town of New Castle for the amount of 1,329 and the amount to the County of Craig in the amount of 7,781, and will be used per the requirements of the grant, and

WHEREAS, the Craig County Emergency Services has received a federal grant from the Department of Health and Human Services through the Health Resources and Services Administration in the amount of 10,968, this will be used for emergency services equipment, 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

STATE

3-100-024030-0002	Commonwealth of Virginia DEQ	9,310
3-100-024020-0007	HRSA EMS Grant Prov Relief	<u>10,968</u>
	TOTAL	20,278

EXPENSES

Community Development

4-100-081220-5674	Litter Grant Town	1,329
4-100-081220-5674	Litter Grant Co	7,981

Grants

4-100-91500-9534	HRSA EMS Prov Relief Grant	<u>10,968</u>
	TOTAL	20,278

BE IT FURTHER RESOLVED, that the sum of **\$20,278** appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 13th day of January 2022, adopted this resolution.

- B. Resolution R22-10 Accepting the Resignation of the Honorable Lindsey Dunne. Mr. Collins reviewed the following with the Board of Supervisors; Election to fill vacancy §24.2-226-A, Interim appointment §24.2-228-A and Times for special Election §24.2-682-A. Supervisors Mr. Bailey made a motion, seconded by Mr. Zimmerman, to approve Resolution R22-10. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-10

**A RESOLUTION OF
ACCEPTING THE RESIGNATION
OF THE HONORABLE LINDSEY DUNNE**

WHEREAS, it is the request of the Honorable Lindsey Dunne that her resignation as Craig Creek Supervisor be accepted by the Craig County Board of Supervisors, and

WHEREAS, the resignation will be effective January 1, 2022, and

WHEREAS, the Craig County Board of Supervisors will appoint an interim Supervisor for the Craig Creek District to serve until the Special November Election held in conjunction with the November General Election, and

WHEREAS, the citizens of Craig County will have the opportunity to vote for the Craig Creek District supervisor, thereby completing the remaining term, and

WHEREAS, the remaining term will end on December 31, 2023, and

THEREFORE BE IT RESOLVED, that the Craig County Board of Supervisors in their regularly scheduled meeting, held on the 13th day of January 2022, hereby accepts the resignation of the Honorable Lindsey Dunne, effective January 1, 2022.

INFORMATIONAL

- A. Treasurer's Report
- B. Statement of Economic Interest

REPORTS AND INQUIRIES FROM THE BOARD

- a. Mr. Collins - Budget schedule on back of notes presented to the board dated January 12, 2022.
- b. The EDA has appointed a committee consisting of Jordan Labiosa, Lenny MacDonald, and Dan Collins to try to find a repurpose for the Carter Bank building, what are next steps for the Carter Bank location and see if a representative from Carter Bank will come to the next meeting to speak about the impact on the county.
- c. Mr. Collins updated us on 'Local Match' for Johns Creek Dam No.1 Federal safety modifications still asking for funds and see who wins election for next steps.
- d. Mr. Collins reported downtown parking has been an issue, Mr. MacDonald, Sherriff Craddock, and Mr. Collins are looking at Botetourt parking ordinances as a guide for our county. Sherriff Craddock felt it would be important for any changes to be county wide.
- e. Mr. Collins gave some information on Virginia Resource Authority bonds for counties and towns are now offering 2.08% interest loans. Depending on grant work for towers, might want to look at this option if needed.
- f. Mr. Zimmerman reported that Mr. Zany Peak, Extension agent Supervisor for our area has been interviewing to fill our open position for Craig County Extension Agent.
- g. Mr. Matyas thanked everyone for the warm welcome. Next Friday is Lee Jackson Day, wanted to recognize the history to our county and commonwealth.

HEAR THE PUBLIC

- a. Commissioner of Revenue, Elizabeth Huffman gave clarification, stamps need to be on cigarettes as of January 1st, 2022, with no grace period.
- b. Pam Dudding, New Castle Record, recommended posters as many people do not visit the courthouse so that people would know what is going on.
- c. Mr. Carper understands there is no grace period, 4,000 individual stamps that he does not have the work force to put them on.
- d. Treasurer, Jackie Parsons, explained that distributors are to be putting stamps on inventory not that store owners and explained that distributor did not come in to pick up stamps until a couple of days ago.
- e. Commissioner of Revenue, Elizabeth Huffman, recited §38-349 from the code that allows the Commissioner and Treasurer to see what you have in inventory and your sales of cigarettes, we can work with that. Moving forward they must be on.
- f. Darryl Humphries, Emergency Management Coordinator, looking at 12 inches of snow, Sunday and Monday with high winds and power outages.

- A. Motion to go into closed meeting to discuss personnel matters, §2.2-3711 A.1 of the Code of Virginia. Mr. Spence made a motion, Mr. Zimmerman 2nd, voting as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes, 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 R22-11, seconded by Mr. Zimmerman. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes and Mr. Spence, yes.

R22-11

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE ON THURSDAY, JANUARY 13th, 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, 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

- B. Resolution R22-13 Appointing the interim supervisor for Craigs Creek District, Keith Dunbar. Mr. Bailey made a motion, Mr. Matyas 2nd, voting as follows, Mr. Zimmerman, yes, Mr. Matyas, yes, Mr. Bailey, yes, and Mr. Spence.

R22-13

A RESOLUTION APPOINTING THE INTERIM SUPERVISOR FOR CRAIGS CREEK DISTRICT

WHEREAS, Lindsey Dunne submitted her resignation effective January 1st, 2022 representing the Craigs Creek District of Craig County on the Board of Supervisors, and

WHEREAS, the remaining members of the body may appoint a qualified voter from the election district in which the vacancy occurred to fill the vacancy, Code of Virginia, section §24.2-228. Interim appointment, and

WHEREAS, Albert Keith Dunbar will be appointed as interim supervisor representing the Craigs Creek District of Craig County on the Board of Supervisors in the interim to serve until the next public election held on November 8th, 2022, now

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Craig County that Albert Keith Dunbar interim Craigs Creek District Supervisor, and

BE IT FURTHER RESOLVED, the Board of Supervisors of Craig County in a regular meeting on the 13th day of January 2022 adopted this resolution.

ADJOURN

Mr. Spence adjourned the meeting at 7:42 pm.

_____, CHAIRMAN
CRAIG COUNTY BOARD OF SUPERVISORS

_____, CLERK
CRAIG COUNTY BOARD OF SUPERVISORS
