

JESSE SPENCE, CHAIR
NEW CASTLE DISTRICT
CARL BAILEY, MEMBER
POTTS MOUNTAIN DISTRICT
KEITH DUNBAR, MEMBER
CRAIG CREEK DISTRICT



JORDAN LABIOSA, MEMBER
CRAIG CITY DISTRICT
JASON MATYAS, MEMBER
SIMMONSVILLE DISTRICT
R. R. DAN COLLINS
COUNTY ADMINISTRATOR

COUNTY OF CRAIG
P.O. Box 308
New Castle, Virginia 24127
540-864-5010 Phone
540-864-5590 Fax

AGENDA
CRAIG COUNTY BOARD OF SUPERVISORS
JANUARY 4th, 2024 – 6:00 P.M.
CRAIG COUNTY COURTHOUSE

I. OPENING CEREMONIES (6:00 P.M.)

- A. Call to Order
- B. Invocation
- C. Pledge of Allegiance to the United States Flag

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

III. REORGANIZATION

- A. Election of Chairman
- B. Election of Vice Chairman
- C. Appointment of Clerk, Zoning Administrator and Subdivision Agent to the Board of Supervisors
- D. Adopt Roberts Rules of Order

R24-01 IV. CONSENT ITEMS – (All matters listed under the consent items are considered by the Board to be routine and will be enacted by one Resolution in the form or forms listed below, if discussion is desired, that item will be removed from the consent items and will be considered separately)

- A. Minutes of December 7TH, 2023
- B. Claims and Warrants

V. BRIEFINGS

- A. Brian Blevins, VDOT, Monthly Report
- B. Trace Bellassai, Broadband
- C. Bill Wolf, Preserve Craig, Mountain Valley Pipeline Update
- D. Woody Lipps, Craig Valley Railbed Trail

- R24-02** **VI. APPOINTMENTS**
A. Resolution Reappointing Ms. Helen Ferguson as an at large representative on the Blue Ridge Behavioral Healthcare Board of Directors
- VII. OLD BUSINESS**
A. DMV Select Update
- R24-03** **VIII. NEW BUSINESS**
MOTION A. Consider Resolution Establishing Regular BOS Meeting Schedule for 2024
MOTION B. Consider Motion to approve Board of Supervisors Budget Schedule FY 2024
R24-04 C. Consider a Motion to approve Funding for Farmers Market Benches
R24-05 D. Consider a Resolution Amending the Fiscal Year Budget 2023-2024
 E. Consider a Resolution Requesting Virginia Legislature to All Board of Supervisor Members and County Employees to Serve on the Craig County Economic Development Authority
R24-06 F. Consider a Resolution of Appreciation for The Services of Rusty Zimmerman To The County of Craig
- IX. INFORMATIONAL**
 A. Treasurer's Report
 B. Statement of Economic Interest
- X. REPORTS AND INQUIRIES FROM THE BOARD AND COUNTY ADMINISTRATOR**
- XI. HEAR THE PUBLIC**
- XII. RECESS TO CLOSED SESSION FOR PERSONNEL MATTERS AND REAL ESTATE**
 Real Estate Matters § 2.2-3711 A.3
- R24-07** **XIII. RESOLUTION CERTIFYING THE CLOSED MEETING WAS HELD IN CONFORMITY WITH THE CODE OF VIRGINIA**
- XIV. ADJOURN**

OPENING CEREMONIES

REQUEST TO POSTPONE,
ADD TO OR CHANGE THE
ORDER OF AGENDA ITEMS

REORGANIZATION

Election Of Chairman

Election of Vice Chair

Appointment of Clerk, Zoning Administrator and
Subdivision Agent to the Board of Supervisors

Adopt Robert's Rules of Order

Consent Items

R24-01

**JESSE SPENCE, CHAIR
NEW CASTLE DISTRICT**

**CARL BAILEY, MEMBER
POTTS MOUNTAIN DISTRICT**

**KEITH DUNBAR, MEMBER
CRAIG CREEK DISTRICT**



**JORDAN LABIOSA, MEMBER
CRAIG CITY DISTRICT**

**JASON MATYAS, MEMBER
SIMMONSVILLE DISTRICT**

**R.R. DAN COLLINS
COUNTY ADMINISTRATOR**

**COUNTY OF CRAIG
P.O. Box 308
New Castle, Virginia 24127
540-864-5010 Phone**

R24-01

**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG
COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE
ON THURSDAY, JANUARY 4TH , 2023**

**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 January 4th , 2024 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 7TH , 2023
 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 4th day of January 2024 adopted this Resolution.

**CRAIG COUNTY BOARD OF SUPERVISORS
DECEMBER 7 , 2023 – 6:00 P.M.
CRAIG COUNTY COURTHOUSE**

**AT A REGULAR MEETING of the Craig County Board of Supervisors conducted on the
7th day of December at 6:00 p.m. in the Craig County Court House Courtroom.**

PRESENT: Rusty Zimmerman-Vice Chair
Carl Bailey-Supervisor
Keith Dunbar-Supervisor

Dan Collins – Clerk

ABSENT: Jesse Spence – Chair
Jason Matyas - Supervisor

OPEN MEETING

Meeting was called to order at 6:00 p.m. by Mr. Zimmerman. 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. Zimmerman asked if there were any changes to the agenda items. Mr. Collins added Section XII Recess to closed session for Legal Matters, move to consent items.

CONSENT ITEMS

R23-78

**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG
COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE
ON THURSDAY, DECEMBER 7th , 2023**

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 December 7th , 2023 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 – November 2nd , 2023
 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 7th day of December 2023 adopted this Resolution.

Mr. Zimmerman asked for a motion on Consent Items, R23-78. Mr. Bailey made a motion, seconded by Mr. Dunbar, to approve Resolution R23-78. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, absent, Mr. Dunbar, yes, Mr. Bailey, yes, and Mr. Spence, absent.

BRIEFINGS

- A. Robin Keeler, VDOT, reported on Guardrail upgrades to be completed in late October/early November Route 311 in the Potts Mountain area. No Land Development projects. Permits issued between 10/19/23 – 11/27/23 1 special event and 1 private entrance. Mowing and brush trimming on Route 624 (Little Mountain Road) is almost completed. Mowing and brush trimming on Route 629 (Northside Road) to follow. Shoulder and ditch maintenance on Route 624 (Little Mountain Road). Completed projects: Ditching and cutting high shoulders on Route 603 (Maple Grove Road). All pipes on this route cleaned. Patching on Route 611 (Peacefull Valley Road), Route 623 (Mill Race Road), Route 624 (Little Mountain Road), and Route 650 (Marshall Street/ Middle Street/ Holcombe Ave) Shoulder repair on Route 615 (Craig Creek Road/ Market Street). Operator Training: one on motor graders, one on backhoes, and one for commercial driver's license.
- Ms. Keeler asked if there were any questions or comments from the Board. Mr. Dunbar asked about Route 621. Ms. Keeler advised that Mr. Blevins is in the process of working on that project.
- B. Trace Bellassai, Broadband- No Report
- C. Bill Wolf, Preserve Craig, Mountain Valley Pipeline Update- No Report
- D. Woody Lipps, Craig Valley Railbed Trail – Not present, Handout was presented to the Board.
- E. Scott Wickham, Robinson, Farmer, and Cox, Audit Presentation – Provided 2023 Audit presentation. The complete audit was handed out to the Board of Supervisors and the School Board. An overview was presented, and questions answered.

APPOINTMENTS

R23-79

A Resolution Appointing Diane Givens, Kathi Toelke and Tina Crawford 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 Supervisors 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, Diane Givens who has served from January 1st, 2019 to January 31st, 2023, and nominated for a consecutive term from January 1st, 2024 to December 31st, 2028, and

WHEREAS, Kathi Toelke who has fulfilled the unexpired term of Mr. Labiosa and has been nominated to serve a full four year term starting January 1st, 2024 to December 31st, 2028 and,

WHEREAS, The Craig County Tourism Commission has nominated Diane Givens, and for Kathi Toelke to serve each, the four year term from January 1st, 2024 to December 31st 2028.

WHEREAS, Ty Walker who has served from June 1st, 2023 to November 28th, 2023, and we thank him for her service, and

WHEREAS, The Craig County Tourism Commission has nominated Tina Crawford to fulfill the unexpired term of Ty Walker from January 1st, 2024 to December 31st, 2025, and

THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig county that the Tourism Commission recommends approval of Resolution 23-79 for the appointment of Diane Givens, Kathi Toelke and Tina Crawford, the 7th, of December, 2023.

Mr. Zimmerman asked for a motion on, R23-79. Mr. Bailey made a motion, seconded by Mr. Dunbar, to approve Resolution R23-79. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, absent, Mr. Dunbar, yes, Mr. Bailey, yes, and Mr. Spence, absent.

R23-80

**RESOLUTION REAPPOINTING
SHERIFF LLOYD TREVOR NELSON CRADDOCK
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 reappointed to represent Craig County on the Regional Policy Board of the Alcohol Safety Action Program and the Regional Community Criminal Justice Board which is to expire on February 28th, 2024 and asking the Board of Supervisors to reappointed for another three year term, expiring on February 28, 2027.

The Board of Supervisors in a regular meeting on the 7th day of December 2023 adopted this Resolution.

Mr. Zimmerman asked for a motion on, R23-80. Mr. Dunbar made a motion, seconded by Mr. Bailey, to approve Resolution R23-80. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, absent, Mr. Dunbar, yes, Mr. Bailey, yes, and Mr. Spence, absent

R23-81

**A Resolution Appointing
Woody Lipps and Jonathon Lee
To the Economic Development Authority**

WHEREAS, the Board of Supervisors created an authority as allowed by statute known as the Economic Development Authority on June 21, 1994, and

WHEREAS, it is the responsibility of the Board of Supervisors to appoint members of the Economic Development Authority, and

WHEREAS, Jordan Labiosa and Doug Williams have given their resignation to the Economic Development Authority and we thank them both for their service, and

WHEREAS, the Economic Development Authority currently has two vacancies, the remaining year term of Jordan Labiosa, which expires on June 21, 2025, the remaining term of Doug Williams, which expires on June 21, 2026, and

WHEREAS, Woody Lipps is nominated to fill Jordan Labiosa's position for the remaining expiring June 21, 2025, and Jonathon Lee is nominated to fill

Doug Williamson's position for the remaining term expiring June 21, 2026,
now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig County the appointment of Woody Lipps, for the remaining term ending June 21, 2025 and the appointment of Jonathon Lee for the remaining term ending June 21, 2026, to the Economic Development Authority.

The Board of Supervisors of Craig County, on 7th day of December, 2023 adopted this Resolution.

Mr. Zimmerman asked for a motion on, R23-81. Mr. Dunbar made a motion, seconded by Mr. Bailey, to approve Resolution R23-81. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, absent, Mr. Dunbar, yes, Mr. Bailey, yes, and Mr. Spence, absent

OLD BUSINESS

DMV Local Services- Mr. Dan Collins gave a report to the board regarding services provided by the DMV. The DMV has recently discontinued the DMV Connect Services in New Castle. The service was provided every other month. The Town of New Castle charged a Facility Fee (Primarily for Cleaning the Town Hall after use). We previously discussed at a BOS meeting sharing the cost (Town & County) so the DMV would not have to pay this local fee. There are 2 types of services DMV offers DMV select to be located in the Treasurer's Office or DMV Connect to be located in either the Town Hall or New Castle Volunteer Fire Department. The Treasurer has agreed to operate the DMV Select out of her office. The Treasurer would collect a 4.5% fee on all transactions as compensation for the work provided. The funds could be used as an annual bonus for the Treasurer's office employees. The County/Town is to provide the equipment for the Treasurers Office. Supplies needed are: 1) A secure storage safe/cabinet for DMV items 2) Computer 3) Dual Printer. The estimated cost is between \$1,600 and \$2,200. The Treasurer is solicitating estimated for all the equipment. Staff Recommendation: The Board of Supervisors authorizes the County Administrator to negotiate agreements for DMV Connect and DMV Select services. Authorize the use of Contingency Funds for the start-up for equipment, not to exceed \$2,400.00.

Mr. Zimmerman asked for a motion on, allowing Mr. Collins to negotiate transactions with DMV. Mr. Dunbar made a motion, seconded by Mr. Bailey, to approve the motion. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, absent, Mr. Dunbar, yes, Mr. Bailey, yes, and Mr. Spence, absent.

NEW BUSINESS

**A RESOLUTION AMENDING
THE FISCAL YEAR
2023-2024 BUDGET**

WHEREAS, the Craig County Board of Supervisors (CCBoS) adopted the 2023-2024 Budget on May 4, 2023 for planning purposes, and

WHEREAS, the Craig County Department of Social Services has received additional revenue from the Commonwealth of Virginia in the amount of \$8,000, and

WHEREAS, this funding is a Transportation Assistance Program which is to support the driving needs of former and current foster care youth with the purchase of vehicles, and

WHEREAS, the Craig County Sheriff's Office has received additional funds from the Department of Criminal Justice ARPA Law Enforcement in the amount of \$12,000 to add to the already approved DCJS grant in the amount of \$195,000 (which now will total \$207,000) this grant is for equipment and connections between the EMS and the Sheriff Office, now

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Craig County that the Fiscal Year 2023-2024 budget is hereby amended as follows:

REVENUE

State

Commonwealth of Virginia

3-201-024060-0004	Laser	8,000
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Federal

3-100-033010-0018	Sheriff ARPA DCJS grant	<u>12,000</u>
	Total	<u>20,000</u>

EXPENSES

Dept of Social Services

4-201-053110-0862	Independent Living Education	8,000
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Grants

4-100-091500-9537	ARPA grant DCJS	<u>12,000</u>
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Total 20,000

BE IT FURTHER RESOLVED, that the sum of **\$20,000** appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 7th day of December 2023, adopted this resolution.

Mr. Zimmerman asked for a motion on, R23-82. Mr. Bailey made a motion, seconded by Mr. Dunbar, to approve Resolution R23-82. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, absent, Mr. Dunbar, yes, Mr. Bailey, yes, and Mr. Spence, absent.

R23-83

**A RESOLUTION TRANSFERRING FUNDS FOR
THE 2023-2024 FISCAL YEAR BUDGET
FOR CRAIG COUNTY**

WHEREAS, the Craig County Board of Supervisors (CCBoS) adopted the 2023-2024 Budget on May 4, 2023 for planning purposes, and

WHEREAS, It is necessary to make a transfer from contingency in the amount of \$8,612, for salary increases thru June 30,2024 for the Board of Supervisors, and

WHEREAS, Resolution R23-40 dated May 4, 2023 was approved after discussions that the yearly compensation had not increased in at least 40 years, and also had results that the surrounding counties with like populations had yearly salaries ranging from \$3,000 up to \$11,000, and

WHEREAS, this would change Craig County's annual compensation for the Chair to \$6,500 and each member to \$5,500, now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig County

that the following budget amendment transfers be and is hereby approved for fiscal year 2023-2024.

FROM:

4-100-091410-5850	Contingency	8,612
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TO:

4-100-011010-1100	BOS salaries	8,000
4-100-011010-2100	FICA	<u>612</u>
	Total	8,612

The Board of Supervisors of Craig County in a regular meeting on 7th day of December, 2023 approved this resolution.

Mr. Zimmerman asked for a motion on, R23-83. Mr. Dunbar made a motion, seconded by Mr. Bailey, to approve Resolution R23-83. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, absent, Mr. Dunbar, yes, Mr. Bailey, yes, and Mr. Spence, absent.

PUBLIC HEARING

NONE

ACTION AS A RESULT OF PUBLIC HEARING

None

REPORTS AND INQUIRIES FROM THE BOARD

1. **EDA – Farmers Market Project (\$174,701.02)** for Phase One was completed on time and on budget. Management Items remaining:
 - a. Management Agreement to be developed by the EDA.
 - i. Identify who will manage the Farmers Market.
 - b. Farmers Market Committee has been established.
 - i. Tourism Commission has appointed a FM Committee to get started.
 - ii. Identify members (5-7) that are familiar with, or associated with farming, etc.
 1. Supervisor Matyas is a participating member.
 - iii. Identify additional types of activities (i.e., Christmas, Fall Festival, Music, etc.)
 - c. FM Policy is being developed, using Salem & Vinton Policies as a templet.
 - i. Final Draft will be presented to the EDA, then Town of New Castle, & the County for review and final approval.
 - d. Identify all Funding sources.
 - e. Develop Annual Operating Budget
 - f. Phase Two Options (Restroom Estimated cost = \$135,000)

2. **EDA** – Following the November Elections there will be two vacancies. The BOS reviewed Nominations, in closed session, at the September BOS meeting, and has identified two candidates. Appointments at the December meeting, effective January 1, 2023.
3. **Courthouse Gazebo** – DAR, VA250 Craig Committee and the Tourism Commission are discussing plans for a commemorative Gazebo as part of the VA250 Anniversary Celebration in 2026. Identifying fund participants and fund-raising activities. This will be reviewed during Budget Work Sessions.
4. **The Planning Commission** will begin work on reviewing Solar Energy, Camping, Mother-in-law Houses as possible amendments to the Zoning Ordinance – will begin March / April 2024.
5. **ARAP Funds** (Approximately \$996,637+/-) are eligible for Radio project. In addition, Delegate Terry Austin reports that there may be \$2,000,000 in proposed funding in the State Budget. We have also submitted a BRIC grant request for \$3,900,000.
6. **Opioid Settlement** – Notified that the County will receive \$371,000. An eligible expense is assisting with the funding of the Catawba Hospital expansion currently being considered by the State Legislature. The BOS mailed, a letter of support for the Grant Application by the Roanoke Valley Response Cooperative to the Commonwealth of Virginia Opioid Abatement Authority last June,
7. **2024 Reassessment** –Wampler Eanes Appraisal Group LTD has been working on the reassessments for the last few months roughly 100% of all parcels have been assessed.– Over the last 6 years, property values have increased in value by an average of 34.5%.

During the Month of November there were 439 parcels appealed out of 5,313 total parcels (8.3%)
Of those parcel appeals:

 - 293 parcels had changes (66.7% of Parcels Requesting Appeals).
 - 146 parcels had no changes.
 - There were 142 hearings scheduled and 10 walk-in hearings for a total of 152.
 - There were 41 appeals from property owners that only appealed with no hearings requested.

▪ **Spring of 2024 - Board of Equalization will advertise dates for Individual Appointments.**
8. **Rails To Trails** –A Citizen Information Meeting (**CIM**) was held on **September 21, 2023** from **4:00PM to 6:00PM** in the Craig County High School. Citizen Trail Survey results: Support 83.14%; Oppose 16.49%. The next step is the Preliminary Engineering work. CTB provided \$1,000,000 for PE work at their October Meeting. The Board appointed a 7-member committee at the June 2022 Meeting to oversee the development and ensure citizen involvement. Funding from the state totals \$12,500,000 for this project.
9. **Health Department Lease** – The current lease expired June 30, 2022. Notified the Health Department they are month to month until a new lease is negotiated. The Health Department continues to work on a new Lease.

HEAR THE PUBLIC

No comments from the public

RECESS TO CLOSED SESSION FOR LEGAL MATTERS

- A. Motion to go into closed session to discuss XII, Legal Matters §2.2-3711 A.7 Closed Session

Mr. Zimmerman asked for a motion to recess to CLOSED SESSION FOR LEGAL MATTERS §2.2-3711 A.7. Mr. Bailey made a motion, seconded by Mr. Dunbar. Voting as follows: Mr. Zimmerman, yes, Mr. Matyas, absent, Mr. Dunbar, yes, Mr. Bailey, yes, and Mr. Spence, absent.

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

R23-84

**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF
CRAIG COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY
COURTHOUSE ON THURSDAY, DECEMBER 7TH, 2023**

**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

Mr. Zimmerman asked for a motion on, R23-84. Mr. Bailey made a motion, seconded by Mr. Dunbar, to approve Resolution R23-84. Voting was as follows: Mr. Zimmerman, yes, Mr. Matyas, absent, Mr. Dunbar, yes, Mr. Bailey, yes, and Mr. Spence, absent.

ACTION AS A RESULT OF CLOSED SESSION

No Action

ADJOURN

Mr. Zimmerman adjourned the meeting at 6:48 pm.

_____,
CHAIRMAN
CRAIG COUNTY BOARD OF SUPERVISORS

_____, CLERK
CRAIG COUNTY BOARD OF SUPERVISORS

COUNTY OF CRAIG
ACCOUNTS PAYABLE
BOARD MEETING
January 4, 2024

TOTAL OF CHECKS ISSUED

December

\$72,356.94 12/07/2023 AP
\$41,717.64 12/13/2023 AP
\$31,742.44 12/14/2023 AP
\$19,142.44 12/19/2023 AP
\$78,058.60 12/20/2023 AP
\$92,620.60 12/28/2023 AP

\$66,735.29 PR 12/15/2023
\$85,730.47 PR 12/29/2023
\$488,104.42

I HEREBY APPROVE THESE REGISTERS FOR PAYMENT WITH THE EXCEPTIONS LISTED
BELOW OR PREVIOUSLY DOCUMENTED. \$488,104.42 EQUALS THE CLAIMS
AND WARRANTS REVIEWED

APPROVED BY THE BOARD OF SUPERVISORS.

CHAIRMAN OR VICE CHAIRMAN OF CRAIG CO BOARD OF SUPERVISORS

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
48111	752	ADVANCED LOGIC INDUSTRIES	000	12/07/2023	169.69	.00
48112	11	APCO	000	12/07/2023	64.46	.00
48113	129	BAI MUNICIPAL SOFTWARE	000	12/07/2023	26,124.00	.00
48114	117	BLUE RIDGE BEHAVIORAL	000	12/07/2023	8,328.00	.00
48115	1617	BUSINESS CARD	000	12/07/2023	999.45	.00
48116	1828	BUSINESS CARD	000	12/07/2023	6.48	.00
48117	73	BUSINESS CARD SERVICES	000	12/07/2023	57.48	.00
48118	110	BUSINESS CARD SERVICES	000	12/07/2023	60.00	.00
48119	945	BUSINESS CARD SERVICES	000	12/07/2023	9.65	.00
48120	1361	BUSINESS CARD SERVICES	000	12/07/2023	1,099.80	.00
48121	1712	BUSINESS CARD SERVICES	000	12/07/2023	582.82	.00
48122	1758	BUSINESS CARD SERVICES	000	12/07/2023	26.30	.00
48123	1832	BUSINESS CARD SERVICES	000	12/07/2023	34.03	.00
48124	15	CRAIG BOTETOURT ELECTRIC	000	12/07/2023	585.55	.00
48125	25	CRAWFORD OIL	000	12/07/2023	2,083.11	.00
48126	679	CRYSTAL SPRINGS	000	12/07/2023	41.68	.00
48127	20	DONALD W JONES	000	12/07/2023	100.00	.00
48128	60	FOOD COUNTRY	000	12/07/2023	76.46	.00
48129	46	HELMS HARDWARE&AUTO PARTS	000	12/07/2023	1,267.18	.00
48130	1636	LAURA LEIGH WILLIAMS	000	12/07/2023	1,520.00	.00
48131	999999	LERETA	000	12/07/2023	940.28	.00
48132	724	MANSFIELD OIL COMPANY	000	12/07/2023	1,646.24	.00
48133	901	MIDWEST TAPE	000	12/07/2023	319.36	.00
48134	1776	ODP BUSINESS SOLUTIONS, L	000	12/07/2023	77.98	.00
48135	999999	SHIRLEY FERGUSON	000	12/07/2023	6.42	.00
48136	999999	SIERRA GRAY	000	12/07/2023	409.23	.00
48137	999999	SKYLINE NATIONAL BANK	000	12/07/2023	393.12	.00
48138	778	US CELLULAR	000	12/07/2023	126.42	.00
48139	1192	VIRGINIA BUSINESS SYSTEMS	000	12/07/2023	1,104.37	.00
48140	341	VIRGINIA MEDIA, INC	000	12/07/2023	135.00	.00
48141	310	VIRGINIA TECH TREASURER	000	12/07/2023	7,332.31	.00
48142	1412	WAMPLER-EANES	000	12/07/2023	16,630.07	.00
		CLASS TOTAL			72,356.94	.00
		ACH TOTAL			.00	
		CHECK TOTAL			72,356.94	
		EPY TOTAL			.00	
		FINAL TOTAL			72,356.94	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 72,356.94- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE
CHAIRMAN OR VICE CHAIRMAN

DATE
CHAIRMAN OR VICE CHAIRMAN

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
48143	168	AFIAC	000	12/13/2023	1,016.59	.00
48144	169	ANTHEM	000	12/13/2023	22,662.50	.00
48145	777	COUNTY OF CRAIG	000	12/13/2023	16,169.70	.00
48146	999999	HUGH T HENDERSON	000	12/13/2023	8.00	.00
48147	1295	ICMA TOTAL SS/CO FOR ACH	000	12/13/2023	1,209.42	.00
48148	175	MINNESOTA LIFE INS CO.	000	12/13/2023	307.49	.00
48149	1263	NEW YORK LIFE INS CO.	000	12/13/2023	25.00	.00
48150	1523	TREASURER OF VIRGINIA	000	12/13/2023	154.50	.00
48151	1298	VACORP	000	12/13/2023	164.44	.00
		CLASS TOTAL			41,717.64	.00
		ACH TOTAL			.00	
		CHECK TOTAL			41,717.64	
		EPY TOTAL			.00	
		FINAL TOTAL			41,717.64	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 41,717.64- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

CHAIRMAN OR VICE CHAIRMAN

DATE

CHAIRMAN OR VICE CHAIRMAN

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
48152	1670	A+ SPARTAN HEATING & AIR	000	12/14/2023	1,302.40	.00
48153	1400	BUSINESS CARD SERVICES	000	12/14/2023	253.98	.00
48154	1732	BUSINESS CARD SERVICES	000	12/14/2023	281.88	.00
48155	1316	CITIZENS	000	12/14/2023	44.23	.00
48156	679	CRYSTAL SPRINGS	000	12/14/2023	79.31	.00
48157	1498	CURTIS BAY ENERGY	000	12/14/2023	10.00	.00
48158	684	DMV	000	12/14/2023	425.00	.00
48159	46	HELMS HARDWARE&AUTO PARTS	000	12/14/2023	99.30	.00
48160	863	LOVE'S	000	12/14/2023	36.31	.00
48161	1200	MEDICAL CLAIMS ASSISTANCE	000	12/14/2023	124.07	.00
48162	1660	MERIDIAN WASTE	000	12/14/2023	24,291.90	.00
48163	179	NACO	000	12/14/2023	450.00	.00
48164	1776	ODP BUSINESS SOLUTIONS, L	000	12/14/2023	731.22	.00
48165	1243	SALEM PRINTING	000	12/14/2023	72.56	.00
48166	319	SISSON AND RYAN, LLC	000	12/14/2023	799.45	.00
48167	761	SOUTHERN ELEVATOR CO INC	000	12/14/2023	186.14	.00
48168	19	TDS TELECOM	000	12/14/2023	1,324.96	.00
48169	108	TREASURER OF VIRGINIA	000	12/14/2023	439.85	.00
48170	688	US POSTMASTER	000	12/14/2023	98.00	.00
48171	346	VERA MEMBERSHIP	000	12/14/2023	200.00	.00
48172	67	VERIZON	000	12/14/2023	243.26	.00
48173	1192	VIRGINIA BUSINESS SYSTEMS	000	12/14/2023	248.62	.00
		CLASS TOTAL			31,742.44	.00
		ACH TOTAL			.00	
		CHECK TOTAL			31,742.44	
		EPY TOTAL			.00	
		FINAL TOTAL			31,742.44	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 31,742.44- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

CHAIRMAN OR VICE CHAIRMAN

DATE

CHAIRMAN OR VICE CHAIRMAN

CHECK#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
48174	752 ADVANCED LOGIC INDUSTRIES	000	12/19/2023	2,409.00	.00
48175	1304 ARC3 GASES, INC.	000	12/19/2023	8.69	.00
48176	1168 BOUND TREE MEDICAL LLC	000	12/19/2023	147.83	.00
48177	1316 CITIZENS	000	12/19/2023	34.94	.00
48178	1100 COMPUTER PROJECTS OF	000	12/19/2023	396.00	.00
48179	90 CW WARTHEN	000	12/19/2023	11,354.00	.00
48180	999999 HUTCHINSON BECKY FURROW	000	12/19/2023	159.85	.00
48181	32 NC TELEPHONE CO.TDS	000	12/19/2023	485.36	.00
48182	1776 ODP BUSINESS SOLUTIONS, L	000	12/19/2023	83.95	.00
48183	42 ROANOKE TIMES	000	12/19/2023	50.96	.00
48184	1206 SALEM VA	000	12/19/2023	250.00	.00
48185	71 SANDS ANDERSON PC	000	12/19/2023	686.00	.00
48186	1564 SHENTEL/ FIFTH THIRD BANK	000	12/19/2023	1,531.18	.00
48187	999999 SIMON EVAN JAMES	000	12/19/2023	110.37	.00
48188	19 TDS TELECOM	000	12/19/2023	251.69	.00
48189	1556 TICKLE OIL & PROPANE	000	12/19/2023	662.59	.00
48190	709 TIDY SERVICES	000	12/19/2023	135.20	.00
48191	198 TOWN OF NEW CASTLE	000	12/19/2023	328.94	.00
48192	999999 TRINKLE ANN BONDURANT	000	12/19/2023	7.83	.00
48193	668 VERIZON	000	12/19/2023	48.06	.00
	CLASS TOTAL			19,142.44	.00
	ACH TOTAL			.00	
	CHECK TOTAL			19,142.44	
	EPY TOTAL			.00	
	FINAL TOTAL			19,142.44	.00

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THE TOTAL 19,142.44- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

CHAIRMAN OR VICE CHAIRMAN

DATE

CHAIRMAN OR VICE CHAIRMAN

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
48194	168	AFLAC	000	12/20/2023	1,016.59	.00
48195	169	ANTHEM	000	12/20/2023	22,662.50	.00
48196	777	COUNTY OF CRAIG	000	12/20/2023	16,169.70	.00
48197	1295	ICMA TOTAL SS/CO FOR ACH	000	12/20/2023	2,182.49	.00
48198	175	MINNESOTA LIFE INS CO.	000	12/20/2023	307.49	.00
48199	1263	NEW YORK LIFE INS CO.	000	12/20/2023	25.00	.00
48200	1323	TREASURER OF VIRGINIA	000	12/20/2023	154.50	.00
48201	1298	VACORP	000	12/20/2023	164.44	.00
48202	215	VIRGINIA RETIREMENT SYS	000	12/20/2023	35,375.89	.00
		CLASS TOTAL			78,058.60	.00

ACH TOTAL

.00

CHECK TOTAL

78,058.60

EPY TOTAL

.00

FINAL TOTAL

78,058.60 .00

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THE TOTAL 78,058.60- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

CHAIRMAN OR VICE CHAIRMAN

DATE

CHAIRMAN OR VICE CHAIRMAN

A/P CHECK REGISTER
Check Date - 12/28/2023

ActPd - 2023/12

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CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
48203	11	APCO	000	12/28/2023	5,455.41	.00
48204	24	CRAIG-NEW CASTLE PSA	000	12/28/2023	293.80	.00
48205	20	DONALD W JONES	000	12/28/2023	100.00	.00
48206	1825	JAMES MICHAEL BLANKENSHIP	000	12/28/2023	255.00	.00
48207	1734	KINGS TIRE SERVICE, INC	000	12/28/2023	388.35	.00
48208	724	MANSFIELD OIL COMPANY	000	12/28/2023	1,302.76	.00
48209	1200	MEDICAL CLAIMS ASSISTANCE	000	12/28/2023	70.42	.00
48210	1346	MIKULA HARRIS	000	12/28/2023	2,000.00	.00
48211	191	ROBINSON, FARMER & COX	000	12/28/2023	51,000.00	.00
48212	1560	SIGNATURE PUBLIC FUNDING	000	12/28/2023	25,389.98	.00
48213	709	TIDY SERVICES	000	12/28/2023	20.00	.00
48214	108	TREASURER OF VIRGINIA	000	12/28/2023	6,344.88	.00
		CLASS TOTAL			92,620.60	.00

ACH TOTAL

.00

CHECK TOTAL

92,620.60

EPY TOTAL

.00

FINAL TOTAL

92,620.60

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THE TOTAL 92,620.60 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

CHAIRMAN OR VICE CHAIRMAN

DATE

CHAIRMAN OR VICE CHAIRMAN

12/13/2023

FROM DATE- 12/01/2023
TO DATE- 12/15/2023PAYROLL CHECKS
CRAIG COUNTY

PAGE 3

DEPT #	EMPLY#	NAME	DATE	CHECK#	REG. PAY	O/T PAY	GROSS PAY	FICA PAY	Med PAY	EMPLOYER PAY	TOTAL PAY	NET PAY
		REGISTAR-REGULAR										
1800	000005	SANITATION & WASTE-ATTENDANT BOWMAN, CYRUS A.	12/15/2023	17208	2,081.24	.00	2,081.24	119.56	27.96	147.52-	2,081.24	1,464.75
		DEPT TOTAL			2,081.24	.00	2,081.24	119.56	27.96	147.52-	2,081.24	1,464.75
2100	000133	MT CASTLE SOIL & WATER-REGULAR MILLER, GEORGE T	12/15/2023	17209	3,123.75	.00	3,123.75	189.08	44.22	233.30-	3,123.75	2,195.33
2100	000289	NAFF, DANIEL H	12/15/2023	17210	2,231.25	.00	2,231.25	132.81	31.06	163.87-	2,231.25	1,615.34
		DEPT TOTAL			5,355.00	.00	5,355.00	321.89	75.28	397.17-	5,355.00	3,810.67
2400	000268	BUILDING INSPECTIONS- INSP KING, BRANDON C	12/15/2023	17211	2,831.81	.00	2,831.81	170.17	39.80	209.97-	2,831.81	2,019.68
		DEPT TOTAL			2,831.81	.00	2,831.81	170.17	39.80	209.97-	2,831.81	2,019.68
2502	000294	LOCAL EMERGENCY SERV PT BLS GEREAUX, MICHAEL	12/15/2023	17212	367.20	.00	367.20	22.77	5.32	28.09-	367.20	338.43
		DEPT TOTAL			367.20	.00	367.20	22.77	5.32	28.09-	367.20	338.43
2503	000091	LOCAL EMERGENCY SERV FULL TIME MATHERNEY, HEATHER D	12/15/2023	17215	2,135.37	.00	2,135.37	121.68	28.46	150.14-	2,135.37	1,377.29
2503	000184	CHARETTE, AMBER O	12/15/2023	17213	2,237.71	.00	2,237.71	128.45	30.04	158.49-	2,237.71	1,564.57
2503	000284	MAXEY, JAMES D	12/15/2023	17216	2,135.37	.00	2,135.37	126.88	29.67	156.55-	2,135.37	1,516.22
2503	000279	GARRISON, LYNN M	12/15/2023	17214	2,034.30	.00	2,034.30	120.17	28.10	148.27-	2,034.30	1,454.23
2503	000281	WOODS, CARLEIGH E	12/15/2023	17217	121.87	.00	121.87	1.94	.45	2.39-	121.87	28.88
		DEPT TOTAL			8,664.62	.00	8,664.62	499.12	116.72	615.84-	8,664.62	5,941.19
2504	000075	LOCAL EMERGENCY SERV CONSULT CADD, JAMES SR	12/15/2023	17218	669.38	.00	669.38	41.50	9.71	51.21-	669.38	581.57
		DEPT TOTAL			669.38	.00	669.38	41.50	9.71	51.21-	669.38	581.57
2505	000089	EMERGENCY SERV DIRECTOR HUMPHREYS, DARRYL E	12/15/2023	17219	2,445.48	.00	2,445.48	146.41	34.24	180.65-	2,445.48	1,745.39
		DEPT TOTAL			2,445.48	.00	2,445.48	146.41	34.24	180.65-	2,445.48	1,745.39
		FINAL TOTAL			94,856.51	2,002.81	96,859.32	5,693.80	1,331.60	7,025.40-	96,859.32	66,735.29

12/13/2023		FROM DATE- 12/01/2023 TO DATE- 12/15/2023		PAYROLL CHECKS CRAIG COUNTY		PAGE 1						
DEPT #	EMPL#	NAME	DATE	CHECK#	REG. PAY	O/T PAY	GROSS PAY	FICA PAY	Med PAY	EMPLOYER PAY	TOTAL PAY	NET PAY
BOARD OF SUPERVISORS-REGULAR												
0100	000066	BAILER, CARL D.	12/15/2023	17169	100.00	.00	100.00	6.20	1.45	7.65-	100.00	92.35
0100	000100	DUNBAR, ALBERT K	12/15/2023	17170	100.00	.00	100.00	6.20	1.45	7.65-	100.00	92.35
0100	000128	SPENCE, JESSE P	12/15/2023	17172	120.83	.00	120.83	7.49	1.75	9.24-	120.83	111.59
0100	000155	ZIMMERMAN, RUSTY M	12/15/2023	17173	100.00	.00	100.00	6.20	1.45	7.65-	100.00	92.35
0100	000272	MATYAS, JASON	12/15/2023	17171	100.00	.00	100.00	6.20	1.45	7.65-	100.00	92.35
		DEPT TOTAL			520.83	.00	520.83	32.29	7.55	39.84-	520.83	480.99
COUNTY ADMINISTRATOR-ADM												
0200	000199	COLLINS, ROBERT R	12/15/2023	17174	2,787.13	.00	2,787.13	172.80	40.41	213.21-	2,787.13	2,015.94
		DEPT TOTAL			2,787.13	.00	2,787.13	172.80	40.41	213.21-	2,787.13	2,015.94
COUNTY ADMINISTRATOR-ADM ASST												
0201	000266	BRAYSON, AMY E	12/15/2023	17175	1,844.97	.00	1,844.97	109.02	25.50	134.52-	1,844.97	1,279.48
		DEPT TOTAL			1,844.97	.00	1,844.97	109.02	25.50	134.52-	1,844.97	1,279.48
COMMISSIONER-COMMISSIONER												
0400	000007	SNIDER, DANIELLE H.	12/15/2023	17176	3,168.33	.00	3,168.33	181.72	42.50	224.22-	3,168.33	2,166.05
		DEPT TOTAL			3,168.33	.00	3,168.33	181.72	42.50	224.22-	3,168.33	2,166.05
COMMISSIONER-DEPUTY II												
0401	000287	PEREGOY, VALERIE C	12/15/2023	17177	1,408.13	.00	1,408.13	73.08	17.09	90.17-	1,408.13	984.76
		DEPT TOTAL			1,408.13	.00	1,408.13	73.08	17.09	90.17-	1,408.13	984.76
TREASURER-TREASURER												
0600	000021	PARSONS, JACKIE M.	12/15/2023	17178	3,733.62	.00	3,733.62	212.13	49.61	261.74-	3,733.62	2,499.24
		DEPT TOTAL			3,733.62	.00	3,733.62	212.13	49.61	261.74-	3,733.62	2,499.24
TREASURER-DEPUTY II												
0601	000206	DUDDING, CRYSTAL F	12/15/2023	17179	1,637.21	.00	1,637.21	93.08	21.77	114.85-	1,637.21	1,144.74
		DEPT TOTAL			1,637.21	.00	1,637.21	93.08	21.77	114.85-	1,637.21	1,144.74
TREASURER-DEPUTY I												
0603	000265	ALLIS, JANET R	12/15/2023	17180	1,405.69	.00	1,405.69	82.49	19.29	101.78-	1,405.69	1,074.84
		DEPT TOTAL			1,405.69	.00	1,405.69	82.49	19.29	101.78-	1,405.69	1,074.84
CIRCUIT COURT-CLERK												
1000	000083	OLIVER, SHARON P	12/15/2023	17181	4,746.67	.00	4,746.67	291.68	68.22	359.90-	4,746.67	2,290.70
		DEPT TOTAL			4,746.67	.00	4,746.67	291.68	68.22	359.90-	4,746.67	2,290.70
CIRCUIT COURT-DEPUTY CLERK I												
1001	000086	STEARNS, RITA H	12/15/2023	17183	1,634.71	.00	1,634.71	84.29	19.71	104.00-	1,634.71	1,068.52
1001	000262	BROWN, HOLLY N	12/15/2023	17182	1,634.71	.00	1,634.71	94.68	22.14	116.82-	1,634.71	1,169.37
		DEPT TOTAL			3,269.42	.00	3,269.42	178.97	41.85	220.82-	3,269.42	2,237.89
CIRCUIT COURT-DEPUTY CLERK IV												
1002	000024	MARTIN, KATHY A.	12/15/2023	17184	2,292.78	.00	2,292.78	135.42	31.67	167.09-	2,292.78	1,572.87
		DEPT TOTAL			2,292.78	.00	2,292.78	135.42	31.67	167.09-	2,292.78	1,572.87
COMMONWEALTHS ATTY-ATTY												
1100	000227	DUNNE, MATTHEW	12/15/2023	17185	6,177.58	.00	6,177.58	368.46	86.17	454.63-	6,177.58	4,130.85
		DEPT TOTAL			6,177.58	.00	6,177.58	368.46	86.17	454.63-	6,177.58	4,130.85

12/13/2023	DEPT #	FROM DATE- TO DATE-	NAME	DATE	CHECK#	REG. PAY	O/T	PAY	GROSS PAY	FICA PAY	Med PAY	EMPLOYER PAY	TOTAL PAY	NET PAY
		12/01/2023 12/15/2023												
			COMMONWEALTHS ATTY-ATTY COMMONWEALTHS ATTY-SECRETARY											
1101	000261		CARPER, KARISSA DEPT TOTAL	12/15/2023	17186	1,829.80 1,829.80	.00 .00	.00 .00	1,829.80 1,829.80	103.12 103.12	24.12 24.12	127.24- 127.24-	1,829.80 1,829.80	1,333.54 1,333.54
1200	000047		ACCOUNTING MANAGER JONES, KATHY T. DEPT TOTAL	12/15/2023	17187	2,193.05 2,193.05	.00 .00	.00 .00	2,193.05 2,193.05	126.60 126.60	29.61 29.61	156.21- 156.21-	2,193.05 2,193.05	1,478.08 1,478.08
1201	000201		ACCOUNTING CLERK ASMUSSEN, CRYSTAL L DEPT TOTAL	12/15/2023	17188	1,784.65 1,784.65	.00 .00	.00 .00	1,784.65 1,784.65	104.49 104.49	24.44 24.44	128.93- 128.93-	1,784.65 1,784.65	1,209.43 1,209.43
1300	000116		ELECTORAL BOARD-REGULAR CHRISTIAN, ELAINE D	12/15/2023	17190	54.50	.00	.00	54.50	3.38	.79	4.17-	54.50	50.33
1300	000251		CALDERON, LINDA	12/15/2023	17189	54.50	.00	.00	54.50	3.38	.79	4.17-	54.50	50.33
1300	000273		HOWARD, TINA B DEPT TOTAL	12/15/2023	17191	108.96 217.96	.00 .00	.00 .00	108.96 217.96	6.76 13.52	1.58 3.16	8.34- 16.68-	108.96 217.96	100.62 201.28
1400	000154		SHERIFF-SHERIFF CRADDOCK, LLOYD TN DEPT TOTAL	12/15/2023	17192	5,003.98 5,003.98	.00 .00	.00 .00	5,003.98 5,003.98	295.93 295.93	69.21 69.21	365.14- 365.14-	5,003.98 5,003.98	3,388.14 3,388.14
1401	000012		SHERIFF-DEPUTIES & DISPATCHERS BIETSCH, DONNA M.	12/15/2023	17194	2,048.40	159.57	.00	2,207.97	125.08	29.25	154.33-	2,207.97	1,439.30
1401	000067		NICHOLS, GEROY L.	12/15/2023	17200	3,225.27	.00	.00	3,225.27	199.06	46.56	245.62-	3,225.27	2,294.38
1401	000073		DRESSLER, ERIN D	12/15/2023	17197	1,599.66	179.99	.00	1,779.65	95.23	22.27	117.50-	1,779.65	1,199.83
1401	000101		DUNBAR, ASHLEY N	12/15/2023	17198	1,592.82	.00	.00	1,592.82	91.73	21.45	113.18-	1,592.82	1,118.67
1401	000135		SINK, AGNES E	12/15/2023	17201	1,392.30	.00	.00	1,392.30	75.98	17.77	93.75-	1,392.30	899.45
1401	000170		ARTHUR, NATHANIEL L	12/15/2023	17193	2,060.78	321.03	.00	2,381.81	142.13	33.24	175.37-	2,381.81	1,746.40
1401	000186		BRYANT, JEFFREY M	12/15/2023	17195	2,290.07	109.44	.00	2,399.51	142.40	33.30	175.70-	2,399.51	1,708.54
1401	000212		MAY, GREGORY E	12/15/2023	17199	2,104.98	.00	.00	2,104.98	110.87	25.93	136.80-	2,104.98	1,185.09
1401	000234		SWINGLE, CHRISTOPHER S JR	12/15/2023	17202	2,103.78	482.43	.00	2,586.21	159.59	37.32	196.91-	2,586.21	1,869.06
1401	000284		DOVE, DWIGHT STEPHEN JR DEPT TOTAL	12/15/2023	17196	1,959.72 20,377.88	.00 1,252.46	.00	1,959.72 21,630.34	121.97 1,264.04	28.53 295.62	150.50- 1,559.66-	1,959.72 21,630.34	1,562.12 15,022.84
1404	000171		SHERIFF-PART TIME MATTOX, LEEANN N	12/15/2023	17204	514.24	.00	.00	514.24	31.88	7.46	39.34-	514.24	442.72
1404	000180		BELLASSAI, SALVATORE J DEPT TOTAL	12/15/2023	17203	128.56 642.80	.00 .00	.00 .00	128.56 642.80	7.97 39.85	1.86 9.32	9.83- 49.17-	128.56 642.80	118.73 561.45
1406	000157		SHERIFF-911/DEPUTY WRZOSEK, ROBERT W DEPT TOTAL	12/15/2023	17205	2,267.42 2,267.42	36.56 36.56	.00	2,303.98 2,303.98	136.35 136.35	31.89 31.89	168.24- 168.24-	2,303.98 2,303.98	1,616.63 1,616.63
1407	000176		SHERIFF-SRO/DEPUTY CROWDER, JESSE A DEPT TOTAL	12/15/2023	17206	1,963.50 1,963.50	713.79 713.79	.00	2,677.29 2,677.29	160.45 160.45	37.52 37.52	197.97- 197.97-	2,677.29 2,677.29	1,952.03 1,952.03
1600	000252		REGISTRAR-REGULAR RYAN, JOANNA L DEPT TOTAL	12/15/2023	17207	3,168.38 3,168.38	.00 .00	.00	3,168.38 3,168.38	196.89 196.89	46.05 46.05	242.94- 242.94-	3,168.38 3,168.38	2,191.84 2,191.84

12/20/2023

FROM DATE- 12/16/2023
TO DATE- 12/29/2023
PAYROLL CHECKS
CRAIG COUNTY

PAGE 3

DEPT #	EMPLY#	NAME	DATE	CHECK#	REG. PAY	O/T PAY	GROSS PAY	FICA PAY	Med PAY	EMPLOYER PAY	TOTAL PAY	NET PAY
SHERIFF-SRO/DEPUTY REGISTAR-REGULAR												
1600	000252	RYAN, JOANNA L	12/29/2023	17261	3,168.38	.00	3,168.38	196.89	46.05	242.94-	3,168.38	2,191.84
		DEPT TOTAL			3,168.38	.00	3,168.38	196.89	46.05	242.94-	3,168.38	2,191.84
REGISTAR-PART TIME												
1601	000254	HUTTON, JAEALA S	12/29/2023	17263	525.20	.00	525.20	32.56	7.62	40.18-	525.20	457.86
1601	000257	BAYNE, DIANA T	12/29/2023	17262	360.08	.00	360.08	22.32	5.22	27.54-	360.08	332.00
		DEPT TOTAL			885.28	.00	885.28	54.88	12.84	67.72-	885.28	789.86
SANITATION & WASTE-ATTENDANT												
1800	000005	BOWMAN, CYRUS A.	12/29/2023	17264	2,081.24	.00	2,081.24	119.56	27.96	147.52-	2,081.24	1,464.75
		DEPT TOTAL			2,081.24	.00	2,081.24	119.56	27.96	147.52-	2,081.24	1,464.75
SANITATION & WASTE-PART TIME												
1801	000160	JONES, RICHARD C	12/29/2023	17266	218.62	.00	218.62	13.55	3.17	16.72-	218.62	201.90
1801	000168	MCDANIEL, JEFFREY D	12/29/2023	17268	257.20	.00	257.20	15.95	3.73	19.68-	257.20	237.52
1801	000231	BRADBURY, TERESA MARSH	12/29/2023	17265	1,472.47	.00	1,472.47	91.29	21.35	112.64-	1,472.47	1,239.63
1801	000232	UNDERWOOD, DAVE E	12/29/2023	17270	1,716.81	.00	1,716.81	106.44	24.89	131.33-	1,716.81	1,369.79
1801	000275	SCOTT, DALE R	12/29/2023	17269	1,485.33	.00	1,485.33	92.09	21.54	113.63-	1,485.33	1,283.07
1801	000283	MCALWEE, LEWIS W	12/29/2023	17267	366.51	.00	366.51	22.72	5.31	28.03-	366.51	338.48
		DEPT TOTAL			5,516.94	.00	5,516.94	342.04	79.99	422.03-	5,516.94	4,670.39
MT CASTLE SOIL & WATER-REGULAR												
2100	000133	MILLER, GEORGE T	12/29/2023	17271	3,123.75	.00	3,123.75	189.08	44.22	233.30-	3,123.75	2,195.33
2100	000289	NAFF, DANIEL H	12/29/2023	17272	2,231.25	.00	2,231.25	132.81	31.06	163.87-	2,231.25	1,615.34
		DEPT TOTAL			5,355.00	.00	5,355.00	321.89	75.28	397.17-	5,355.00	3,810.67
BUILDING INSPECTIONS- INSP												
2400	000288	KING, BRANDON C	12/29/2023	17273	2,831.81	.00	2,831.81	170.17	39.80	209.97-	2,831.81	2,019.68
		DEPT TOTAL			2,831.81	.00	2,831.81	170.17	39.80	209.97-	2,831.81	2,019.68
LOCAL EMERGENCY SERV PT ALS												
2501	000277	SEXTON, WILLIAM G	12/29/2023	17274	19.15	.00	19.15	1.19	.28	1.47-	19.15	17.68
		DEPT TOTAL			19.15	.00	19.15	1.19	.28	1.47-	19.15	17.68
LOCAL EMERGENCY SERV PT BLS												
2502	000130	MATHEWNEY, SHAWN G	12/29/2023	17277	996.34	.00	996.34	61.77	14.45	76.23-	996.34	808.25
2502	000280	CAYTON, ROSE M	12/29/2023	17275	16.07	.00	16.07	1.00	.23	1.23-	16.07	14.84
2502	000294	GEREAUX, MICHAEL	12/29/2023	17276	1,687.35	.00	1,687.35	104.62	24.47	129.09-	1,687.35	1,437.81
2502	000295	WEISS, AARON	12/29/2023	17278	1,357.92	.00	1,357.92	84.19	19.69	103.88-	1,357.92	1,121.33
		DEPT TOTAL			4,057.68	.00	4,057.68	251.58	58.84	310.42-	4,057.68	3,382.23
LOCAL EMERGENCY SERV FULL TIME												
2503	000091	MATHEWNEY, HEATHER D	12/29/2023	17281	2,135.37	973.28	3,108.65	182.02	42.57	224.59-	3,108.65	2,103.36
2503	000184	CHARLETTE, AMBER O	12/29/2023	17279	2,237.71	768.15	3,005.86	176.08	41.18	217.26-	3,005.86	2,137.60
2503	000224	MAXEY, JAMES D	12/29/2023	17282	2,135.37	1,121.12	3,256.49	196.39	45.93	242.32-	3,256.49	2,273.72
2503	000279	GARRISON, LYNN N	12/29/2023	17280	2,034.30	1,220.45	3,254.75	195.83	45.80	241.63-	3,254.75	2,304.09
2503	000281	WOODS, CARLEIGH E	12/29/2023	17283	226.33	.00	226.33	8.42	1.97	10.39-	226.33	125.34
		DEPT TOTAL			8,769.08	4,083.00	12,852.08	758.74	177.45	936.19-	12,852.08	8,944.11
LOCAL EMERGENCY SERV CONSULT												
2504	000075	CADY, JAMES SR	12/29/2023	17284	669.38	.00	669.38	41.50	9.71	51.21-	669.38	581.57
		DEPT TOTAL			669.38	.00	669.38	41.50	9.71	51.21-	669.38	581.57

12/20/2023	FROM DATE- 12/16/2023 TO DATE- 12/29/2023		PAYROLL CHECKS CRAIG COUNTY		PAGE 4							
DEPT #	EMPLY#	NAME	DATE	CHECK#	REG. PAY	O/T PAY	GROSS PAY	FICA PAY	Med PAY	EMPLOYER PAY	TOTAL PAY	NET PAY
		LOCAL EMERGENCY SERV CONSULT										
		EMERGENCY SERV DIRECTOR										
2505	000089	HUMPHREYS, DARRYL E	12/29/2023	17285	2,445.48	.00	2,445.48	146.41	34.24	180.65-	2,445.48	1,745.39
		DEPT TOTAL			2,445.48	.00	2,445.48	146.41	34.24	180.65-	2,445.48	1,745.39
		LIBRARY										
2600	000126	HIBBITTS, LETHA A	12/29/2023	17287	1,503.39	.00	1,503.39	93.21	21.80	115.01-	1,503.39	1,186.84
2600	000197	WHITE, ALEXANDRIA M	12/29/2023	17288	462.96	.00	462.96	28.70	6.71	35.41-	462.96	400.49
2600	000263	CRAWFORD, MICHAELA F	12/29/2023	17286	733.02	.00	733.02	45.45	10.63	56.08-	733.02	662.37
		DEPT TOTAL			2,699.37	.00	2,699.37	167.36	39.14	206.50-	2,699.37	2,249.70
		FINAL TOTAL			115,455.94	5,445.68	120,901.62	7,184.40	1,660.24	8,864.64-	120,901.62	85,730.47

Briefings

VDOT

Brian Blevins

Craig County Board of Supervisors' Meeting

January 4th, 2024

VDOT ~ Discussion Items – Resident Engineer – Brian Blevins, P.E.
Assistant Resident Engineer – Ashley Mothena
Assistant Resident Administrator – Robin Keeler

Projects, Land Development Projects, & Land Use Permits:

- **Land Development Projects**
 - No reviews.
- **Permits Issued Between 11/28/23 to 12/18/23:**
 - No permits issued.

Traffic Engineering Work Orders:

- None to report.

Area Headquarters Upcoming Projects

- **Mowing**
 - Mowing and brush trimming on Route 628 (Little Mountain Road) almost completed.
 - Mowing and brush trimming on Route 629 (Northside Road) to follow.
- **Ditching and Pipe Cleaning, Shoulders**
 - Shoulder and ditch maintenance on Route 624 (Little Mountain Road).
- **Completed Projects**
 - Snow showers and wind events tree cleanup county wide.
 - Patching on Route 42 (Cumberland Gap Road / Main Street) and Route 625 (Sugar Maple Road).
 - Shoulder repair on Route 615 (Craig Creek Road / Market Street).

Broadband

Trace Bellassai

Preserve Craig

MVP Update

By Bill Wolfe

Craig Valley Scenic Trail

Update By Woody Lipps

Appointments

R24-02 Reappoint Ferguson to Blue Ridge Behavioral

JESSE SPENCE, CHAIR
NEW CASTLE DISTRICT

CARL BAILEY, MEMBER
POTTS MOUNTAIN DISTRICT

KEITH DUNBAR, MEMBER
CRAIG CREEK DISTRICT



JORDAN LABIOSA, MEMBER
CRAIG CITY DISTRICT

JASON MATYAS, MEMBER
SIMMONSVILLE DISTRICT

R.R. DAN COLLINS
COUNTY ADMINISTRATOR

COUNTY OF CRAIG

P.O. Box 308
New Castle, Virginia 24127
540-864-5010 Phone

R24-02

**A Resolution Ratifying the
Appointment of Helen Ferguson to the
Board of Directors of
Blue Ridge Behavioral Healthcare**

WHEREAS, the Blue Ridge Behavioral Healthcare, (BRBH) Board of Directors voted to re-appoint Ms. Helen Ferguson as an at-large board member at their October 22, 2023 meeting, and

WHEREAS, per the Blue Ridge Behavioral Healthcare Board bylaws, the BRBH Board nominates their at-large board of representatives, and asks the participating governing bodies to approve those appointments, and

WHEREAS, the Board of Supervisors of Craig County as a participating governing body is ask to ratify at-large appointments, now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Craig County that the appointment of Helen Ferguson as an at-large member of the Board of Directors of Blue Ridge Behavioral Healthcare is hereby ratified for her third three year term, from January 1, 2024 through December 31, 2026.

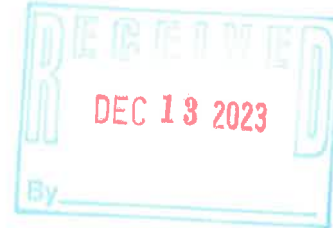
The Board of Supervisors of Craig County, in a regular meeting on 4th day of January, 2024 adopted this Resolution.

Jesse Spence, Chair
Craig County Board of Supervisors



December 6, 2023

Dan Collins
County Administrator
Craig County
P.O. Box 308
New Castle, VA 24127



Dear Mr. Collins:

According to our Board records, the **second term of Ms. Helen Ferguson** as an at-large representative on the Blue Ridge Behavioral Healthcare Board of Directors will expire on **December 31, 2023**. This Board nominates its at-large representatives, and asks the participating governing bodies to ratify those appointments.

At our **October 30, 2023 Board meeting**, the Board unanimously endorsed Ms. Ferguson to serve a full term as an at-large member for which he is eligible according to **Title § 37.2-502 of the Code of Virginia**. We respectfully request that the Craig County Board of Supervisors approve the reappointment of Ms. Ferguson for her second full term, from January 1, 2024 through December 31, 2026.

This request is being sent concurrently to administrators in each of our other four local governing bodies for their ratification of at-large members as called for in our By-laws. If I can be of assistance in this process or if you have any questions that I may be helpful with, please do not hesitate to contact me at 540-345-9841 at your convenience.

Sincerely,

Mark Chadwick
Chief Executive Officer

C: The Honorable Jesse Spence, Chair, Craig County Board of Supervisors
Ms. Carol Whitt, Chair, Blue Ridge Behavioral Healthcare Board of Directors
Helen Ferguson

Old Business

DMV LOCAL SERVICE

Dan Collins

Subject: Application for DMV Select

From: Jackie Parsons <treasurer@craigcountyva.gov>
Sent: Tuesday, December 19, 2023 9:23 AM
To: Dan Collins <dcollins@craigcountyva.gov>
Cc: Jesse Spence <jspence@craigcountyva.gov>
Subject: FW: Application for DMV Select

FYI...

From: Showers, David (DMV) <David.Showers@dmv.virginia.gov>
Sent: Tuesday, December 19, 2023 8:00 AM
To: Jackie Parsons <treasurer@craigcountyva.gov>
Subject: Re: Application for DMV Select

Good morning,

Thank you for reaching out to DMV with your interest in becoming a DMV Select Service office. The Agency is accessing the Select offices throughout the commonwealth. We hope to have a final decision in the next 60 days.

Have a great day.

Regards,

David F Showers

Virginia DMV | Manager | DMV Select | 804/335/5337
david.showers@dmv.virginia.gov | www.dmvNOW.com
[Confidentiality Statement](#)

From: Jackie Parsons <treasurer@craigcountyva.gov>
Sent: Thursday, November 30, 2023 11:10 AM
To: DMV Select Service (DMV) <selectserviceinquiry@dmv.virginia.gov>
Subject: Application for DMV Select

Jackie M. Parsons

Craig County Treasurer, MGT
PO Box 57
New Castle, VA 24127
540.864.5641

New Business

R24-03 Establish Regular BOS Meeting Schedule 2024

Motion – BOS Budget Schedule 2024

Motion – Farmers Market Benches

R24-04 Amend Budget

R24-05 Request to Virginia Legislature

R24-06 Resolution of Appreciation Rusty Zimmerman

JESSE SPENCE, CHAIR
NEW CASTLE DISTRICT

CARL BAILEY, MEMBER
POTTS MOUNTAIN DISTRICT

KEITH DUNBAR, MEMBER
CRAIG CREEK DISTRICT



JORDAN LABIOSA, MEMBER
CRAIG CITY DISTRICT

JASON MATYAS, MEMBER
SIMMONSVILLE DISTRICT

R.R. DAN COLLINS
COUNTY ADMINISTRATOR

COUNTY OF CRAIG
P.O. Box 308
New Castle, Virginia 24127
540-864-5010 Phone

R24-03

AT A REGULAR MEETING OF
THE BOARD OF SUPERVISORS OF CRAIG COUNTY
HELD AT THE COURTHOUSE
THE 4th DAY OF JANUARY 2024

**A RESOLUTION ESTABLISHING THE REGULAR MEETING SCHEDULE
FOR THE CRAIG COUNTY BOARD OF SUPERVISORS FOR CALENDAR
YEAR 2024**

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

1. For the calendar year 2024, regular meetings of the Board shall be held on the first Thursday of each month, commencing at 6:00 p.m. All regular meetings shall be held in the Circuit Court Courtroom of the Courthouse in New Castle:

February 1st, 2024	May 2nd, 2024	August 1st, 2024	November 7th, 2024
March 7th, 2024	June 6th, 2024	September 5th, 2024	December 5th, 2024
April 4th, 2024	July 4th, 2024	October 3rd, 2024	January 2nd, 2023

2. Should the day established by the Board as the regular meeting day fall on any legal holiday, the meeting shall be held on the next following Thursday, without action of any kind by the Board.

3. Should the Chairman or Vice Chairman, if the Chairman is unable to act, find and declare that weather or other conditions are such that it is hazardous for members to attend the regular meeting, then the regular meeting shall be held on the next following Thursday. Such findings shall be communicated to the members of the Board and the media as promptly as possible. All hearings and other matters previously advertised shall be conducted at the rescheduled meeting and no further advertisement shall be required.

4. Regular meetings, without further public notice, may be adjourned from day to day or from time to time or from place to place, not beyond the time fixed for the next regular meeting, until the business before the governing body has been completed.

ON MOTION OF BOARD MEMBER, _____, to adopt this Resolution and carried by
the following votes:

Ayes: _____

Nays: _____

Absent: _____

A copy teste:

By: _____

Jesse Spence, Chair

Board of Supervisors

Craig County, Virginia

FY 2024 - 25 BUDGET SCHEDULE

January 9, 2024	Budget Request Forms Sent to County Agencies, Departments and Offices
January 30, 2024	Department Budget Requests to be submitted to the County Administration Office
February 6 – 8, 2024	Agency, Department and Office Budget Meetings with the County Administrator to finalize the proposed budget requests.
March 7, 2023	<p>6:00 pm – Regular BOS Meeting</p> <p>6:30 pm -<i>Budget Work Session</i> Board of Supervisors, Craig County Courtroom following the BOS meeting</p>
March 21, 2023	5:30 pm – Budget Work Session Joint Work Session – Any Budget Requester
April 4, 2023	<p>4:30 pm – Budget Work Session – Present Proposed FY24 Budget to Board of Supervisors</p> <p>6:00 pm – Regular BOS Meeting</p> <p>6:30 PM Budget Work Session: Board of Supervisors held Jointly with School Board</p>
April 18, 2023	<p>6:00 pm – Budget Work Session: Board of Supervisors (If needed)</p> <p>6:00 pm – Public Hearing on Budget and Proposed Tax Rate Ordinance to Adopt Tax Rate</p>
May 2 2023	6:00 pm – Regular BOS Meeting Budget Approval
May 9, 2023	11:30 am - Budget is Over Celebration

STAFF SCHEDULE

BOARD OF SUPERVISORS SCHEDULE

**ECONOMIC DEVELOPMENT AUTHORITY
OF CRAIG COUNTY**

*P.O. BOX 308
NEW CASTLE, VIRGINIA 24127
(540) 864-5010*

December 14, 2023

Mayor, Town of New Castle
Chairman, County of Craig
Chairman, Craig Tourism Commission
Chairman, Craig EDA

Greetings,

Thank you for your support in the construction of the Farmer's Market in New Castle. The construction was completed on time and on budget.

However, the final inspection revealed a liability issue along the Stamped Concrete walk. There is an 18-inch drop to the Town sidewalk. The contractor estimated that a metal rail, that meets Code, would cost between \$18,000 and \$20,000. After reviewing options, we added three metal benches along the outside edge facing the Farmers Market. This is both functional and attractive. The contractor provided the three benches at no cost to the EDA. Each bench cost \$1,500 with the contractor not charging for the installation.

But there is a real need to add three (3) additional benches to reach the end of the raised area to address the liability. The contractor has agreed to install them free of charge if we provide additional benches.

Therefore, I am proposing that each of us provide the necessary funding as outlined in the attached spreadsheet. This is similar to the percentage funding we each provided for the project. Each bench cost \$1,500, so three (3) benches would cost \$4,500.

I have placed the order for the benches. Fabrication and delivery are approximately three months once the order is placed. Please let me know as soon as possible if you agree with this funding request (See Attachment A).

We also need to discuss funding Phase Two during our upcoming Budget Work Sessions.

Thank you for your continued support.

Sincerely,

R.R. "Dan" Collins
EDA Director

Attachment A: Farmers Market Bench Funding 2023.12.13

Farmers Market Project Funding

Phase 1 (Shelters)	\$ Amount	%	Phase 2 (Restrooms)	\$ Amount	%
AFID Grant	\$50,000	29%	DHCD Grant	\$75,000	56%
T-Mobile Grant	\$50,000	29%	USDA Grant	\$25,000	19%
County of Craig	\$25,000	14%	County of Craig	\$12,500	9%
Town of New Castle	\$25,000	14%	Town of New Castle	\$12,500	9%
EDA	\$12,500	7%	EDA	\$5,000	4%
Tourism	\$12,500	7%	Tourism	\$5,000	4%
Total	\$175,000	100%	Total	\$135,000	100%
Project Total =				\$310,000	

Proposed Funding for Benches

Six Farmers Market Benches			\$9,000	%
Construction left an 18 inch drop to the Town Sidewalk. (LIABILITY) Two Options A) Install Hand Rail B) Install Benches Hand Rail \$18,000+ Benches \$9,000 Contractor Provided Three (3) Benches FM Three (3) Benches	Three Benches	Contractor	\$4,500	50%
	Share of Three Benches	County of Craig	\$1,350	15%
	Share of Three Benches	Town of New Castle	\$1,350	15%
	Share of Three Benches	EDA	\$900	10%
	Share of Three Benches	Tourism	\$900	10%
	Total	Total	\$9,000	100%

Farmers Market (FM) to provide three (3) Benches. Cost \$1,500 each. **Total Cost \$4,500**
 Funding Sources: Similar to FM Project Funding.

**JESSE SPENCE, CHAIR
NEW CASTLE DISTRICT**

**CARL BAILEY, MEMBER
POTTS MOUNTAIN DISTRICT**

**KEITH DUNBAR, MEMBER
CRAIG CREEK DISTRICT**



**C. JORDON LABIOSA, MEMBER
CRAIG CITY DISTRICT**

**JASON MATYAS, MEMBER
SIMMONSVILLE DISTRICT**

**R.R. DAN COLLINS
COUNTY ADMINISTRATOR**

**COUNTY OF CRAIG
P.O. Box 308
New Castle, Virginia 24127
540-864-5010 Phone**

R24-04

**A RESOLUTION AMENDING
THE FISCAL YEAR
2023-2024 BUDGET**

WHEREAS, the Craig County Board of Supervisors (CCBoS) adopted the 2023-2024 Budget on May 4th 2023, for planning purposes, and

WHEREAS, the County of Craig has received a check from the Circuit Court Clerk's Office in the amount of \$15,000, and

WHEREAS, it is the request from the Clerk that these funds be given to her three employees in the clerk's office as a bonus for all the work they do and always working together to meet the needs of the citizens of Craig County, and

WHEREAS, the amount of \$1,147.50 will be allocated to the county's match for the FICA and the balance of \$13,852.50 will be divided between all three employees giving them each \$4,617.50 on their payroll check, and

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Craig County that the Fiscal Year 2023-2024 budget is hereby amended as follows:

REVENUE**Local**

3-100-019000-0003	Clerk of Court	15,000
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EXPENSES**Clerk of Circuit Court**

4-100-021600-1101	Deputy Clerk IV	4,617.50
4-100-021600-1102	Deputy Clerk I	4,617.50
4-100-021600-1102	Deputy Clerk I	4,617.50
4-100-021600-2100	FICA taxes	<u>1,147.50</u>
	Total	<u>15,000</u>

BE IT FURTHER RESOLVED, that the sum of **\$15,000** appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 4th day of January 2024, adopted this resolution.



Sharon P. Oliver, Clerk
Kathy A. Martin, Deputy
Rita H. Stebar, Deputy

1851
Clerk

182 Main Street, Suite 4
P.O. Box 185
New Castle, VA 24127
540-864-6141 (T)
540-864-7471 (F)
Email: spoliver@courts.state.va.us

Date: 12/04/2023

To: Board of Supervisor of Craig County

I am giving my employes a bonus for all the work they do and always working together to make sure they are always serving the citizens of Craig County. Each will receive \$5,000, please a to a paycheck so all taxes can be taken out. It will be a told of \$15,000.

Sincerely Yours,

Sharon P. Oliver, Clerk
Sharon P. Oliver, Clerk

JESSE SPENCE, CHAIR
NEW CASTLE DISTRICT

CARL BAILEY, MEMBER
POTTS MOUNTAIN DISTRICT

KEITH DUNBAR, MEMBER
CRAIG CREEK DISTRICT



JORDAN LABIOSA, MEMBER
CRAIG CITY DISTRICT

JASON MATYAS, MEMBER
SIMMONSVILLE DISTRICT

R.R. DAN COLLINS
COUNTY ADMINISTRATOR

COUNTY OF CRAIG
P.O. Box 308
New Castle, Virginia 24127
540-864-5010 Phone

R24- 05

**A Resolution Requesting the Virginia Legislature to
Allow Board of Supervisor Members and County Employees
To Serve on the Craig County Economic Development Authority**

WHEREAS, § 15.2-4904. Directors; qualifications; terms; vacancies; compensation and expenses; establish the membership of Economic Development Authorities in Virginia (*See Attached*), and

WHEREAS, the Board of Supervisors created the Authority as allowed by statute known as the Economic Development Authority on June 21, 1994, and

WHEREAS, it is the responsibility of the Board of Supervisors to appoint members of the Economic Development Authority, and

WHEREAS, the Code of Virginia does not allow members of the Board of Supervisors, nor County Employees to serve as members on the Economic Development Authority, and

WHEREAS, the Code establishes membership at seven (7) but also through Legislative Acts allows membership for 5 to 11 members depending on jurisdiction, and

WHEREAS, the Code does allow certain localities, by Jurisdiction, to appoint one member of the Board of Supervisors, or one County Employee to serve on the Economic Development Authority of the County, and

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Craig County hereby request legislative action to allow the appointment of one member of the Board of Supervisors, or one County Employee to serve on the Craig County Economic Development Authority.

The Board of Supervisors of Craig County, on 4th day of July 2024 adopted this Resolution.

§ 15.2-4904. Directors; qualifications; terms; vacancies; compensation and expenses; quorum; records; certification and distribution of report concerning bond issuance.

A. The authority shall be governed by a board of directors in which all powers of the authority shall be vested and which board shall be composed of seven directors, appointed by the governing body of the locality. The seven directors shall be appointed initially for terms of one, two, three, and four years; two being appointed for one-year terms; two being appointed for two-year terms; two being appointed for three-year terms, and one being appointed for a four-year term. Subsequent appointments shall be for terms of four years, except appointments to fill vacancies, which shall be for the unexpired terms. All terms of office shall be deemed to commence upon the date of the initial appointment to the authority, and thereafter, in accordance with the provisions of the immediately preceding sentence. If at the end of any term of office of any director a successor thereto has not been appointed, then the director whose term of office has expired shall continue to hold office until his successor is appointed and qualified.

Notwithstanding the provisions of this subsection, the board of supervisors of Wise County may appoint eight members to serve on the board of the authority, with terms staggered as agreed upon by the board of supervisors; the board of supervisors of Henrico County may appoint 10 members to serve on the board of the authority, two from each magisterial district, with terms staggered as agreed upon by the board of supervisors; the board of supervisors of Roanoke County may appoint 10 members to serve on the board of the authority, two from each magisterial district, with terms staggered as agreed upon by the board of supervisors; the board of supervisors of Mathews County may appoint from five to seven members to serve on the board of the authority; the town council of the Town of Louisa may appoint from five to seven members to serve on the board of the authority, with terms staggered as agreed upon by the town council; the board of supervisors of King William County may appoint nine members to serve on the board of the authority, with terms staggered as agreed upon by the board of supervisors; the town council of the Town of Saint Paul may appoint 10 members to serve on the board of the authority, with terms staggered as agreed upon by the town council; however, the town council of the Town of Saint Paul may at its option return to a seven-member board by removing the last three members appointed; the board of supervisors of Russell County may appoint nine members, two of whom shall come from a town that has used its borrowing capacity to borrow \$2 million or more for industrial development, with terms staggered as agreed upon by the board of supervisors, and the town council of the Town of South Boston shall appoint two at-large members; Page County may appoint nine members, with one member from each incorporated town, one member from each magisterial district, and one member at-large, with terms staggered as agreed upon by the board of supervisors; Halifax County shall appoint five at-large members to serve on the board of the authority jointly created by the Town of South Boston and Halifax County pursuant to § [15.2-4916](#), with terms staggered as agreed upon by the governing bodies of the Town of South Boston and Halifax County in the concurrent resolutions creating such authority; the board of supervisors of Goochland County may appoint five members to serve on the board of the authority; the board of supervisors of Powhatan County may appoint five members to serve on the board of the authority; the town council of the Town of Coeburn may appoint five members to serve on the board of the authority, with terms staggered as agreed upon by the town council; the town council of the Town of Kenbridge may appoint five

members to serve on the board of the authority, with terms staggered as agreed upon by the town council; the town council of the Town of Victoria may appoint five members to serve on the board of the authority, with terms staggered as agreed upon by the town council; the city council of Suffolk may appoint eight members to serve on the board of the authority, with one member from each of the boroughs and one at-large member, with terms staggered as agreed upon by the city council; and the City of Chesapeake may appoint nine members, with terms staggered as agreed upon by the city council; however, in the City of Chesapeake, after July 1, 2017, no member shall serve more than two consecutive terms. Any person who has served more than one and one-half terms as a member of the Chesapeake Economic Development Authority as of July 1, 2017, shall not be eligible for reappointment for another consecutive term. A member of the Chesapeake Economic Development Authority shall serve at the pleasure of the city council of the City of Chesapeake. No Chesapeake Economic Development Authority member shall work for the Authority within one year after serving as a member. The city council of the City of Norfolk may appoint 11 members, with terms staggered as agreed upon by the city council, and the board of supervisors of Louisa County may appoint directors to serve on the board of the authority for terms coincident with members of the board of supervisors.

A member of the board of directors of the authority may be removed from office by the local governing body without limitation in the event that the board member is absent from any three consecutive meetings of the authority or is absent from any four meetings of the authority within any 12-month period or upon unanimous vote of the board of supervisors. In any such event, a successor shall be appointed by the governing body for the unexpired portion of the term of the member who has been removed.

B. Each director shall, upon appointment or reappointment, before entering upon his duties take and subscribe the oath prescribed by § [49-1](#).

C. No director shall be an officer or employee of the locality except (i) in a town with a population of less than 3,500 where members of the town governing body may serve as directors provided they do not constitute a majority of the board, (ii) in Buchanan County where a constitutional officer who has previously served on the board of directors may serve as a director provided the governing body of such county approves, (iii) in Essex County where the board of supervisors may appoint one employee of the locality to the Economic Development Authority of the County of Essex, (iv) in Frederick County where the board of supervisors may appoint one of its members to the Economic Development Authority of the County of Frederick, Virginia, and (v) in Mathews County where the board of supervisors may appoint one employee of the locality to the Economic Development Authority of the County of Mathews. Every director shall, at the time of his appointment and thereafter, reside in a locality within which the authority operates or in an adjoining locality. When a director ceases to be a resident of such locality, the director's office shall be vacant, and a new director may be appointed for the remainder of the term.

D. The directors shall elect from their membership a chairman, a vice-chairman, and from their membership or not, as they desire, a secretary and a treasurer, or a secretary-treasurer, who shall continue to hold such office until their respective successors are elected. The directors shall receive no salary but may be compensated such amount per regular, special, or committee meeting or per each official representation as may be approved by the appointing authority, not to exceed \$200

per meeting or official representation, and shall be reimbursed for necessary traveling and other expenses incurred in the performance of their duties.

E. Except as provided herein, four members of the board of directors shall constitute a quorum of the board for the purposes of conducting its business and exercising its powers and for all other purposes, except that no facilities owned by the authority shall be leased or disposed of in any manner without a majority vote of the members of the board of directors. No vacancy in the membership of the board shall impair the right of a quorum to exercise all the powers and perform all the duties of the board. In the case of the Economic Development Authority of Goochland County, the Economic Development Authority of Powhatan County, the Industrial Development Authority of the Town of Kenbridge, and the Industrial Development Authority of the Town of Victoria, three members of the board of directors shall constitute a quorum of the board for the purposes of conducting its business and exercising its powers and for all other purposes, except that no facilities owned by the authority shall be leased or disposed of in any manner without a majority vote of the members of the board of directors.

F. The board shall keep detailed minutes of its proceedings, which shall be open to public inspection at all times. It shall keep suitable records of its financial transactions and, unless exempted by § [30-140](#), it shall arrange to have the records audited annually. Copies of each such audit shall be furnished to the governing body of the locality and shall be open to public inspection. Two copies of the report concerning issuance of bonds required to be filed with the United States Internal Revenue Service shall be certified as true and correct copies by the secretary or assistant secretary of the authority. One copy shall be furnished to the governing body of the locality and the other copy mailed to the Department of Small Business and Supplier Diversity.

1966, c. 651, § 15.1-1377; 1979, c. 35; 1980, c. 304; 1982, c. 463; 1983, c. 514; 1984, c. 750; 1987, c. 368; 1990, c. 87; 1993, c. 896; 1996, cc. [589](#), [599](#); 1997, c. [587](#); 1999, cc. [337](#), [408](#), [414](#); 2000, c. [963](#); 2001, c. [121](#); 2003, cc. [347](#), [357](#); 2006, c. [687](#); 2007, cc. [283](#), [338](#); 2008, c. [619](#); 2009, cc. [199](#), [200](#), [460](#), [597](#); 2012, cc. [337](#), [352](#); 2013, c. [482](#); 2014, cc. [381](#), [382](#); 2016, c. [414](#); 2017, cc. [541](#), [557](#), [560](#); 2018, c. [310](#); 2019, c. [363](#); 2021, c. [3](#); 2021, Sp. Sess. I, cc. [321](#), [422](#); 2022, c. [622](#); 2023, c. [574](#).

JESSE SPENCE, CHAIR
NEW CASTLE DISTRICT

CARL BAILEY, MEMBER
POTTS MOUNTAIN DISTRICT

KEITH DUNBAR, MEMBER
CRAIG CREEK DISTRICT



JORDAN LABIOSA, MEMBER
CRAIG CITY DISTRICT

JASON MATYAS, MEMBER
SIMMONSVILLE DISTRICT

R.R. DAN COLLINS
COUNTY ADMINISTRATOR

COUNTY OF CRAIG
P.O. Box 308
New Castle, Virginia 24127
540-864-5010 Phone

R24-06

**A RESOLUTION OF APPRECIATION
FOR THE SERVICES OF
RUSTY ZIMMERMAN
TO THE COUNTY OF CRAIG**

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

WHEREAS, Rusty Zimmerman was elected by the citizens of the Craigs City District in November 2015, and

WHEREAS, served for the term of 2016 thru 2019, and was re-elected for the term of 2020 thru 2023, and

WHEREAS, Rusty Zimmerman served as Vice Chairman of the Board of Supervisors, during the years of 2020 thru 2023, and

WHEREAS, Rusty Zimmerman served the Craig City District faithfully and with integrity for 8 years, and

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

The Board of Supervisors of Craig County, in a regular meeting on the 4th day of January 2024, adopted this Resolution.



Jesse Spence, Chairman
Craig County Board of Supervisors

Informational

Treasurers Report

Statement of Economic Interest

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
	*****	*****	*****	*****	*****
	** Treasurer's Accountability **				
	** Assets **				
100-0100	Farmer's & Merchants Bank GF	2,094,845.18	2,355,492.13	1,743,094.69-	2,707,242.62
100-0105	Farmer's & Merchants Bank C5				
100-0107	Farmer's & Merchants Solid Waste				
100-0110	Farmer's & Merchants Bank VPA	35,268.66	135,124.26	166,450.70-	3,942.22
100-0112	Farmer's & Merchants Special Welfa	21,382.76	830.89	487.59-	21,726.06
100-0115	Farmer's & Merchants Bank Commons				
100-0125	First National Bank School				
100-0130	Farmer's & Merchants Bank Misc C5				
100-0135	Farmer's & Merchants Lottery				
100-0140	Farmer's & Merchants Construction				
100-0145	Farmer's & Merchants CDBG				
100-0190	Cash In Office	200.00			200.00
100-0206	Farmer's & Merchants Cafeteria	28,486.82	44,066.54	44,603.72-	27,949.64
100-0701	Farmer's & Merchants Bank -Land Sal				
	** Assets **	2,180,183.42	2,535,513.82	1,954,636.70-	2,761,060.54
	** Investments **				
101-0100	GF CD				
101-0101	GF CD	505,111.11	5,163.36		510,274.47
101-0102	VIP General Investing Fund	302,771.90	3,127.61		305,899.51
101-0103	VIP General Operating Fund	4,924,931.57	22,553.19		4,947,484.76
101-0105	LGIP	304,165.74	1,385.47		305,551.21
101-0110	Child Care CD #12614				
101-0115	Child Care CD #015567				
101-0120	Child Care CD #015566				
101-0125	Child Care CD #13285				
101-0130	Child Care CD #13282				
101-0135	Commons CD #13818				
101-0140	Commons CD #14011				
101-0141	Commons CD #15472				
101-0142	Commons CD #15482				
101-0145	Child Care CD #14013				
101-0150	Child Care CD				
101-0155	Bicentennial Memorial	1,010.42			1,010.46
	** Investments **	6,037,990.74	32,229.67		6,070,220.41
	TOTAL ASSETS	8,218,174.16	2,567,743.49	1,954,636.70-	8,831,280.95
	** Fund Balance **				
300-0100	General Fund F/B	3,550,432.31-	774,399.74	1,868,078.74-	4,644,111.31-
300-0105	Law Library Fund	13,965.94-		51.00-	14,016.94-
300-0110	Courthouse Maintenance Fund	10,960.93-		99.32-	11,060.25-
300-0115	Asset Forfeiture Sheriff Fund	4,135.36-			4,135.64-
300-0116	Asset Forfeiture C/A Fund	2,956.26-			2,956.46-
300-0201	VPA F/B	35,268.66-	166,450.70	135,124.26-	3,942.22-
300-0204	Special Welfare F/B	21,382.76-	487.59	830.89-	21,726.06-

12/11/23
FUND # -999

GL070
** Treasurer's Accountability **

CRAIG COUNTY
BALANCE SHEET
11/30/2023

PAGE 24
TIME 15:15

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
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300-0205	School Fund F/B	1,636,832.58-	960,395.43	517,633.65-	1,194,070.80-
300-0206	Cafeteria F/B	28,486.82-	44,603.72	44,066.54-	27,949.64-
300-0210	Child Care F/B				
300-0211	Common's Fund				
300-0212	E911 Fund				
300-0213	CDBG Fund				
300-0214	Bicentennial Memorial F/B	1,010.42-	.04-		1,010.46-
300-0215	CARES Act 2020 F/B				
300-0216	American Rescue/Recovery Funds F/B	987,037.00-			987,037.00-
300-0217	Opioid Settlement F/B	23,857.45-		1,859.05-	25,716.50-
300-0300	Capital Improvements Project F/B	1,302,470.41-			1,302,470.41-
300-0301	School CIP F/B	599,377.26-	8,300.00		591,077.26-
300-0701	Land Sale F/B				
	** Fund Balance **	8,218,174.16-	1,954,637.18	2,567,743.97-	8,831,280.95-
	TOTAL PRIOR YR FUND BALANCE	8,218,174.16-	1,954,637.18	2,567,743.97-	8,831,280.95-

TOTAL REVENUE
TOTAL EXPENDITURE
TOTAL CURRENT FUND BALANCE

TOTAL LIABILITIES AND FUND BALANCE

** Receivables **

600-2001	2001 PP	8,218,174.16-	1,954,637.18	2,567,743.97-	8,831,280.95-
600-2002	2002 PP				
600-2003	2003 PP				
600-2004	2004 PP				
600-2005	2005 PP				
600-2006	2006 PP				
600-2007	2007 PP				
600-2008	2008 PP				
600-2009	2009 PP				
600-2010	2010 PP				
600-2011	2011 PP				
600-2012	2012 PP				
600-2013	2013 PP				
600-2014	2014 PP				
600-2015	2015 PP				
600-2016	2016 PP				
600-2017	2017 PP				
600-2018	2018 PP				
600-2019	2019 PP				
600-2020	2020 PP				
600-2021	2021 PP				
600-2022	2022 PP				
600-2023	2023 PP				
600-9999	PP Reserve				
	** Receivables **				
		5,491.45	452.58	614.90-	5,491.45
		6,791.92	557.38	947.37-	6,177.02
		13,538.74	338.35	1,261.69-	13,043.95
		14,985.89	570.70	11,272.95-	14,281.58
		55,588.97	491,970.81	479,222.21-	44,654.37
		1,294,452.27	493,889.82	570.70-	815,800.76
		1,390,849.24-		493,889.82-	899,449.13-

Reports and Inquires



BOS Summery

Dan Collins

Hear the Public

Motion to Closed Session

Certification of Closed Session

R24-07

**JESSE SPENCE, CHAIR
NEW CASTLE DISTRICT**

**CARL BAILEY, MEMBER
POTTS MOUNTAIN DISTRICT**

**KEITH DUNBAR, MEMBER
CRAIG CREEK DISTRICT**



**JORDAN LABIOSA, MEMBER
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**R.R. DAN COLLINS
COUNTY ADMINISTRATOR**

**COUNTY OF CRAIG
P.O. Box 308
New Castle, Virginia 24127
540-864-5010 Phone**

R24-07

**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG
COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE ON
THURSDAY, JANUARY 4th, 2024**

**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

Adjourn