

October 13, 2014

The Carroll County Board of Supervisors held their regular monthly meeting on, October 13, 2014 in the Board Meeting Room of the Carroll County Governmental Center.

Present were: David V. Hutchins  
W.S. "Sam" Dickson  
Dr. Tom Littrell  
Joshua A. Hendrick  
Bob Martin  
Gary Larrowe, County Administrator  
Nikki Cannon, Assistant County Administrator  
Jim Cornwell, County Attorney

Mr. Hutchins called the meeting to order at 3:35 p.m.

**CLOSED SESSION – PURSUANT TO VIRGINIA CODE SECTION 2.2-3711(A1, A5, A7)**

Upon motion by Mr. Hendrick, seconded by Mr. Dickson, and passing, the Board convened a Closed Session for the purpose of discussion concerning a prospective industry where no announcement has been made, as authorized by Virginia Code Section 2.2-3711(A5).

Mr. Cornwell explained the purpose for entering Closed Session as listed below. Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

**VOTES**

Mr. Hendrick Yes  
Mr. McCraw Not Present  
Mr. Hutchins Yes  
Mr. Dickson Yes  
Dr. Littrell Yes  
Mr. Martin Yes

(Order)

**CERTIFICATION OF CLOSED SESSION**

Upon motion by Mr. Hendrick, seconded by Mr. Dickson, and passing, the Board adopted the following Resolution:

**WHEREAS**, the Carroll County Board of Supervisors convened a Closed Session this date pursuant to an affirmative-recorded vote and on the motion to close the meeting in accordance with the Virginia Freedom of Information Act;

**WHEREAS**, Section 2.2-3711(D) of the Code of Virginia requires a certification by the Board of Supervisors that such Closed Session was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the Carroll County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (I) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the Closed Session to which this certification applies, and (II) only such business matters as were identified in the motion by which this Closed Session was convened were heard, discussed, or considered in the meeting to which this certification applies.

**VOTES**

Mr. Hendrick Yes  
Mr. McCraw Not Present  
Mr. Hutchins Yes

Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

Mr. Hendrick led in invocation and pledge.

Mr. Hutchins told that he appreciates staff being here on a holiday.

(Order)

**APPROVAL OF MINUTES**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved the minutes of the meeting on September 8, 2014.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**APPROVAL OF PAYROLL**

Upon motion by Mr. Hendrick, seconded by Mr. Martin, and passed unanimously, the Board approved the payroll for October 2014 and did authorize the Chairman and Clerk, along with Bonita M. Williams, Treasurer, to sign checks for the November payment of salaries and wages for all County officials and employees as previously budgeted by the State Compensation Board and this Board of Supervisors.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**CONSENT AGENDA**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved the Consent Agenda.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**VACO COMPANY NURSE PROGRAM**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved the use of the Company Nurse Program for management of workers compensation claims.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**CLERK OF COURT PT**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved an additional allocation of funds for the Clerks for part time salaries.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**LITTER CONTROL GRANT**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved a budget adjustment for the Litter Control Grant.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**LOCAL CRIMINAL FUND**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved an allocation to the Local Criminal Investigation Fund in the amount of \$20,000.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes

Dr. Littrell            Yes  
Mr. Martin            Yes

(Order)

**PANEL OF PHYSICIANS FOR WORKERS COMPENSATION**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved authorization to implement a panel of physicians for Workers Compensation to offer injured employees a choice of no less than three physicians for medical care in workers compensation cases.

VOTES

Mr. Hendrick            Yes  
Mr. McCraw            Not Present  
Mr. Hutchins            Yes  
Mr. Dickson            Yes  
Dr. Littrell            Yes  
Mr. Martin            Yes

(Order)

**NOVEMBER BOS MEETING**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved changing the November meeting date to November 17<sup>th</sup> due to the VACO Conference.

VOTES

Mr. Hendrick            Yes  
Mr. McCraw            Not Present  
Mr. Hutchins            Yes  
Mr. Dickson            Yes  
Dr. Littrell            Yes  
Mr. Martin            Yes

(Order)

**VACO VOTING CREDENTIALS**

Upon motion by Mr. Dickson, seconded by Mr. Martin and passing, the Board approved appointing the Chairman as the Primary and the County Administrator as the Alternate for voting at VACO.

VOTES

Mr. Hendrick            Yes  
Mr. McCraw            Not Present  
Mr. Hutchins            Yes  
Mr. Dickson            Yes  
Dr. Littrell            Yes  
Mr. Martin            Yes

(Order)

**2015 HOLIDAY, BOS REGULAR MEETING AND BUDGET CALENDAR**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved the 2015 Holiday calendar, 2015 BOS Regular meetings and the FY2015-16 Budget Calendar.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**CAFETERIA PLAN CHANGES**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved the proposed Cafeteria Plan Changes.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**COMMONWEALTH ATTORNEY CASE MANAGEMENT SOFTWARE**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved an additional allocation for case management software.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**PERSONNEL POLICY CHANGES**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved the proposed revisions to the personnel policies and procedures to include holidays, retirement and disability benefits, use of county equipment and vehicles, county cell phone share plan and personal use of county property.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**TWIN COUNTY AIRPORT COMMISSION – TOM JONES**

Mr. Tom Jones asked the Board to approve the resolution set by VDOT. He told that they will be taking .0906 acres and the airport will be getting back .0756 acres and that will leave them losing .015 acres.

Upon motion by Mr. Martin, seconded by Dr. Littrell and passing, the Board approved the resolution.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**EXTENSION REPORT – STEVE POTTORFF**

Mr. Pottorff told that he started two years ago and this is the first opportunity he has had to be here. He told that he appreciates the support. He told that there have been some changes in personnel and they have hired a Horticultural Agent that will start in November as well as a Program Assistant for Adults. He told that these are replacements for retirements. He told that they offer a lot of services in ag and natural resources such as soil testing, plant identification, forage testing, insect identification as well as others and one initiative they are working with is the High School STEM Lab. He listed several programs that they have offered recently. He thanked the Board for the opportunity to be here.

Mr. Dickson asked about what hit the boxwoods.

Mr. Pottorff told that it is boxwood blight and it came from a fungus below the mountain.

Dr. Littrell told that he stopped at Tractor Supply and they are selling 4H stickers for \$1.00.

**RECREATION – LIBBY LINEBERRY**

Ms. Libby Lineberry thanked Gary and Nikki for the opportunity to go back to Parks and Recreation. She told that she was there before and it took a lot of time but her son is now grown. She told that she is very excited about it and Carroll County is an awesome place to work, she has been here for 27 years. She told that Saturday is the Pumpkin Festival and they will have lots of activities. She told that everyone has worked hard on it. She invited everyone to stop by Woodlawn Gym and they are very gracious to have the addition. She told that the reason they close at 3:00 is because the High School comes over in the evenings. She told that they have had a good response from people. She told that he hopes to do a good job for the county.

Mr. Martin told that he is glad to hear some excitement about Recreation.

Ms. Lineberry told that they are also working on a walking trail and getting some additional playground equipment.

Mr. Dickson asked if the scheduling for the school comes to her.

Ms. Lineberry responded yes.

Mr. Dickson asked if she knew the percentage of time that everyone uses the school.

Ms. Lineberry told that it has just opened to the public. She told that one of the issues is the high school coming in. She told that they don't charge but they do tie up the facility in the afternoons. She told that Recreation will have top priority once bitty ball starts. She told that the floor looks good.

Mr. Dickson asked if the IDA paid for that.

Ms. Cannon told that it come out of County General Maintenance.

Dr. Littrell told that he had mentioned the adult playground before and it is geared toward adults.

Ms. Lineberry told that she would contact some other departments to go by.

**EXTENSION – SARAH JO HELMS**

Ms. Sarah Jo Helms told that last week was National 4-H week. She told that they will be participating in the Pumpkin Festival and doing a zombie trail. She told that they are gearing up for presentations and they will be starting a science fair. She told that they had 160 participants at camp this year.

Mr. Martin told her to keep up the good work.

**FAIR REPORT – KEVIN SEMONES**

Mr. Kevin Semones told that this was the best fair so far. He told that total gate fees was \$33,000. He went through the events and gave the number of participants. He told that we have a really good horse pull and our lawnmower race is really good if we can get a dry day to do it. He told that the exhibits were up this year. He told that the carnival company really has the fair going in the right direction and he thanked the Board for that. He told that the equipment display filled 2/3 of front yard. He told that everything gets a little better each year. He told that the ag education day had about 800 kids come through and we didn't have Galax this year because they just started. Things are going really well. He told that he heard a complaint about garbage and he will take the blame for that but it is getting so crowded and he didn't want the gator going through the crowd so they throw the garbage against the fence and get it afterwards. He told that they don't have much choice. We told that we are rapidly outgrowing that side of the road and we need to work on the other side if at all possible. He told that extra parking lot was great. He told that we are doing something positive and it seems to be moving in the right direction.

Mr. Martin thanked Kevin for the quality job he does.

Mr. Hutchins told that he was there for the most part and they were almost in the center and the garbage was emptied on a regular basis. He thought that it was excellent. He told that it is not a good idea to let gators run through there, if they need to go that is one thing but they had no issue and he only heard positive comments.

Mr. Semones told that there were 3 or 4 other fairs there to look and find out what they could do to make theirs better.

Mr. Dickson told that some people missed the corn maze but there was still plenty to do.

Mr. Semones told that we can't do this without the volunteers and county employees.

Mr. Hutchins told that it is the best deal around.

Dr. Littrell told that he was very impressed and everyone seemed to appreciate that it was only \$5. He asked how much the carnival company cost.

Mr. Semones told that it was \$33,000 this year and we added the \$5000 for the ferris wheel.

Dr. Littrell told that there was a line for every ride.

Mr. Hutchins told that there is very little space left.

**COMMITTEE APPOINTMENT – 9<sup>th</sup> DISTRICT FINANCING**

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board appointed Amanda Parris to the 9<sup>th</sup> District Financing Committee.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

**CITIZEN’S TIME**

No one was signed up to speak.

(Order)

**SUPERVISORS TIME**

Mr. Dickson told that he has heard a lot of interesting things tonight and we have excellent people working and he appreciates what they do.

Dr. Littrell thanked those who gave reports, it was very interesting. He told that he noticed the Day Reporting has saved over \$17,000 over the last 3 or 4 months. He told that he read over the Wired Road report and he would like to see someone come and give a report.

Mr. Martin asked if there is a policy or restrictions on donating equipment for the fair.

Mr. Larowe told that the biggest concern is the insurance. He told that we generally lease the equipment and place it on our insurance.

Mr. Martin told that the school system should be similar when using equipment for school projects.

Mr. Larowe told that he donated equipment for the Vanguard project and they just paid for the fuel.

Mr. Martin told that they used a disk and he took out a liability policy.

Mr. Hutchins thanked everyone and told that we had a lot of interesting information tonight. He told that we have received over \$8 million in grants and that is pretty good and something that should be recognized. He told that several members will be attending VACO and county business may be conducted.

Mr. Martin told that we purchased two buildings in the Industrial Park on a leap of faith and he salutes Gary and staff.

(Order)

**ADJOURNMENT**

Upon motion by Mr. Hendrick, seconded by Mr. Dickson and passing, the Board adjourned.

VOTES

October 13, 2014

Mr. Hendrick	Yes
Mr. McCraw	Not Present
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

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Chairman

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Clerk