

August 10, 2009

The Carroll County Board of Supervisors held their regular monthly meeting on, August 10, 2009 in the Board Meeting Room of the Carroll County Governmental Center.

Present were: David V. Hutchins  
Wesley G. Hurst  
W.S. "Sam" Dickson  
Andrew S. Jackson  
Dr. Thomas W. Littrell  
N. Manus McMillian  
Gary Larrowe, County Administrator  
Ronald L. Newman, Assistant Administrator

Mr. Hutchins called the meeting to order at 4:00 p.m. and asked Mr. Hart to lead in prayer and pledge.

### **VACO PRESENTATION**

Mr. Donald Hart thanked the Board for accommodating him. He told that it is an honor to be in Carroll County and that this county is very important to VACO and the State of Virginia. He gave greetings from Accomack County where he serves on the Board of Supervisors. He told that their county has 9 Board Members and he has served the longest, but is still the baby of the group. He told that he is married with 4 children ranging in ages between 30 – 6. Mr. Hart told that it mean a lot that we attend the VACO meetings and classes they offer. He told that it was his presidential goal to develop close relationships with each county. He told that VACO has had a rough time with General Assembly because of unfunded mandates. He told that none have come out of Richmond this year. He told that VACO has many contracts that counties can take advantage of from buying pencils to building a building. He encouraged each Board member to join a committee and be a part of VACO. He told that Rural Caucus in near to his heart. Mr. Hart told that if anyone has suggestions, concerns, or questions that he will try to answer and that his grandfather always told him that a man's word is a bond so if Carroll County needs anything he will be here for them.

Mr. McMillian told that some of the citizen's don't understand what VACO is and they question when they go to the conferences. He told that they learn so much from attending and thanked Mr. Hart for the support.

Dr. Littrell told that he appreciates the Certified Supervisors Training and that not a lot of people have signed up to take it this time. He told that he gained a tremendous amount of knowledge.

Mr. Dickson told that he appreciates Mr. Hart coming and told that it is hard to describe what VACO does for the county.

Mr. Jackson told that last year was his first year to attend the VACO conference and it was great in helping him get started. He told that they gave good guidance and direction and he appreciates Mr. Hart coming so far to visit with the Board.

Mr. Hurst thanked Mr. Hart for coming. He told that it is great to enhance relationships and the County will do anything they can to help.

Mr. Larrowe told that he appreciates him coming and being with the group. He told that he would be at the building dedication on Friday as well as participating in the Telecommunications committee. He told that VACO is a positive thing and we are glad to be involved.

Mr. Hutchins told that he appreciates the Chairman's Institute and it is well worth the day and a half. He told that it is sad to hear that the numbers are dropping.

Mr. Hart told that many counties are going through elections this year so he hopes that they will have more participation.

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Mr. Hutchins told that it is hard for some counties to look at the cost, but there is so much to gain through exposure and networking. He told that he would really like to see an alumni group formed.

Mr. Hart told that he would bring up the alumni group on Friday.

Mr. Hutchins told that he knew it would take some effort and if there is anything he can do to help to just let him know.

(Order)

**CLOSED SESSION – PURSUANT TO VIRGINIA CODE SECTION 2.2-3711(A1, A3, A5, A7)**

Upon motion by Mr. Dickson, seconded by Mr. Hurst, and passing, the Board convened a Closed Session from 4:16 p.m. until 5:17 p.m. for the discussion of personnel, disposition of real estate, prospective business, legal matter, as authorized by Virginia Code Section 2.2-3711(A1).

**VOTES**

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**CERTIFICATION OF CLOSED SESSION**

Upon motion by Mr. Dickson, seconded by Mr. Jackson, 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. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**APPROVAL OF MINUTES**

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Upon motion by Mr. Hurst, seconded by Dr. Littrell and passing, the Board approved the minutes of the meeting on July 13, 2009 as previously distributed to the members of this Board by its Clerk and as recorded in Minute Book No. 25 in the County Administrator's Office.

VOTES

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**APPROVAL OF PAYROLL**

Upon motion by Mr. Hurst, seconded by Dr. Littrell, and passed unanimously, the Board approved the payroll for August 2009 and did authorize the Chairman and Clerk, along with Bonita M. Williams, Treasurer, to sign on the 15<sup>th</sup> and 30<sup>th</sup> days of August checks for the 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. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**LOCAL EMERGENCY PLANNING COMMITTEE RESOLUTION**

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

LOCAL EMERGENCY PLANNING COMMITTEE  
RESOLUTION

**WHEREAS**, the Board of Supervisors of Carroll County desires to establish a Local Emergency Planning Committee.

**WHEREAS**, this Committee will be jointly formed between the City of Galax, Carroll County and Grayson County.

**WHEREAS**, this Committee will develop an emergency operations plan, subsequent review, updating and exercising of the plan.

**NOW, THEREFORE, BE IT RESOLVED THAT**; The Board of Supervisors of Carroll County, hereby declare to establish a Local Emergency Planning Committee.

VOTES

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**TWIN CO. LOCAL EMERGENCY PLANNING COMMITTEE BY-LAWS**

Upon motion by Mr. Hurst, seconded by Dr. Littrell and passing, the Board approved the By-Laws for the Twin Co. Local Emergency Planning Committee.

VOTES

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**SHERIFF'S OFFICE ADDITIONAL ALLOCATION**

Upon motion by Mr. Hurst, seconded by Dr. Littrell and passing, the Board approved an additional allocation in the amount of \$31,455 to the Sheriff's Office from a grant received from the US Department of Justice for the purchase of a vehicle and body wire.

VOTES

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**TOURISM CARRY OVER REQUEST**

Upon motion by Mr. Hurst, seconded by Dr. Littrell and passing, the Board approved to carry over \$2000 in unspent funds for the Round the Mountain Loop Trail.

VOTES

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**SHERIFF'S OFFICE CARRY OVER REQUEST**

Upon motion by Mr. Hurst, seconded by Dr. Littrell and passing, the Board approved to carry over \$436.21 from insurance funds receipted in FY09 for damage to a vehicle.

VOTES

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**SHERIFF'S OFFICE ADDITIONAL ALLOCATION**

Upon motion by Mr. Hurst, seconded by Dr. Littrell and passing, the Board approved an additional allocation in the amount of \$551.46 from funds received for a seized vehicle.

VOTES

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**EMS ADDITIONAL ALLOCATION**

Upon motion by Mr. Hurst, seconded by Dr. Littrell and passing, the Board approved an additional allocation in the amount of \$62,050 from the Department of Homeland Security to purchase 17 Panasonic Toughbooks.

VOTES

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**EMPLOYEE APPRECIATION**

Mr. Larrowe told that this month it is his privilege to award Jessica Montgomery. He told that Jessica began working for the County on May 1, 2009, and she hit the ground running with a variety of water and sewer projects, and work on the new site for the County Fair. Jessica has a Bachelor and Mater's of Science in Civil Engineering from UNC – Charlotte, and holds the Professional Engineer designation. She has 7 years of civil engineering experience. He told that Jessica was born and raised in Mount Airy, North Carolina and currently resides there and she is married and has a 2 year old son named Braxton. She loves to swim in the pool with Braxton every Saturday. When not in the pool, Jessica enjoys all outdoor activities including fishing. As a youngster, Jessica raced four wheelers, so you may want to ask her to show you one of her many racing trophies. Since coming to Carroll, Jessica has developed a list of goals for engineering services. Some of those include standardizing specifications for water and sewer lines, and other utilities throughout the County; and coordinating field work and engineering. She wants to ensure that what is built matches the design. The County had contracted engineering services for some time, and as the quantity and complexity of projects increased realized the need for in house services. We looked hard for a person that could provide in office engineering design as well as assistance in the field. We have found that person in Jessica Montgomery and we're glad she's here in Carroll.

Ms. Montgomery thanked the Board for the opportunity to work in Carroll County and told that she wakes up each morning with a smile knowing this is where she coming for the day.

Mr. Hutchins told that he has heard several positive comments regarding Jessica and he feels like it is the best money the County has spent.

(Order)

**RECREATION PRESENTATION**

Mr. Larrowe told that Mr. Jackson went to Alabama to the World Series with the team. He asked Ms. Carico and Coach Matthews to share.

Ms. Carico told that on behalf of the Recreation Department and the Team that they wanted to thank the Board for supporting them. She told that the trip to the World Series would not have been possible without the help from the Board. She told that it was a great group of people to travel with and they all added joy to the trip. She told that Carroll County was represented well and the parent ratio was 2-1 in attendance.

Chris Musser thanked the Board on behalf of the players for providing the funds. He told that it was an experience that he will never forget. He told that they were shown respect and love from the community and knowing that everyone was praying and cheering for them stuck with them throughout the trip. He told that even though they did not get the trophy he hoped that they represented the County well.

Coach Matthews told that they were very blessed and the team played exceptional. He told that it was incredibly exciting to be able to go and they were the best represented team there. He told that they traveled with class and they are very thankful for the opportunity. He told that they appreciate the community and it was a send off of a lifetime. He told that he has been involved with sports for 23 years and this was his highlight. The team presented the Board with a token of their appreciation.

Mr. Hutchins told that the team did win and they represented the County well. He told that the team being able to have the opportunity to go was very important.

Mr. Jackson told that the team left here as boys and returned home as young men. He told that he was able to meet with the Mayor while he was there. He told that you win by your actions and they made a great impression. He told that the High School in Ozark was also Carroll County High. He told that the team made him proud to be from Carroll County. He thanked the team and the Board for allowing him to go.

(Order)

**BRIGHT SYSTEM PRESENTATION**

Eric Marrow told that he has been with BAI for 5 years. He told that he has been asked by Ms. Williams to talk about some of the new software. He told that the existing software that we have does not have a lot of functions that can be used by others. He told that there are no enhancement fees for changes to the software. For finance they have software that would allow employees to view their W2's, do time card entry, view direct deposits and do leave time requests. He told that for the Treasurer's Office they would be able to improve collections, told that online payments by credit card, and have real time payment inquiries. He also said that in the Building Officials Office they could download inspections and schedule inspections. He told that this is included in the price of the software and they have 95 accounts in Virginia.

Mr. Hutchins asked about the online payments and also about the Building inspection portion. He told that the Board was not made fully aware of the reason for the presentation therefore they are not fully prepared to ask the right questions.

Mr. Marrow told that the County has had the Building Official software since 1999 and it has never been used.

Mr. Hurst told that if we do indeed have accessibility to this software then he would like Mr. Larrowe to get with the appropriate departments and have a meeting to discuss. He told that it we have had the software for this long and it is not been used then he wants to know why.

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Mr. Larrowe told that he would schedule a meeting. He told that we have asked for the information and none has been provided to date. He asked Mr. Marrow if there is any other software that is not being used.

Mr. Marrow told that all other modules are in use.

Mr. Hurst told that once the meeting is held he would like that information put into a packet for a meeting with the Finance Committee.

Mr. Dickson asked if the County has kept up with the update.

Mr. Marrow told that updates go out every 15 days.

Mr. Hutchins asked who participates in the user groups.

Mr. Marrow told that any locality is welcome to attend. He told that they are scattered through out the State. He also told that anyone can host a group.

Mr. Hutchins asked if we participate in the user groups and if not we need to start.

Mr. Marrow told that they have training in place for employees to learn how to get the most of the software. He told that there are demos and they also talk during the user groups.

Mr. McMillian asked if there is an online chat for customer assistance.

Mr. Marrow replied yes and if there is anything new we can do an online meeting.

Mr. McMillian asked if the school system uses the software.

Mr. Marrow replied no, but they can use the system at no additional cost.

Mr. Hurst told to add Dr. Smith and Mr. Jennings to the meeting.

Mr. McMillian asked if EMS and the Sheriff's Office could use.

Mr. Marrow told that they can and the Sheriff's Office already uses the software.

Mr. Hutchins told that if they sounded surprised it is because they are. He told that they received a lot of good info that they were not aware of.

Mr. Larrowe told that there have been concerns of the software being user friendly in the past.

Mr. Marrow told that user unfriendliness comes from lack of training and in the future they hope to offer a web-based solution.

Mr. Hutchins told that we may invite the company back several times. He told that he appreciates him coming.

(Order)

### **CITIZEN'S TIME**

Ms. Michelle Howel told that she lives on Coulson Church Road. She told that they are new to the area, but her husband is from here. She told that they purchased property from Marshall Lineberry and they are concerned that the County does not have a leash law or a nuisance law. She told that her neighbors have a viscous dog and they have had several instances with the dogs. She told that it has attacked her and the neighbors had to get if off. She told that she has a child with autism and they keep letting the dogs run loose outside. She told that she has talked with Terry Woods who says that there is nothing that can be done. She told that she has also talked with the Commonwealth's

Attorney and they say the only thing she can do is to file a civil suit. She showed the Board pictures and asked them to impose some kind of law that will protect her and the citizens of Carroll County.

Mr. Larrowe told that he is very sorry that this has happened and we will research the ordinance.

Ms. Howell asked when something would be done.

Mr. Hutchins told that during citizen's time they do not typically make comments, but they will have staff to research and the Board will deliberate.

Ms. Janet Tate told that she was at the Public Hearing on the viscous ordinance and there were a lot of people who spoke that have been to court. She told that there was support on the same issues as this lady has.

(Order)

**PUBLIC HEARING – AMENDMENT OF BUDGET**

Ms. Smith told that the Public Hearing is to have carryovers moved to the FY10 budget. She told that most of these are grant monies that were awarded last year and it just needs to be moved to this fiscal year. She told that the purpose is to hear public comments.

Mr. Hutchins opened the Public Hearing at 6:38 p.m.

With on one to speak, the public hearing was closed at 6:39 p.m.

(Order)

**AMENDMENT OF BUDGET**

Upon motion by Mr. McMillian, seconded by Mr. Hurst and passing, the Board approved to amend the current budget to include \$1,245,489.72 from Public Safety Interoperability Communications, \$200,000.00 from Community Development Block Grant – Microenterprise, and \$529,033.84 from Farmer's Market – parking lot, hydrocooler.

**VOTES**

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**IDA APPOINTMENT**

Mr. Larrowe told that there are 3 appointments open.

Mr. Dickson suggested advertising for the last opening.

Upon motion by Mr. Jackson, seconded by Mr. Hurst and passing, the Board approved to re-appoint Mr. Richard Slate and Mr. Barry Hicks to the IDA Board and to advertise for the open position.

**VOTES**

Mr. Jackson	Yes
Mr. Hurst	Yes

Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**RECREATION APPOINTMENT**

Mr. Hurst told that the opening is in the Pine Creek District and he would like to nominate Adam Joyce to fill the position. He told that he has been very active in sports and he would make a great appointment for the remainder of the term.

Upon motion by Mr. Jackson, seconded by Mr. Dickson and passing, the Board appointed Mr. Adam Joyce to the Recreation Commission for the remainder of the term.

VOTES

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

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

Mr. Larowe told that this is regarding tourism related businesses. He told that we have advertised the position twice with no interest and asked that Mr. Turner be reappointed.

Upon motion by Mr. McMilian, seconded by Mr. Hurst and passing, the Board appointed Donnie Turner to the 9<sup>th</sup> District Financing Committee.

VOTES

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**SREC APPOINTMENT**

Upon motion by Mr. Hurst, seconded by Mr. McMillian and passing, the Board appointed Nikki Shank to the SREC.

VOTES

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**ADMINISTRATOR'S TIME**

Mr. Larrowe told that on the Board approval items that there is an error that needs to be addressed. He told that that on #3, the Fire Service Fees, it needs to say to have a public hearing. Mr. Larrowe told that the fair is August 27 – 30<sup>th</sup> and there are many staff involved. He told that Mr. Jackson is even participating in the event and Ronald is involved as well. He told that the Loves Project is moving ahead and it is amazing to see what has taken place. Mr. Larrowe told that the Social Service building has been removed and he thanked everyone involved. He told that on August 17<sup>th</sup> we will have a new Payroll Clerk as well as a new IT replacement.

Mr. Larrowe told that he has been meeting with the Tobacco Commission on projects. He told that the parking lot at the Farmers Market has been paved and it will be getting stripped this week. He told that there is an upcoming Fries Redevelopment meeting coming up and we are involved through BRCEA. He told that we are having a benefit lunch for Richard Lagen tomorrow who is the son of a PSA employee. He told that he will be attending the VACO telecommunication meeting this Friday in Richmond. Mr. Larrowe listed several upcoming meetings.

Mr. Hutchins told that the Board did pass the viscous dog ordinance, but it does not cover this situation. He asked that staff coordinate with the County Attorney to see what we can do. He told that we need something enforceable.

Mr. Larrowe told that we will take a look at it and work with Jim.

Mr. Hutchins told that he has been getting some questions about the paving at the Farmers Market.

Mr. Hurst told that the parking list is very adequate. He told that there are no state specs for parking lots. He told that it has a good drain system and people should be happy that it is not dirt. He told that we saved money and we got a good deal.

Mr. Larrowe told that it is much better that it was last time.

Mr. Hutchins told that there were some low spots, but we worked well with what we had. He told that the tenants are very pleased.

Mr. Larrowe told that federal money was used through a grant and we did have to meet the federal regulations through engineering.

(Order)

**FIRE SERVICE FEE PUBLIC HEARING**

Upon motion by Mr. Hurst, seconded by Dr. Littrell and passing, the Board approved to hold a Public Hearing on September 14, 2009 at 5:30 p.m. or as soon thereafter as practical on the Fire Service Fee Ordinance.

**VOTES**

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Mr. Littrell	Yes
Mr. McMillian	Yes

(Order)

**SUPERVISOR'S TIME**

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Mr. McMillian told that he appreciates everyone coming. He encouraged everyone to attend the fair and the benefit for Richard Lagen. He told that school is back in so be careful and watch out for the children.

Mr. Jackson thanked everyone and told that we are moving forward. He thanked the Board for allowing him to go to Alabama and told that it was a wonderful experience. He told that maybe one day we will be able to host the World Series. Mr. Jackson told that the mayor and staff were very pleased with the basket that they sent and they really appreciated it. He told that it was an honor to be with such a great group and he wished everyone could have attended. He told that the similarities are spooky because they were the Carroll County Cavaliers as well. He told that he hoped everyone would be able to come to the fair.

Dr. Littrell told that this has been a very informative day and he has learned a lot. He told that they visited the high school today for lunch and it was very satisfactory and was a nice atmosphere. He told that government is not the only thing to move slowly. He told that VDOT was unable to supply a Children at Play sign so he checked with the Moose Lodge in Galax and they donated 2 signs for Mr. Jackson to use in his district.

Mr. Hurst thanked everyone for coming and told that it has been an eventful eyeopening day. He told that we need to explore our options with the Dangerous Dog Ordinance and told that we are working on the needs of the people in the County but they have to go through the legal channels. He told that he hates the thought of someone being fearful to go outside their own house.

Mr. Dickson thanked Dr. Smith for an amazing place to have lunch today. He told that it was a great experience. He told that as you head towards Fancy Gap the new Dollar General Store is coming along well. He told that Exit 1 looks great and there are other things to follow.

Mr. Hutchins thanked everyone for coming. He told that CLEO has a new agreement that provides legal standing and we need to schedule a Public Hearing. He thanked the GIS department and also thanked the Recreation Department for their presentation.

(Order)

### **ADJOURMENT**

Upon motion by Dr. Littrell, seconded by Mr. Dickson and passing, the Board adjourned at 6:54 p.m. until August 10, 2009 at 4:00 p.m.

### **VOTES**

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. McMillian	Yes

(Order)