

May 9, 2011

The Carroll County Board of Supervisors held their regular monthly meeting on, May 9, 2011 in the Board Meeting Room of the Carroll County Governmental Center.

Present were:           Dr. Thomas W. Littrell  
                              David V. Hutchins  
                              W.S. "Sam" Dickson  
                              Andrew S. Jackson  
                              N. Manus McMillian  
                              Gary Larrowe, County Administrator  
                              Nikki Shank, Assistant Administrator  
                              Ronald L. Newman, Assistant Administrator  
                              Jim Cornwell, County Attorney

Dr. Littrell called the meeting to order at 3:07 p.m.

**CLOSED SESSION – PURSUANT TO VIRGINIA CODE SECTION 2.2-3711 (A1, A3, A5, A6, A7)**

Upon motion by Mr. McMillian, seconded by Mr. Dickson, and passing, the Board convened a Closed Session for the discussion of personnel, disposition of real estate, prospective business, investments, legal matter, as authorized by Virginia Code Section 2.2-3711(A1).

Mr. Cornwell explained the reason for entering into Closed Session.

**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. Hutchins, 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;

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**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)

Dr. Littrell asked Mr. Hutchins to lead in invocation and pledge. He told that he was going to mention the Emergency Response Plan and told that he just so happens to have a Proclamation regarding Emergency Medical Services Week. He told that there are several members present and he wants to express his appreciation to them. Dr. Littrell read the Proclamation.

Upon motion by Mr. Jackson, seconded by Mr. Hurst and passing, the Board approved the Proclamation below.

To designate the Week of May 15-21, 2011, as Emergency Medical Services Week

**WHEREAS**, emergency medical services is a vital public service; and

**WHEREAS**, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

**WHEREAS**, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

**WHEREAS**, the emergency medical services system consists of emergency physicians, emergency nurses, rescue squads, emergency medical technicians, paramedics, firefighters, educators, administrators and others; and

**WHEREAS**, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

**WHEREAS**, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; and

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**WHEREAS**, the Carroll County Board of Supervisors and the Emergency Medical Services Agencies of Carroll County are reaching out to citizens of Carroll County to recognize Emergency Medical Services workers for their selfless dedication to providing care to the sick and injured.

**WHEREAS**, the theme for EMS Week shall be “Everyday Heroes”.

**NOW THEREFORE BE IT RESOLVED** that the Carroll County Board of Supervisors, along with the Emergency Medical Services of Carroll County, proclaim the week of May 15-21, 2011, as

**“EMERGENCY MEDICAL SERVICES WEEK”**

**VOTES**

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

Dr. Littrell told that he appreciates the long hours of training and on call hours.

(Order)

**APPROVAL OF AGENDA**

Upon motion by Mr. McMillian, seconded by Mr. Jackson and passing, the Board approved the agenda as presented.

**VOTES**

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

(Order)

**APPROVAL OF MINUTES**

Upon motion by Mr. Jackson, seconded by Mr. Dickson and passing, the Board approved the minutes of the meeting on April 11, 2011 and April 25, 2011 as previously distributed to the members of this Board.

**VOTES**

Mr. Jackson	Yes
Mr. Hurst	Yes
Mr. Hutchins	Yes

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

(Order)

**APPROVAL OF PAYROLL**

Upon motion by Mr. Jackson, seconded by Mr. Dickson, and passed unanimously, the Board approved the payroll for May 2011 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 June 2011 of 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)

**SHERIFF OFFICE ALLOCATION**

Upon motion by Mr. Jackson, seconded by Mr. Dickson and passing, the Board approved the Sheriff's Office allocation in the amount of \$10,572.47 for various expenses that have been recouped.

VOTES

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

(Order)

**SCHOOL APPROPRIATION**

Upon motion by Mr. Jackson, seconded by Mr. Dickson and passing, the Board approved the School Appropriation in the amount of \$725,000 from funds available through the Virginia Virtual Academy.

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VOTES

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

(Order)

**CSA APPROPRIATION**

Upon motion by Mr. Jackson, seconded by Mr. Dickson and passing, the Board approved a CSA budget transfer/additional allocation in the amount of \$234,105.

VOTES

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

(Order)

**RFP FOR CODIFICATION**

Upon motion by Mr. Jackson, seconded by Mr. Dickson and passing, the Board approved advertising the RFP for Codification.

VOTES

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

(Order)

**REVISED REDISTRICTING PLAN**

Upon motion by Mr. Jackson, seconded by Mr. Dickson and passing, the Board approved the revised redistricting plan.

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VOTES

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

(Order)

**SBDC COUNSELOR**

Upon motion by Mr. Jackson, seconded by Mr. Dickson and passing, the Board approved an additional appropriation for SBDC in the amount of \$30,000 for a counselor with funds awarded from the Small Business Administration.

VOTES

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

(Order)

**VEHICLE SURPLUS**

Upon motion by Mr. Jackson, seconded by Mr. Dickson and passing, the Board approved to surplus two maintenance vehicles;

1997 S-10 Truck ID# 1GCCT19XOVK174110

1987 Chevrolet Truck ID# 1GCGV24J8HF399702

VOTES

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

(Order)

**WILDWOOD UPDATE**

Mr. Ken McFadyen thanked the Board for the time and opportunity to be able to provide periodic updates to keep you informed. He told that each locality has approved financing and some adjustments and final preparations have been made for closing. He told that they have also released an RFP for engineering. He told that each locality will equally assume the payment due to regional cooperation. He told that they have been working on this for over a year and a half. He told that VEDP and @Corridor have contracted with a consultant with an emphasis on Wildwood and they will be reviewing business targets and marketing strategies. Mr. McFadyen told that they have already received some inquiries. He told that we need to be commended and they appreciate all the hard work and effort. He told that they will be working with VDOT for an additional \$500,000 that will be another piece of the project.

Mr. Hutchins thanked Mr. McFadyen for the hours that he has put in. He told that Ken has done a tremendous job and kept the Board informed and wanted to thank him.

Dr. Littrell told that we look forward to many things happening.

**FIRE AND RESCUE UPDATE**

Mr. Mock told that he appreciates the opportunity to be here. He told that he will be giving some facts and figures on emergency services and he would also like to give a little background. He passed out a couple of documents and told that they have 245 active volunteers, 128 are rescue and 117 are fire. He told that the call volume has increased over the years and it is a significant number. He told that he will be doing some research to see why it has increased. He told that volunteers spent 66,866 hours participating in training this year and spent a little over \$190,000 out of their own pockets to pay for those trainings. He told that we do pay for some training but the rest is paid by the squads or the volunteers. He told that to remain certified there is an additional 11,000 hours that is spread out over a 3 year period. He told that all of the employees at Carroll Fire and Rescue also volunteer. He told that he would like to invite the Board to the Fire and EMS Olympics on June 4<sup>th</sup>. He told that it will be an interesting day and there will be stations set up with different competitions on how to take care of a patient. He told that there will also be an obstacle course set up with a completion on how to drive an ambulance. He told that the Fire Departments would be there as well. He told that it will be held at the VFW and the public is invited to attend. He told that during the evening they are having an award banquet for the Rescue Squad members and they would like for the Board to attend. He told that they are in the final stages of the development of the Multi Casualty Plan and they have redeveloped the SOP manual and now have an infectious control policy. He told that they have just completed an orientation program for the squads and fire departments and a lot of the staff participated in that as well. He told that they are working with the hospital on a new Stroke certification and the hospital will become certified. He told that they are having new trainings for staff for skills development. He told that they are about half way through the process of getting certification for being a storm ready county. He told that they have completed the initial

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review of the Emergency Operations Plan and they have reviewed the upgrades that will be needed for the phone systems for the Emergency Operations and also talked about the narrow banding process for the radio system. He told that another area that is rarely talked about is the amateur HAM system that we have. He told that there are only 2 other jurisdictions in the state that have county owned systems. He told that we have 14 sites in the County and there are about 37 operators right now. He told that on June 15<sup>th</sup> there will be a class held for anyone who is interested in becoming a HAM operator. Mr. Mock told that the Fire Departments have been working with a plan to reorganize automatic mutual aide. He told that they are also encouraging everyone to use the incident command system on all their calls. He told they are currently working on a capital equipment justification system to tell what the needs are. He told that they just completed a policy on equitable distribution for fire funds and four for life funds. He told that there is an open line of communication between the squads now.

Mr. Dickson asked if they have thought about going into the school system to see if they would do some training with the students that would give them encouragement to join a squad.

Mr. Mock told that is on his list. He told that he had a program like that in his last job and it worked really well. He told that it is a very man hour intensive program and it is not easy. He told that he had an employee who spent 4 hours a day in the schools.

Mr. Dickson told that he thinks there is a curriculum out there for this and he brought it to Dr. Blankenship at one time but nothing was ever done. He told that it sounds like they have been busy and he appreciates him taking time to look at the radio system and make some recommendations. He asked if we were going to be able to afford to implement some of those to improve the system.

Mr. Mock told that some of the recommendations will have to come back and they will be researching to make sure they are doing the right thing the first time. He told that a lot of the recommendations are procedural issues. He told that on the maintenance part of it he has already talked with Mr. Dowdy and he is going to start putting the sites on his rounds to make sure we are maintaining the system.

Mr. Dickson told that it will be a good start and if you need some help we could put some fire and rescue people together and make a board to help with suggestions. He told that anything we could do to help and when it comes down to funding the County would like to help as much as they can because we realize that when the emergency people are out they need to be able to talk to each other and we want to ensure that we are doing the best job that we can and he thinks we are overall. He told that there are always things that slide by. He thanked Mr. Mock for all he does.

Dr. Littrell thanked Mr. Mock for coming and told that we have been trying to have a department give a report each month.

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**CITIZEN'S TIME**

No one was present to speak.

**VDOT CRASH SEGMENT DATE/6 YEAR ROAD PLAN**

Mr. Larrowe told that we received high crash site data from VDOT and the GIS department was able to make a map of it. He told that they had a version on Friday but we were able to get better data. He reviewed the top ten areas where crashes take place. He told that the 6 year plan is almost null and void because of no funding but there is the potential of money being available so we need to be thinking. He told that there were two projects on the plan prior to non-funding. He told that he wanted to bring this information to your attention. He told that we can not only use what individuals bring to us but also the data to try to save lives. He told that VDOT would like to delay as much as possible but have it put in place at the next meeting. He told that we could have one list that includes the Rt. 620 project and one list that does not include it to provide to VDOT. He told that it does not hurt to have more than 1 on the plan even if there is no money because it pays to be prepared. He told that he is sure there are other places in the community that they have in mind.

Mr. Dickson asked if we have any idea on the funds available.

Mr. Larrowe replied no. He told that there are many variables and right now there is only money for the feeder routes.

Mr. Hutchins told that the crash data is good. He told that he is not sure how to fix the problems especially on the #1 and #2 sites. He told that it would be interesting to know when the wrecks occur. He told that there are other roads that need attention that are not on the map. He told that we typically use data but we need to look at it first. He told that we need to be cognizant of what we need in our districts.

Mr. Larrowe told just as a note that Rural Rustic cannot be updated after it is put into place. He told that outside of the Road Plan there may be some things that we can do on some of the crash sites such as signage.

Mr. Dickson asked if we had some roads that are ready for tar and gravel and he thinks we need to look at the ones that were previously on the road plan that were never completed.

Mr. Larrowe told that VDOT did not share that information.

Mr. Dickson told that he thinks Waterberry is one of those roads. He told that he feels like since they were on the plan before that we should keep them on there. He asked if the Rural Rustic Program is still available.

Mr. Newman told that it is still a program but there is no funding for it.

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Mr. Larrowe told that he would agree that the roads that were already on the plan would stay there. He told that on Stone Ridge for example he is not sure what the plan was but it looks like it might be a good candidate for the Rural Rustic because there is not much traffic beyond a certain point.

Dr. Littrell asked what the deadline is for this information.

Mr. Larrowe told that the Board members can get a listing to our office and then it can be voted on during the regular meeting in June.

Mr. Hutchins told that each supervisor should make a list of one or two roads from their district.

Mr. Larrowe told that we don't know if we will even get any funding and there is not an estimate to work on. He told that it makes it hard to put in priority.

Mr. Jackson told that there are a lot of roads in Laurel Fork so there is plenty to choose from.

(Order)

### **MEMORIAL DAY**

Mr. Jackson told that he would like to invite everyone to the Annual Memorial Service on Monday, May 30<sup>th</sup> at 2:00 here at the Complex. He told that he would like everyone here to remember our vets.

### **ADMINISTRATOR'S TIME**

Mr. Larrowe told that there have been disasters that have taken place around us and we are not immune to that. He told that they did visit Pulaski and met with the County Manager and went on a tour. He told that we made some offers of assistance such as our Building Official or a roll off truck. He told that the school system has sent some buses with supplies. He told that we did send our Building Official to Washington County to help with their disaster. He told that we just learned that FEMA had not made either of the counties eligible so it makes us think about having insurance for the future. Mr. Larrowe went over the monthly calendar and told of all the upcoming events. He told that VDOT will be having a public hearing and the Board is not required to attend. He told that the IDA would like to have 2 Board members present at their next meeting if anyone is interested.

Mr. Dickson asked about the Line of Duty Act information. He told that will affect our budget.

Mr. Larrowe told that it is approximately \$17,000 for paid staff and the remainder is for volunteer.

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Mr. Dickson asked if that is already included in our budget.

Mr. Larrowe told that it is in the proposed budget.

Mr. Dickson asked about the opt out resolution.

Ms. Shank told that they have been working on the information and VRS is quoting a much higher price for their program than VACO.

Mr. Larrowe told that the VACO program will be the same just much cheaper.

Ms. Shank told that this is separate from retirement.

Dr. Littrell told that he has a little problem with the next Board Meeting and he may not be able to attend.

### **PUBLIC HEARING – PROPOSED BUDGET**

Dr. Littrell opened the Public Hearing at 5:32 p.m.

Pam Hall with Brain Injury Services thanked the Board for their support. She told that they were able to serve 9 citizens in the County last year. She told that they are still working with the Wounded Warrior Program. She told that they received a grant from Johnson and Johnson and they will be starting a click program. She told that a lot of times brain injury people isolate themselves so this is a program online that they can work on. She told that they ask for money this year and anything that you can give is greatly appreciated. She told that there is one girl who is now volunteering at the library in Fancy Gap so some are going back into the community.

Mr. Hurst told that he appreciates their work.

With no one else to speak the Public Hearing was closed at 5:36 p.m.

### **SUPERVISOR'S TIME**

Mr. McMillian told that he appreciates everyone coming out and it has been a really quick meeting. He told that when we don't have an outpouring of people attend then they must be satisfied. He told everyone Happy Mother's Day and that a friend of their family lost their son this past week and asks for a moment of silence in his honor. He told that he appreciates the support of the Board members and the Administrator and Assistant Administrator. He told that they make his job a lot easier and without them they could not accomplish what they do. He told that it is a trying time right now working with the budget but he believes things are turning around soon for Carroll County.

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Mr. Jackson told that they set up here but the support staff does the work and he can't say thank you enough. He thanked everyone for coming out and told that his sympathy goes out to the friend of Mr. McMillian's family. He told that with Memorial Day we need to remember the ones who gave their all. He told that the biggest thing to give is your life and he hopes to see everyone on the 30<sup>th</sup>.

Mr. Hurst told that it is good to see everyone out and to get their input. He told that it is different when you have a loved one who is so close to the disasters and in Washington County he cannot give enough praise to those who work in law enforcement and EMS.

Mr. Hutchins told that Dr. Littrell has ran a great meeting. He told that it seems like certain times of the year we slow down. He thanked the staff and told that he appreciates the report that Mr. Mock gave and it proves that we are going in the right direction. He thanked all of the Board members.

Mr. Dickson told that he likes bringing in the departments each month and it has been beneficial to him. He told that he is amazed at what Mr. Mock does. He asked if Brain Injury is in the budget.

Mr. Larrowe told that they were not included last year but they were added in. He told that they are not included this year either.

Mr. Dickson told that he stopped by the Visitor's center and everyone needs to go look. He told that he was surprised to see how well it looked and they only thing was the blue sign does not say anything about Carroll County.

Mr. Larrowe told that the sign was placed there when the State was located at the Visitor's center. He told that there will be a new sign going above the Visitors Center.

Mr. Dickson told that they are unable to tell if there is an increase in traffic yet but they will over time. He told that the workers are very gracious.

Dr. Littrell told the he appreciates the citizens being with us today and he thanked the staff. He told that Pam had done an extemporany job on the budget. He thanked Mr. McFadyen for coming today and told that the seeds we are planting today will bear fruit in the future. He told that Mr. Mock's points were great and they have a busy job.

### **AMEND DRAFT BUDGET**

Upon motion by Mr. Hurst, seconded by Mr. Dickson and passing, the Board approved to amend the draft budget to include \$1000 for Brain Injury Services, not to increase the bottom line.

#### **VOTES**

Mr. Jackson	Yes
Mr. Hurst	Yes

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

(Order)

**ADJOURNMENT**

Upon motion by Mr. Jackson seconded by Mr. McMillian and passing, the Board adjourned until June 13, 2011 at 3:00 p.m.

**VOTES**

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

(Order)

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Chairman

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Clerk