

December 12, 2011

The Carroll County Board of Supervisors held their regular monthly meeting on, December 12, 2011 in the Board Meeting Room of the Carroll County Governmental Center.

Present were: 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

**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 |

Dr. Littrell told that they will be inviting the Supervisor elects to join.

(Order)

**CERTIFICATION OF CLOSED SESSION**

Upon motion by Mr. McMillian, seconded by Mr. Hurst, 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;

December 12, 2011

**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 |

**APPROVAL OF MINUTES**

Upon motion by Mr. McMillian, seconded by Mr. Jackson and passing, the Board approved the minutes of the meeting on November 21, 2011 as previously distributed to the members of this Board.

**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. McMillian, seconded by Mr. Jackson, and passed unanimously, the Board approved the payroll for December 2011 and did authorize the Chairman and Clerk, along with Bonita M. Williams, Treasurer, to sign in January 2012 for 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 |
|-------------|-----|

December 12, 2011

|               |     |
|---------------|-----|
| Mr. Hurst     | Yes |
| Mr. Hutchins  | Yes |
| Mr. Dickson   | Yes |
| Mr. Littrell  | Yes |
| Mr. McMillian | Yes |

(Order)

**CLERK OF WORKS**

Upon motion by Mr. McMillian, seconded by Mr. Jackson and passing, the Board approved to transfer \$46,716 for the Clerk of Works position. The vacancy savings from Business Development will be used for this transfer.

VOTES

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

(Order)

**DEED AND SUBDIVISION PLAT VACATION**

Upon motion by Mr. McMillian, seconded by Mr. Jackson and passing, the Board approved the Deed and Subdivision Plat Vacation that was presented.

VOTES

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

(Order)

**PERSONNEL POLICY**

Upon motion by Mr. McMillian, seconded by Mr. Jackson and passing, the Board approved the changes to the Personnel Policy Manual to reflect legislative changes and operational policy revisions.

VOTES

December 12, 2011

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

(Order)

### **EMPLOYEE RECOGNITION**

Dr. Littrell ask Mr. Tom Bowman to come forward and presented him with a plaque. He told that Mr. Bowman has worked for the County since 1999 in the Maintenance Department and will be retiring this month. He told that Mr. Bowman is looking forward to planting a garden each year after retirement and he enjoys spending time with his family.

### **FFA RECOGNITION**

Dr. Littrell told that we have the Carroll County FFA Members here who recently participated in the National Forestry Competition. He told that they placed 8<sup>th</sup> in the Nation and also had the highest score holder, Zack Horton.

Mr. Alan Webb introduced the group and told that they won the State Forestry Contest last May and got the opportunity to represent Virginia in the National Competition. He told that they recently went to Indianapolis and placed 8<sup>th</sup> as a team and Zack was honored as the high individual and received \$1000 scholarship. He told that he has been at the High School for six years and this is the second time that they have placed 8<sup>th</sup>. He described the things that they did during the competition. He told that they are real proud of the boys.

### **CLERK OF WORKS – DENNIS COLE**

Dr. Littrell told that he would like to introduce Dennis Cole who is our Clerk of Works for the Phase III Construction Project. He told that he has had 30 years of experience and has been involved in 45 school construction projects totaling over \$500 million including a \$60 million High School Construction. He welcomed Mr. Cole to Carroll County.

Mr. Cole told that he appreciates the opportunity to be here and looks forward to the two projects. He told that in the week that he has been here they have started to break ground at the High School. He told that he looks forward to a successful and on budget project.

**MEMORIAL – OFFICER CROUSE**

Dr. Littrell told that this is a little more somber and ask Ms. Adams to distribute the candles. He ask if everyone would make a circle around the room. He told that Officer Dereck Crouse was tragically killed last Thursday during a routine traffic stop on Va. Tech Campus. He told that Officer Crouse joined the Va. Tech Police Department in October 2007 and served in the Patrol Division. He is survived by his 5 children and step children, wife, mother and brother. He formally worked at the New River Valley Regional Jail, the Montgomery County Sheriff’s Department and is a US Army Veteran. This tragedy hits close to home as Officer Crouse is from Carroll County. In honor of his memory we ask everyone to observe a moment of silence.

**PRESENTATION OF PLAQUE – CONSTITUTIONAL OFFICERS**

Dr. Littrell ask Sheriff Manning to come forward. He told that he started operating on the roads of Carroll County since 1980 as a road deputy and was later promoted to Sergeant, then Deputy Sheriff before becoming Sheriff in 1996. He told that he has served 4 consecutive terms as Sheriff and congratulated him on his retirement. He presented him with a service award and also a picture of the Old Courthouse.

Dr. Littrell ask Louise Quesenberry to come forward. He told that she has also had a long term of service for Carroll County. He told that she began as Deputy Commissioner in 1987 before becoming Commission of the Revenue in 2005. He presented her with a service award and also a picture.

Dr. Littrell ask Greg Goad to come forward. He told that Mr. Goad has served five consecutive terms as Commonwealth Attorney beginning in 1992 and has done a great job for us. He presented him with a service award and also a picture.

Mr. Manning thanked the Board and told that it seems like we had a smooth sail. He told that it has been an honor and a privilege.

Ms. Quesenberry told that she has really enjoyed working with everyone and serving the citizens.

Mr. Goad told that it has been a good 20 years and he is looking forward to the challenges ahead. He thanked his office staff for all they have done to help him.

**RECOGNITION OF BOARD MEMBERS**

Dr. Littrell told that he has service awards for all of the Board members for their terms. He presented each with a plaque.

Mr. Dickson presented Dr. Littrell with his service award as well as an award for serving as Chairman for 2011.

December 12, 2011

Dr. Littrell presented Mr. Dickson with an award for serving as Vice Chairman for 2011.

**WCC – CHARLIE WHITE**

Dr. Charlie White thanked the Board for having him. He told that he values the relationship and support that he and the college has from this Board and the citizens. He told that the VP for Workforce will also be giving a short presentation. He told that enrollment has been down a little this year because folks who lost their jobs two years ago have graduated. He told that we are still strong at Crossroads and the enrollment there is good and the programs are doing well. He told that between 16 and 20% of their enrollment is there. He told that they have occupational, technical and college transfer programs.

Ms. Angela Lawson told that she appreciates being able to be here and would like to share a little about her first year. She told that she would like to start with some good news; she did some research on the labor market information and looked at the unemployment rate for October 2010 at 10.1% and is glad to report that we are down to 8.3% in October 2011 and hopefully we have some new businesses coming in. She told that the six largest employers in Carroll County have been on their radar this year and she has met with each of them and have been able to serve five of them. She told that one of the biggest things they have seen in Carroll County is the Public Schools aggressive nature to allow their students to have dual enrollment at the high school. She told that it is saving time and money. Ms. Lawson told that they are doing some customized classes for the school employees. She told that they have had a lot of Carroll citizens participate in specialized classes. She told that they are serving the Training Center in a big way through training and have also done some training for the employees here. She reviewed the classes that they offer and how many citizens are attending each one.

Mr. Hutchins ask if there is a move by the College system to reduce the non certificated classes.

Ms. Lawson told that there is a push to do more of the non credit quick turnaround classes. She told that they have not had that backup before but now there is a \$3 million allocation from the General Assembly they can use.

Mr. Hutchins told that he heard that the grounds man training might be one that would not be funded because it doesn't mean criteria. He told that he thinks they are doing great.

Ms. Lawson told that there are several certifications that they receive when doing that training and she thinks that it will be going state wide. She told that she focused her money this year on the welding program.

**CITIZEN'S TIME**

Mr. Ray Melton told that he recently had a problem with the landfill. He told that people fix their recycling and take it over there sorted. He told that when he got there the gate was closed on the left and he was standing in the gate on the right side and stood there talking for about four minutes while he sits there and waits and when he is finished talking he closes the gate so he has wasted his time going over there plus his gas. He told that the gentleman would not let him in. He told that he is not sure he is talking to the right Board. He told that Mr. Bell was the one who would not let him in.

Mr. Hutchins told that it would be very frustrating and we would take the information to the Solid Waste Authority.

Mr. Larrowe told that they have a meeting this Friday and the representatives will let the Authority know.

Dr. Littrell thanked Mr. Melton and told that they are always interested in taking care of problems.

**COMPREHENSIVE PLAN**

Mr. Larrowe told that there are some additions that we would like to make and if it is the Board's pleasure we can send those to the Planning Commission for their approval. He told that we have been keeping tabs of what needs to be added and have found some of those as we have been linking them to the agenda items. He told that there are times when it is difficult to find something that will match. Mr. Larrowe went over the proposed additions.

Mr. Hutchins told that it makes sense to him and ask if there needs to be a motion or can it just be a consensus of the Board.

Mr. Cornwell told that he would prefer that it be a motion.

Upon motion by Mr. McMillian, seconded by Mr. Jackson and passing, the Board approved to send the proposed additions to the Comprehensive Plan to the Planning Commission for their review and approval.

**VOTES**

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

(Order)

**ADMINISTRATOR'S TIME**

Mr. Larrowe told that things are moving ahead. He told that the second round of the proposal has been written for the mega site at Wildwood. He told that they had some positive news from the Tobacco Commission for the Farmers Market

Mr. Larrowe told that there had been an issue brought to our attention regarding an ambulance being seen delivering magazines. He told that it was our ambulance but it was out of service and in the hands of the company who was servicing it and their driver dropped off magazines to a local store. He told that he went to the business to review the video and did not recognize the individual so he contacted the company who was working on the vehicle. He told that we received a very apologetic letter from the vendor and he wanted to make sure that everyone understood that this was not a County Employee.

Dr. Littrell told that he has been asked what is taking place at Wildwood because there are stakes up.

Mr. Larrowe told that surveyors are out there as well as some engineers getting elevations and such. He told that there has been some interest but nothing that is concrete.

**SUPERVISOR'S TIME**

Mr. McMillian congratulated all who were recognized today and ask that everyone keep the families in mind who have had losses. He told that there is no easy time to lose someone. He thanked his fellow Board members for their time spent together and told that it has been a pleasure and an honor. He told that they have made a lot of accomplishments. He thanked the Administrators staff and countless others including Mr. Newman. He told that this Board has conducted itself with dignity and they have respected each other. He told that he has grown by leaps and bounds and told that you can now get on the computer and look at your house and we were not able to do that when this Board started. He told that it has been a learning experience and he looks forward to Phase III being completed as well as Fancy Gap Water and Sewer. He told that he trusts that the things that have been started will continue on. He wished everyone a Merry Christmas.

Mr. Jackson told that it has been a pleasure being on the Board. He told that they have gone through a rough 4 years including the economic depression but we have been able to add benefits for citizens without raising taxes and we have even been able to reduce some taxes. He told that it has been a great honor and pleasure for the past 4 years and he takes pride in it. He told that without good leadership you do not get anything accomplished and it takes a joint effort and team work.

December 12, 2011

Mr. Hurst told that the last 4 years have gone really fast. He told that when he came on there had been nothing done at Exit 1 and now it is booming. He told that the subdivision ordinance was completed and it still needs some improvement and encouraged the new Board to keep working on it.

**ADJOURMENT**

Upon motion by Mr. Jackson seconded by Mr. Dickson and passing, the Board adjourned until January 3, 2011 at 8:30 a.m.

VOTES

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

(Order)

---

Chairman

---

Clerk