

November 12, 2015

The Carroll County Board of Supervisors held their regular monthly meeting on, November 12, 2015 in the Board Meeting Room of the Carroll County Governmental Center.

Present were: Phil McCraw
Dr. Tom Littrell
David V. Hutchins
Joshua A. Hendrick
Bob Martin
W.S. Sam Dickson
Nikki Cannon, Asst. County Administrator
Jim Cornwell, County Attorney

Mr. McCraw called the meeting to order at 3:38 p.m.

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

Upon motion by Mr. Hendrick, seconded by Mr. Dickson, and passing, the Board convened a Closed Session for the discussion of personnel, legal matter, as authorized by Virginia Code Section 2.2-3711(A1, A5, A7).

Mr. Cornwell explained the purpose for entering Closed Session as listed below.

1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter that involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the appropriate board.

5. 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.

7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

CERTIFICATION OF CLOSED SESSION

Upon motion by Mr. Hutchins, seconded by Mr. Martin, 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	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

Mr. McCraw led in invocation and pledge. He welcomed all that are here and told that he mentioned Veteran's Day in the invocation and told everyone to keep in mind the sacrifice vets make for us and our country. He told that Mr. Larrowe is not here, he is meeting with an Economic Development prospect. He told that Thanksgiving is coming up and he hopes everyone has a safe and enjoyable holiday. He thanked staff for helping with the 1200 apples for the Safe Halloween and the Trunk or Treat in Cana.

(Order)

APPROVAL OF MINUTES

Upon motion by Mr. Hendrick, seconded by Dr. Littrell and passing, the Board approved the minutes of the meeting on September 14, 2015.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

APPROVAL OF PAYROLL

Upon motion by Mr. Hendrick, seconded by Dr. Littrell, and passed unanimously, the Board approved the payroll for November 2015 and did authorize the Chairman and Clerk, along with Bonita M. Williams, Treasurer, to sign checks for the December 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	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

APPROVAL OF AGENDA

Upon motion by Mr. Hutchins, seconded by Mr. Dickson and passing, the Board approved the agenda.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

CONSENT AGENDA

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

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

SOLID WASTE AUTHORITY ADDITIONAL ALLOCATION

Upon motion by Mr. Hendrick, seconded by Dr. Littrell and passing, the Board approved an additional allocation for Solid Waste for Office Supplies paid on their behalf by the County and VRS Hybrid Disability. Solid Waste will reimburse this request, so there is no increased cost to the County.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

PSA ADDITIONAL ALLOCATION

Upon motion by Mr. Hendrick, seconded by Dr. Littrell and passing, the Board approved an additional allocation for the PSA department for Office Supplies purchased on their behalf by the County. The PSA will reimburse the County for the cost of these items, so there is no additional cost to the County.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

IDA ADDITIONAL ALLOCATION

Upon motion by Mr. Hendrick, seconded by Dr. Littrell and passing, the Board approved to increase recovered costs from the IDA for expenses paid on their behalf and for payment received by reimbursing expenses. This budget allocation will increase revenues received and reduce the amount of beginning fund balance used to balance the budget.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

CANNERY BUDGET TRANSFER

Upon motion by Mr. Hendrick, seconded by Dr. Littrell and passing, the Board approved a budget transfer from Maintenance Force to the Cannery Department for the part time position hired for the Cannery. There was an unfilled position in the Maintenance Force Department, which covered the Cannery during Cannery Season. The part time position is hired part time and seasonal.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

E911 REDUCTION

Upon motion by Mr. Hendrick, seconded by Dr. Littrell and passing, the Board approved a reduction in the appropriation to E-911. When the Board approved the budget for E-911 it included capital expenses which they were in hopes would be funded by a grant. Twin County E-911 was successful in the grant application, therefore, the appropriation from the County can be reduced.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

VACo REPORT

Mr. Martin told that the meetings he focused on were on finance and some potentially good news is they are reporting that the amount of taxation funds that have come in have exceeded what they expected and it appears that it will come back to behoove the School Board but we don't have specific numbers. He told that the other meeting was something that Nikki is working on right now but it could be something that could save all the taxpayers in the county on such things as prescription drugs. He told that it is worth the trip up and there was a lot of valuable information. He told that there are 4 counties that have the Board form of government and he tried to talk to all of those to see what they were doing to see if it would help us.

Dr. Littrell told that VACo stands for Virginia Association of Counties and it is a lobbying arm and we can buy supplies at a reasonable rate, it has its own governing body and they meet once a year. He told that they always come up with a legislative program and one of those is to increase education funding and we all know that is important. He told that under the economic development and planning section there are some things that are very important for us as far as Wildwood. He told that it also supports the full funding for Virginia Economic Development Partnership. He told that we are trying to get people in here or people to expand their businesses. He told that he is not going to read the whole 15 page report but he will hit the highlights. He told that cities and towns have a different taxing authority than counties do and VACo supports equal taxing authority. He told that a big one is the general assembly often passes unfunded mandates on to us and VACo opposes unfunded mandates and that has caught us several times in expensive situations. He told that the last one he is going to mention has to do with roads and VDOT occasionally talks about having the counties take over the roads and that would be very expensive. He told that VACo opposes that. He told that VACo will take these before the general assembly. He told that something that is near to his heart is the closure of the Training Center and he was able to show the video to the Health & Human Services Steering Committee and they seemed interested. He told that he talked with Dr. Hazel and nobody promises anything but there is always hope. He told that there was an article in the Roanoke Times that sounded kind of gloomy but we are still working to try to keep it open. He told that they are still trying to get letters to the Governor by December 1st and he would encourage you to do that.

Mr. Dickson told that he is on the Transportation Steering Committee and each of the 12 districts have 1 or 2 members and they come up with ideas. He told that one of the things he was looking at was tolls and VACo opposes that until there is a plan in place to keep the roads in better condition. He told that they meet twice a year and come up with ideas. He told that they would love for counties to take over some of the roads and he doesn't think that would be a wise idea. He told that there were several good speakers and one that he likes to listen to is a political analyst and they had Jeff Shaperio from Richmond Times Dispatch. He told that he didn't give us a lot of numbers but in years past 40% of Supervisors changes each election. He told that people don't go for the party, they go by the person but that is not true here. He told that Giles had over 50 candidates on their ballots. He told that one supervisor put a bounty on campaign signs and he thought that was a good idea. He told that 51% of people living in Virginia were not born in Virginia so that gives you a different perspective on who is doing the voting. He told that statewide voting was on 26% this year.

Mr. Hutchins told that the Executive Director of VACo of 25 years announced his retirement at the conference. He had come up with a transition plan and the Deputy Director, Dean Lynch has been part of that plan and unless something changes he will transition in July 1st. He told that there was the largest participation at this conference that we had in years. He told that education funding was a large conversation as well as workforce development, body cameras and issues around that. He told that anyone who wishes to serve on a Steering Committee, and he would encourage it you to do it. He told that Crystal has the forms. He told the new Board members that he would encourage them to think about it because that is the only way to serve the region. He told that the

larger places will work with us and that is how we get things accomplished. He told that there are numerous training opportunities coming up the first of the year.

Mr. McCraw told that he is also on some steering committees but due to health reasons he did not go this time. He told that one of the good things about going is you meet people from all over the state and you can network with them. He told that sometimes they are having the same problems and sometimes they have ideas that you have never thought of.

(Order)

NAMING OF FACILITIES

Mr. Hendrick asked if Mr. Cornwell had looked at it.

Mr. Cornwell replied yes. He told that the only addition he thought of was if they were going to name it after a person who was alive, maybe they ought to consent, but they that would take the surprise out of it. He told that you can tweak it to individuals.

Dr. Littrell told that it is good to have a policy that they can fall back on to see if the request meets our criteria. He told that we can change as needed and this is a good start.

Upon motion by Dr. Littrell, seconded by Mr. Hendrick and passing, the Board approved the Naming of Facilities Policy.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

COUNTY ADMINISTRATOR POSITION

Mr. McCraw told that as everyone knows our County Administrator is resigning as of December 31st. He told that we have directed staff to come up with documents.

Mr. Hendrick told that the profile that they have looks really good, thanks to who ever put that together. He told that what we have is accurate. He told that it is long and the only change he would recommend is the education. He told that he thinks it should be bachelors required, masters preferred instead of masters required.

Mr. Martin told that he likes that. He told that you could have someone with BS degree and lots of experience.

Mr. Hendrick told that it does say or related work experience.

Mr. Martin told that he would like some flexibility.

Mr. Hendrick told that it would draw more.

Mr. McCraw told that he would agree. He told that he thinks it would draw more people.

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved the County Administrators Position information including the recruitment profile with the modification of Masters required to Bachelors required/Masters preferred.

Dr. Littrell told that the document he is looking at he doesn't see that information.

Ms. Cannon told that Mr. Hendrick is talking about information that was included in last month's meeting.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

Mr. Hendrick asked if we need to give specific approval on the advertising outlets as well as the time frame.

Ms. Cannon told that authorization to advertise.

Mr. Hendrick told that we should do local newspapers, VACo, NACo, ICMA, VML, Monster, Career Builder and our website. He told that in his opinion those are sufficient outlets. He told that the other papers are expensive and he doesn't think you will get the bang for the buck. He told that on the terms the only one he would question would be NACo, run it for 2 weeks or 4 weeks.

Mr. Hutchins told that he would run it for 4 weeks.

Mr. Hendrick told that it is \$200 for 2 weeks.

Mr. McCraw told that he thinks it would be good to run it for 4 weeks.

Mr. Hendrick told that ICMA is \$450 for 60 days.

Dr. Littrell asked if that is print as well as the internet.

Ms. Cannon told that it is generally just the website. She told that one thing they have found occasionally when they are interviewing and there are not a whole lot of applications coming in they will modify and put out to another publication to broaden our net.

Mr. McCraw told that something else that has crossed his mind is the Human Resources person being here tonight. He asked if there are some questions for her.

Mr. Hendrick told that we can do that after this.

Mr. Hutchins told that you are thinking about putting it out for 30 days and then assuming that you don't have a good pool broaden the net.

Mr. Hendrick asked the term on Monster.

Ms. Cannon told that Monster was linked to the Roanoke Times ad. She told that those two internet ads came with Roanoke Times and Winston Salem Journal.

Mr. Hendrick asked how long they would run.

Ms. Dalton told that she believes it is 30 days.

Dr. Littrell asked if we put the time that they are due back.

Ms. Cannon told that we put a date that the review starts but it is open until filled.

Mr. Hendrick told that the review is January 11th.

Mr. McCraw asked if it would be a good idea to put it out as quickly as possible.

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved to advertise immediately in the Carroll News and Gazette for a period of 3 weeks, VACo, NACo, VML, ICMA, Monster.com and Career Builder as listed and the County website.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

Mr. Hendrick told that some of the things he has been thinking about is the process which includes HR. He told that with a review date of January 11th he doesn't want to know who has applied until January 11th and he would like for that to remain in her hands only until then. He told that is the way he has done his hiring out of here.

Mr. McCraw told that he agrees 110%.

Mr. Martin told that it would not be open until January 11th.

Mr. Hendrick told that they would get the first cut at the first meeting in January. He told that if they do not meet the minimum requirements Michelle can cut them. He would like for her to make the first cut.

Mr. Martin told that if you leak it you will have a miserable Christmas.

Ms. Dalton told that she would not.

Mr. Hendrick told that if there is a questionable candidate she can bring them to the Board but there is going to be some that you can look at and tell that it is not what the Board is looking for and he doesn't think there is a need for the Board to sift through 200 applications.

Ms. Cannon asked if she could make a recommendation. She told that it might be best if you do receive all applications but maybe separated into if they meet the qualifications or if they don't.

Mr. McCraw told that he agrees, we want everything to be above board and open.

Mr. Hendrick told that he is fine with getting them all, he would just like the first cut to be made by Michelle.

Mr. McCraw told that he has the upmost confidence that Michelle can do what we need her to do.

Mr. Hendrick asked if that would be okay with her.

Ms. Dalton told that she would be happy to sort them for you but this is the person that you are hiring not her so she would like you to have the opportunity for you to see them all.

(Order)

CITIZENS TIME

No one was signed up to speak.

(Order)

SUPERVISORS TIME

Mr. Martin told that something that has been in the works is if you are going north on 100 and in Sylvatus there is a little loop, dirt road and there is an ongoing problem with flooding and they are going to put a culvert bridge in there. He told that one lane will remain open but the people on the north can access 100 on their side and the south side can access 100 on the same road. He told that they have ask for a resolution in support, VDOT has asked for a Board of Supervisor concurrence with this project with the understanding that it will be scheduled outside of the summer months. He moved that the Board be in concurrence with this project.

Mr. Dickson asked where the funds come from. He asked if it comes out of our allotment.

Mr. Hendrick told that for primary construction it doesn't have anything to do with us as far as the money. He asked if this was the small bridge.

Mr. Martin told that downtown Sylvatus going towards 81 it would be on the right side.

Mr. Hendrick asked if Ms. Cannon has seen this.

Ms. Cannon told that she doesn't know why they would need our consent and asked if the work has begun.

Mr. Hendrick asked how Mr. Martin got it.

Mr. Martin told that the lady from Martinsville and Brad Phillips, he met with them on another road and the lady brought it up and requested that the Board concur with us.

Mr. McCraw told that it says they plan to advertise for bids in February.

Mr. Hendrick told that he is fine if the replace the bridge but this is a little out of normal as far as VDOT's approach.

Mr. McCraw asked what the normal approach is.

Mr. Hendrick told that normally they would do Public Hearings and that sort of thing.

Mr. Martin told that they have replaced a lot of bridges throughout the county.

Mr. Hendrick told that it doesn't require a Board vote for them to do it.

Mr. Martin told that he thinks the Norfolk and Western right of way comes into play.

Mr. Hendrick told Mr. Martin it is nothing against him but it is out of the norm. He told with this being out of normal and usually Lisa will let us know.

Mr. Martin told that after a dry spell he is glad to see a bridge.

Mr. Hendrick told that this is primary.

Mr. Martin told that this is secondary.

Mr. Hendrick told that 100 is primary, that is what this says on 100. He told that the one that is highlighted is on 100 and asked where this come from.

Mr. Martin told that Ronald was asked to do it.

Mr. Newman told that he was on that trip down Panther Creek. He told that Ms. Hughes brought this up and said it was the bridge over 100 at Rock Creek and when he

was drawing this up he realized that Rock Creek crosses at two places so he emailed her to make sure he was right. He told that as to why they are asking for it, it is out of the norm but she asked for Board concurrence with the project. He told that she said it would be one lane closure and it will slow traffic down but not stop it. He told that they are going to try to do it outside of summer months.

Mr. Hendrick told that it is just odd. He told that VDOT does not need our approval to do a bridge, it is generally handled in the Public Hearing progress.

Ms. Cannon asked if they are doing it outside of summer months would that affect the school bus routes.

Mr. Hendrick replied one lane.

Mr. Newman told that it might slow it down just a little.

Mr. Hendrick moved to table this and ask staff to get up with VDOT and see if there are issues that we need to be made aware of because this is just not normal.

Mr. McCraw told that if it is okay we will hold off until next month.

Mr. Martin told that he is sorry he doesn't have more information he was just glad to see something going in.

Dr. Littrell told that he appreciates the County giving him the opportunity to attend VACo. He told that it is a good opportunity to talk with other who may be having similar issues. He told that he does want to spotlight an event that occurred Wednesday at CCMS. He told that it was a fantastic Veteran's Day Ceremony and if you have never gone you should. He told that you even get a free breakfast. He told that one thing that he and Mr. Dickson talked about at Homestead was the need to recycle more. He told that we do have a system at the landfill but it is not convenient for most citizens. He told that he is familiar with a system with a trailer that has openings where you can put recyclables. He told that it is something that Solid Waste Authority could look into.

Mr. Dickson told that he will bring that up at the Solid Waste Meeting. He told that he likes the idea of a trailer so hopefully we can get that done. He told that we are under a mandate to recycle so much and we are meeting our standard but we are not going way over it and we need to make sure we continue to meet it. He thanked everyone for the opportunity to go. He told that it is refreshing to get new ideas from people.

Mr. Hendrick told that he has received more questions on the fire truck and asked if we have a timeline on acquisition.

Ms. Cannon told that she does not have a time line. She told that she did speak with Kathy Alley on Wednesday about obtaining some grant money in combination with a loan and intends to get an application in quickly. She told that it would be advantageous to get a matching grant. She told that she believes the specifications have been sent back to the fire department and we are waiting on them.

Mr. Hendrick told that he will talk to you after the meeting. He asked if we received any applications for Solid Waste.

Ms. Adams replied that we have not.

Mr. Hendrick told that we need to keep that in mind over the next couple months. He told that it was good to see Rex and Robbie here.

Mr. McCraw told that it is good to see our supervisor elects and told that they would be contacted by staff to come to the next meeting to go into Closed Session. He told that we have already adopted the regular meeting schedule for 2016 and the first meeting is the Organizational meeting. He told that in looking back before he was on the Board

there were times when it was held early in the day of the regular Board meeting and asked if it was okay to have the Organizational meeting on January 11th at 9:00.

Dr. Littrell told that it would be better to be honest.

Mr. McCraw told that he has no hidden agenda, January 11th is our scheduled Board meeting and if we do our Organizational meeting that morning at 9:00 it would all be done in the same day.

Mr. Martin asked if we could have it at 3:30.

Mr. McCraw told that the PSA will work off of what we do. He told that 9:00 or 10:00 would work.

Mr. Hendrick told that he is good with whatever. He told that the PSA appointments have to be made so you will have to have in your mind who you are going to appoint.

Mr. McCraw told that it would be good for him to do January 11th at 9:00. He told lets go for 9:00 a.m. He told that unless they change the meeting times we will meet that afternoon at 3:30.

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved to modify the Regular Meeting Schedule to change the Organizational Meeting to January 11th at 9:00 a.m.

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

Mr. McCraw told that on December 11th we are going to be having a social event for the Supervisors, not a meeting and no business will be discussed.

(Order)

ADJOURN

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

VOTES

Mr. Hendrick	Yes
Mr. McCraw	Yes
Mr. Hutchins	Yes
Mr. Dickson	Yes
Dr. Littrell	Yes
Mr. Martin	Yes

(Order)

Chairman

Clerk

November 12, 2015