

December 14, 2015

The Carroll County Board of Supervisors held their regular monthly meeting on, December 14, 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  
Gary Larrowe, County Administrator  
Nikki Cannon, Asst. County Administrator  
Jim Cornwell, County Attorney

Mr. McCraw called the meeting to order at 3:33 pm.

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

Upon motion by Mr. Dickson, seconded by Mr. Hendrick, 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) and to include the two Supervisors who will assume office on January 1, 2016.

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.

**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. Dickson, seconded by Mr. Hendrick, 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

(Order)

**APPROVAL OF MINUTES**

Upon motion by Dr. Littrell, seconded by Mr. Hendrick and passing, the Board approved the minutes of the meeting on October 19, 2015 and November 12, 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 Dr. Littrell, seconded by Mr. Hendrick, and passed unanimously, the Board approved the payroll for December 2015 and did authorize the Chairman and Clerk, along with Bonita M. Williams, Treasurer, to sign checks for the January 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. Dickson, seconded by Dr. Littrell 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 Dr. Littrell, seconded by Mr. Hendrick 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)

**PSA REDUCTION**

Upon motion by Mr. Dickson, seconded by Dr. Littrell and passing, the Board approved a reduction to the PSA by \$75,590. Regional water refinanced debt in the past year which reduced the amount of the transfer by \$20,653. In addition, originally the amount budgeted for the Regional water payment was \$360,072, while the actual payment was only \$305,135, which reduced the allocation by \$54,937. There was a debt paid off halfway through the fiscal year which caused the reduction.

VOTES

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

(Order)

**HOLIDAY SCHEDULE RESOLUTION**

Upon motion by Mr. Dickson, seconded by Dr. Littrell and passing, the Board approved the Holiday Schedule Resolution.

VOTES

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

(Order)

**TECHNOLOGY TRUST FUND**

Upon motion by Mr. Dickson, seconded by Dr. Littrell and passing, the Board approved to approve to reduce the allocation for Technology Trust Funds in the Clerk of Court's Office as all funds have been expended. The Compensation Board has sent the

attached report that there are no Technology Trust funds available for Carroll, therefore the budget needs to be reduced by the amount approved.

VOTES

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

(Order)

**RECREATION SR. TRIP**

Upon motion by Mr. Dickson, seconded by Dr. Littrell and passing, the Board approved an additional allocation in the amount of \$5,265 for the Recreation Department Senior Trips.

VOTES

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

(Order)

**LISA HUGHES - VDOT**

Ms. Hughes told that she understands there was some discussion last month about the bridge project on 100 and she wanted to clarify. She told that the bridge over Rock Creek is scheduled to be replaced with other bridges and the reason she asked for a concurrence is that is VDOT's practice anytime there is a road closure or impact to traffic and this is 120 days. She told that they are not requiring right of way and there will be a temporary signal in. She told that they would try to do any schedule you asked but if they try to do it when school is out, they are only out 75 days so it will still go outside of that. She told that it is in with several other contracts.

Mr. McCraw asked if they have always asked for concurrence.

Ms. Hughes told that they have.

Mr. McCraw told that the traffic light that you are talking about is probably similar to the one that was over on 100 a few years ago. He asked if the concurrence is something they have always done.

Ms. Hughes replied yes, she may have worked with Gary in the past but they have had several projects up here, she thought they had.

Mr. McCraw asked if they did concurrence on the bridge down in Cana at the low water bridge.

Ms. Hughes replied no because they did that with State forces.

Dr. Littrell asked if this is one or both of the bridges.

Ms. Hughes told that it is the northern most one.

Mr. Martin asked if the fact that we questioned, did that have anything to do with Carroll not getting any road money.

Ms. Hughes replied no sir.

Mr. Martin asked if we were approved for any State money.

Ms. Hughes told that it was a federal allocation and was not part of their formula.

Mr. Hendrick asked if they had looked at the traffic impacts of winter verses summer and is that even possible.

Ms. Hughes told that alot of times it is not feasible to do in the winter.

Mr. Hendrick told that is what he thought he just wanted to bring it up.

Dr. Littrell told that he appreciates the lines on Soap Stone.

Ms. Hughes told that she is glad they could get that done.

Mr. McCraw told that every time he has contacted you, you have been very good to work with.

Mr. Dickson asked if Coal Creek Road was wide enough to paint lines on.

Ms. Hughes told that it wasn't, it has to be 18 feet. She told that on the Rural Rustic paving projects, they have 10 scheduled for next year and named those.

Upon motion by Mr. Martin, seconded by Mr. Hendrick and passing, the Board approved to concur with the VDOT request on the Rt. 100 bridge project at Sylvatus.

(Order)

#### **BOARD MEMBER PRESENTATION**

Dr. Littrell presented a plaque for our Chairman for his dedicated service as Chairman. He told that he has done an excellent job and they appreciate all the time you have put into it.

Mr. McCraw presented a plaque to Gary Larrowe for 10 years of outstanding service as County Administrator.

Mr. McCraw presented a plaque to Sam Dickson for 12 years of service of serving as a member of the Board of Supervisors.

Mr. McCraw presented a plaque to David Hutchins for 9 years of service of serving as a member of the Board of Supervisors.

Mr. McCraw also presented plaques to Mr. Dickson and Mr. Hutchins for their previous term.

(Order)

#### **COUNTY ADMINISTRATOR POSITION**

Mr. McCraw told that they have things coming in and they will start reviewing on January 11th. He told that in the mean time beginning January 1st we will need to appoint someone to act as Interim County Administrator.

Mr. Hendrick told that he has had discussions with an individual who is capable of doing an outstanding job and has agreed to do the duties of doing the job in the interim capacity and that is Nikki Cannon. He told that she is completely capable.

Mr. Dickson told that he totally agrees with him.

Mr. McCraw told that he thinks we would all be in agreement.

Upon motion by Mr. Hendrick, seconded by Mr. Martin and passing, the Board approved to appoint Nikki Cannon Interim County Administrator as of January 1st and she will retain all rights as her current position of Assistant County Administrator but will while performing the duties of Interim County Administrator will be entitled to an 8% increase and will return to her position once County Administrator is filled.

Mr. Cornwell asked if that would include appointing her as Clerk of the Board.

Mr. Hendrick told that we can do that at our Organizational Meeting.

Mr. Hutchins told that you will need that function at the Organizational Meeting.

Mr. Hendrick amended his motion to include appointing Ms. Cannon as Clerk of the Board.

Mr. Martin amended his second. He told that a lot of people would say get rid of the Board of Supervisors and this and that and get rid of everyone else and that sounds wonderful but our charge as a Board is to run a tremendous size business and it is good that we have someone in the office that can take care of taking care of the odds and in's and he is glad that Nikki is on board.

Mr. McCraw told that he has ran for the Board twice now and he has worked with Ms. Cannon 4 years and has worked on the budget committee with her and she is top notch. He told that he can't think of a better person.

Mr. Hutchins told that he has worked with Nikki since she came on Board and she does a tremendous job and there is no one that knows the financing like she does and she also knows all the departments and while he won't be here he thinks it is a wise decision.

**VOTES**

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

(Order)

**CITIZENS TIME**

No one was signed up to speak.

(Order)

**SUPERVISORS TIME**

Mr. Martin told that he will give credit where credit is due and on the first Board that he served on they argued for 2 hours over spending \$200 on a type writer. He told that he salutes Gary and told that he will probably never get credit for organizing the beast called County Government. He told that most department budgets are larger than the entire budget in 1975. He told that some of those departments handle over \$1 million and he really deserves credit for it. He told that he salutes him for being able to think out of the box. He told that we got Natural Gas in the County and we are the only county in the Commonwealth that has it. He told that Mohawk was ready to pull out of the county with 154 jobs until we got it. He told that they were running on fuel and thanks to Gary and some other people we got Natural Gas and they save \$1.7 million in 15 months and that is money that kept them in business and opens the door for them to expand. He told that he salutes you again for being able to look at things and think why we couldn't do it. He

December 14, 2015

told that the next thing is he is amazed that projects that you came up with and the Board followed you like buying vacant industrial buildings and placing people in there. He told that you will never get credit for it but the people of the county owe you a pat on the back. He told that he doesn't like everything you have done but he doesn't like everything that he has done either. He told that the job you have done with Nikki and budget money, he is convinced that the key to growth is a strong educational system and we have been able to fund improvements and continue to look at things. He told that Carroll was recently recognized for the STEM Lab and your name should be written above the door on that project. He told that he salutes you for all of those things. He told that he has served on maybe too many boards but Sam and David, he has never been on a Board where a Chairman was as effective as you two men and frankly he is hoping that we see you two on some committees in the future. He told that he can say the people on the Board love Carroll County.

Mr. Hendrick told that he is not going to try to match Bob. He told that he appreciates everyone coming out. He told that they will look different next month and he will say that he has enjoyed his time with Gary, David and Sam and he thinks we have done what we could and he wishes them the best.

Dr. Littrell congratulated Nikki for leading us the next couple months. He told that she has worked hand in hand with Gary and he is sure she will keep us on the straight and narrow. He told Gary that he wishes him the best, he told that he is not sure he is headed in the best place they seem to be on the front page of the Roanoke Times but he wishes him the best. He told that he has enjoyed his 8 years working with you. He told for David and Sam that they are pros and have helped him a lot. He told that he hopes they find other places in the County to lead and he wished everyone a Merry Christmas.

Mr. Dickson told that after 12 years he is pleased to have served and he has enjoyed it and for the most part working with wonderful people. He told that he didn't mind if people had different ideas and most were pleasant in the way they brought it across. He told that the staff and fellow board members and the first board he was on there were some ladies and it is not a bad idea to have some ladies because they have good ideas. He thanked his wife and his son and told that she always backed him even though he would go home and say that he made a terrible mistake and his son when it looked like he was running behind he would get in the jeep and go to houses and he didn't come back and ask for favors. He told that the first thing he campaigned on was getting water and sewer at all the exits and we have that now and when he first come on board they were beginning on the renovations of the schools and they have done more since then and he was one part of a board that made that happen with good leadership. He told that Ronald was here when he first come and he has helped him a lot. He told that there are alot of good things going on in the County and Wildwood is going to happen and that is just a start. He told that we have had good Constitutional people to work with, they didn't ask for much. He told that you can't ask for a better place to raise a child, get married and settle down, feel safe and get an education. He told that it is a wonderful place and he is glad to be a part of it. He told that he is going to miss David, you don't know how much he had done for us statewide. He told that he will miss all of the board members and even Allen.

Mr. Hutchins thanked all the Board members and told that it has been a pleasure. He told that when he came on in 2005 we had to do revenue anticipation to get past September and we talked about it in 2007 and that is the last year we talked about it and that comes about because folks in our finance department that watched what we did and how we did it. He told the budget committee has done a wonderful job and we now have a personal policy, a performance evaluation process and know how raises are given now. He told that we have water in a lot of places that we didn't have it and it took a lot of work but there was vision and leadership to make it happen. He told that all of the departments do a great job. He told that he hoped the incoming board will look forward and continue to grow the County. He thanked De, his wife who has always stood behind him and he really appreciates it.

Mr. Dickson told that David and he are responsible for bringing the gas prices down.

Mr. McCraw told that they have very little power, not near as much as most people think. He told that we do it because we love our County. He thanked staff and congratulated Nikki and told that she will do well. He told that he has worked with her 4 years and she is top notch. He told that he and Sam have had their moments and he looks up to him and he trusts him. He told that he has taught him a lot. He told that David four years ago talked him into running and he hasn't regretted it. He told that they are great friends and he has learned a lot from him. He told that he convinced him to take the Certified Supervisors class and it has helped a lot. He told that we never know where our paths are going to take us and there are a lot of people in this room that he would never have know if it wasn't for this journey. He told that he didn't know what to expect about Gary, you hear so much and he had one candidate talking to him and more than anything else they wanted to see Mr. Larrowe out of his position and he asked why and they went into this long talk then asked him what he thought. He replied that he doesn't know him and he will have to get to know him before he can give an opinion and four years later Gary is top notch, his is like a brother to him. He told that with his health issues he looks after him like I am his little boy. He told that is stuff that he doesn't have to do and he has been one heck of a County Administrator and will be hard to replace.

(Order)

**ADJOURNMENT**

Upon motion by Mr. Hutchins, 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