

**Virginia Department of Taxation  
Communication Tax Distribution Report**

**January Distribution for November 2020 Sales**

<b>Statewide</b>	<b>Amount (\$)</b>
Total Communications Tax	22,033,961.72
Total E-911	2,233,433.51
Total Right-of-Way	916,613.56
Sub-total	25,184,008.79
Less: Administration Fee	-21,783.55
Less: Transferred to Deaf and Hard of Hearing	-240,591.20
Sub-total	-262,374.75
Adjustment	0.00
<b>Total Amount Available for Statewide Distribution:</b>	<b>24,921,634.04</b>
<b>Locality: Carroll - 51035</b>	
Locality APA Percentage:	0.241729 %
<b>Total Amount Distributed</b>	<b>60,242.81</b>

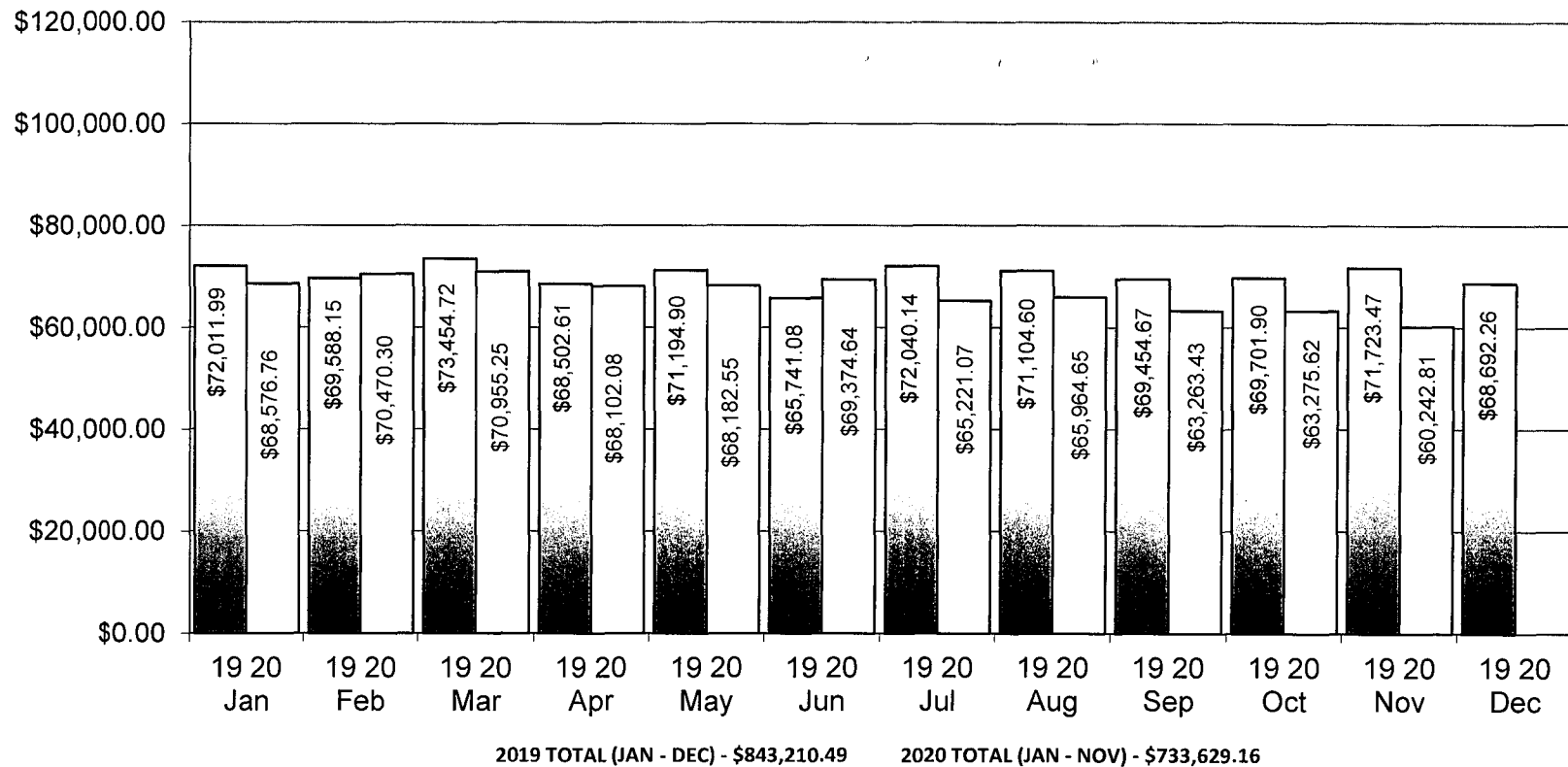
Time Created: 08 01 AM

**Additional Information: CONFIDENTIAL TAXPAYER DATA UNDER SECTION 58.1-3 OF  
THE CODE OF VIRGINIA. PENALTIES FOR UNAUTHORIZED DISCLOSURE.---**

Submitted 1/14/21 by:  
Matthew Surratt  
Master Chief Deputy  
Commissioner of the Revenue  
Carroll County

## Communication Tax Distribution Report Carroll County VA

Communication Tax Distribution reports are reported to the Commissioner of the Revenue Office monthly. Reports and distributions are received approximately two months after the last day of the current month.





**Terry Woods**  
*Animal Control Officer*

***Animal Control Office***

605 -1 Pine Street  
Hillsville, VA 24343  
276-730-3011

January 31, 2020

Animal Control received 30 animal related calls, and 10 animals were taken into custody by animal control. 2 dog bites investigated. One cat bite. 1 wildlife call. 6 calls of livestock out.

*Terry Woods*  
T.L. Woods  
Chief Animal Control Officer  
Carroll County

(276) (730-3011)

[twoods@carrollcountyv.org](mailto:twoods@carrollcountyv.org)

(276) (730-3004) – fax

**AGENDA**  
**New River Regional Water Authority**  
**Thursday, January 21, 2021**  
**10:00 a.m.**  
**Council Chambers**  
**Town of Wytheville Municipal Building**  
**150 East Monroe Street**  
**Wytheville, Virginia 24382**

A. **CALL TO ORDER; ESTABLISHMENT OF QUORUM**

B. **INVOCATION AND PLEDGE OF ALLEGIANCE**

C. **CONSENT AGENDA**

D. **CITIZENS' TIME**

E. **VENDOR TIME**

F. **APPROVAL OF INVOICES**

1. AEP	November	\$14,228.06
	December	\$15,282.76
2. Town of Wytheville	November	\$269,859.42
	December	\$90,540.47
3. Wythe County (July-Nov 2020)		\$19,410.00

G. **CHIEF OPERATOR'S REPORT**

1. Basin Cleaning
2. Education
3. Turbidity Meter
4. Workers Compensation
5. Maintenance
6. AWIA
7. Settled Water
8. Bond Documents
9. Dechlor
10. Backwash Pump Discharge Line
11. Expansion, PER, & Withdrawal Permit

H. **BOARD TIME**

I. **ADJOURNMENT**

**MINUTES OF THE REGULAR MEETING OF THE  
NEW RIVER REGIONAL WATER AUTHORITY  
HELD IN THE COUNCIL CHAMBERS OF THE  
TOWN OF WYTHEVILLE MUNICIPAL BUILDING  
ON THURSDAY, NOVEMBER 19, 2020, AT 10:00 A.M.**

**Members present:** Steve Moore (Wytheville), Stephen Bear (Wythe County), Cathy Pattison (Wytheville), Mark Bloomfield (Wytheville), Cellel Dalton (Carroll County), Stacy Terry (Wythe County), Michael Watson (Carroll County)

**Members absent:**

**Others present:** Zachary Slate, Robby Krunich, Trevor Hackler, Elvan Peed, Beth Taylor, Dana Phillips

**RE: CALL TO ORDER, QUORUM**

Chairman Dalton established that a quorum of Authority members was present and called the meeting to order at 10:00 a.m.

**RE: INVOCATION AND PLEDGE OF ALLEGIANCE**

Vice-Chairman Bear led those present in the Invocation followed by the Pledge of Allegiance.

**RE: CONSENT AGENDA**

Chairman Dalton presented the Consent Agenda consisting of the minutes of the regular meeting of October 15, 2020 to the Authority members for approval. Chairman Dalton inquired if there was any discussion on the minutes as presented. There being none, Mr. Terry made a motion, which was seconded by Mr. Bloomfield to approve the Consent Agenda consisting of the minutes of the regular meeting of October 15, 2020 as presented. The motion passed unanimously by all voting members present to approve the Consent Agenda, as presented.

**RE: CITIZENS' TIME**

Chairman Dalton inquired if there were any citizens present who wished to address the Authority. There being none, Chairman Dalton proceeded with the agenda.

**RE: VENDOR TIME**

Chairman Dalton inquired if there were any vendors present who wished to address the Authority. There being none, Chairman Dalton proceeded with the agenda.

## **RE: APPROVAL OF INVOICES**

Chairman Dalton advised that the next item on the agenda was the Approval of the Invoices, as follows:

- |                       |              |
|-----------------------|--------------|
| 1. AEP                | \$12,511.73  |
| 2. Town of Wytheville | \$84,645.45  |
| 3. Wythe County       | \$207,936.48 |

Chairman Dalton inquired if there was any discussion on the invoices presented. There being none, Chairman Dalton inquired if there was a motion to approve payment of the invoices. A motion was made by Mr. Bear and seconded by Mr. Terry to approve payment of the invoices, as presented. The motion passed unanimously with all members present voting to approve payment of the invoices, as presented. Chairman Dalton proceeded with the agenda.

## **RE: CHIEF OPERATOR'S REPORT**

Chairman Dalton turned the meeting over to Mr. Slate.

Mr. Slate reported on the following:

1. Attached is monthly production numbers from NRRWA, Wytheville, Wythe County, and Carroll. It was requested to have this included in case someone goes offline.
2. Attempted to contact Brian Reed with Mount Rogers Planning District Commission (MRPDC), multiple times. Left messages.
3. Like many other places we were impacted by a positive COVID-19 case. The following week we went to a bare bones schedule. I am thankful it was contained to a single employee. They have been cleared by the health department and since returned to work.
4. Jamie and I attended Wytheville Community College several days starting on October 22 [26], 2020. This class was to help on upcoming exams and time substitution for Jamie and continuing education for myself.
5. Contacted Wythe Sheet Metal on 11/2/20 since our heat stopped working. They did a reset and it seems to be working correctly.
6. American Mine Research (AMR) has been working towards completion of our SCADA system. Graphic portion is essentially complete.
7. We have been changing oil in equipment and changing plumbing to remove clogged pipes. We are still dealing with the fallout from our previous coagulant; it is accumulating in the vertical lines. F&R electric installed our rebuilt raw pump and McCraw trucking has been hauling lagoon mud. Lagoon is back and ready to be in service.

8. We had a reportable accident this week, involving moving a fluoride drum. You have to move the drum using a hand truck over a containment curb. In doing so, employee fell and hit his head. He seems to be ok. I have spoken with Elvan about what we can do to prevent it from ever happening.

Chairman Dalton suggested plastic ramps that are corrosion resistant.

Mr. Slate concurred with that and an upgraded hand truck might solve our problem.

9. Peter D'Alema with Virginia Resource Authority (VRA) sent out an email with documents needed after the closing of the bond.

Chairman Dalton requested to see if Mike Stephens could do those items.

A motion was made by Mark Bloomfield and seconded by Ms. Pattison to authorized whoever the proper people are to sign the required document, Chairman, Vice-Chairman, and Treasurer in case someone is not here.

Chairman Dalton thanked everyone for doing the leg work on the bonds.

Chairman Dalton proceeded with board time.

#### **RE: BOARD TIME**

Chairman Dalton asked if the board members had anything to share.

Mr. Bear inquired to the status of the withdrawal permit.

Mr. Peed responded details as to the process, but they haven't answered.

Mr. Watson stated he was glad to be here.

Chairman Dalton welcomed Mr. Watson the new County Administrator [Carroll].

Chairman Dalton advised he [himself] would be continuing on as executive director of the Economic Development Authority until they find someone. He also gave an update about the progression of the Buck and Byllesby dam permitting.

Chairman Dalton proceeded to adjournment.

#### **RE: ADJOURNMENT**

Chairman Dalton inquired if there was any other business to come before the Authority, being none he carried to adjourn the meeting at 10:15 a.m.

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Cellell Dalton, Chairman

---

Steve Moore, Secretary/Treasurer



# Town of Wytheville

P.O. Box 533, 150 E. Monroe St.  
Wytheville, VA 24382  
276-223-3333 fax 276-223-3315

Invoice No.

1100

## INVOICE

### Customer

Name NEW RIVER REGIONAL WATER AUTHORITY  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Phone \_\_\_\_\_

Date 10/25/2020

Qty	Description	Unit Price	TOTAL
	MONTHLY INVOICE NOVEMBER 2020		
1	EXPENSES FOR NOVEMBER 2020	\$269,859.42	\$269,859.42
NRRWA			
		SubTotal	\$269,859.42
			\$0.00
		TOTAL	\$269,859.42

### Payment Details

☒ Check  
Check # \_\_\_\_\_

Make Checks  
Payable to: Town Of Wytheville

Amount Due 30 Days from Invoice Date

--DETAIL--

--DETAIL--

FUND 0-005 \* WRAHA EXPENSES \*

MAJOR	ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
		NEW RIVER REG. WATER ADMINISTRATION							
2301		MEDICAL INSURANCE	.00	.00	4,280.76	16,409.58	.00	16,409.58-	100.00-
2401		GROUP INSURANCE	.00	.00	232.92	775.54	.00	775.54-	100.00-
2521		DISABILITY INSURANCE	.00	.00	172.42	601.14	.00	601.14-	100.00-
2601		UNEMPLOYMENT INSURANCE	.00	.00	.00	180.37	.00	180.37-	100.00-
3130		D S PROFESSIONAL SERVICES	.00	.00	.00	6,932.89	.00	6,932.89-	100.00-
3160		REPAIR MAINTENANCE D'S VENDOR	.00	.00	16,855.00	26,069.50	.00	26,069.50-	100.00-
3162		D S LABORATORY TESTING	.00	.00	.00	230.78	.00	230.78-	100.00-
3163		D/S VENDOR - MOWING	.00	.00	.00	1,710.00	.00	1,710.00-	100.00-
3180		SLUDGE REMOVAL	.00	.00	.00	4,969.50	.00	4,969.50-	100.00-
3841		PYMT OF OTHER ENTITIES - WYTHE CO	.00	.00	.00	46,861.95	.00	46,861.95-	100.00-
5111		ELECTRICAL SERVICES	.00	.00	12,511.73	53,273.57	.00	53,273.57-	100.00-
5231		TELECOMMUNICATIONS	.00	.00	648.19	2,655.80	.00	2,655.80-	100.00-
5510		TRAVEL MILEAGE	.00	.00	.00	89.12	.00	89.12-	100.00-
5530		TRAVEL MEALS	.00	.00	.00	27.62	.00	27.62-	100.00-
5540		TRAVEL CONVENTIONS & EDUCATION	.00	.00	315.00	315.00	.00	315.00-	100.00-
5810		PERMITS, LICENSES & MEMBERSHIPS	.00	.00	361.00	603.00	.00	603.00-	100.00-
6004		LABORATORY SUPPLIES	.00	.00	33.33	741.68	.00	741.68-	100.00-
6005		JANITORIAL SUPPLIES	.00	.00	208.65	293.23	.00	293.23-	100.00-
6006		PROCESS CHEMICALS	.00	.00	1,053.50	50,789.90	.00	50,789.90-	100.00-
6007		MATERIAL & SUPPLIES	.00	.00	272.64	299.38	.00	299.38-	100.00-
6008		VEHICLE AND POWER EQUIPMENT SUPPLIE	.00	.00	149.68	327.87	.00	327.87-	100.00-
6009		MAINTENANCE EQUIPMENT	.00	.00	.00	1,727.50	.00	1,727.50-	100.00-
6015		MINOR PLANT IMPROVEMENTS	.00	.00	.00	59.96	.00	59.96-	100.00-
6019		TOOLS AND SUPPLIES	.00	.00	.00	9.99	.00	9.99-	100.00-
6023		REPAIR/MAINTENANCE INSTRUMENTATION	.00	.00	.00	198.69	.00	198.69-	100.00-
6027		SAFETY EQUIPMENT	.00	.00	284.28	1,017.39	.00	1,017.39-	100.00-
9010		CONSTRUCTION COST	.00	.00	.00	5,525.20	.00	5,525.20-	100.00-
9100		SHARED DEBT SERVICE	.00	.00	207,936.48	207,936.48	.00	207,936.48-	100.00-
9115		LOAN - U S BANK 20080	.00	.00	.00	111,302.50	.00	111,302.50-	100.00-
9120		LOAN - U S BANK 20150	.00	.00	.00	590,650.00	.00	590,650.00-	100.00-
		NEW RIVER REG. WATER ADMINISTRATION	.00	.00	269,859.42	1,223,863.32	.00	1,223,863.32-	100.00-
		NEW RIVER REG. WATER ADMINISTRATION	.00	.00	269,859.42	1,223,863.32	.00	1,223,863.32-	100.00-
		--FUND TOTAL--	2,215,543.00	2,215,543.00	269,859.42	1,207,383.89	.00	1,008,159.11	45.50

--DETAIL--

--DETAIL--

## FUND 8-005 \* WRRWA EXPENSES \*

MAJOR	ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN
999		* WRRWA EXPENSES *							
46000		NEW RIVER REGIONAL WATER AUTHORITY							
1101		SALARIES AND WAGES REGULAR	.00	.00	.00	362.39	.00	362.39-	100.00-
3110		PROFESSIONAL HEALTH SERVICES	180.00	180.00	.00	.00	.00	180.00	100.00
3130		D S PROFESSIONAL SERVICES	10,000.00	10,000.00	.00	.00	.00	10,000.00	100.00
3140		ENGINEERING SERVICES	10,000.00	10,000.00	.00	1,000.00	.00	9,000.00	90.00
3180		REPAIR MAINTENANCE U S VENDOR	35,000.00	35,000.00	.00	2,743.98	.00	32,256.02	92.16
3161		D S INSTRUMENTATION SERVICES	15,000.00	15,000.00	.00	2,053.70	.00	12,946.30	86.30
3162		D S LABORATORY TESTING	2,000.00	2,000.00	.00	207.83	.00	1,792.17	89.60
3163		U S VENDOR - NOWING	6,300.00	6,300.00	.00	1,425.00	.00	4,875.00	77.38
3180		SLUDGE REMOVAL	27,000.00	27,000.00	.00	.00	.00	27,000.00	100.00
3600		ADVERTISING	450.00	450.00	.00	.00	.00	450.00	100.00
3841		PRNT OF OTHER ENTITIES - W/THE CO	458,356.00	458,356.00	.00	31,115.67	.00	489,471.67	106.78
5111		ELECTRICAL SERVICES	160,436.00	160,436.00	.00	13,167.91	.00	147,268.09	91.79
5231		TELECOMMUNICATIONS	8,000.00	8,000.00	.00	1,504.47	.00	6,495.53	81.19
5302		FIRE/LIABILITY/PROPERTY INSURANCE	18,000.00	18,000.00	.00	17,531.00	.00	369.00	2.05
5510		TRAVEL MILEAGE	700.00	700.00	.00	.00	.00	700.00	100.00
5530		TRAVEL MEALS	300.00	300.00	.00	.00	.00	300.00	100.00
5540		TRAVEL CONVENTIONS & EDUCATION	1,000.00	1,000.00	.00	150.00	.00	850.00	85.00
5810		PERMITS, LICENSES & MEMBERSHIPS	1,500.00	1,500.00	.00	560.45	.00	939.55	62.63
6001		OFFICE SUPPLIES	1,400.00	1,400.00	.00	25.71	.00	1,374.29	98.16
6004		LABORATORY SUPPLIES	6,000.00	6,000.00	.00	204.24	.00	5,795.76	96.59
6005		JANITORIAL SUPPLIES	500.00	500.00	.00	66.83	.00	433.17	86.63
6006		PROCESS CHEMICALS	145,507.00	145,507.00	.00	.00	.00	145,507.00	100.00
6007		MATERIAL & SUPPLIES	4,000.00	4,000.00	.00	274.79	.00	3,725.21	93.13
6008		VEHICLE AND POWER EQUIPMENT SUPPLIE	7,000.00	7,000.00	.00	42.40	.00	6,957.60	99.39
6009		MAINTENANCE EQUIPMENT	2,000.00	2,000.00	.00	.00	.00	2,000.00	100.00
6012		BOOKS AND SUBSCRIPTIONS	300.00	300.00	.00	.00	.00	300.00	100.00
6014		OTHER OPERATING SUPPLIES	1,600.00	1,600.00	.00	.00	.00	1,600.00	100.00
6015		MINOR PLANT IMPROVEMENTS	2,000.00	2,000.00	.00	.00	.00	2,000.00	100.00
6019		TOOLS AND SUPPLIES	400.00	400.00	.00	.00	.00	400.00	100.00
6023		REPAIR/MAINTENANCE INSTRUMENTATION	2,000.00	2,000.00	.00	.00	.00	2,000.00	100.00
6027		SAFETY EQUIPMENT	3,000.00	3,000.00	.00	.00	.00	3,000.00	100.00
8000		CONTINGENCY	47,851.00	47,851.00	.00	.00	.00	47,851.00	100.00
8010		CONSTRUCTION COST	51,040.00	51,040.00	.00	.00	.00	51,040.00	100.00
9100		SHARED DEBT SERVICE	255,564.00	255,564.00	.00	26,784.46	.00	282,348.46	110.48
9115		LOAN - U S BANK 2008A	145,793.00	145,793.00	.00	.00	.00	145,793.00	100.00
9120		LOAN - U S BANK 2015A	785,356.00	785,356.00	.00	.00	.00	785,356.00	100.00
		NEW RIVER REGIONAL WATER AUTHORITY	2,215,543.00	2,215,543.00	.00	16,479.43-	.00	2,232,022.43	100.74
		NEW RIVER REGIONAL WATER AUTHORITY	2,215,543.00	2,215,543.00	.00	16,479.43-	.00	2,232,022.43	100.74
47000		NEW RIVER REG-WATER ADMINISTRATION							
1101		SALARIES AND WAGES REGULAR	.00	.00	20,773.98	78,269.27	.00	78,269.27-	100.00-
1201		SALARIES AND WAGES OVERTIME	.00	.00	326.03	674.94	.00	674.94-	100.00-
2100		FICA	.00	.00	1,594.37	6,026.38	.00	6,026.38-	100.00-
2210		WRS	.00	.00	1,849.46	6,307.60	.00	6,307.60-	100.00-

**P.O. Box 533, 150 E. Monroe St.  
Wytheville, VA 24382  
276-223-3333 fax 276-223-3315**

1105

Name  NEW RIVER REGIONAL WATER AUTHORITY

Address

City  State  ZIP

Phone

<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>TOTAL</b>
	MONTHLY INVOICE DECEMBER 2020		
1	EXPENSES FOR DECEMBER 2020	\$90,540.47	\$90,540.47
	NRRWA		

Make Checks  
Payable to: **Town Of Wytheville**

TOTAL	\$90,540.47
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**Amount Due 30 Days from Invoice Date**

--DETAIL--

--DETAIL--

## FUND 4-005 \* WRNA EXPENSES \*

MAJOR	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
999	* WRNA EXPENSES *							
46000	NEW RIVER REGIONAL WATER AUTHORITY							
1101	SALARIES AND WAGES REGULAR	.00	.00	.00	362.39	.00	362.39-	100.00-
1110	PROFESSIONAL HEALTH SERVICES	180.00	180.00	.00	.00	.00	180.00	100.00
1130	D S PROFESSIONAL SERVICES	10,000.00	10,000.00	.00	.00	.00	10,000.00	100.00
1140	ENGINEERING SERVICES	10,000.00	10,000.00	.00	1,000.00	.00	9,000.00	90.00
1160	REPAIR MAINTENANCE D S VENDOR	35,000.00	35,000.00	.00	2,743.98	.00	32,256.02	92.16
1161	D S INSTRUMENTATION SERVICES	15,000.00	15,000.00	.00	2,053.70	.00	12,946.30	86.30
1162	D S LABORATORY TESTING	2,000.00	2,000.00	.00	207.03	.00	1,792.17	89.60
1163	D/S VENDOR - MOWING	6,300.00	6,300.00	.00	1,425.00	.00	4,875.00	77.38
1180	SLUDGE REMOVAL	27,000.00	27,000.00	.00	.00	.00	27,000.00	100.00
13600	ADVERTISING	450.00	450.00	.00	.00	.00	450.00	100.00
1341	PYMT OF OTHER ENTITIES - WYTHE CO	450,356.00	450,356.00	.00	31,115.67-	.00	489,471.67	106.78
1511	ELECTRICAL SERVICES	160,436.00	160,436.00	.00	13,167.91	.00	147,268.09	91.79
15231	TELECOMMUNICATIONS	8,000.00	8,000.00	.00	1,504.47	.00	6,495.53	81.19
15302	FIRE/LIABILITY/PROPERTY INSURANCE	18,000.00	18,000.00	.00	17,631.00	.00	369.00	2.05
15510	TRAVEL MILEAGE	700.00	700.00	.00	.00	.00	700.00	100.00
15530	TRAVEL MEALS	300.00	300.00	.00	.00	.00	300.00	100.00
15540	TRAVEL CONVENTIONS & EDUCATION	1,000.00	1,000.00	.00	150.00	.00	850.00	85.00
15810	PERMITS, LICENSES & MEMBERSHIPS	1,500.00	1,500.00	.00	560.45	.00	939.55	62.63
16001	OFFICE SUPPLIES	1,400.00	1,400.00	.00	25.71	.00	1,374.29	98.16
16004	LABORATORY SUPPLIES	6,000.00	6,000.00	.00	204.24	.00	5,795.76	96.59
16005	JANITORIAL SUPPLIES	500.00	500.00	.00	66.83	.00	433.17	86.63
16006	PROCESS CHEMICALS	145,507.00	145,507.00	.00	.00	.00	145,507.00	100.00
16007	MATERIAL & SUPPLIES	4,000.00	4,000.00	.00	274.79	.00	3,725.21	93.13
16008	VEHICLE AND POWER EQUIPMENT SUPPLIE	7,000.00	7,000.00	.00	42.40	.00	6,957.60	99.39
16009	MAINTENANCE EQUIPMENT	2,000.00	2,000.00	.00	.00	.00	2,000.00	100.00
16012	BOOKS AND SUBSCRIPTIONS	300.00	300.00	.00	.00	.00	300.00	100.00
16014	OTHER OPERATING SUPPLIES	1,600.00	1,600.00	.00	.00	.00	1,600.00	100.00
16015	MINOR PLANT IMPROVEMENTS	2,000.00	2,000.00	.00	.00	.00	2,000.00	100.00
16019	TUBES AND SUPPLIES	400.00	400.00	.00	.00	.00	400.00	100.00
16023	REPAIR/MAINTENANCE INSTRUMENTATION	2,000.00	2,000.00	.00	.00	.00	2,000.00	100.00
16027	SAFETY EQUIPMENT	3,000.00	3,000.00	.00	.00	.00	3,000.00	100.00
16000	CONTINGENCY	47,861.00	47,861.00	.00	.00	.00	47,861.00	100.00
16010	CONSTRUCTION COST	51,040.00	51,040.00	.00	.00	.00	51,040.00	100.00
19100	SHARED DEBT SERVICE	255,544.00	255,544.00	.00	21,734.46-	.00	282,348.46	110.48
19115	LOAN - U S BANK 2008A	145,793.00	145,793.00	.00	.00	.00	145,793.00	100.00
19120	LOAN - U S BANK 2015A	785,356.00	785,356.00	.00	.00	.00	785,356.00	100.00
	NEW RIVER REGIONAL WATER AUTHORITY	2,215,543.00	2,215,543.00	.00	16,479.43-	.00	2,232,022.43	100.74
	NEW RIVER REGIONAL WATER AUTHORITY	2,215,543.00	2,215,543.00	.00	16,479.43-	.00	2,232,022.43	100.74
47000	NEW RIVER REG WATER ADMINISTRATION							
1101	SALARIES AND WAGES REGULAR	.00	.00	20,393.48	98,662.75	.00	98,662.75-	100.00-
1201	SALARIES AND WAGES OVERTIME	.00	.00	28.35	703.29	.00	703.29-	100.00-
2100	FIGH	.00	.00	1,550.64	7,577.02	.00	7,577.02-	100.00-
2210	URS	.00	.00	1,849.46	8,157.06	.00	8,157.06-	100.00-

--DETAIL--

--DETAIL--

## FUND #005 \* WRRWA EXPENSES \*

MAJOR		BUDGET	APPR.	CURRENT	Y-T-D	ENCUMBRANCE	UNENCUMBERED	%
ACCT#	DESCRIPTION	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	BALANCE	REMAIN.
	NEW RIVER REG. WATER ADMINISTRATION							
2301	MEDICAL INSURANCE	.00	.00	3,567.30	19,976.88	.00	19,976.88-	100.00-
2401	GROUP INSURANCE	.00	.00	232.92	1,008.46	.00	1,008.46-	100.00-
2521	DISABILITY INSURANCE	.00	.00	106.90	708.04	.00	708.04-	100.00-
2601	UNEMPLOYMENT INSURANCE	.00	.00	.00	180.37	.00	180.37-	100.00-
2110	PROFESSIONAL HEALTH SERVICES	.00	.00	131.00	131.00	.00	131.00-	100.00-
2130	U S PROFESSIONAL SERVICES	.00	.00	.00	6,932.89	.00	6,932.89-	100.00-
2160	REPAIR MAINTENANCE U S VENDOR	.00	.00	1,600.87	27,670.37	.00	27,670.37-	100.00-
2162	U S LABORATORY TESTING	.00	.00	40.00	270.78	.00	270.78-	100.00-
2163	U/S VENDOR - MOWING	.00	.00	1,140.00	2,850.00	.00	2,850.00-	100.00-
2180	SLUDGE REMOVAL	.00	.00	5,466.06	10,435.56	.00	10,435.56-	100.00-
2841	PYMT OF OTHER ENTITIES - WYTHE CO	.00	.00	19,465.00	66,326.95	.00	66,326.95-	100.00-
2111	ELECTRICAL SERVICES	.00	.00	14,228.06	67,501.63	.00	67,501.63-	100.00-
2231	TELECOMMUNICATIONS	.00	.00	568.41	3,224.21	.00	3,224.21-	100.00-
2510	TRAVEL MILEAGE	.00	.00	.00	89.12	.00	89.12-	100.00-
2530	TRAVEL MEALS	.00	.00	43.35	67.97	.00	67.97-	100.00-
2540	TRAVEL CONVENTIONS & EDUCATION	.00	.00	50.00	365.00	.00	365.00-	100.00-
2580	PERMITS, LICENSES & MEMBERSHIPS	.00	.00	.00	603.00	.00	603.00-	100.00-
2601	OFFICE SUPPLIES	.00	.00	35.08	35.08	.00	35.08-	100.00-
2604	LABORATORY SUPPLIES	.00	.00	325.94	1,067.62	.00	1,067.62-	100.00-
2605	JANITORIAL SUPPLIES	.00	.00	140.76	433.99	.00	433.99-	100.00-
2606	PROCESS CHEMICALS	.00	.00	14,128.00	64,917.90	.00	64,917.90-	100.00-
2607	MATERIAL & SUPPLIES	.00	.00	250.50	549.88	.00	549.88-	100.00-
2608	VEHICLE AND POWER EQUIPMENT SUPPLIE	.00	.00	1,166.77	1,494.64	.00	1,494.64-	100.00-
2609	MAINTENANCE EQUIPMENT	.00	.00	.00	1,727.50	.00	1,727.50-	100.00-
2615	WTR PLANT IMPROVEMENTS	.00	.00	129.14	189.10	.00	189.10-	100.00-
2619	TOOLS AND SUPPLIES	.00	.00	13.99	23.98	.00	23.98-	100.00-
2623	REPAIR/MAINTENANCE INSTRUMENTATION	.00	.00	.00	198.69	.00	198.69-	100.00-
2627	SAFETY EQUIPMENT	.00	.00	146.59	1,163.98	.00	1,163.98-	100.00-
2610	CONSTRUCTION COST	.00	.00	3,744.90	9,270.10	.00	9,270.10-	100.00-
2700	SHARED DEBT SERVICE	.00	.00	.00	207,936.48	.00	207,936.48-	100.00-
2715	LOAN - U S BANK 2008A	.00	.00	.00	111,302.50	.00	111,302.50-	100.00-
2720	LOAN - U S BANK 2015A	.00	.00	.00	590,650.00	.00	590,650.00-	100.00-
	NEW RIVER REG. WATER ADMINISTRATION	.00	.00	90,540.47	1,314,403.79	.00	1,314,403.79-	100.00-
	NEW RIVER REG. WATER ADMINISTRATION	.00	.00	90,540.47	1,314,403.79	.00	1,314,403.79-	100.00-
	--FUND TOTAL--	2,215,543.00	2,215,543.00	90,540.47	1,297,924.36	.00	917,618.64	41.41



**Finance Director's Office**  
340 South Sixth Street – Administration Building  
Wytheville, VA 24382-2598  
Telephone (276) 223-4526  
FAX (276) 223-4515

Bruce Grant M.B.A.  
Finance Director

November 23, 2020

**INVOICE**

New River Regional Water Authority  
Attn: Mr. Zachary R. Slate  
Post Office Box 533  
Wytheville, VA 24382

Please accept this letter as an invoice for the New River Regional Water Authority debt cost of Raper Ridge Water Tank for the months of July 2020 through November 2020.

Debt Service Paid for FY2021	\$19,410.00
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Adjustments:

Net amount due	\$19,410.00
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Total Due	\$19,410.00
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If you have any questions, please feel free to call.

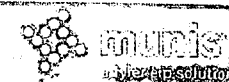
Sincerely,

Bruce Grant  
Finance Director

CC: Mr. Michael Stephens

11/23/2020 08:49  
4952bgrant

Wythe County  
ACCOUNT TRIAL BALANCE FOR FY21/JUL TO NOV  
FUND



P 1  
glatrbal

ACCOUNT	ACCOUNT NAME	ORG	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
PER	JNL	SRC EFF DATE REFERENCE					
5000-000-114-440100-000000-0000-000-000-489233-							
2019	RD	RAPER RIDGE TANK	4401	.00			
1	460	GEN 07/24/20 BG	RD DEBT SERVICE EFT	2,060.00	.00	2,060.00	
1	460	GEN 07/24/20 BG	RD DEBT SERVICE EFT	1,822.00	.00	3,882.00	
2	524	GEN 08/27/20 BG	RD DEBT SERVICE EFT	2,060.00	.00	5,942.00	
2	524	GEN 08/27/20 BG	RD DEBT SERVICE EFT	1,822.00	.00	7,764.00	
3	44	GEN 09/03/20 BG	RD DEBT SERVICE EFT	2,060.00	.00	9,824.00	
3	44	GEN 09/03/20 BG	RD DEBT SERVICE EFT	1,822.00	.00	11,646.00	
4	580	GEN 10/31/20 BG	RD DEBT SERVICE EFT	2,060.00	.00	13,706.00	
4	580	GEN 10/31/20 BG	RD DEBT SERVICE EFT	1,822.00	.00	15,528.00	
5	93	GEN 11/06/20 BG	RD DEBT SERVICE EFT	2,060.00	.00	17,588.00	
5	93	GEN 11/06/20 BG	RD DEBT SERVICE EFT	1,822.00	.00	19,410.00	
4401-489233			.00	19,410.00	.00	19,410.00	19,410.00
TOTALS FOR FUND 5000							
Water Operating Fund			.00	19,410.00	.00	19,410.00	19,410.00



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284 00023 01  
ACCOUNT:

PAGE: 1  
7511173 11/30/2020

\*\*\*\*\*AUTO\*\*SCH 5-DIGIT 24311  
3144 0.7510 AV 0.389 11 1 104  
|||||  
NEW RIVER REGIONAL WATER AUTHO  
PO BOX 966  
WYTHEVILLE VA 24382-0966

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LOCAL BANK. PERSONAL SERVICE.

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NOW - PUBLIC FUNDS ACCOUNT 7511173

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LAST STATEMENT 10/30/20 1,428,320.26  
4 CREDITS 184,696.10  
1 DEBITS 84,645.45  
THIS STATEMENT 11/30/20 1,528,370.91

----- DEPOSITS -----  
REF #.....DATE.....AMOUNT REF #.....DATE.....AMOUNT REF #.....DATE.....AMOUNT  
11/02 81,704.34 11/17 53,292.17 11/19 47,642.27

----- OTHER CREDITS -----  
DESCRIPTION DATE AMOUNT  
INTEREST 11/30 2,057.32

----- CHECKS -----  
CHECK #..DATE.....AMOUNT CHECK #..DATE.....AMOUNT CHECK #..DATE.....AMOUNT  
1290 11/02 84,645.45

----- I N T E R E S T -----

AVERAGE LEDGER BALANCE: 1,468,078.49 INTEREST EARNED: 2,057.32  
INTEREST PAID THIS PERIOD: 2,057.32 DAYS IN PERIOD: 31  
INTEREST PAID 2020: 26,587.96 ANNUAL PERCENTAGE YIELD EARNED: 1.66%  
INTEREST RATE: 1.65%

\* \* \* C O N T I N U E D \* \* \*



NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Member  
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NEW RIVER REGIONAL WATER AUTHO

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NOW - PUBLIC FUNDS ACCOUNT 7511173

=====

- - - ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES - - -

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*****
*                                     |          TOTAL FOR          |          TOTAL          *
*                                     |        THIS PERIOD        |        YEAR TO DATE    *
*-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
* TOTAL OVERDRAFT FEES:             |          $ .00          |          $ .00        *
*-----|-----|-----|-----|-----|-----|-----|-----|-----|
* TOTAL RETURNED ITEM FEES:         |          $ .00          |          $ .00        *
*****

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- - - - - DAILY BALANCE - - - - -

DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
11/02	1,425,379.15	11/19	1,526,313.59		
11/17	1,478,671.32	11/30	1,528,370.91		

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Blacksburg, Virginia 24062-9002  
540-552-2011 • 800-552-4123  
www.nbbank.com

ACCOUNT:

7511173 12/31/2020

\*\*\*\*\*AUTO\*\*SCH 5-DIGIT 24311  
3287 0.7510 AV 0.389 11 1 106  
NEW RIVER REGIONAL WATER AUTHO  
PO BOX 966  
WYTHEVILLE VA 24382-0966

30-0  
2  
2

LOCAL BANK. PERSONAL SERVICE.

NOW - PUBLIC FUNDS ACCOUNT 7511173

LAST STATEMENT 11/30/20 1,528,370.91  
3 CREDITS 146,287.33  
2 DEBITS 360,399.89  
THIS STATEMENT 12/31/20 1,314,258.35

DEPOSITS

REF #	DATE	AMOUNT	REF #	DATE	AMOUNT	REF #	DATE	AMOUNT
	12/01	86,073.70		12/18	58,300.66			

OTHER CREDITS

DESCRIPTION	DATE	AMOUNT
INTEREST	12/31	1,912.97

CHECKS

CHECK #	DATE	AMOUNT	CHECK #	DATE	AMOUNT	CHECK #	DATE	AMOUNT
1291	12/01	269,859.42	1292	12/30	90,540.47			

INTEREST

AVERAGE LEDGER BALANCE:	1,365,073.19	INTEREST EARNED:	1,912.97
INTEREST PAID THIS PERIOD:	1,912.97	DAYS IN PERIOD:	31
INTEREST PAID 2020:	28,500.93	ANNUAL PERCENTAGE YIELD EARNED:	1.66%
INTEREST RATE:	1.65%		

\*\*\* CONTINUED \*\*\*



NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Member  
FDIC



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www.nbbank.com

ACCOUNT:

7511173 12/31/2020

NEW RIVER REGIONAL WATER AUTHO

=====

NOW - PUBLIC FUNDS ACCOUNT 7511173

=====

- - - ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES - - -

```

*****
*                                     |          TOTAL FOR          |          TOTAL          *
*                                     |        THIS PERIOD        |        YEAR TO DATE    *
*-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
* TOTAL OVERDRAFT FEES:             |          $ .00           |          $ .00         *
*-----|-----|-----|-----|-----|-----|-----|-----|-----|
* TOTAL RETURNED ITEM FEES:         |          $ .00           |          $ .00         *
*****
  
```

- - - - - DAILY BALANCE - - - - -

DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
12/01	1,344,585.19	12/30	1,312,345.38		
12/18	1,402,885.85	12/31	1,314,258.35		

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Member  
**FDIC**

### Chief Operators Notes

1. We have cleaned both sets of flocculators and basins.
2. Landon Sage and Jamie Rickman have started a distance education classes about water plant operations. Jamie has completed.
3. We have a new benchtop turbidity meter, old as backup.
4. It was determined after reporting claims we needed a separate Workers' Compensation policy. From what I gathered from both VRSA and VACORP, we should have had a separate policy from the beginning. VRSA was willing to backdate coverage to July 1, 2020. \$10,566 for WC. VACORP was willing to give coverage as of December XX, 2020, which would not cover the previous injuries. I proceeded with VRSA which will not show a lapse in coverage and will be cheaper overall going forward.
5. We have ordered light bulbs and photocells for our pole lights to get our outside lighting back in order. I have contacted Crane 1 about inspecting and servicing our overhead crane hoist. They were onsite 1/14/21. I also contacted Twin County Tech, of Galax about our camera system and networking upgrades. We have changed oil and fixed leaks on our soda ash pumps, performed final 2020 chemical pump calibrations, and are currently working on the install of coagulant pumps.
6. CHA was onsite 12/10/20 to begin working on the AWIA's 1<sup>st</sup> portion, Risk and Resiliency. Final report in approximately 1 month, anytime.
7. After the basins were cleaned and the cold weather set in we period of high settled water turbidity. This caused higher loading on the filters and decreased wash times. We have worked and improved this situation by making adjustments which and helped us learn how to deal with this type of situation. Cold temps and low raw water pH seemed to have been the culprit.
8. Mr. Stephens was very helpful with all of the bond documents requested by VRA for our recent bond. All necessary documents have been submitted. Thank you for putting him on this task.
9. We tested 2 liquid dechlor chemicals. One in particular is performing wonderfully. We started at a high and working dosage and have been slowing backing down to find the optimum dose. At the current feed rate, we will already see cost savings over our previous chemical.
10. Backwash pump #1's discharge line has a leak when either BW pump is running. Awaiting contractor to fix.
11. Elvan contacted VDH about expansion, Mt. Rogers PDC about PER funding, and DEQ about the withdrawal permit. (See attached) The Technical Assistance funds have already been awarded; next round will be spring or fall 2021. DEQ waiting for other agency responses.

# **WHO IS COVERED UNDER YOUR WORKERS' COMPENSATION POLICY?**

## **WORKERS' COMPENSATION COVERAGE AND EMPLOYEE/EMPLOYER RELATIONSHIPS**

### **Work Release**

Inmates participating in a work release program are most likely covered under the workers' compensation coverage of the employer they are working for while incarcerated. Inmates that work for a member through a work release program (full time, part-time or seasonal) and are paid taxable hourly wages (minimum wage or more) and are supervised and controlled by the member are most likely covered under the member's workers' compensation program.

### **Court Ordered Community Service**

Individuals who are required by court order to perform community service and do not receive any type of compensation or remuneration for their services do not meet the definition of an employee. A true contract of hire does not exist with community services workers; therefore, they would not be considered employees and not be covered. Community service workers are similar to prisoners, who are specifically excluded under the Act.

### **Volunteers**

Volunteers do not meet the definition of an employee under the Act. True volunteers do not receive any type of compensation or remuneration of any kind for their services, and are not under the direction and control of a supervisor/employer, as defined by the Act. Volunteers are not covered under the members' workers' compensation policy. If you call someone a volunteer and then provide something of monetary value in exchange for the volunteer duties, you run a risk of creating an employee-employer relationship. For example, if you have volunteers perform duties at a municipal golf course in exchange for reduced rates to use the course, this could create a workers' compensation exposure.

The Act extends coverage to certain categories of volunteers by the member adopting a resolution. This includes volunteer fire, auxiliary police officers, auxiliary sheriff deputies and volunteer members of rescue squad.

### **Interns**

Unpaid interns (often students) are not employees. If the intern does not receive any compensation, remuneration, or "thing of value" from the member that could be interpreted as "pay," it is unlikely the unpaid intern would be covered under the member's workers' compensation policy.

On the other hand, paid interns that are directed and controlled by the member and receive hourly wages, stipend, (guaranteed stipend at the end of the internship), etc. for their services are most likely covered under the members' workers' compensation policy.

### **Members that Act as Fiscal Agent for Commissions, Boards, and Authorities**

Many members are fiscal agents for commissions, boards, and authorities; however, being a fiscal agent does not establish an employer-employee relationship, and workers' compensation coverage cannot be provided under the member (fiscal agent) policy. The commission, board, or authority must purchase workers' compensation coverage for their employees. An employer cannot contract their responsibility of providing workers' compensation coverage to another employer. No contract or agreement relieves any employer

**26 Q: My insurance carrier would not renew my policy. Now they want me to participate in an audit and are requesting all kinds of information. Do I have to cooperate?**

**A:** You are required to cooperate with the audit. With workers' compensation insurance, an insurance carrier is only able to estimate exposure at the beginning of the policy period. It is therefore common practice when the policy year ends for the insurance carrier to conduct an audit to determine actual exposure over the policy year. The insurance carrier can also charge audit premium if through audit they determine exposure was higher than originally estimated.

**27 Q: Is there a monetary penalty for an employer that does not have proper coverage?**

**A:** Yes. Pursuant to § 65.2-805, an employer that fails to insure when required under the Act shall be assessed a civil penalty of up to \$250 per day for each day uninsured, subject to a maximum civil penalty of \$50,000.00 plus costs.

For questions that are not addressed above, please contact the Insurance Department of the Commission by phone or by email:

**Phone:** (804) 205-3586; or

**Email:** [vwinsurance@workcomp.virginia.gov](mailto:vwinsurance@workcomp.virginia.gov)

---

**RE: nrrwa****Elvan Peed** <elvan@peed-bortz.com>

Thu, Dec 17, 2020 at 9:16 AM

To: Cellell Dalton &lt;cellell.dalton@carrollcountyva.gov&gt;

Cc: sdbear@wytheco.org, stevem@wytheville.org, scott@peed-bortz.com, russell@peed-bortz.com, New River Regional Water Authority &lt;newriverwater@gmail.com&gt;

Based on the Eric Herold's letter on September 30. we have made a guess estimate to expand the Austinville WTP to 6.0 MGD.

Raw Water Pumps	\$500,000
High Service Pumps	\$300,000
Static Mixer and piping	\$200,000
Chemical Feed Systems	\$200,000
Generators	\$400,000
Solids Handling	\$900,000
Monitoring Equipment etc.	\$200,000
Miscellaneous	\$500,000
Related Costs	\$800,000
Total	\$4,000,000

Improvements will also be required at the Fort Chiswell pump station. We believe the transmission system will be OK as is. Hope this gives you an idea of the expansion costs. The debt service will be about \$300,000 per year depending on the financing terms.

The plant currently has three 2.0 MGD filters. There is one filter basin already built but not finished with media, piping, underdrains, controls, etc. The above expansion estimate does not include completing this filter. Next year the plant filters will be operated in a higher loading mode to better define the filter needs.

Elvan

**From:** Cellell Dalton [mailto:cellell.dalton@carrollcountyva.gov]**Sent:** Wednesday, December 16, 2020 10:37 AM**To:** Elvan Peed**Subject:** nrrwa

Elvan, Can you provide a total cost of what a 2 mgd expansion at the NRRWA and the annual DS. A second question is can the third filter be added and the filter flow managed to initially be used at some smaller capacity than 2 mgd per filter so that the velocities are kept to minimum in the flocculation and sediment basins?



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## Application

---

**Brian Reed** <breed@mrpdc.org>

Tue, Dec 1, 2020 at 3:34 PM

To: Elvan Peed <elvan@peed-bortz.com>

Cc: New River Regional Water Authority <newriverwater@gmail.com>, Rocky Warren <rwarren@mrpdc.org>

Elvan and Zach

That would be our Water/wastewater Technical Assistance (TA) program. We just awarded the funds for this year's applications on November 5<sup>th</sup>, 2020. All of our TA were allocated to serve as match for the 9 localities in our district that received DEQ SSES funds in 2020 (including Wville and Wythe Co).

We sent the attached memo to both counties and the Town on 10/5/2020. Both Wythe Co, and Wytheville submitted applications, just not for the Authority.

Our next round will be in the Spring or Fall of 2021 provided funds are not taken away for COVID-19.

I will add Zach at this NRRWA email to our contact list for next year. Sorry we assumed the localities would notify the Authority.




**Brian Reed**, *Deputy Director*

**Mount Rogers Planning District Commission**

1021 Terrace Drive • Marion, Virginia 24354  
276.783.5103 • [www.mrpdc.org](http://www.mrpdc.org)

[Quoted text hidden]

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 **FY21\_W-WW\_MEMO.pdf**  
223K



## NEW RIVER REGIONAL WATER AUTHORITY

289 Kohler Avenue, Austinville, VA 24312 Phone: 276.699.8101 Email: newriverwater@gmail.com

December 3, 2020

Virginia Resources Authority  
ATTN: Spencer Murray  
1111 East Main Street, Suite 1920  
Richmond, VA 23219

Dear Mr. Murray:

In accordance with Section 10.3 of the Financing Agreement between Virginia Resources Authority and the New River Regional Water Authority, I hereby certify that, during the fiscal year that ended June 30, 2020, and through the date of this letter, no event or condition has happened or existed, or is happening or existing, which constitutes, or which would constitute an Event of Default as defined in Section 11.1 of the Agreement.

Sincerely,

Fiscal Agent

[An Event of Default is defined as any of the following: (a) The failure to pay when due any payment of principal and Cost of Funds due hereunder or to make any other payment required to be made under the Local Bond or this Agreement; (b) The Borrower's failure to perform or observe any of the other covenants, agreements or conditions of the Local Bond or this Agreement and the continuation of such failure for a period of thirty (30) days after the Authority gives the Borrower written notice specifying such failure and requesting that it be cured, unless the Authority shall agree in writing to an extension of such time prior to its expiration; provided, however, if the failure stated in the notice is correctable but cannot be corrected within the applicable period, the Authority will not unreasonably withhold its consent to an extension of such time if corrective action is instituted by the Borrower within the applicable period and diligently pursued until the Default is corrected; (c) Any warranty, representation or other statement by or on behalf of Borrower contained in this Agreement or in any instrument furnished in compliance with or in reference to this Agreement or in connection with the issuance and sale of the Local Bond is false or misleading in any material respect; (d) The occurrence of a default by the Borrower under the terms of any Parity Bonds, Subordinate Bonds, Existing Parity Bonds or Prior Bonds and the failure to cure such default or obtain a waiver thereof within any period of time permitted thereunder; (e) An order or decree shall be entered, with the Borrower's consent or acquiescence, appointing a receiver or receivers of the System or any part thereof or of the Revenues thereof, or if such order or decree, having been entered without the Borrower's consent or acquiescence, shall not be vacated, discharged, or stayed on appeal within sixty (60) days after the entry thereof; (f) Any proceeding shall be instituted, with the Borrower's consent or acquiescence, for the purpose of effecting a composition between the Borrower and its creditors or for the purpose of adjusting the claims of such creditors, pursuant to any federal or state statute now or hereafter enacted, if the claims of such creditors are under any circumstances secured by or payable from Revenues; or (g) Any bankruptcy, insolvency or other similar proceeding shall be instituted by or against the Borrower under any federal or state bankruptcy or insolvency law now or hereinafter in effect and, if instituted against the Borrower, is not dismissed within sixty (60) days after filing.]

**New River Regional Water Treatment Facility  
Capacity Allocation**

**Allocated Capacity**  
Allocation %  
Avg Daily Capacity  
80% of Allocation

Carroll
24.4%
<b>0.976 MGD</b>
0.781 MGD

Wytheville
37.8%
<b>1.512 MGD</b>
1.210 MGD

Wythe County
37.8%
<b>1.512 MGD</b>
1.210 MGD

NRRWA Plant Total
100.0%
<b>4.0 MGD</b>
3.2 MGD

**Capacity Used per month**

Year 2020
Month
January
February
March
April
May
June
July
August
September
October
November
December

Carroll County		
Avg MGD	% Capacity	% Allocation
0.523	13.1%	53.6%
0.516	12.9%	52.9%
0.541	13.5%	55.4%
0.548	13.7%	56.1%
0.474	11.9%	48.6%
0.573	14.3%	58.7%
0.556	13.9%	57.0%
0.645	16.1%	66.1%
0.593	14.8%	60.7%
0.544	13.6%	55.8%
0.562	14.1%	57.6%
0.550	13.8%	56.4%

Town of Wytheville		
Avg MGD	% Capacity	% Allocation
0.863	21.6%	57.1%
1.061	26.5%	70.2%
0.996	24.9%	65.9%
1.029	25.7%	68.1%
0.926	23.1%	61.2%
1.059	26.5%	70.0%
1.173	29.3%	77.6%
1.122	28.0%	74.2%
1.177	29.4%	77.8%
0.961	24.0%	63.6%
1.070	26.8%	70.8%
0.893	22.3%	59.1%

Wythe County		
Avg MGD	% Capacity	% Allocation
0.574	14.3%	37.9%
0.591	14.8%	39.1%
0.472	11.8%	31.2%
0.592	14.8%	39.2%
0.551	13.8%	36.4%
0.612	15.3%	40.5%
0.577	14.4%	38.2%
0.650	16.2%	43.0%
0.607	15.2%	40.1%
0.593	14.8%	39.2%
0.634	15.9%	41.9%
0.577	14.4%	38.1%

NRRWA Plant Total	
Avg MGD	% Capacity
1.960	49.0%
2.168	54.2%
2.009	50.2%
2.169	54.2%
1.951	48.8%
2.244	56.1%
2.307	57.7%
2.416	60.4%
2.376	59.4%
2.098	52.4%
2.267	56.7%
2.020	50.5%

Date	NRRWA	Wytheville	Wythe Co.	Carroll Co.	Total	Avg/Day	%+/- over 2018
Jan-20	60.82 MG	76.27 MG			137.09 MG	4.57 MG	5.3
Feb-20	61.89 MG	70.45 MG			132.34 MG	4.41 MG	18.5
Mar-20	64.26 MG	77.22 MG			141.48 MG	4.72 MG	14.1
Apr-20	58.88 MG	70.50 MG			129.38 MG	4.31 MG	10.4
May-20	60.54 MG	73.00 MG			133.54 MG	4.45 MG	7.5
Jun-20	69.51 MG	74.56 MG			144.07 MG	4.80 MG	11.5
Jul-20	71.21 MG	81.50 MG			152.72 MG	5.09 MG	8.7
Aug-20	72.26 MG	79.26 MG			151.51 MG	5.05 MG	11.8
Sep-20	63.62 MG	70.66 MG			134.28 MG	4.48 MG	15.5
Oct-20	64.39 MG	70.93 MG	2.46 MG	2.91 MG	140.69 MG	4.69 MG	18.0
Nov-20	62.78 MG	68.77 MG		2.95 MG	134.49 MG	4.48 MG	26.0
Dec-20	67.54 MG	76.29 MG			143.83 MG	4.79 MG	20.1
Total					1,675.42 MG	4.59 MG	13.9

# **BLUERIDGECROSSROADS**

economic development authority

Carroll – Galax – Grayson VIRGINIA

**Carroll-Grayson-Galax Regional Industrial Facilities Authority  
Regular Meeting Agenda  
Monday, January 25, 2021  
Time: 3:00 PM**

**Location: Crossroads Institute**

Join Zoom Meeting

<https://zoom.us/j/91061326468>

Meeting ID: 910 6132 6468

1-646-558-8656 US (New York)

1. Call to Order
2. Consent Agenda:
  - a. Minutes from the December 28<sup>th</sup> meeting
  - b. Treasurer's report for December
3. SBDC Report
4. Wildwood Commerce Park
  - a. Schedule for Natural Gas to serve Wildwood – Update on Carroll County discussions with Appalachian Natural Gas
  - b. Twin County Airport Update
  - c. Marketing Budget
5. Director's Report
  - a. Wired Road Board Replacement for Keith Barker
6. Announcements
7. Adjourn

***The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."***

1117 East Stuart Drive . Galax, Virginia 24333  
Tel: 276.236.0391 [www.brceda.org](http://www.brceda.org)

# BLUERIDGE **CROSSROADS**

## economic development authority

Carroll – Galax – Grayson VIRGINIA

Carroll-Grayson-Galax Regional Industrial Facilities Authority  
December 28, 2020 Minutes

Amended to show meeting by electronic means (Zoom) pursuant to continuation of emergency ordinance held by Carroll County, Grayson County and Galax City due to Covid-19. The nature of the emergency makes it impractical or unsafe to physically assemble as a Board, due to the rising numbers of COVID-19 cases in the area. The purpose of the meeting is to discuss or transact business necessary to continue the Authority's operations or discharge its lawful purposes, duties, and responsibilities. A transcript of the meeting will be made available on the Authority's website within ten working days.

### Roll Call

- |                   |                          |         |
|-------------------|--------------------------|---------|
| • Mike Watson-    | Carroll County           | absent  |
| • Rex Hill-       | Carroll County           | absent  |
| • Keith Barker-   | City of Galax            | present |
| • C.M. Mitchell-  | City of Galax            | present |
| • Bill Shepley -  | Grayson County           | present |
| • Kenneth Belton- | Grayson County           | present |
| • Robbie McCraw-  | Carroll alternate        | absent  |
| • Mike Larrowe-   | Galax alternate          | present |
| • Mike Hash-      | Grayson alternate        | present |
| • Others present- |                          |         |
| ○ Mandy Archer-   | SBDC Director            |         |
| ○ Ginny Plant-    | Administrative Assistant |         |
| ○ Nichole Hair-   | BRCEDA Director          |         |

### Call to Order

Mr. Mitchell called the meeting to order at 3:01PM.

### Consent Agenda

Mr. Barker made the motion to approve the consent agenda, including the minutes and treasurer's report, as presented. Mr. Shepley seconded the motion, which carried unanimously.

### SBDC Report

Ms. Archer stated a detailed report is included. Please reach out with questions. She noted the Rebuild VA Grant has been depleted stating that applications in the queue were not funded. We are waiting to hear if there will be more money added. Trump signed the newest Cares Act last

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# BLUERIDGE **CROSSROADS**

## economic development authority

Carroll – Galax – Grayson VIRGINIA

night and SBA has 10 days to work that out. We are holding off on social media posts until we know more. We should have several VEZ applications for 2020. We have served 235 unique clients this year. That number is usually around 130 per year. So far, we have \$754K in capital from business starts and COVID-19 relief. Ms. Archer also informed the board that she received the Twin County Chamber of Commerce President Award.

The SBDC CY 2021 budget is in the packet. She is asking for a 3.5% COLA for full time employees and salary to keep Ms. Catron on until the end of 2021. The full-time staff has not received a COLA since 2018 and 2013 before that. She also asked to board to allow the chairman to sign the Cares Act award letter.

Mr. Barker made a motion to approve the budget as presented. Mr. Shepley seconded the motion, which carried unanimously.

Mr. Shepley made a motion to allow Mr. Mitchell to sign the amended sub recipient Cares Act agreement with funding through September 2021. Mr. Barker seconded the motion, which carried unanimously.

### Wildwood Commerce Park

Ms. Hair reported that ANG has begun ordering materials to begin work on the gas line. Completion should be in spring or summer.

Mr. Barker stated that the site visit went well, and Ms. Hair did a great job. He explained that the airport landing situation arose again. We can make a request for a different flight plan with the FAA to allow a higher ceiling at WW. This should be fairly easy to do as it is a one-page application that the FAA has said they are willing to look at. The information for the application will need to be provided by BRCEDA to Carroll County or the Airport Commission.

### Director's Report

Ms. Hair stated that her directors report is included. She informed the board that the AEP transmission line is back with AEP for alternative options as there was not an amendable agreement even with Mr. Dalton being part of the discussion with the landowner. Josh and Nichole spoke with a contractor about a shell building on December 3<sup>rd</sup> who has worked with other localities. There is an 18-month lease to localities, and they market to their clients at the same time. She will follow up with them after the first of the year.

### Announcements

With no further business, the meeting adjourned.

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**BLUERIDGECROSSROADS**  
economic development authority  
Carroll – Galax – Grayson VIRGINIA

Respectfully Submitted- Keith E. Barker, Secretary

---

C. M. Mitchell - Chairman

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BLUE RIDGE CROSSROADS EDA  
BALANCE SHEET  
DECEMBER 31, 2020

ASSETS

CURRENT ASSETS		
REGULAR CHECKING ACCOUNT	\$	317,088.29
MONEY MARKET - GNB		328,031.06
DESIGNATED FUNDS-MARKETING		40,641.55
LAND INVENTORY		<u>13,290,000.04</u>
TOTAL CURRENT ASSETS		13,975,760.94
PROPERTY AND EQUIPMENT		
EQUIPMENT		33,178.75
OFFICE EQUIPMENT		1,553.15
ACCUMULATED DEPRECIATION		<u>(20,818.46)</u>
TOTAL PROPERTY AND EQUIPMENT		13,913.44
OTHER ASSETS		
DEFERRED OUTFLOWS PENSION		2,484.00
DEFERRED OUTFLOWS - OPEB		<u>172.00</u>
TOTAL OTHER ASSETS		<u>2,656.00</u>
TOTAL ASSETS	\$	<u><u>13,992,330.38</u></u>

LIABILITIES AND CAPITAL

CURRENT LIABILITIES		
ST PORTION OF LT DEBT	\$	109,754.33
INTEREST PAYABLE		<u>12,212.10</u>
TOTAL CURRENT LIABILITIES		121,966.43
LONG-TERM LIABILITIES		
NOTES PAYABLE - MRPDC		164,793.18
NOTES PAYABLE - GNB		4,487,157.30
DEFERRED INFLOWS PENSION		14,128.00
DEFERRED INFLOWS - OPEB		448.00
NET PENSION LIABILITY		8,947.00
NET OPEB LIABILITY		<u>3,561.00</u>
TOTAL LONG-TERM LIABILITIES		<u>4,679,034.48</u>
TOTAL LIABILITIES		4,801,000.91
CAPITAL		
FUND BALANCE		9,114,968.51
NET INCOME		<u>76,360.96</u>
TOTAL CAPITAL		<u>9,191,329.47</u>
TOTAL LIABILITIES & CAPITAL	\$	<u><u>13,992,330.38</u></u>

UNAUDITED - FOR MANAGEMENT PURPOSES ONLY



BLUE RIDGE CROSSROADS EDA  
INCOME STATEMENT  
FOR THE SIX MONTHS ENDING DECEMBER 31, 2020

	Current Month		Year to Date	
REVENUES				
CITY OF GALAX	\$ 0.00	0.00	\$ 71,120.00	33.30
COUNTY OF GRAYSON	0.00	0.00	71,120.00	33.30
COUNTY OF CARROLL	0.00	0.00	71,120.00	33.30
INTEREST INCOME	26.96	100.00	233.14	0.11
	<hr/>		<hr/>	
TOTAL REVENUES	26.96	100.00	213,593.14	100.00
	<hr/>		<hr/>	
COST OF SALES				
	<hr/>		<hr/>	
TOTAL COST OF SALES	0.00	0.00	0.00	0.00
	<hr/>		<hr/>	
GROSS PROFIT	26.96	100.00	213,593.14	100.00
	<hr/>		<hr/>	
EXPENSES				
CONSULTING & CONTRACT SERVI	0.00	0.00	40,000.00	18.73
ACCOUNTING FEES	205.00	760.39	1,395.00	0.65
LEGAL FEES	374.00	1,387.24	6,892.00	3.23
GENERAL LIABILITY INSURANCE	(800.00)	(2,967.36)	(800.00)	(0.37)
TELECOMMUNICATIONS	119.85	444.55	734.84	0.34
OFFICE SUPPLIES	0.00	0.00	159.20	0.07
OFFICE RENTAL	0.00	0.00	1,500.00	0.70
MILEAGE & FUEL EXPENSE	29.00	107.57	29.00	0.01
REPAIRS & MAINT	250.00	927.30	3,770.00	1.77
SPECIAL EVENTS	55.35	205.30	55.35	0.03
INTEREST EXPENSE	13,625.91	50,541.21	82,150.86	38.46
MARKETING - WILDWOOD	25.00	92.73	25.00	0.01
DEPRECIATION EXPENSE	210.83	782.01	1,264.98	0.59
TAX WITHHELD ON INVESTMENTS	6.47	24.00	55.95	0.03
	<hr/>		<hr/>	
TOTAL EXPENSES	14,101.41	52,304.93	137,232.18	64.25
	<hr/>		<hr/>	
NET INCOME	\$ (14,074.45)	(52,204.93)	\$ 76,360.96	35.75
	<hr/>		<hr/>	

FOR MANAGEMENT PURPOSES ONLY

**BLUE RIDGE CROSSROADS EDA**  
**General Ledger Trial Balance**  
**As of Dec 31, 2020**

Filter Criteria includes: Report order is by ID. Report is printed in Detail Format.

Account ID	Account Description	Debit Amt	Credit Amt
1010	REGULAR CHECKING AC	317,088.29	
1020	MONEY MARKET - GNB	328,031.06	
1025	DESIGNATED FUNDS-MA	40,641.55	
1200	LAND INVENTORY	13,290,000.0	
1500	EQUIPMENT	33,178.75	
1530	OFFICE EQUIPMENT	1,553.15	
1700	ACCUMULATED DEPRECI		20,818.46
1801	DEFERRED OUTFLOWS	2,484.00	
1802	Deferred Outflows - OPEB	172.00	
2110	NOTES PAYABLE - MRPD		164,793.18
2650	NOTES PAYABLE - GNB		4,487,157.30
2655	ST PORTION OF LT DEBT		109,754.33
2800	INTEREST PAYABLE		12,212.10
2801	DEFERRED INFLOWS PE		14,128.00
2803	Deferred inflows - OPEB		448.00
2810	NET PENSION LIABILITY		8,947.00
2811	Net OPEB liability		3,561.00
3900	FUND BALANCE		9,114,968.51
4050	CITY OF GALAX		71,120.00
4055	COUNTY OF GRAYSON		71,120.00
4060	COUNTY OF CARROLL		71,120.00
4800	INTEREST INCOME		233.14
6030	CONSULTING & CONTRA	40,000.00	
6037	ACCOUNTING FEES	1,395.00	
6038	LEGAL FEES	6,892.00	
6060	GENERAL LIABILITY INS		800.00
6071	TELECOMMUNICATIONS	734.84	
6072	OFFICE SUPPLIES	159.20	
6073	OFFICE RENTAL	1,500.00	
6101	MILEAGE & FUEL EXPEN	29.00	
6120	REPAIRS & MAINT	3,770.00	
6160	SPECIAL EVENTS	55.35	
6600	INTEREST EXPENSE	82,150.86	
6750	MARKETING - WILDWOO	25.00	
6800	DEPRECIATION EXPENS	1,264.98	
8000	TAX WITHHELD ON INVES	55.95	
	<b>Total:</b>	<b>14,151,181.0</b>	<b>14,151,181.0</b>

**BLUE RIDGE CROSSROADS EDA**  
**Account Reconciliation**  
**As of Dec 31, 2020**  
**1010 - REGULAR CHECKING ACCOUNT**  
**Bank Statement Date: December 31, 2020**

Filter Criteria Includes: Report is printed in Detail Format.

Beginning GL Balance			341,922.70
Add: Cash Receipts			8,501.21
Less: Cash Disbursements			(33,635.62)
Add (Less) Other			<u>300.00</u>
Ending GL Balance			<u>317,088.29</u>
Ending Bank Balance			366,414.19
Add back deposits in transit			
Total deposits in transit			
(Less) outstanding checks			
	Dec 30, 2020	2374	(84.35)
	Dec 30, 2020	2375	(69.79)
	Dec 30, 2020	2376	(374.00)
	Dec 30, 2020	2377	(250.00)
	Dec 30, 2020	2378	(205.00)
	Dec 30, 2020	2379	(2,747.86)
	Dec 31, 2020	2381	<u>(4,953.35)</u>
Total outstanding checks			(8,684.35)
Add (Less) Other			
	Dec 31, 2020	11-4	<u>(40,641.55)</u>
Total other			(40,641.55)
Unreconciled difference			<u>0.00</u>
Ending GL Balance			<u><u>317,088.29</u></u>



998-99-99-99 02657 0 C 001 30 50 004  
BLUE RIDGE CROSSROADS ECONOMIC DEV AGCY  
1117 E STUART DR STE 178  
GALAX VA 24333-2656

## Your consolidated statement

For 12/31/2020

## Contact us



BBT.com



(800) BANK-BBT or  
(800) 226-5228

## Summary of your accounts

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE(\$)	DETAILS ON
BASIC PUBLIC FUND CHECKING	0000	366,414.19	page 1
BASIC PUBLIC FUND CHECKING	000C	20,692.33	page 2
BASIC PUBLIC FUND CHECKING	00007	9,263.53	page 2
Total checking and money market savings accounts		\$396,370.05	

## Checking and money market savings accounts

### ■ BASIC PUBLIC FUND CHECKING 0000

#### Account summary

Your previous balance as of 11/30/2020	\$382,864.25
Checks	- 24,951.27
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 8,501.21
Your new balance as of 12/31/2020	= \$366,414.19

#### Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)
12/02	2364	22,597.70	12/09	2369	50.06	12/07	2371	900.00
12/15	*2367	69.51	12/09	2370	25.00	12/10	2372	165.00
12/08	2368	1,144.00						

\* indicates a skip in sequential check numbers above this item

Total checks = \$24,951.27

#### Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
12/04	DEPOSIT	800.00
12/17	VENDORPAYM COVA Carroll-Grayson-Galax CUSTOMER ID 81501043	2,747.86
12/31	VENDORPAYM COVA Carroll-Grayson-Galax CUSTOMER ID 81508571	4,953.35
Total deposits, credits and interest		= \$8,501.21

■ BASIC PUBLIC FUND CHECKING 0000

Account summary

Your previous balance as of 11/30/2020	\$41,737.85
Checks	- 21,045.52
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.00
Your new balance as of 12/31/2020	= \$20,692.33

Checks

DATE	CHECK #	AMOUNT(\$)
12/03	1561	167.67
12/21	1562	201.14
12/07	*1567	41.38
12/10	1568	11,759.32
12/15	1569	139.04

DATE	CHECK #	AMOUNT(\$)
12/10	1570	388.25
12/09	1571	50.06
12/04	1572	1,526.76
12/04	1573	1,800.00
12/08	1574	4,000.00

DATE	CHECK #	AMOUNT(\$)
12/08	1575	110.00
12/18	1576	40.00
12/10	1577	43.80
12/04	1578	800.00

Total checks = \$21,045.52

\* Indicates a skip in sequential check numbers above this item

■ BASIC PUBLIC FUND CHECKING 00

Account summary

Your previous balance as of 11/30/2020	\$9,263.53
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.00
Your new balance as of 12/31/2020	= \$9,263.53

**BLUE RIDGE CROSSROADS EDA**  
**Account Reconciliation**  
**As of Dec 31, 2020**  
**1020 - MONEY MARKET - GNB**  
**Bank Statement Date: December 31, 2020**

Filter Criteria Includes: Report is printed in Detail Format.

Beginning GL Balance	328,010.57
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	<u>20.49</u>
Ending GL Balance	<u>328,031.06</u>
Ending Bank Balance	328,031.06
Add back deposits in transit	<u>                    </u>
Total deposits in transit	
(Less) outstanding checks	<u>                    </u>
Total outstanding checks	
Add (Less) Other	<u>                    </u>
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u>328,031.06</u>



**Skyline**  
National Bank  
PO Box 186  
Independence, Virginia 24348

Account Number XXXXXXXXXXXX1161  
Statement Date 12/10/2020  
Enclosures 0  
Page 1 of 1

\*AUTO\*\*SCH 5-DIGIT 24105 P:1350 / T:4 / S:

|||||

CARROLL GRAYSON GALAX REGIONAL  
DBA BLUE RIDGE CROSSROADS EDA  
1117 E STUART DR  
GALAX VA 24333-2656



Best wishes for a wonderful holiday and a happy New Year. Thank you for  
letting us show you Always Our Best.

**MMDA BUSINESS ACCOUNT XXXXXXXXXXXX1161**

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT .....			11/10/20	328,010.57
INTEREST .....		26.96	12/10/20	328,037.53
FEDERAL WITHHOLDING .....	6.47		12/10/20	328,031.06
BALANCE THIS STATEMENT .....			12/10/20	328,031.06
TOTAL CREDITS (1)		26.96		
TOTAL DEBITS (1)		6.47		

**INTEREST**

AVERAGE LEDGER BALANCE: 328,010.57 INTEREST EARNED: 26.96  
INTEREST PAID THIS PERIOD: 26.96 DAYS IN PERIOD: 30  
INTEREST PAID 2020: 479.63 ANNUAL PERCENTAGE YIELD EARNED: .10%  
FEDERAL WITHHOLDING 2020: 105.08

**ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES**

	TOTAL FOR THIS PERIOD	TOTAL YEAR TO DATE
TOTAL OVERDRAFT FEES:	\$ .00	\$ .00
TOTAL RETURNED ITEM FEES:	\$ .00	\$ .00

RECEIVED  
12/15/2020

*It's more than just a name...*

**S K Y L I N E**

Open to all  
members

With member  
ID card

Member  
ID card

Member ID  
card

Member ID  
card

Member ID  
card

Member ID  
card

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

CROSSROADS SBDC  
BALANCE SHEET  
DECEMBER 31, 2020

ASSETS

CURRENT ASSETS		
REGULAR CHECKING ACCOUNT	\$	7,399.93
CHECKING ACCOUNT SPECIAL		<u>9,263.53</u>
TOTAL CURRENT ASSETS		16,663.46
PROPERTY AND EQUIPMENT		
FURNITURE & FIXTURES		4,642.43
OFFICE EQUIPMENT		9,997.48
ACCUMULATED DEPRECIATION		<u>(14,465.15)</u>
TOTAL PROPERTY AND EQUIPMENT		174.76
OTHER ASSETS		
DEF OUTFLOWS PENSION		9,602.00
DEFERRED OUTFLOW-OPEB		<u>731.00</u>
TOTAL OTHER ASSETS		<u>10,333.00</u>
TOTAL ASSETS	\$	<u><u>27,171.22</u></u>

LIABILITIES AND CAPITAL

CURRENT LIABILITIES		
ACCOUNTS PAYABLE - TRADE	\$	20,424.38
DEFERRED INFLOWS PENSION		8,142.00
DEFERRED INFLOW-OPEB		663.00
ACCRUED LEAVE		<u>8,014.00</u>
TOTAL CURRENT LIABILITIES		37,243.38
LONG-TERM LIABILITIES		
NET PENSION LIABILITY		52,198.00
NET OPEB LIABILITY		<u>6,268.00</u>
TOTAL LONG-TERM LIABILITIES		<u>58,466.00</u>
TOTAL LIABILITIES		95,709.38
CAPITAL		
FUND BALANCE		(62,665.03)
NET INCOME		<u>(5,873.13)</u>
TOTAL CAPITAL		<u>(68,538.16)</u>
TOTAL LIABILITIES & CAPITAL	\$	<u><u>27,171.22</u></u>

UNAUDITED - FOR MANAGEMENT PURPOSES ONLY



CROSSROADS SBDC  
INCOME STATEMENT  
FOR THE SIX MONTHS ENDING DECEMBER 31, 2020

	Current Month		Year to Date	
REVENUES				
SOLID WASTE AUTH SUPPORT	\$ 0.00	0.00	\$ 70,875.00	76.26
VA SBDC GRANTS	0.00	0.00	19,614.38	21.10
CARES ACT	0.00	0.00	2,454.07	2.64
TOTAL REVENUES	0.00	0.00	92,943.45	100.00
COST OF SALES				
TOTAL COST OF SALES	0.00	0.00	0.00	0.00
GROSS PROFIT	0.00	0.00	92,943.45	100.00
EXPENSES				
SALARIES & WAGES	12,503.98	0.00	45,160.28	48.59
PAYROLL TAXES	923.56	0.00	3,311.76	3.56
EMPLOYEE RETIREMENT	1,159.95	0.00	5,026.45	5.41
HEALTH INSURANCE	1,959.00	0.00	8,500.04	9.15
VRS INSURANCE	131.28	0.00	568.88	0.61
CONTRACT LABOR	2,600.00	0.00	3,631.50	3.91
PROFESSIONAL FEES	510.00	0.00	2,706.25	2.91
CARESACT	3,816.39	0.00	14,846.47	15.97
ADVERTISING/MARKETING	0.00	0.00	538.75	0.58
DUES AND PROFESSIONAL MEMBE	0.00	0.00	247.80	0.27
GENERAL LIABILITY INSURANCE	800.00	0.00	800.00	0.86
COMPUTER/WEBSITE MAINT	192.71	0.00	3,737.64	4.02
COPYING	0.00	0.00	35.50	0.04
PRINTING/PUBLICATIONS	2,300.00	0.00	2,300.00	2.47
POSTAGE & FREIGHT EXPENSE	0.00	0.00	10.90	0.01
TELECOMMUNICATIONS	122.81	0.00	747.99	0.80
OFFICE SUPPLIES	883.47	0.00	1,745.23	1.88
OFFICE RENTAL	0.00	0.00	4,000.00	4.30
MILEAGE AND FUEL EXPENSE	195.28	0.00	478.30	0.51
BUSINESS SEMINARS	0.00	0.00	248.00	0.27
DEPRECIATION EXPENSE	29.14	0.00	174.84	0.19
TOTAL EXPENSES	28,127.57	0.00	98,816.58	106.32
NET INCOME	\$ (28,127.57)	0.00	\$ (5,873.13)	(6.32)

FOR MANAGEMENT PURPOSES ONLY

**CROSSROADS SBDC**  
**General Ledger Trial Balance**  
**As of Dec 31, 2020**

Filter Criteria includes: Report order is by ID. Report is printed in Detail Format.

Account ID	Account Description	Debit Amt	Credit Amt
1010	REGULAR CHECKING AC	7,399.93	
1020	CHECKING ACCOUNT SP	9,263.53	
1525	FURNITURE & FIXTURES	4,642.43	
1530	OFFICE EQUIPMENT	9,997.48	
1700	ACCUMULATED DEPRECI		14,465.15
1801	DEF OUTFLOWS PENSIO	9,602.00	
1803	DEFERRED OUTFLOW-O	731.00	
2000	ACCOUNTS PAYABLE - T		20,424.38
2801	DEFERRED INFLOWS PE		8,142.00
28011	DEFERRED INFLOW-OPE		663.00
2802	ACCRUED LEAVE		8,014.00
2810	NET PENSION LIABILITY		52,198.00
2811	NET OPEB LIABILITY		6,268.00
3900	FUND BALANCE	62,665.03	
4070	SOLID WASTE AUTH SUP		70,875.00
4210	VA SBDC GRANTS		19,614.38
4400	CARES ACT		2,454.07
6000	SALARIES & WAGES	45,160.28	
6001	PAYROLL TAXES	3,311.76	
6002	EMPLOYEE RETIREMENT	5,026.45	
6003	HEALTH INSURANCE	8,500.04	
6005	VRS INSURANCE	568.88	
6030	CONTRACT LABOR	3,631.50	
6031	PROFESSIONAL FEES	2,706.25	
6039	CARESACT	14,846.47	
6040	ADVERTISING/MARKETIN	538.75	
6041	DUES AND PROFESSION	247.80	
6060	GENERAL LIABILITY INS	800.00	
6067	COMPUTER/WEBSITE MA	3,737.64	
6068	COPYING	35.50	
6069	PRINTING/PUBLICATIONS	2,300.00	
6070	POSTAGE & FREIGHT EX	10.90	
6071	TELECOMMUNICATIONS	747.99	
6072	OFFICE SUPPLIES	1,745.23	
6073	OFFICE RENTAL	4,000.00	
6101	MILEAGE and FUEL EXPE	478.30	
6170	BUSINESS SEMINARS	248.00	
6800	DEPRECIATION EXPENS	174.84	
	<b>Total:</b>	<b>203,117.98</b>	<b>203,117.98</b>

**CROSSROADS SBDC**  
**Account Reconciliation**  
**As of Dec 31, 2020**  
**1010 - REGULAR CHECKING ACCOUNT**  
**Bank Statement Date: December 31, 2020**

Filter Criteria Includes: Report is printed in Detail Format.

Beginning GL Balance		41,277.66
Add: Cash Receipts		
Less: Cash Disbursements		(33,877.73)
Add (Less) Other		
Ending GL Balance		<u>7,399.93</u>
Ending Bank Balance		<u>20,692.33</u>
Add back deposits in transit		
Total deposits in transit		
(Less) outstanding checks		
	Mar 13, 2020	1497 (50.00)
	Dec 31, 2020	1579 (33.70)
	Dec 31, 2020	1580 (164.55)
	Dec 31, 2020	1581 (1,076.18)
	Dec 31, 2020	1582 (139.56)
	Dec 31, 2020	1583 (510.00)
	Dec 31, 2020	1584 (178.00)
	Dec 31, 2020	1585 (4,900.00)
	Dec 31, 2020	1586 (5,879.66)
	Dec 31, 2020	1587 (360.75)
Total outstanding checks		(13,292.40)
Add (Less) Other		
Total other		
Unreconciled difference		<u>0.00</u>
Ending GL Balance		<u><u>7,399.93</u></u>

**CROSSROADS SBDC**  
**Account Reconciliation**  
**As of Dec 31, 2020**  
**1020 - CHECKING ACCOUNT SPECIAL**  
**Bank Statement Date: December 31, 2020**

Filter Criteria Includes: Report is printed in Detail Format

Beginning GL Balance	9,263.53
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	
Ending GL Balance	<u>9,263.53</u>
Ending Bank Balance	<u>9,263.53</u>
Add back deposits in transit	
Total deposits in transit	
(Less) outstanding checks	
Total outstanding checks	
Add (Less) Other	
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u>9,263.53</u>



999-99-99 02867 0 C 001 30 50 004  
BLUE RIDGE CROSSROADS ECONOMIC DEV AGCY  
1117 E STUART DR STE 178  
GALAX VA 24333-2656

## Your consolidated statement

For 12/31/2020

## Contact us



BBT.com



(800) BANK-BBT or  
(800) 226-5228

## Summary of your accounts

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE(\$)	DETAILS ON
BASIC PUBLIC FUND CHECKING	0001	366,414.19	page 1
BASIC PUBLIC FUND CHECKING	0001	20,692.33	page 2
BASIC PUBLIC FUND CHECKING	00	9,263.53	page 2
Total checking and money market savings accounts		\$396,370.05	



## Checking and money market savings accounts

### ■ BASIC PUBLIC FUND CHECKING 000

#### Account summary

Your previous balance as of 11/30/2020	\$382,864.25
Checks	- 24,951.27
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 8,501.21
Your new balance as of 12/31/2020	= \$366,414.19

#### Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)
12/02	2364	22,597.70	12/09	2369	50.06	12/07	2371	900.00
12/15	*2367	69.51	12/09	2370	25.00	12/10	2372	165.00
12/08	2368	1,144.00						

\* indicates a skip in sequential check numbers above this item

Total checks = \$24,951.27

#### Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
12/04	DEPOSIT	800.00
12/17	VENDORPAYM COVA Carroll-Grayson-Galax CUSTOMER ID 81501043	2,747.86
12/31	VENDORPAYM COVA Carroll-Grayson-Galax CUSTOMER ID 81508571	4,953.35
Total deposits, credits and interest		= \$8,501.21

■ BASIC PUBLIC FUND CHECKING 001

Account summary

Your previous balance as of 11/30/2020	\$41,737.85
Checks	- 21,045.52
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.00
Your new balance as of 12/31/2020	= \$20,692.33

Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)
12/03	1561	167.67	12/10	1570	366.25
12/21	1562	201.14	12/09	1571	50.06
12/07	*1567	41.38	12/04	1572	1,526.76
12/10	1568	11,759.32	12/04	1573	1,800.00
12/15	1569	139.04	12/08	1574	4,000.00

\* Indicates a skip in sequential check numbers above this item

DATE	CHECK #	AMOUNT(\$)
12/08	1575	110.00
12/18	1576	40.00
12/10	1577	43.90
12/04	1578	800.00

Total checks = \$21,045.52

■ BASIC PUBLIC FUND CHECKING 001

Account summary

Your previous balance as of 11/30/2020	\$9,263.53
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.00
Your new balance as of 12/31/2020	= \$9,263.53

BRCEDA / SBA Monthly Report: 1/21/2021  
Activities Reported 12/1/2020 – 1/15/2021

**1) Virginia SBDC Funding Updates:**

Final Invoice for GY 2020 due February 28<sup>th</sup>. Working on finalizing invoices.

**2) Announcements:**

Virginia SBDC will adopt a new logo and branding in the coming months. Initial roll-out expected February 15<sup>th</sup>, 2021, starting with the VA SBDC website.

**3) Projects/ Highlights / Significant Accomplishments:**

- a. Mandy Archer presented with the Twin County Chamber of Commerce President's Award of Excellence for helping small businesses navigate through 2020.
- b. Received additional \$20,000 funding from Grayson County to initiate and carry out programming and support for small businesses located in Grayson County.
- c. Staff assisted host organization, Blue Ridge Crossroads EDA, prep for a company site visit to Wildwood Commerce Park.
- d. Began working with City of Galax on Project Light. The project is a partnership between City of Galax and God's Storehouse. GS provides meals, food boxes, literacy assistance, education support, addiction recovery support, and community service to individuals in need. The SBDC plans to provide counseling and guidance to individuals seeking entrepreneurship as a new path of prosperity.
- e. Assist business owners with finalizing and submitting Rebuild VA applications.
- f. Notify and work with local property owners to participate in Virginia Enterprise Zone How To Apply for RPIG and JCG.
- g. Mount Rogers Asset Analysis and Development Plan – review contract and Scope of Work meetings.
- h. Content creation to announce Who We Are, Accomplishments, and How to Reach Us created and shared via website, social media, and partners.

**4) Training for Clients:**

- a. 12/29/2020: Assist Cindy Fields in delivering Economic Aid Act details known at that time.

**5) Events**

- a. 1/12/2021 – Hosted lender meeting to discuss SBDC role in helping businesses with PPP 2 and Stimulus funding.

**6) Professional Development/Staff Training:**

- a. 12/11 – GrowthWheel Ambitions – Mandy
- b. 12/15 – VA1 Summit Webinar – Teresa
- c. Various ASBDC Webinars – all staff
- d. Various PPP / Economic Stimulus updates – all staff
- e. Excel Trainings – Teresa

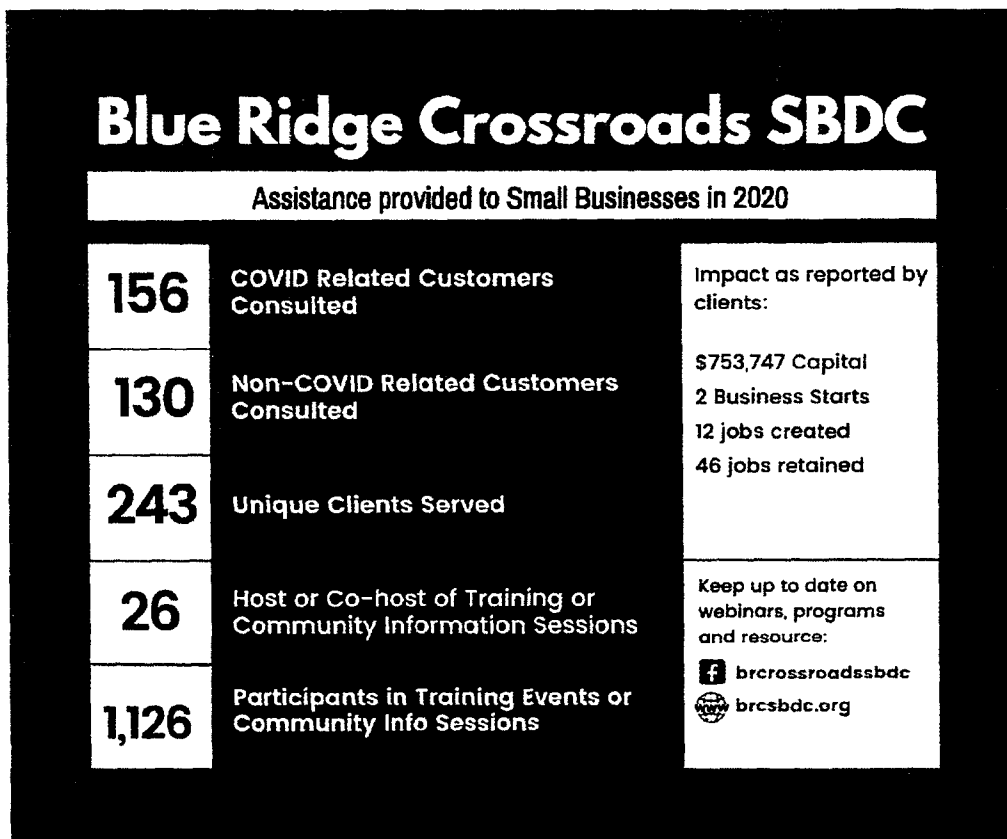
**7) Other meeting participation:**

- a. Rally Reunite meetings
- b. Opportunity SWVA
- c. Friends of SWVA Board Meeting
- d. GENEDGE – discuss their desire to submit GO Virginia application and how SBDC's can be part of or assist in the application and delivery of services.
- e. Casino in Bristol, VA. – role of SBDC in helping SMB connect

**8) CARES funding updates:**

- a. Staff scheduling business financial literacy trainings
- b. Worked on Entrepreneur Guide
- c. Social Media Calendar planning and content development – 2021
- d. Delivery of information to clients regarding next stimulus package
- e. Development of PPP Round 2 webinar

**9) Client interaction recorded as of 12/31/2020 (not all impact collected)**





# BLUERIDGECROSSROADS

economic development authority

Carroll – Grayson – Galax Regional Industrial Facilities Authority

Date: January 21, 2021  
To: BRCEDA Board of Directors  
From: Nichole Hair  
Re: Director's report

---

## Wildwood Commerce Park

- a. GO Virginia State Board approved our grant. Contract signing will be in January, due to the holidays.
- b. AEP Transmission Line – AEP is requesting a few hundred yards on the landowner's property and he previously refused ROW/Easement Allowance. I am waiting for an update from AEP about alternate routes.
- c. Carry-over from December: Following up with the request of the Board to study possibilities of constructing a shell building on one of the smaller lots at Wildwood Commerce Park. Mr. Lewis and I met with Agracel, Inc. on December 3, 2020. Agracel, Inc. could be an option. They facilitate the building design and provide complete project supervision. Agracel's success is with the sale-leaseback model. They have developed buildings for localities with an agreement for a reduced lease rate after 18 months. The building is constructed to general specifications that allows for expansion and customization for a business to occupy it. During the building process, Agracel is marketing the site to their clients and have a wide network to conduct this process.
- d. Twin County Airport – a letter of support for the extended runway is being drafted for the board review. A copy will be sent prior to the January meeting.

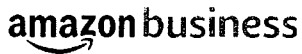
## Projects/Prospects

- a. Number of RFI responses during last 30 days = 1.

While this report is currently short in nature, I am sure it will continue to grow. Please let me know of any questions. Thank you.

***The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."***

1117 East Stuart Drive . Galax, Virginia 24333  
Tel: 276.236.0391 [www.brceda.org](http://www.brceda.org)



Invoice  
Invoice # 17N4-ML1Y-471H | January 21, 2021

For customer support, visit [www.amazon.com/contact-us](http://www.amazon.com/contact-us).

## Invoice summary

Payment due by February 20, 2021

Item subtotal before tax	\$ 13.99
Shipping & handling	\$ 0.00
Promos & discounts	\$ 0.00

Total before tax	\$ 13.99
Tax	\$ 0.00

**Amount due** \$ 13.99 USD

## Pay by

### Electronic funds transfer (EFT/ACH/Wire)

Account name	Amazon Capital Services, Inc.
Bank name	Wells Fargo Bank
ACH routing # (ABA)	121000248
Bank account # (DDA)	41630410538665244
SWIFT code (wire transfer)	WFBUS6S

### Check

Amazon Capital Services
PO Box 035184
Seattle, WA 98124-5184

**Account #** A3EEFYXU36SFS3

**Payment terms** Net 30

**Purchase date** 20-Jan-2021

**Purchased by** Crystal Adams

### Registered business name

Carroll County

### Bill to

Carroll County  
Accounts Payable  
605-1 Pine Street  
Hillsville, VA 24343

### Ship to

Crystal Adams  
605 PINE ST STE 1  
HILLSVILLE, VA 24343-1463

Include Amazon invoice number(s) in the descriptive field of your electronic funds transfer payment, or

Email [ar-businessinvoicing@amazon.com](mailto:ar-businessinvoicing@amazon.com) to submit your remittance detail.

## Invoice details

Description	Qty	Unit price	Item subtotal before tax	Tax
1 Brach's Star Brites Peppermint Starlight Mints Hard Candy, 5 Pound Bulk Candy Bag Individually Wrapped Bulk Holiday Candy	1	\$13.99	\$13.99	0.000%

ASIN: B0754TVV2R Sold by: Amazon.com Services LLC  
Order ID: 113-8474670-0893655

Total before tax	\$13.99
Tax	\$0.00

**Amount due** \$13.99

**FAQs****How is tax calculated?**

Visit [https://www.amazon.com/gp/help/customer/display.html/ref=hp\\_leftv4\\_sib?ie=UTF8&nodeId=202036190](https://www.amazon.com/gp/help/customer/display.html/ref=hp_leftv4_sib?ie=UTF8&nodeId=202036190)

**How are digital products and services taxed?**

Visit [https://www.amazon.com/gp/help/customer/display.html/ref=hp\\_leftv4\\_sib?ie=UTF8&nodeId=202074670](https://www.amazon.com/gp/help/customer/display.html/ref=hp_leftv4_sib?ie=UTF8&nodeId=202074670)

## Crystal Adams

---

**From:** noreply@fs16.formsite.com on behalf of Formsite <noreply@fs16.formsite.com>  
**Sent:** Thursday, January 21, 2021 1:04 PM  
**To:** Crystal Adams  
**Subject:** Carroll County Central Purchasing Copy Paper Delivery Form Result #13616857

### Carroll County Central Purchasing Copy Paper Delivery Form

Order Summary	
Item Description	Quantity Amount
(\$32.05 per box - Click Calculate before sending	5 \$160.25
Order Total	\$160.25



## Carroll County Central Purchasing Copy Paper Delivery Form

**\* Name of Office Delivered to:**

CC Treasurer's Office

**\* Requested by:**

Sharon J Gravley

**\* Delivered by:**

Maintenance

**\* Received by:**

Sharon J Gravley

**\* Date:**

01-21-2021

**Number of Cases Requested:**

	quantity
--	----------

(\$32.05 per box - Click Calculate before sending 5

### Amount:

160.25

**\* Line Item Code:**

*(Enter only numbers NO dashes)*

41000121305402

This email was sent to crystal.adams@carrollcountyva.gov as a result of a form being completed.

[Click here](#) to report unwanted email.



# MEMORANDUM

**DATE:** January 8, 2021  
**TO:** AUTHORITY MEMBERS & GENERAL PUBLIC  
**FROM:** SUPERINTENDENT GREGORY P. WINSTON  
**RE:** AUTHORITY MEETING

---

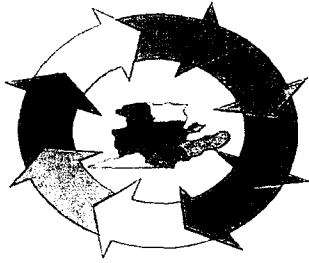
Please be advised that the regularly scheduled meeting of the New River Valley Regional Jail Authority will be held on Friday, January 15, 2021.

The meeting will begin at 10:00 a.m. in the Admin Conference Room at the Regional Jail.

The following committee meeting will be held:

**Finance Committee: 9:30 a.m. Admin Breakroom**

Anyone desiring to speak before the Authority or present any subject matter for consideration should contact the Superintendent prior to the commencement of the meeting. Any person desiring special accommodations in order to attend or participate in this meeting should notify the Superintendent in advance of the meeting so that conditions can be met.



New River Valley Regional Jail  
P.O. Box 1067  
Dublin, Virginia 24084  
(540) 643-2000 (540) 643-2010 FAX

**January 15, 2021**

**Committee Meeting:**

Finance 9:30 a.m., Admin

**Authority Meeting Agenda  
10:00 a.m.**

- A. **CALL TO ORDER** - Chairman
- B. **ROLL CALL** - Secretary
- C. **APPROVAL OF NOVEMBER 2020 MINUTES**
- D. **OLD BUSINESS**
- E. **COMMITTEE REPORTS**
  - **Finance Committee**
- F. **SUPERINTENDENT'S REPORT**
- G. **NEW BUSINESS**
- H. **CITIZENS**
- I. **OTHER BUSINESS OR INFORMATION**
- J. **ADJOURNMENT**

**Bland County**

Sheriff Jason Ramsey  
Eric Workman, **Treasurer**  
Chief Deputy John Mustard (A)  
Rodney L. Ratliff (A)

**Carroll County**

Sheriff Kevin Kemp  
Nathan Lyons  
Chief Dep. Donald Spangler (A)  
Michelle Dalton (A)

**Floyd County**

Sheriff Brian Craig  
Joe D. Turnman  
Chief Deputy Chad Harris (A)  
W. Justin Coleman (A)

**Giles County**

Sheriff Morgan Milliron  
Richard Chidester (**Vice Chair**)  
Todd Martin (A)

**Grayson County**

William Shepley  
Sheriff Richard Vaughan  
Mitch Smith (A)  
Chief Deputy David Ashby (A)

**Pulaski County**

Sheriff Michael Worrell  
John Travis  
Major Daniel Johnson (A)  
Jonathan Sweet (A)

**City of Radford**

Sh. Mark Armentrout, **Chairman**  
Nikki Cumberland  
Major Charlie Burton (A)  
Mr. Joshua Smith (A)

**Wythe County**

Sheriff Keith Dunagan  
Mr. Brian Vaught  
Chief Deputy Charles Foster (A)  
Stephen Bear (A)

**Superintendent**

Gregory P. Winston

**Deputy Superintendent**

John S. Bowman

Tonya Akers, Secretary

**NEW RIVER VALLEY REGIONAL JAIL AUTHORITY**

**November 13, 2020**

**Held at the New River Valley Regional Jail**

**A. CALL TO ORDER:**

The meeting of the New River Valley Regional Jail Authority was called to order at 10:15 a.m. by Chairman Mark Armentrout with ten (10) members and four (4) alternates present.

**MEMBERS PRESENT:**

Bland County:	Sheriff Ramsey; Mr. Workman
Floyd County:	Sheriff Craig
Giles County:	Sheriff Millirons; Mr. Chidester
Grayson County:	Sheriff Vaughan
Pulaski County:	Mr. Travis
Radford City:	Sheriff Armentrout; Ms. Cumberland
Wythe County:	Mr. Vaught

**ALTERNATES PRESENT:**

Grayson County:	Mr. Smith
Pulaski County:	Mr. Sweet
Wythe County:	Mr. Bear; Ch. Dep. Foster

**STAFF & GUESTS PRESENT:**

Superintendent Gregory Winston  
Dep. Superintendent John Bowman  
Mr. Steve Durbin-Sands Anderson  
Mr. Bob Sumner-Citizen  
Candice Johnson-NRVRJ retiree  
Angie Gautier-NRVRJ retiree

**B. ROLL CALL:**

Mrs. Akers called roll and reported a quorum present.

Superintendent Winston recognized Corporal Candice Johnson (22 years of service) and Master Jail Officer Angie Gautier (21 years of service) on their recent retirement from the New River Valley Regional Jail. Their many years of experience and dedicated service to the jail will be greatly missed. Kim Dalton was unable to attend today but was also recognized on her retirement after many years of service in our food service and records department.



**C. APPROVAL OF SEPTEMBER 2020 MINUTES:**

Copies of the Minutes from the September 11, 2020 meeting were mailed to each member. Chairman Armentrout asked if there were any additions or additional corrections to the Minutes as presented.

**Motion:** Sheriff Millirons moved that the September 11, 2020 Minutes be approved as presented. Mr. Workman seconded the motion.

**Action:** The motion passed unanimously.

**D. OLD BUSINESS:**

**E. COMMITTEE REPORTS:**

**Finance Committee:**

Copies of the monthly financials were distributed. Mr. Workman reviewed the report in detail with the group.

**Motion:** On behalf of the Finance Committee, Mr. Workman made the motion to approve the Finance Report as presented.

**Action:** Following a roll call vote, the motion passed unanimously.

**F. SUPERINTENDENT'S REPORT:**

Last year we were engaged with Radford University Carilion School of Health Sciences and their PA's and Nurse Practitioner classes. The students spend time here to receive clinical experience in psychiatry and all of the other types of medicine that we practice here at the jail. We recently received a letter from Ms. Christina Gardner the Program Director announcing that the jail was selected to receive the Outstanding New Clerkship Award recognizing of our outstanding clinical rotation offering and education provided to the students. We also received a second letter recognizing Ms. Mary Cox, NP our full-time Nurse Practitioner here at the jail as she was selected the NP Preceptor of the Year Award. This award was voted on by the PA students for her hard work and assistance that she had provided to them. Superintendent took a minute to thank the entire medical department for their excellent efforts on a daily basis handling a huge variety of medical issues.

### **Operations:**

- Headcount today: 964
- Total days served 30,070
- Average Daily Population: 970
- Average Daily Population for male prisoners: 776
- Average Daily Population for female prisoners: 195
- Number of commitments: 457
- Avg Daily commitments: 15
- Number of releases: 424
- Avg Daily releases: 14

### **COVID Update:**

Superintendent Winston discussed the uptick in COVID cases in our part of the state. Much like the jurisdictions, we're seeing staff members that will have to be out 8-14 days who have been exposed to someone with COVID-19. He discussed the recent announcement that Western Virginia Regional Jail has at least 125 prisoners that are positive for COVID and the health department is doing mass testing today of all WVRJ staff and inmates. At this time, we are not accepting any inmates from or transporting any inmates to WVRJ until further notice. He also gave updates on other surrounding facilities based on the information he's receiving. If any of the jurisdictions have to go pick up inmates from facilities such as WVRJ, River North, Montgomery County, Roanoke County, Salem for court, he encouraged everyone to work with the judges and delay those cases if at all possible. He added that he would let everyone know if he hears of more facilities being affected.

We have had about six positive cases in the last ten days. The true risk to our prisoners is when they leave the jail and being exposed to staff. We encourage our staff to be mindful of their responsibility to maintain social distancing.

Mr. Vaught asked the Superintendent if he could communicate all of this information via email to the group so that they could talk with the judges. Superintendent said that he would send the information out to all of the Sheriff's as well as the judges. He will also send any future outbreak information as he received it.

Fralin Labs is the group that has been providing accurate testing for the jail since late Feb-early March. We were recently notified that they are now one of three official labs for the Commonwealth meaning that they will be receiving test from all over the state. We don't know what that's going to do to our ability to maintain the amount of testing we're doing here. He will send out an email to the judges and everyone know where we stand with that.

### **Inmate Tablets:**

We have finally gotten the tablets for the inmates in the jail. With the exception of attorney visitation, the inmates haven't had any programs or family visitation since March of this year. The tablets will enable inmates to access programs and communicate with their families through a type of email which will help cut down on contraband. The next step is enabling attorneys to be able to visit with their clients via the tablets. As part of our contract, we will have an on-site

dedicated technician and he will be the point of contact for the attorneys to call to set up visitation.

We're currently working out the kinks and will be sending out notices/brochures to all of the localities/jurisdictions/court houses once that is up and going.

**Arbitrage Rebate Calculation:**

We received our five-year arbitrage rebate calculation and we didn't have to pay anything. This won't need to be done again for a few more years.

**Ameresco:**

Our energy savings performance contracting group is currently working on-site. They are putting in lighting and doing plumbing in the back of the jail. Inmates have to be moved periodically throughout the jail to make this happen. We expect the lighting, plumbing and domestic cold water which are our major energy savings components to be completed on time. They're also working on the roof top units and chiller in the back, all at the same time. They haven't made pay application yet but the money is sitting in escrow to pay when they do. Once we receive our first pay application, members will receive an email stating what has been completed and what is being paid for out of escrow. For the months that we meet in person, Supt. Winston will update the group in the meeting.

**Jail Cost Report:**

Superintendent Winston updated the group on the most recent jail cost report. Of all of the jails in the state, our jail is ranked the 4<sup>th</sup> lowest at \$52.85 including debt service at \$63.78. The only ones operating less than us is Northern Neck, Middle River and Piedmont. Historically our jail cost trend has been \$53.78 (2017), \$55.03 (2018) and then this year's cost of \$52.85 (2019). Our local jail funding from this prospective is roughly 42%. We're one of the very lowest jails relying on local funding. So, we have a very high reliance on state funding and a low reliance on local funding. We're certainly in the top 5% of both categories. We're relying as much as we can on state funding which in turn helps maintain a fairly low reliance on the localities to fund the regional jail.

**G. NEW BUSINESS:**

Over the last few months, we've been closely following state legislative level regarding on police reform. From a correctional perspective in budgeting there was a reform initiative passed that increases the amount of good time an inmate receives from 4.5 days to 15 days for every 30 days served based on program participation. The final details are being worked out at this time. The state is also looking to reduce jail funding for per diems at about \$5.1 million to account for this. The assumption is that the inmates that are going to receive the "good time" to receive a shorter sentence and the regional jail will then back fill the state as beds become available. Currently 4,200 state inmates are still in regional jails at this time. Superintendent Winston has been communicating with the Compensation Board and he doesn't feel that the funding will change unless the "real numbers" change.

Also, in the budget language, all regional jail superintendents and their sworn staff and all sheriff offices/constitutional officers were awarded a one time \$500 bonus from the comp board payable

on December 1<sup>st</sup>. It didn't allocate money for locally funded employees which leaves around 30 of our employees that wouldn't be eligible for that bonus. Admin staff went back to the drawing board to look for a way to fund these folks. Annually, we budget for a \$100 bonus for all full-time employees which amounts to \$29,700 to cover that. The cost to extend the comp board's \$500 bonus to everyone would cost around \$19,377 to do so. That money is already in the budget and we would like to use that money to reward all of the staff for that \$500 bonus. Mr. Workman added that the funds are already there but they would just need to be reassigned to be used in that matter.

**Motion:** On behalf of the Finance Committee, Mr. Workman made the motion to reassign and utilize already budgeted funds in addition to comp board funds to award a one-time \$500 bonus to all full-time employees. Sheriff Vaughan seconded the motion.

**Action:** Following a roll call vote, the motion passed unanimously

Superintendent Winston had emailed the board in regards asking the localities to consider contributing some of their CARES Act money to the regional jail for our jail staff. Regional jails are not eligible to receive any CARES Act money on their own and money they receive would have to come from the jurisdictions. Several jurisdictions wanted to add some support but they had limitations on what they could do. Superintendent Winston has been looking for possibilities of how we could save some money and provide some funding without asking the localities for any contribution. He would like to provide the staff with a matching hazard duty payment based upon their months of service during the Coronavirus emergency March-December. They would receive a \$50 per month hazardous duty payment up to \$500 matching the comp board's grant based on their months of service. So, for an employee that worked Mar-Dec, they would receive a one time \$500 payment. To do so would cost us approximately \$102,000 so we've looked for ways to identify money in the budget to cover that. We saved \$83,950 in a bond payment that was overbudgeted for so that money will be credited to our account this fiscal year. Also, there is approximately \$8,500 left over in the money that we had allotted for employee Christmas bonuses. In addition to that we had budgeted a certain amount of money for contract prisoner bed space for revenue. YTD, we're already 333% above that projected revenue in that line item as well. Those three things could completely cover this one-time hazardous duty pay in January without increasing our per diems in any way. It would be of no cost to the Authority but would go a long way in recognizing the staff for the challenges they have faced during this very stressful time. Superintendent Winston respectfully asked that Authority consider doing this for our staff.

**Motion:** On behalf of the Finance Committee and Mr. Workman who stepped out, Sheriff Armentrout made the motion to move forward and award a hazardous duty payout of \$50 per month of service during the COVID-19 emergency from March-December 2020 up to \$500.

Sheriff Vaughan seconded the motion.

**Action:** Following a roll call vote, the motion passed unanimously

At the end of the September meeting, Superintendent Winston was tasked with finding possible ways we could increase our starting salary here at the jail. Currently the comp board pays us \$32,578 per sworn staff member and we in turn pass that on as a starting salary. The Southwest VA Regional Jail is currently paying that as well. Montgomery County is paying \$41,000 which isn't something that we can do. We have so many new officers and so many new supervisors that in order for us to increase our starting pay we're going to have to relieve compression up to the rank of Captain. The cost of compression for us isn't a great as it would normally be because we currently have 40 vacancies. The most affordable number for us would be to raise our starting salary by 4.5% to just sworn staff. While that's still not highly competitive but it's definitely something for sure. We can't afford to relieve compression beyond that number and that would cost about \$160,000. If we do increase starting salaries and relieve compression now that turns into a recurring expense in next year's budget so we have to be mindful of that. We're looking for ways in our current budget to offset that cost without increasing expenditures in a way that it comes back to the localities. We have a budget line item now for pre-existing health conditions. Working with our attorney Mr. Durbin, we were able to come to terms with Carilion that relieved us of the need to pay for pre-existing health conditions freeing up about \$225,000 in our budget. We have the money in this year's budget to pay for the compression relief at no cost to anyone and no change in per diem cost. But the question is in next year's budget we'll have to make up \$120,000 that has to be recovered as we do budget planning for next year and cover the increase to staff. Superintendent Winston is confident that we can do that but we need to wait for the health insurance costs to come to fruition for us. We have done a good job in creating revenue such as housing additional inmates from Bristol, Henry County and Martinsville. There is a cost to increasing the starting salary and he believes we can bear that cost without asking anymore from the localities. Superintendent respectfully asked that the Authority look at our starting salary and try to align what these men and women are being paid for the what they are doing here at the jail.

Sheriff Craig asked how much study had been put into this and had we dug into what the issues were for the folks in the back. Why are they leaving other than just pay? He said that he's spoke to quite a few folks that have left and quite a few folks in his jurisdiction and neighboring jurisdictions of people who work here and it's not just money. There are some other issues going on and needs to be addressed. Sheriff Armentrout said that the money part has been an issue for quite some time. He said that we've been discussing this for 6 months or so and we need to take some action.

After a lengthy discussion and input from several members. Some members had concerns with a possible increase in our employee healthcare costs for next year, the timing as it's the middle of a budget year and also, we're in a pandemic. Mr. Sweet mentioned the possibility of approve a contingent phased in approach to this throughout the remainder of the fiscal year. Basically, see where we are tracking from projected expenditures/revenues to actuals and where we think we're headed next year. He added that the jurisdictions could keep an eye on theirs as well. We could have the intent to phase this compression approach in...not in January but per quarter. So, we can get to the 4.5% but in a more measured approach. That way if anything causes us to change course then we have the ability to do that. Superintendent Winston said he thinks that is wise in terms of planning next year's budget.

After more discussion, the decision was made to table the matter and discuss it further at the January 2021 meeting. Several members voiced their support on working towards a salary increase but would feel better if they could finish up this year and discuss it again at the next meeting. Superintendent Winston will compile some salary increases showing various increments up to 4.5% and send the proposals out to the members prior to the next meeting for review.

**I. OTHER BUSINESS OR INFORMATIONAL ITEMS:**

The January 2021 Authority meeting will be moved from Friday, January 8<sup>th</sup> until **Friday, January 15, 2021**.

Yearly Financial Disclosure forms will be due again January 1<sup>st</sup>. Please send those into the jail via fax at 540-643-2010.

Mr. Workman also mentioned something that came up in a VACORP meeting. Qualified immunity is something that is being discussed. If that passes it will have a dramatic impact on the cost of worker's comp insurance. He said we need to continue to stress to our legislatures that some of these political philosophies that they're trying to push through the General Assembly have a price tag to them.

Chairman Armentrout said there was a need for an executive session and asked if there was a motion from the board. Attorney Steve Durbin said our executive closed session would be held under §2.2-3711. A.1 of the Code of Virginia.

**The purpose of the executive closed session is: Personnel Matters, §2.2-3711. A.1 of the Code of Virginia,** (candidates for employment OR the assignment, appointment, promotion, performance, demotion, discipline, salaries, compensation, resignation of employees).

**Motion:** Sheriff Millirons made the motion to go into executive session for Personnel Matters pursuant to §2.2-3711. A.1. Mr. Smith seconded the motion.

**Action:** Following roll call, the motion passed unanimously.

After a lengthy discussion, the motion was made that the Authority Board come out of closed session.

**Motion:** Mr. Workman made the motion that the board come out of closed session. Sheriff Millirons seconded the motion.

**Action:** Following roll call, the motion passed unanimously.

Chairman Armentrout asked for a motion to certify that only matters permitted under §2.2-3711. A.1 of the Code of Virginia were discussed.

**Motion:** Mr. Workman moved to certify the closed session discussion.  
Mr. Chidester seconded the motion.

**Action:** Following roll call, the motion passed unanimously.

**J. ADJOURNMENT:**

With no further business to discuss, Chairman Armentrout asked for motion to adjourn.

**Motion:** Mr. Workman made the motion to adjourn the meeting.  
Mr. Chidester seconded the motion.

**Action:** The motion passed unanimously.

There being no further business to come before the Authority, Chairman Armentrout adjourned the meeting at 12:41 a.m.

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Chairman Mark A. Armentrout