



**CONSENT CALENDAR**  
**BOARD OF SUPERVISORS**  
**July 13, 2020**

**1. PAYROLL –**

PAYROLL 7/1/2020

COUNTY FUND	\$458,901.23
HIGHWAY SAFETY FUND	\$20,922.89
TOTAL	\$479,824.12

CARROLL COUNTY TREAS	\$636.46
NATIONWIDE RETIREMEN	\$1,615.00
VRS GROUP INS.	\$4,127.21
ANTHEM	\$50,881.50
VRS OPTIONAL LIFE	\$381.70
CARROLL WELLNESS CEN	\$215.50
VRS RETIREMENT	\$9,876.37
VRS RETIREMENT	\$28,425.45
ANTHEM (SOCIAL SERVI	\$15,334.00
CREDIT UNION SOCIAL	\$1,700.50
VRS HYBRID	\$11,196.51
ICMA VRS HYBRID MAND	\$1,611.10
ICMA VOLUNTARY ER MA	\$758.27
LIFE LOCK/YIG ADMN	\$46.74
AMERICAN UNITED LIFE	\$343.30
TEXAS LIFE	\$495.89
AMERICAN UNITED LIFE	\$285.28
TEXAS UNIVERSAL LIFE	\$39.88
AMERICAN HERITAGE	\$602.59
AMWINS GROUP INDEM	\$54.83
AMWINS GROUP	\$272.55
ACCIDEN	
AMWINS CRITICAL ILL	\$196.25
CELL PHONE SHARE PLA	\$145.00
HYBRID EE VOL	\$1,030.60
PR ELECTRONIC TAXPYM	\$14,386.97
PR ELECTRONIC TAXPYM	\$28,992.00
PR ELECTRONIC TAXPYM	\$49,910.60

## 2. PERSONNEL

### Personnel

Fire Rescue – Allison Shockley Changing from Full-Time FF/Paramedic to Part-Time FF/Paramedic, \$15.08 per hour, Effective 06/26/2020

Fire Rescue – Darren Quesenberry – Resigning, Part-Time FF/EMT, Effective 07/10/2020

Fire Rescue – Matthew Coble – Terminated, Full-Time FF/EMT, Effective 07/07/2020, Will Remain on Payroll through July 31, 2020 for payment of wages earned and leave balances.

Farmers Market – Justin Barnard – Transfer from GIS Coordinator/IT Dept to Full-Time Market Technician, Annual Salary - \$33,362.09, Effective 07/01/2020

Farmers Market – Sheila Newman – Transfer from Land Use-Office Technician/Commissioner of Revenue's Dept to Full-Time Office Technician, Annual Salary - \$31,697.05, Effective 07/01/2020

Tourism – Kenneth Miller – Terminated (Unfunded Position), Effective 07/01/2020

Sheriff – Coraima Hernandez – Salary Increase, Effective 07/01/2020, \$35,001 (Court Security)

Sheriff – Arthur Cox – Salary Funding Change, Effective 07/01/2020, From: \$45,541 (Comp Board)/\$918.67 (Hwy Safety)/\$1,370.68 (Court Security) To: \$45,541 (Comp Board)/\$2,289.35 (Hwy Safety)

Sheriff – Ethan Hodge – Salary Funding Change, Effective 07/01/2020, From: \$35,001 (Hwy Safety) To: \$35,001 (Court Security).

Sheriff – Matthew Holland – Salary Funding Change, Effective 07/01/2020, From: \$35,0001 (Court Security) To: \$35,001 (Hwy Safety)

Sheriff – Gaylon King – Salary Funding Change, Effective 07/01/2020, From: \$35,001 (Grant/School Funding) To: \$17,500.50 (Hwy Safety)/\$17,500.50 (School Funding)

Sheriff – Chris Mabry – Salary Funding Change, Effective 07/01/2020, From: \$35,002 (Hwy Safety) To: \$35,002 (Court Security)

Sheriff – Cory Smith – Salary Funding Change, Effective 07/01/2020, From: \$35,001 (Hwy Safety) To: \$35,001 (Court Security)

Sheriff – Thomas Stoneman – Salary Funding Change, Effective 07/01/2020, From: \$35,001 (Hwy Safety) To: \$35,001 (Court Security)

Social Services – Lindsey Hylton – Salary Increase, Effective 07/01/2020, \$35,124

Finance – Felecia Bowman – Salary Increase, Effective 07/01/2020, \$38,000

Building Official/PSA – Concetta Hancock – Salary Increase, Effective 07/01/2020, \$38,000

Increase Full-Time Employee Salaries below \$12.00 per hour to \$12.00 per hour, Effective 07/01/2020

### **3. APPROPRIATIONS**

- a. DMV Stops**
- b. Sheriff – Insurance Recoveries**
- c. Emergency Services**
- d. Sheriff – Surplus**
- e. ATL Reallocation**

COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF MOTOR VEHICLES  
RECEIPTING CENTER



P.O. BOX 27412 RICHMOND, VA 23269-0001

THIS IS YOUR INVOICE. NO OTHER PAYMENT IS RENDERED.

MAKE CHECKS PAYABLE TO DMV

CARROLL COUNTY TREASURER'S OFFICE  
605 PINE ST STE 10  
HILLSVILLE, VA 24343-1463

ACCOUNT NO : 546000192002  
INVOICE DATE : 05/31/2020  
INVOICE DUE DATE : 06/30/2020  
INVOICE NUMBER : 202015200587

PAYMENT MUST BE RECEIVED BY THE INVOICE  
DUE DATE. INVOICES THAT HAVE NOT BEEN  
FULLY PAID BY THE DUE DATE WILL BE  
ASSESSED A ONE TIME ADMINISTRATIVE FEE OF  
\$10.00  
QUESTIONS? CALL (804) 367-6080 OR E-MAIL  
BILLING@DMV.VIRGINIA.GOV  
FOR PAYMENTS VISIT DMVNOW.COM, AND CLICK  
THE ONLINE SERVICES TAB, THEN PAYMENTS AND  
REFUNDS.

CURRENT :	1,725.00
1 TO 30 DAYS PAST DUE :	775.00
31 TO 60 DAYS PAST DUE :	0.00
OVER 60 DAYS PAST DUE :	0.00
DUE THIS INVOICE :	1,725.00
INTEREST INCLUDED :	0.00
CREDIT AMOUNT :	0.00
TOTAL AMOUNT DUE :	2,500.00

CARROLL COUNTY TREASURER'S OFFICE  
ACCOUNT NO : 546000192002  
INVOICE DATE : 05/31/2020  
INVOICE DUE DATE : 06/30/2020  
INVOICE NUMBER : 202015200587

\*\*\* RETURN THIS PORTION WITH YOUR PAYMENT \*\*\*

# Carroll County

Office of the  
Treasurer

Governmental Complex

Suite B, Room 131

605-10 Pine Street

Hillsville VA 24343

Phone: 276.730.3060 or

236.8008

Fax: 276.730.3061

Email: [cctreas@valink.com](mailto:cctreas@valink.com)

Bonita M.  
Williams



July 7, 2020

To: Carroll County Board of Supervisors  
Cellell Dalton, Interim Administrator

## **Appropriation Request: DMV Stops**

I am requesting an Appropriation from Revenue

3-100-018990-0076 - DMV Stop Fees \$1725.00

To Expenditures:

4-100-091500-5998 - DMV Stop Charges \$1725.00

## **Account Payable Request: DMV Stops**

For the issuance of a check payable to DMV/ 4-100--091500-5998 – **Total Due of \$1725.00**

**Account# 546000192002 – Invoice # 202012101232**

Invoice Attached

Bonita M. Williams, Treasurer  
Carroll County VA

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**INTEROFFICE MEMORANDUM**

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**TO:** CELLELL DALTON  
**FROM:** FELECIA BOWMAN  
**SUBJECT:** BUDGET APPROPRIATION  
**DATE:** 7/6/20

I am requesting the approval of a budget appropriation to the Sheriff's Department for a 2017 Ford Explorer. Check was received for \$1,578.97 from VACORP.

Revenue: 3-100-019020-0010 (Insurance Recoveries)

Expenditure: 4-100-31020-5409 (Sheriff- Vehicle Supplies)

Amount: \$1,578.97

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**INTEROFFICE MEMORANDUM**

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**TO:** CELLELL DALTON  
**FROM:** FELECIA BOWMAN  
**SUBJECT:** BUDGET APPROPRIATION  
**DATE:** 7/8/20

I am requesting the approval of a budget appropriation to Carroll Fire & Rescue for a refund check. Check was received for \$91.00 from Municipal Emergency Services

Revenue: 3-100-019020-0099 (Other Recovered Costs)

Expenditure: 4-100-035060-2012 (Uniforms)

Amount: \$91.00



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**INTEROFFICE MEMORANDUM**

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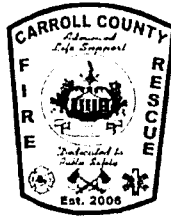
**TO:** CELLELL DALTON  
**FROM:** FELECIA BOWMAN  
**SUBJECT:** BUDGET APPROPRIATION  
**DATE:** 5/26/20

I am requesting the approval of a budget appropriation to the Sheriff's Department for a 1995 Ford F-450 sold as surplus. Check was received for \$5,515 from GovDeals.

Revenue: 3-100-018990-0022 (County Sale Proceeds)

Expenditure: 4-100-31020-5409 (Sheriff- Vehicle Supplies)

Amount: \$5,515.00



***Office of Emergency Services Fire & Rescue***

499 Floyd Pike  
Hillsville, VA 24343

July 8, 2020

To: Cellell Dalton  
Cc: Crystal Adams, Felicia Bowman

From: Gary Bergeron

Mr. Dalton,

I am requesting that the following amounts be reallocated from the FY 20 Aid To Locality fund (Fire Program Fund), line item 32020-7000, and placed in the FY 21 Aid To Locality fund (Fire Program Fund) line item 32020-7000 for the following items requested by the Hillsville, Cana, and Laurel Fork volunteer fire departments. Supporting documentation is attached.

-Hillsville Vol. Fire Dept.: is requesting \$38,007.65 for a Holmatro Extrication-Tool manual to battery powered conversion (that totals \$38381.00).

-CCFR is requesting \$373.35 for the remaining balance of HVFD tool conversion.

-Cana Vol. Fire Dept.: is requesting \$32,775.87 for the purchase of a set of battery powered TNT Extrication tools. (C-Cutter - \$8,554.75; Combination Tool - \$8,858.75; Spreaders - \$9,224.50; Ram - \$6,844.75, for a total purchase of \$33,482.75)

-Laurel Fork Vol. Fire Dept.: is requesting \$18,849.95 for the following fire equipment; QRAc multigas meter - \$4,695.95; Wildland hand tools/saws/hoseline – approx. \$3,400.00; Brush/Wildland gear (full sets for department) - \$4000.00; Holmatro Combination tool conversion - \$6,800.00.

Thank you,

  
Gary Bergeron

July 7, 2020



## BLUE RIDGE RESCUE SUPPLIERS



1273 COLONIAL FORT DR.  
MONTVALE, VIRGINIA 24122  
866-411-9745, 540-947-5701, FAX (540) 947-5700

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June 8, 2020  
Attn: Chief Sowers  
Cana VFD

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Blue Ridge Rescue Suppliers is pleased to submit a quotation on the items and quantities listed below.  
If you have any questions or require any further information please contact us at the number above.

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### TNT Rescue Tools

ESIC-29-D	M28 Volt 7-3/8" C-Cutter	\$8,554.75
EBFCC-28-D	M28 Volt Brute Force Combi Tool	\$8,858.75
ES-100-28-D	M28 Volt 28 Inch Spreader	\$9,224.50

Items above come with 4 batteries and 2 chargers, ram below comes with 2 batteries and one charger.

ETIS-40	M28 Volt 40"ram	\$6,844.75
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Price does not include shipping charges.

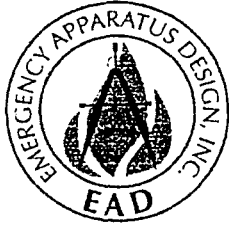
ERRORS IN SIZING MUST BE BROUGHT TO THE DEALERS ATTENTION WITHIN 30 DAYS OF RECEIPT OF GARMENT or BOOTS. AFTERWARDS ANY SIZING ISSUES BECOME THOSE OF THE CUSTOMER. ITEMS MUST BE RETURNED IN NEW CONDITION.

RETURNS OR EXCHANGES SHALL BE MADE IN 30 DAYS. ANY RETURNS OR EXCHANGES AFTER 30 DAYS ARE SUBJECT TO A 20% RESTOCKING FEE. RETURNS AFTER 60 DAYS ARE NOT ALLOWED.

cc: Mike Durham

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Thank you for the opportunity



*Holmatro Rescue Tools*

## EMERGENCY APPARATUS DESIGN, INC.

P.O. BOX 1583  
KERNERSVILLE, NORTH CAROLINA 27285

PHONE (336) 996-3465  
FAX (336) 993-6393

April 1, 2020

**Hillsville Fire Department  
Andy Utt  
115 Fulcher St  
Hillsville, VA 24343**

I have been selling and servicing Holmatro hydraulic rescue tools since 1986. We are the sole source sales and service representative for Holmatro hydraulic rescue tools in North Carolina and Western Virginia for 32 years. A Holmatro dealer service technician is required to attend and complete technical service training classes including hand on repair training at the Holmatro manufacturing facility located in Glen Burnie, Maryland on a bi-annual schedule.

Product reliability and safety is a topic of interest throughout the emergency services community. Holmatro is the only hydraulic rescue tools that have passed the Underwriters Laboratory listing in 1993. The tools are put through a battery of 19 tests; from force load, spreading, cutting, exposure, aging and everything in between.

Holmatro, the dealer network and high information purchasing authorities understand the importance of taking the product, service, customer safety and tool performance to another level. Sole source representation has proven to be an effective and efficient marketing tool for technical products like Holmatro. High information purchasing authorities considers service and product performance a mandatory part of their operation and Holmatro responded to the need.

Please let me know if you need any further help or assistance.

Thanks,

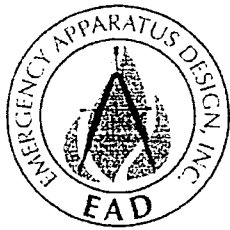
Steve

Travel expenses \$58.50 per hour less discount \$48.50 x 2 =	
Price -----	\$ 97.00
Subtotal of parts, materials, labor and travel	
Price -----	\$ 38,143.00
Shipping inbound from Holmatro	
Price -----	\$ 238.00
Total	
Price -----	\$ 38,381.00

Working with you would be an honor and we would appreciate the business,

Thanks,

Steven M. Idol



*Holmatro Rescue Tools*

## EMERGENCY APPARATUS DESIGN, INC.

P.O. BOX 1583  
KERNERSVILLE, NORTH CAROLINA 27285

PHONE (336) 996-3465  
FAX (336) 993-6393

### QUOTATION

February 12, 2020

Hillsville Fire Department  
Mr. Anthony Marshall  
PO Box 339, 115 Fulcher Street  
Hillsville, Virginia 24343

Thank you for your interest in converting Holmatro 3000 or 4000 series combination tools to the EVO3 battery operated tool technology.

1@ Model 3150 combination tool, serial number #02819, manufactured 08/2005  
1@ Model 3040 combination tool, serial number #00218, manufactured 11/2000  
1@ Model 4242 combination tool, serial number #00941, manufactured 07/2007  
1@ Model 3340 combination tool, serial number #01164, manufactured 08/2001  
1@ Model 4150 combination tool, serial number #00701, manufactured 09/2007  
1@ Model 3340 combination tool, serial number #01163, manufactured 08/2001

6@ #150.052.134 Conversion Kits, Core Technology to EVO3 battery operated tool

Included in each kit:

2@ #151.000.307 28V 6.0 batteries,  
1@ charger (choice of chargers)  
1@ EVO3 carry handle per conversion upgrade

Price \$6,106.00 each x 6 =

Price ----- \$ 36,636.00

Choose 1@ of the following 3 chargers per conversion.

1@ #150.182.208 BCH1 Charger 230V x 28V DC  
1@ #150.182.209 BCH2 Charger 120V x 28V DC  
1@ #150.182.286 BCH3 Charger 12/24V DC

Preventive maintenance parts, service and testing

Price \$138.00 x 6 =

Price ----- \$ 828.00

Labor \$58.50.00 per hour less discount \$48.50 x 12 =

Price ----- \$ 582.00



Date: 4/3/20  
Purchase Order #: 2020-64

## Purchase Order

County of Carroll  
Purchasing Department  
Attn: Felecia Bowman  
605-1 Pine Street  
Hillsville, Va 24343  
Phone: 276 - 730 - 3003 Fax: 276 - 730 - 3193

Tax Exempt #: 54-6001192

Department Name: Hillsville Fire  
Requested by: Keith Schlabach

Vendor Name: Emergency Apparatus Design  
Vendor Address: P.O. Box 1583  
Kernersville, NC 27258

Ship to: 115 Fulcher St.  
Hillsville VA, 24343

Qty	Description	Budget Dept - Acct	Amount
	Holmatro Tool Conversion	32020-7000	\$38,381

State Contract No.

Total: 38,381.00  
Shipping and Handling: -  
Total Purchase Order: 38,381.00

County of Carroll

  
Authorized Signature

1. No substitutions, price increases, changes in quantity, or changes in specifications for items ordered are allowed without written approval by the signing agent of this purchase order.
2. Orders not received within 30 days from the date of this purchase order may be cancelled at any time with no penalty to the purchaser.
3. Payment terms are net 30 days upon receipt and satisfactory inspection of goods and services.