

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

**May Distribution for March 2020 Sales**

<b>Statewide</b>	<b>Amount (\$)</b>
Total Communications Tax	26,358,730.54
Total E-911	2,008,543.37
Total Right-of-Way	1,220,526.55
Sub-total	29,587,800.46
Less: Administration Fee	-28,950.16
Less: Transferred to Deaf and Hard of Hearing	-205,626.28
Sub-total	-234,576.44
Adjustment	0.00
<b>Total Amount Available for Statewide Distribution:</b>	<b>29,353,224.02</b>
<b>Locality: Carroll - 51035</b>	
Locality APA Percentage:	0.241729 %
<b>Total Amount Distributed</b>	<b>70,955.25</b>

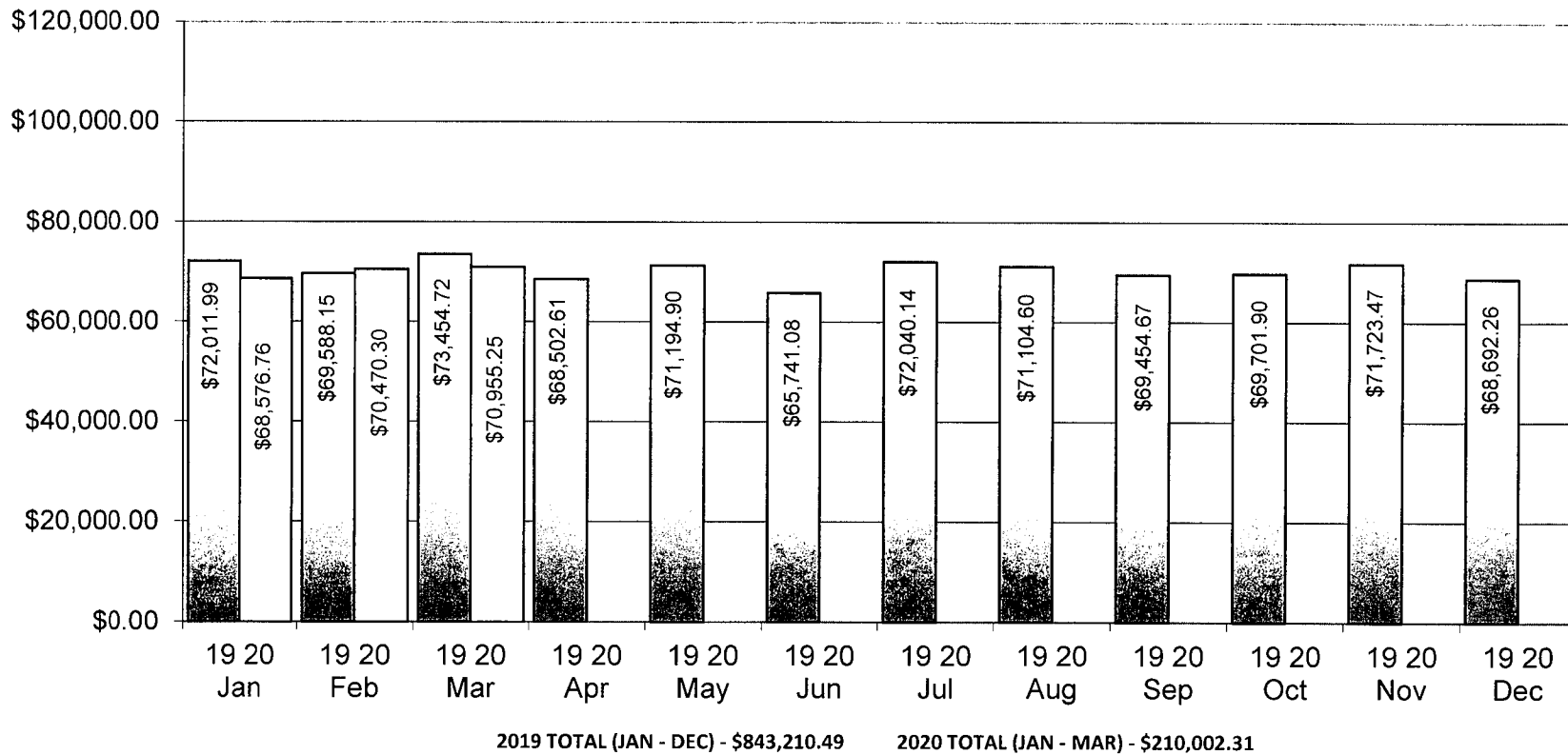
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Additional Information: CONFIDENTIAL TAXPAYER DATA UNDER SECTION 58.1-3 OF  
THE CODE OF VIRGINIA. PENALTIES FOR UNAUTHORIZED DISCLOSURE.----

Submitted 5/13/20 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.





***Crossroads Institute***

**Board of Directors**

**May 20, 2020**

**4:30 PM**

**Agenda:**

**I. Call to Order**

**II. Approval of Agenda and the Consent Agenda**

- Minutes January 15, 2020
- Minutes March 27, 2020 – Executive Committee
- Minutes April 10, 2020 – Executive Committee
- February, March and April 2020 Financials

**III. New Business**

- Fiscal Year 20 - 21 Budget
- Results Call Center
- Rent Change Requests
- Facility Use Fees - Deborah

**IV. Continuing Business**

- First Community Digital Deposit - Deborah
- WCC Construction Update – Dr. Sprinkle
- Update Higher Education Center Foundation Grant – Nicki

**V. Reports:**

- Higher Education Site Manager
- Facilities Manager
- Director

**VI. Board Member Comments**

**VII. Closed Session – None**

**VIII. Adjourn**

**Next Meeting Date: July 15, 2020, 12:00 Noon  
Lunch Provided**

**Crossroads Institute**  
**Board of Directors**  
**January 15, 2020 – 4:30 PM**  
**Crossroads Institute**  
**Galax, Virginia**

**Members Attending:** Kenneth Belton, CHAIR  
Willie Greene  
C. M. Mitchell  
Kelly Poe  
Bill Shepley  
Dean Sprinkle

**Staff Attending:** Brenda Sutherland,  
EXECUTIVE DIRECTOR  
  
Deborah Alexander,  
FACILITIES MANAGER  
  
Nicki Edwards,  
HIGHER EDUCATION CENTER  
SITE MANAGER

**Guest Attending:** Jeremy Hoard, MARKET PRESIDENT – FIRST COMMUNITY BANK

The Board determined the presence of a quorum, and Chairman Kenneth Belton called the meeting to order. C. M. Mitchell moved to approve the consent agenda. Willie Greene seconded the motion, which passed by unanimous vote.

**New Business**

Dr. Dean Sprinkle moved to elect Deborah Alexander as Board Secretary. C. M. Mitchell seconded, and the motion passed with all in favor.

Kelly Poe volunteered to replace Bill Sturgill on the Tenant Application Review Committee. The Board was unanimously in favor and Kelly Poe was appointed to the committee.

The Board unanimously appointed C. M. Mitchell and Deborah Alexander to have check signature authority, replacing Linda Richardson and Bill Sturgill. The following individuals are authorized to sign checks on behalf of Crossroads Rural Entrepreneurial Institute (CREI):

**Brenda R. Sutherland**, Executive Director, CREI

**Deborah A. Alexander**, Facilities Manager, CREI

**C. M. Mitchell**, Mayor, City of Galax, BRCEA

**Kelly E. Poe**, CREI Board Treasurer and Bank Officer, Skyline National Bank

Guest, Jeremy Hoard explained that the Crossroads Institute Board Bylaws require two signatures on checks. First Community Bank charges a fee of \$100 to monitor dual signatures. If Crossroads Institute monitors internally, there is no charge. Dr. Sprinkle made the motion that check signatures be monitored internally, and Bill Shepley seconded the motion. The motion carried with all in favor.

Brenda Sutherland presented to the Board for their review the Crossroads 2019 Electricity Usage.

### **Continuing Business**

Jeremy Hoard with First Community Bank updated the Board on the status of the loan. The preliminary underwriting is complete. Before a formal approval can be completed, the bank needs signatures on the loan application, a beneficial owner must be identified [the individual in the organization who is appointed to sign the loan application], and an environmental checklist must be completed. Brenda circulated copies for Board review. The bank also needs a quote from the insurance company and additional information from the accountant.

The Board agreed unanimously that Brenda Sutherland be appointed to sign the loan application and all other required documents related to the loan. Before closing, First Community Bank will need Crossroads Institute Bylaws and Articles of Incorporation.

Chairman Kenneth Belton expressed his appreciation to Jeremy Hoard.

At the December 11 Board meeting, the Board decided to hire Mr. Joey Marshall to remove trees located on Crossroads property that posed a potential threat to Mark Cummings' property adjacent to Crossroads. Chairman Kenneth Belton reported that all trees and debris have been removed, at a total cost of \$1850, \$200 over the original estimate. C. M. Mitchell thanked Mr. Belton.

Brenda Sutherland provided the Board with an update on the automatic doors that have been installed in the main Crossroads building as well as the Higher Ed Center. Pictures were included in the consent agenda packet. As a licensed electrician, David Burnette made a donation in-kind by doing all the electrical work himself. Brenda thanked the foundation for the grant.

### **Reports**

Higher Education Site Manager, Nicki Edwards, gave the following report:

- Crossroads Institute received the Twin County Community Foundation grant to perform the web conferencing upgrades on the large classrooms. The equipment has been ordered, and the work is scheduled to be completed the last week of February.
- Testing is going strong with two Monday, one today, one Friday and two more next week.
- Nicki and Courtney Conner-Stringer of UVA Wise are planning to use the laptop lab to host a QuickBooks workshop on Saturday, April 18, 9am-4pm. It is unusual to schedule an event like this on a Saturday, but the instructor is a CPA and only had a Saturday available.
- Nicki is planning another Excel day with Intermediate in the morning and Advanced in the afternoon. She is also planning a sphero workshop and a workshop for drones, similar to the robotics workshop offered this past fall that included a day for teachers and a day for students. That worked out very well, so Nicki would like to follow the same formula. She will need to determine if there is enough public school interest, because the homeschool community filled the student session in about twenty minutes.
- Additional workshops in the planning stages are Adverse Childhood Experiences (ACES) and a workshop in collaboration with the Small Business Development Center (SBDC)

on entrepreneurship. Nicki is meeting with Executive Director Mandy Archer and Courtney tomorrow, January 16.

- Nicki met with Terri Gillespie from the Twin County Community Foundation (TCCF) on Friday. Terri, Courtney, and she will collaborate to offer some grant writing events that will benefit the TCCF. Terri Gillespie is working to become a Results Oriented Management and Accountability (ROMA) instructor, and Nicki is hoping to begin using her as an instructor and working more with the TCCF.

Having earlier reported on the automatic doors and electricity, Director Brenda Sutherland gave no further report.

Facilities Manager Deborah Alexander thanked the Board for the opportunity to be a part of the Crossroads organization and gave the following report:

- Facility Use
  - Chief DeWitt Cooper with the Galax Police Department and a regional officer from Brunswick, NC visited today and would like to hold their upcoming officer training at Crossroads. Once the president of the organization gives them the dates, they will be in touch to schedule the training.
  - On October 4, Police Fitness guest speaker Lieutenant Colonel Dave Grossmon conducted an accredited class for law enforcement – “The Bullet Proof Mind”.
  - First time user Southern States held a meeting on October 1.
  - Also on October 1, Twin County Regional Hospital held their Women’s Health Expo with 30 vendors and guest speakers – a very successful turnout.
- Maintenance
  - HVAC Rooftop Unit #12 was replaced October 18 and is working fine.
  - HVAC fall preventative maintenance inspection and service – end of October/early November.
  - Final section of guttering on back of building was replaced in early November.

#### **Board Member Comments**

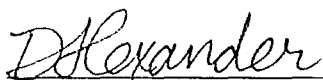
Board Chairman, Kenneth Belton, addressed the building materials belonging to Crossroads, and if they could be sold or used before they deteriorated. Brenda Sutherland will ask David Burnette.

With no further business to address, C. M. Mitchell moved to adjourn, Willie Greene seconded, and the Chairman declared the meeting adjourned at 5:07 p.m.

The next regularly-scheduled meeting date is March 18, 2020 at 4:30 pm.

Respectfully submitted,

Minutes Approved By:



Deborah Alexander  
CREI Board Secretary



Kenneth R. Belton  
CREI Board Chairman

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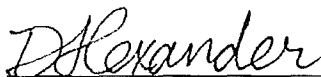
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Respectfully submitted,

Minutes Approved By:



Deborah Alexander  
CREI Board Secretary



Kenneth R. Belton  
CREI Board Chairman

**The Crossroads Institute**  
**Board of Directors Executive Committee Meeting**  
**Friday, March 27, 2020, 8:30 a.m.**

**Attending:** Kenneth Belton, Chairman  
Brenda Sutherland, Executive Director (Staff)  
Deborah Alexander, Secretary and Facilities Manager (Staff)  
C. M. Mitchell, Member-at-Large  
Kelly Poe, Treasurer (attending via telephone)

**Unable to Attend:** Mark Burnette, Vice-Chair

**Others Attending:** Sandy West, Accountant for Squealers Catering (via telephone)

**Purpose of the Meeting:** To discuss a request by Squealers Catering (Crossroads Tenant) to defer May rent or otherwise provide rent relief due to hardships brought on by COVID-19 crisis

Brenda Sutherland relayed to the Executive Committee that Crossroads Tenant Mark Davis of Squealers Catering requests that Crossroads provide assistance, through lowering the rent or deferral of payments, due to business hardships brought on by the COVID-19 crisis.

C. M. Mitchell suggested Crossroads leave the rent amount as-is and Mark could use it as a liability to help qualify for help in the form of the federal economic stimulus package.

The suggestion was made to contact Sandy West, Squealers' accountant, in order to clarify what it is Mark requests or needs. Brenda contacted Ms. West who then participated in the meeting by telephone. Sandy relayed that Mark's business is totally shut down now, and that he needs to defer his payment of rent. He hopes to resume once the stimulus package is approved. Squealers has three part-time employees and so is considered a micro-business (businesses with less than 50 employees) and may not be included in the stimulus package. It will be six to eight weeks before the rollout of the package. Sandy stated that Squealers' rent payments are set up on auto-pay and April has already been released. The Committee asked if Mark could adjust his business to serve individual orders as opposed to catering. Sandy stated that she has looked at this in the past, but there is no cost-effective way for Mark to do individual orders. The Executive Committee ended the call with Sandy West in order to discuss and come to a decision.

The Committee reached a consensus to charge the same amount of rent (\$825) and to defer the May payment with no late fee charged. Mark can pay what he can. The group will reassess in May. Deborah will advise Sandy West of the decision.

Brenda concluded the meeting by announcing that she will meet with Chuck Lacy's office this afternoon to close Crossroads' mortgage loan refinancing deal with First Community Bank. Crossroads' new interest rate is 3.95%.

Respectfully submitted,



Deborah Alexander, Board Secretary

and/or recommendations for other uses. Mr. Collins seconded the motion, which was approved by a 7-0 vote.

### **Meeting/Minutes Improvements**

Mr. Thomas made the motion that the Carroll County Economic Development Authority make the following changes to their meeting practices.

- (1) Citizen's time is always welcomed and encouraged. In addition to presenting in person, citizens who wish to have their comments included in the minutes or who request an action by the board, should also submit those comments/requests in writing.
- (2) Motions made by board members which are other than routine, should provide a copy in writing to the chair.

Mr. Chambers seconded the motion, which was approved by a 7-0 vote.

Ms. McCraw noted other things that were discussed and asked that they be included in the minutes for approval at the June 8 meeting.

- Sediment Pond”.....this topic should document the entire conversation surrounding the motion and approval of granting Mr. Branscome permission to upgrade the sediment pond. While we did decide to allow Mr. Branscome to proceed with the upgrade, there was conversation about notifying Mr. Beamer of the upgrades by Mr. Collins to which Mr. Dalton suggested this be done via a written letter. It was also during this time we discovered a substantial amount of funds that were unaccounted for (nearly \$18,000) from the sell of this property in 2018, in addition to incorrect dates of sale as reflected in recorded documents. This was researched during our meeting and the Carroll County GIS showed that the sell of this property took place in December for \$108,000, when Ms. West's records indicate the sale occurred in February with the EDA only receiving \$90,000. It was also discovered that rent on a piece of property owned by the EDA and leased to VA Produce was also unaccounted. According to this lease, VA Produce is responsible for paying \$2,000 per year beginning in May 2018. Ms. West stated that she had no record of ever receiving a payment from VA Produce meaning the EDA has an approximate amount of \$4,000 (\$6000 in May 2020) unaccounted for.
- “Liddle Adventures Request”.....As the minutes reflect, the approximate cost to repair the pot hole damage was estimated to be \$200. What the minutes do not reflect was that the \$200 estimation was presented to us by Mr. Dalton if county staff repaired the pot hole. So essentially we, as a board, voted to have county staff repair the pot hole damage for an approximate cost of \$200, not just paying \$200 to have the damage repaired.
- The lease agreement for Liddle Adventures states that it “shall continue for a period of six years commencing on the 1st day of January, 2014” meaning the agreement should have been reviewed in January 2020. While the lease does provide a payment schedule until 2025, the agreement has expired and therefore the terminology of “come up soon” is inaccurate.
- In reference to other items that were discussed, the minutes are void of the updates provided by Mr. Dalton in regard to Vanguard and their request to use their incentives during the COVID-19 crisis and their re-opening, as well as, the DHCD grant being currently “put on hold” with an option to potentially receive the grant at a later date, and the invitation to the Board of Supervisors from the EDA to attend our next scheduled meeting for better clarification in regard to the proposal presented by Mr. Rex Hill.

- “Members Time”.....the minutes reflect only one board members comments but I spoke during this time and Mr. Sowers added a comment about collecting rent from the lease agreement mentioned above.
- There is also no mention, at all, in the minutes about the conversations that have been had in reference to VA Produce and the request for a tax rebate. During this particular meeting we were provided information from Mr. Dalton and Fran McPherson defining Machinery and Tools in terms of manufacturing per the Supreme Court. The discussion to follow was a brief debate on whether or not VA Produce should, or should not, receive the rebate as they do not qualify per Supreme Court guidelines.

### **Adjourn**

Mr. Chambers made the motion to adjourn, seconded by Ms. Carter, and approved by a 7-0 vote.

**NOTE: The next regular meeting of the EDA will be held at 5 p.m., Monday, June 8, 2020 at the Carroll County Governmental Complex in Hillsville.**

April 15, 2020

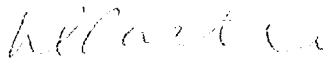
**Appalachian Power Company**

Dear Madam/Sir:

Enclosed is a copy of the following document:

Order for Notice and Hearing, *Application of Appalachian Power Company for a 2020 triennial review of its rates, terms and conditions for the provision of generation, distribution and transmission services*, Case No. PUR-2020-00015 (filed April 13, 2020). A copy of the Application was mailed to you on March 31, 2020.

Sincerely,



William K. Castle  
Director, Regulatory Services VA/TN

Enclosure

## STATE CORPORATION COMMISSION

AT RICHMOND, APRIL 13, 2020

*Document Control Center 04/13/20@8.15 AM*

## APPLICATION OF

## APPALACHIAN POWER COMPANY

CASE NO. PUR-2020-00015

For a 2020 triennial review of its base rates,  
terms and conditions pursuant to § 56-585.1  
of the Code of Virginia

ORDER FOR NOTICE AND HEARING

On March 31, 2020, Appalachian Power Company ("APCo" or "Company") filed an application ("Application") with the State Corporation Commission ("Commission"), pursuant to § 56-585.1 A 3 of the Code of Virginia ("Code") and the Commission's Rules Governing Utility Rate Applications and Annual Informational Filings<sup>1</sup> ("Rate Case Rules"), for a triennial review of the Company's rates, terms and conditions for the provision of generation, distribution and transmission services.<sup>2</sup>

APCo states that, for the combined 2017, 2018 and 2019 test years ("Triennial Earnings Test Period"), the Company earned an 8.24% return on common equity ("ROE") on its

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<sup>1</sup> 20 VAC-5-201-10 *et seq.*

<sup>2</sup> On February 21, 2020, the Company, pursuant to 20 VAC-5-201-10 E of the Commission's Rate Case Rules, filed a Request for Waiver of certain information required by the Rate Case Rules in connection with the Company's Application. The Commission issued an Order Granting Waiver on March 3, 2020, docketing the case; granting the Company's request for waiver of the requirements in Schedules 6 and 7 to provide hard copies of Securities and Exchange Commission Reports and comparative financial statements; granting the Company's request for temporary waiver of 20 VAC 5-201-50 A 6; and granting the Company's request for waiver of the requirement in 20 VAC 5-201-90 that the Company file as part of Schedule 33 information about the costs of individual outages, and requiring the Company to file Schedule 33 in accordance with the protocol developed by the Company and Commission Staff in Case No. PUE-2009-00030. *See Application of Appalachian Power Company, For a 2020 triennial review of its base rates, terms and conditions pursuant to § 56-585.1 of the Code of Virginia*, Case No. PUR-2020-00015, Doc. Con. Cen. No. 200310070, Order Granting Waiver (Mar. 3, 2020).

of APCo's authorized ROE band for the Triennial Earnings Test Period.<sup>8</sup> The Company states that this shortfall in earnings is due to: (1) the recordation of an expense in December 2019 related to the remaining Virginia jurisdictional share (\$88.3 million) of certain coal generating assets that were retired early; (2) the expense of \$32.6 million in costs associated with severe weather events; and (3) the expense of \$33.7 million in costs associated with projects that the Company asserts were necessary to comply with laws and regulations related to coal combustion by-product management.<sup>9</sup> The Company proposes to recover the \$23.6 million earnings shortfall over the three years that rates set in this proceeding will be in effect, *i.e.*, 2021-2023.<sup>10</sup>

Based on the Company's rate year analysis, APCo requests an increase in its annual revenue requirement in the amount of \$65 million – a 5% increase to overall revenues – which includes the \$23.6 million in earnings below 8.72%, the bottom of APCo's authorized ROE band for the Triennial Earnings Test Period.<sup>11</sup> The requested \$65 million increase comprises a \$26.9 million decrease in the generation function and a \$91.9 million increase in the distribution function.<sup>12</sup> The Company states that current rates were set based on a 2010 test year, and it is necessary to reallocate revenue across the generation and distribution functions based on the Company's Class Cost of Service Study.<sup>13</sup> The requested revenue increase also reflects, among

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<sup>8</sup> Application at 7.

<sup>9</sup> *Id.* at 8.

<sup>10</sup> *Id.* at 9.

<sup>11</sup> *Id.*

<sup>12</sup> *Id.*

<sup>13</sup> *Id.*

annually, "as well as a real time reduction to the return on rate base component of the Company's rates through monthly deferral accounting."<sup>20</sup>

For several customer classes, the Company's Application requests approval of various changes to its current rate design, tariffs and terms and conditions of service, which the Company states are needed in order to send better price signals within a customer class, clarify customer obligations and reflect the costs incurred to provide service.<sup>21</sup> These proposed changes include, among other things, the following: (1) an increase in the Residential Basic Service Charge, which collects customer-related fixed costs, from \$7.96 to \$14.00;<sup>22</sup> (2) a new winter heating block rate for residential customers who use more than 1100 kWh per month during the months of December through February;<sup>23</sup> (3) a new optional residential rate schedule, called Schedule Smart Demand or Schedule R.S.-S.D., which would be available to any customer with an installed Advanced Metering Infrastructure ("AMI") meter and which uses a three-part rate structure with a monthly service charge, on-peak and off-peak kWh energy charges, and an on-peak kilowatt demand charge;<sup>24</sup> (4) a new optional residential rate schedule, called Residential Smart Time of Use, or Schedule R.S.-S.T., which would be available to any customer with an installed AMI meter and which uses a three-part rate structure with a monthly service charge, on-

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<sup>20</sup> *Id.* See also Prefiled Direct Testimony of Alex E. Vaughan ("Vaughan Direct") at 12-14.

<sup>21</sup> Application at 16.

<sup>22</sup> *Id.* at 17-18. See also Prefiled Direct Testimony of William K. Castle ("Castle Direct") at 8-9; Prefiled Direct Testimony of Katharine I. Walsh ("Walsh Direct") at 9-16.

<sup>23</sup> Application at 18. See also Castle Direct at 9-10; Walsh Direct at 9-13.

<sup>24</sup> Application at 18-19. See also Walsh Direct at 17-18.



customers into the General Service Schedule.<sup>34</sup> The Company also proposes several changes to its Terms and Conditions to clarify and update policies and provisions, and to make changes to customer fees to reflect the Company's costs, the latter of which would produce approximately \$500,000 in incremental annual revenue.<sup>35</sup>

The Company states that under its proposed residential rate design changes (including the proposed increased Basic Service Charge and new winter heating block rate), residential customers who use less energy would generally see a greater percentage increase than customers who use more energy.<sup>36</sup> The Company states that its proposals would better reflect the underlying cost of service, levelize customers' bills over the year, and reduce the burden on customers who heat their homes with electricity, including a large number of APCo's customers who receive energy assistance.<sup>37</sup> According to the Company, even with the requested revenue increase, customers who use electricity to heat their homes can expect, on average, to experience a decrease in their December – February bills as a result of the proposed residential rate design changes.<sup>38</sup>

Finally, simultaneously with the filing of its Application on March 31, 2020, the Company also filed a Motion for Protective Order along with a proposed protective order requesting that the Commission establish procedures designed to protect from public disclosure the Company's confidential and commercially sensitive information.

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<sup>34</sup> See Walsh Direct at 20.

<sup>35</sup> Application at 22-23. See also Keeton Direct at 5-9.

<sup>36</sup> Application at 10.

<sup>37</sup> *Id.*

<sup>38</sup> *Id.*

pleadings unless it contains confidential information, and require electronic service on parties to this proceeding.

Accordingly, IT IS ORDERED THAT:

(1) All pleadings, briefs, or other documents required to be served in this matter should be submitted electronically to the extent authorized by Rule 5 VAC 5-20-150, *Copies and format*, of the Commission's Rules of Practice and Procedure ("Rules of Practice").<sup>41</sup> Confidential and Extraordinarily Sensitive information shall not be submitted electronically and should comply with 5 VAC 5-20-170, *Confidential information*. For the duration of the COVID-19 emergency, any person seeking to hand deliver and physically file or submit any pleading or other document shall contact the Clerk's Office Document Control Center at (804) 371-9838 to arrange the delivery.

(2) Pursuant to 5 VAC 5-20-140, *Filing and service*, of the Commission's Rules of Practice, the Commission directs that service on parties and the Staff in this matter shall be accomplished by electronic means. Concerning Confidential or Extraordinarily Sensitive Information, parties and the Staff are instructed to work together to agree upon the manner in which documents containing such information shall be served upon one another, to the extent practicable, in an electronically protected manner, even if such information is unable to be filed in the Office of the Clerk, so that no party or the Staff is impeded from preparing its case.

(3) As provided by § 12.1-31 of the Code and 5 VAC 5-20-120, *Procedure before hearing examiners*, of the Commission's Rules of Practice, a Hearing Examiner is appointed to rule on any discovery matters that may arise during the course of this proceeding, including the Company's Motion for Protective Order.

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<sup>41</sup> 5 VAC 5-20-10 *et seq*

On March 31, 2020, Appalachian Power Company ("APCo" or "Company") filed an Application with the State Corporation Commission ("Commission"), pursuant to § 56-585.1 of the Code of Virginia, requesting a triennial review of its rates, terms and conditions for providing generation, transmission, and distribution electric service.

Based on the Company's analysis of 2017-2019, the Company calculates that it earned a return on common equity ("ROE") of 8.24%, or \$23.6 million below the bottom end of its authorized return on equity range. APCo requests an increase of \$65 million in its annual revenue requirement – a 5% increase to overall revenues. Of the \$65 million total, the Company seeks to recover \$23.6 million over the period 2021-2023. The Company states that its requested revenue requirement would result in an increase in residential rates of 6.5% over the rates that are in effect as of March 31, 2020, resulting in a bill of \$120.40 for a residential customer using 1,000 kilowatt-hours ("kWh") of electricity.

The proposed rate increase is based on a proposed ROE of 9.9% and proposed new depreciation rates for certain of the Company's property. APCo also developed the proposed rates using a new class cost-of-service study. The Company's proposed revenue allocation eliminates an interclass subsidy existing in the generation function and allocates distribution function revenues to the classes so that all classes except LPS (Industrial) receive an equal percentage increase of 6.5%. APCo claims that the net effect of its proposed rates is that Industrial rates are unchanged in the aggregate but no longer subsidize other classes with regard to the generation function.

The Company's Application also requests approval of various changes to its current rate design, tariffs and terms and conditions of service, which the Company states are necessary to send better price signals within a customer class, clarify customer obligations and reflect the costs incurred to provide service. Specifically, APCo proposes to increase the Residential Basic Service Charge, which collects fixed customer costs, from \$7.96 per month to \$14.00 per month. The Company also proposes a new residential rate block for those using more than 1,100 kWh per month during December – February.

The Commission entered an Order for Notice and Hearing that, among other things, scheduled a hearing on September 14, 2020, at 1 p.m., in the Commission's second floor courtroom located in the Tyler Building, 1300 East Main Street, Richmond, Virginia 23219, to receive opening statements, testimony, and evidence offered by the Company, respondents, and the Staff on the Company's Application.

The Commission has taken judicial notice of the ongoing public health emergency related to the spread of the coronavirus, or COVID-19, and the declarations of emergency issued at both the state and federal levels. In accordance therewith, all pleadings, briefs, or other documents required to be served in this matter should be submitted electronically to the extent authorized by 5 VAC 5-20-150, *Copies and format*, of the Commission's Rules of Practice and Procedure ("Rules of Practice"). Confidential and Extraordinarily Sensitive information shall not be submitted electronically and should comply with 5 VAC 5-20-170, *Confidential information*. For the duration of the COVID-19 emergency, any person seeking to hand deliver and physically file or submit any pleading or other document shall contact the Clerk's Office Document Control Center at (804) 371-9838 to arrange the delivery.

Pursuant to 5 VAC 5-20-140, *Filing and service*, of the Commission's Rules of Practice, the Commission has directed that service on parties and the Commission's Staff in this matter shall be accomplished by electronic means. Please refer to the Commission's Order for Notice and Hearing for further instructions concerning Confidential or Extraordinarily Sensitive Information.

An electronic copy of the public version of the Company's Application may be obtained by submitting a written request to counsel for the Company, Noelle J. Coates, Esquire, American Electric Power Service Corporation, 1051 East Cary Street, Suite 1100, Richmond, Virginia 23219, or [njcoates@aep.com](mailto:njcoates@aep.com). Interested persons also may download unofficial copies of the public version of the Application and other documents filed in this case from the Commission's website: <http://www.scc.virginia.gov/case>.

On or before September 8, 2020, any interested person may file comments on the Application by following the instructions on the Commission's website: <http://www.scc.virginia.gov/case>. All comments shall refer to Case No. PUR-2020-00015. In light of the

(7) On or before May 14, 2020, the Company shall serve a copy of this Order for Notice and Hearing on the following local officials, to the extent the position exists, in each county, city, and town in which the Company provides service in the Commonwealth of Virginia: the chairman of the board of supervisors of each county; the mayor or manager (or equivalent official) of every city and town; and the county, city, or town attorney. Service shall be made by either personal delivery or first class mail to the customary place of business or residence of the person served.

(8) On or before May 28, 2020, the Company shall file with Joel H. Peck, Clerk, State Corporation Commission, c/o Document Control Center, P.O. Box 2118, Richmond, Virginia 23218-2118, proof of the notice and service required by Ordering Paragraphs (6) and (7), including the name, title, and address of each official served.

(9) On or before September 8, 2020, any interested person may file comments on the Application by following the instructions on the Commission's website: <http://www.scc.virginia.gov/case>. All comments shall refer to Case No. PUR-2020-00015. In light of the ongoing public health emergency related to the spread of COVID-19, the Commission will subsequently schedule, to the extent practicable, oral public comment in this matter to be noticed via Commission order and accompanying news release.

(10) On or before June 23, 2020, any person or entity wishing to participate as a respondent in this proceeding may do so by filing a notice of participation. Such notice of participation shall include the email addresses of such parties or their counsel. The respondent simultaneously shall serve a copy of the notice of participation on counsel to the Company. Pursuant to 5 VAC 5-20-80 B, *Participation as a respondent*, of the Commission's Rules of Practice, any notice of participation shall set forth: (i) a precise statement of the interest of the

(15) Any documents filed in paper form with the Office of the Clerk of the Commission in this docket may use both sides of the paper. In all other respects, except as modified by Ordering Paragraph (1), all filings shall comply fully with the requirements of 5 VAC 5-20-150, *Copies and format*, of the Commission's Rules of Practice.

(16) The Commission's Rule of Practice 5 VAC 5-20-260, *Interrogatories to parties or requests for production of documents and things*, shall be modified for this proceeding as follows: responses and objections to written interrogatories and requests for production of documents shall be served within seven (7) calendar days after receipt of the same. In addition to the service requirements of 5 VAC 5-20-260 of the Rules of Practice, on the day that copies are filed with the Clerk of the Commission, a copy of the interrogatory or request for production shall be served electronically, or by facsimile, on the party to whom the interrogatory or request for production is directed or the assigned Staff attorney, if the interrogatory or request for production is directed to the Staff.<sup>42</sup> Except as modified herein, discovery shall be in accordance with Part IV of the Commission's Rules of Practice, 5 VAC 5-20-240 *et seq.*

(17) This matter is continued.

A COPY hereof shall be sent electronically by the Clerk of the Commission to all persons on the official Service List in this matter. The Service List is available from the Clerk of the Commission.

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<sup>42</sup> The assigned Staff attorney is identified on the Commission's website, <http://www.scc.virginia.gov/case>, by clicking "Docket Search," then clicking "Search by Case Information," and entering the case number, PUR-2020-00015 in the appropriate box.

The Carroll County Economic Development Authority held its regular monthly meeting on Monday, May 4, 2020 at the Carroll County Governmental Complex in Hillsville.

Members present: Chairman Ricky Thomas, Vice-Chairman Richard Sowers, Ronnie Collins, Larry Edwards, Mandi McCraw, Kay Carter and Secretary Larry Chambers.

Also, Cellell Dalton, interim county administrator.

### **Citizens Time**

No citizen attended the meeting to address the board.

### **Minutes**

Mr. Collins made the motion to approve the minutes of the March 2, 2020 meeting as presented. Mr. Edwards seconded the motion, which was approved by a 7-0 vote.

### **Claims Report**

Ms. West, by telephone intercom, presented claims for payment. Mr. Chambers made the motion to approve the claims. Mr. Sowers seconded the motion and approved by a 7-0 vote.

### **Treasurer's Report**

Mr. Edwards made the motion to approve the treasurer's report presented by Ms. West. Mr. Collins seconded the motion and approved by a 7-0 vote.

### **Lowes Payment**

After discussion, Ms. McCraw made the motion to approve a payment to Lowes Home Improvement of \$37.99 for a light fixture for the Carroll County Child Care Center.

The bill was questioned and held out for payment at the March EDA meeting to make sure that the county owed the bill.

Mr. Collins seconded the motion, which was approved by a 7-0 vote.

### **Closed Meeting**

Upon a motion by Mr. Collins seconded by Ms. Carter and approved by a 7-0 vote, the Authority entered into a closed session pursuant to Virginia Code Section 2.2-3711 (Section A.5) for Economic Development).

### **Certification**

On a motion by Mr. Chambers, seconded by Mr. Edwards and approved by a 7-0 vote, the EDA returned to regular session and adopted the following resolution.

WHEREAS, the Carroll County Economic Development Authority convened a Closed Session on May 4, 2020, pursuant to an affirmative recorded vote and on the motion to close the meeting in accordance with the Virginia Freedom of Information Act;

WHEREAS, Section 2.2-3711 (D) of the Code of Virginia requires a certification by the Board of Directors that such Closed Session was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Carroll County Economic Development Authority hereby certifies that, to the best of each member's knowledge, (I) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the Closed Session to which this certification applies, and (II) only such business matters as were identified in the motion by which this Closed Session was convened were heard, discussed, or considered in the meeting to which this certification applies.

### **Appalachian Natural Gas**

A summary of the Appalachian Natural Gas Distribution Co. utility plant in Carroll County as of March 31, 2020, was provided to the EDA board to review.

### **Sediment Pond**

After discussion, Mr. Sowers made the motion to allow Donald Branscome temporary access to use and make improvements to the sediment pond on parcel 82-A – 42-A in the Carroll County Industrial Park. Mr. Edwards seconded the motion, which was approved by a 6-1 vote, with Mr. Collins voting no.

### **Liddle Adventures Request**

An EDA Property Maintenance Request was received requesting that potholes in the parking lot at the child care center be fixed at a cost of approximately \$200. Mr. Edwards made the motion to approve the request, seconded by Ms. McCraw and approved by a 7-0 vote.

Since the contract with the child care center will come up soon, Mr. Thomas asked Ms. McCraw to take a look at the lease. He said she could also pick another EDA member to assist her.

The EDA also discussed several different things in new business, including Vanguard, the DHCD processing facility grant, a list of EDA goals and other things proposed by Sulphur Springs Supervisors Rex Hill and approved by the Carroll County Board of Supervisors.

### **Members Time**

Mr. Collins said citizens were asking him a lot of questions about county property and some of the deals being made.

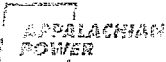
Concerning live streaming of EDA meetings, Mr. Collins made the motion to start live streaming the meetings, beginning with the June 8 meeting. Mr. Chambers seconded the motion, which was approved by a 7-0 vote.

### **EDA Study On Property**

Mr. Thomas made the motion that Larry Edwards and Richard Sowers be appointed to study the property holdings of the EDA, and to present a report to the EDA during the regular scheduled meeting in December 2020. This report should contain the status for potential economic development







Non-Payment/Return Mail:  
PO BOX 24401  
CANTON, OH 44701-4401

Amount due on or before **\$11.35**  
April 6, 2020

Bill mailing date is Mar 16, 2020  
Account #024-044-048-0-4

SERVICE ADDRESS: CARROLL COUNTY ADM, EXPANSION DR, HILLSVILLE, VA 24343

CY 12



007606 7443086 000 01 001

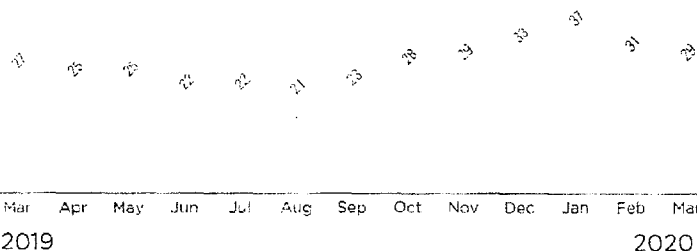


CARROLL COUNTY ADM  
ACCOUNTS PAYABLE-IND PARK SIGN  
605 PINE ST STE 1  
HILLSVILLE VA 24343-1463

### Notes from APCO:

Make this bill the last one sent in the mail! Go paperless and get email alerts when your bill is ready. Sign up at [AEPaperless.com](http://AEPaperless.com)!

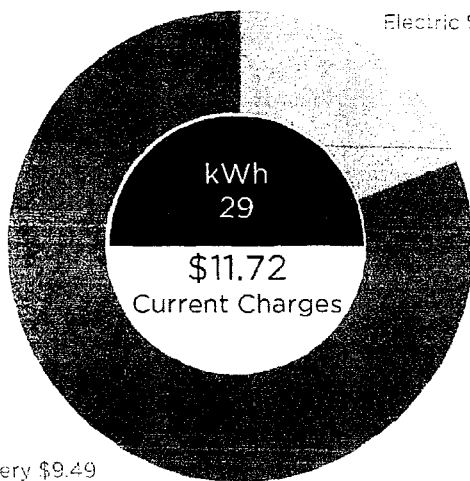
### Usage History (kWh):



### Current bill summary:

Billing from 02/16/20 - 03/16/20 (30 days)

SIGN AT 77



Electric Service \$2.23

### Methods of Payment

[appalachianpower.com](http://appalachianpower.com)

PO Box 371496  
Pittsburgh, PA 15250-7496

1-800-611-0964 (fee may apply)

### Need to get in touch?

RECEIVED 3-24-20 Customer Operations Center: 1-800-956-4237  
APPROVED BY RAD Outages: [appalachianpower.com/outages](http://appalachianpower.com/outages)  
or 1-800-956-4237

LINE ITEM CODE  
FOR PAYMENT

EDA

Please tear on dotted line.

Turn over for important information!

Thank you for your prompt payment. Please include your account number on your check and return this stub with your payment.

CARROLL COUNTY ADM, EXPANSION DR, HILLSVILLE, VA 24343



Non-Payment/Return Mail:  
PO BOX 24401  
CANTON, OH 44701-4401

Account #024-044-048-0-4  
CARROLL COUNTY ADM

Amount due on or before **\$11.35**  
April 6, 2020

Payment Amount \$

Pay \$11.52 after 04/06/2020

Make check payable and send to:  
APPALACHIAN POWER  
PO BOX 371496  
PITTSBURGH, PA 15250-7496

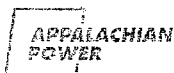


☐ The Neighbor to Neighbor program helps disadvantaged customers pay their electric bill. I want to help my payment reflects my gift of \$\_\_\_\_\_

0000011350000011520100000000000240440480416031504012900002

07606 7443086 015127 035253 000110002

07606 7443086 015127 035253 000110002



Non-Payment/Return Mail:  
PO BOX 24401  
CANTON, OH 44701-4401

SERVICE ADDRESS: CARROLL CO BD OF SUP, FLOYD PIKE, HILLSVILLE, VA 24343

Amount due on or before April 16, 2020 **\$26.62**

Bill mailing date is Mar 26, 2020  
Account #021-527-128-0-4

*includes open bal from February*

CY 20

### Notes from APCO:

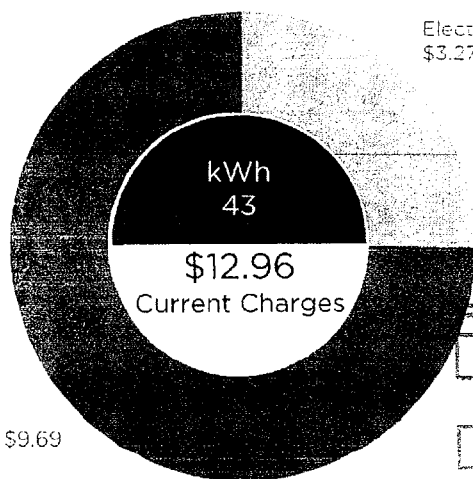
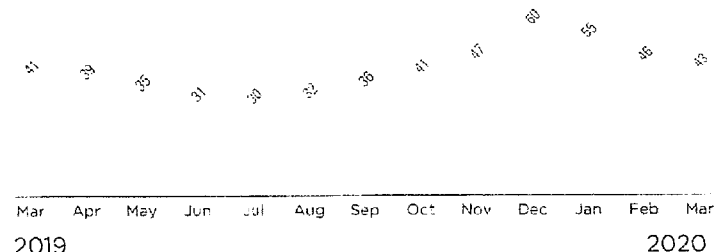
Make this bill the last one sent in the mail! Go paperless and get email alerts when your bill is ready. Sign up at AEPpaperless.com!

CARROLL CO BD OF SUP  
ACCOUNTS PAYABLE  
605 PINE ST STE 1  
HILLSVILLE VA 24343-1463

### Usage History (kWh):

### Current bill summary:

Billing from 02/27/20 - 03/26/20 (29 days)



### Methods of Payment

appalachianpower.com  
PO Box 371496  
Pittsburgh, PA 15250-7496  
1-800-611-0964 (fee may apply)

### Need to get in touch?

Customer Operations Center: 1-800-956-4237  
Outages: appalachianpower.com/outages  
or 1-800-956-4237

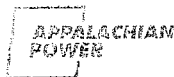
RECEIVED GOODS  
93-31-20  
APPROVED BY  
R.D.  
LINE ITEM CODE  
FOR PAYMENT  
EDA

Please tear on dotted line.

Turn over for important information!

Thank you for your prompt payment. Please include your account number in your check and return this stub with your payment.

CARROLL CO BD OF SUP, FLOYD PIKE, HILLSVILLE, VA 24343



Non-Payment/Return Mail:  
PO BOX 24401  
CANTON, OH 44701-4401

Account #021-527-128-0-4  
CARROLL CO BD OF SUP

Amount due on or before April 16, 2020 **\$26.62**

Payment Amount \$

Pay \$27.01 after 04/16/2020

Make check payable and send to:  
APPALACHIAN POWER  
PO BOX 371496  
PITTSBURGH, PA 15250-7496



☐ The Neighbor to Neighbor program helps disadvantaged customers pay their electric bill. I want to help. My payment reflects my gift of \$\_\_\_\_\_

0000026620000027010100000000000215271280426032704020900004

10/01/2019 10:00:00 AM 10/01/2019 10:00:00 AM

APPALACHIAN  
POWER

Non-Payment/Return Mail:  
PO BOX 24401  
CANTON, OH 44701-4401

Amount due on or before **\$10.19**  
April 6, 2020

Bill mailing date is Mar 16, 2020  
Account #025-874-308-0-8

SERVICE ADDRESS: CARROLL CO BD OF SUP, EXPANSION DR, HILLSVILLE, VA 24343

CY 12



010821 7443086 000 02 001

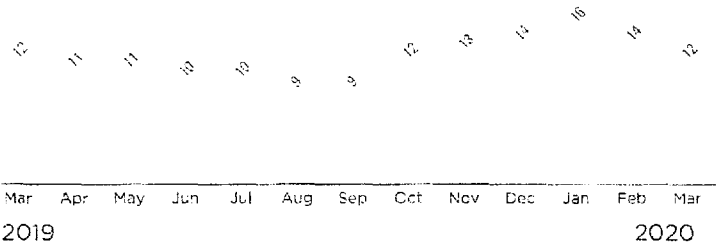


CARROLL CO BD OF SUP  
ATTN: RICKY DOWDY  
605 PINE ST STE 1  
HILLSVILLE VA 24343-1463

### Notes from APCO:

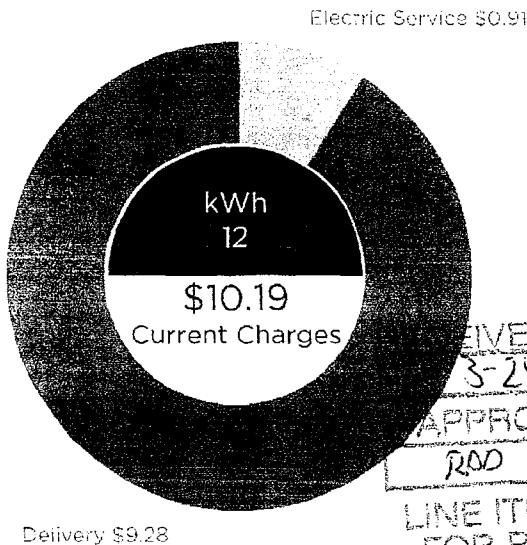
Make this bill the last one sent in the mail! Go paperless and get email alerts when your bill is ready. Sign up at AEPaperless.com!

### Usage History (kWh):



### Current bill summary:

Billing from 02/16/20 - 03/16/20 (30 days)



### Methods of Payment

appalachianpower.com  
PO Box 371496  
Pittsburgh, PA 15250-7496  
1-800-611-0954 (fee may apply)

### Need to get in touch?

Customer Operations Center: 1-800-956-4237  
Outages: appalachianpower.com/outages  
or 1-800-956-4237

Please tear on dotted line

Turn over for important information!

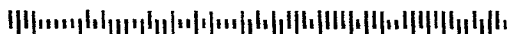
Thank you for your prompt payment. Please include your account number on your check and return this stub with your payment.

CARROLL CO BD OF SUP, EXPANSION DR, HILLSVILLE, VA 24343

APPALACHIAN  
POWER

Non-Payment/Return Mail:  
PO BOX 24401  
CANTON, OH 44701-4401

Make check payable and send to:  
APPALACHIAN POWER  
PO BOX 371496  
PITTSBURGH, PA 15250-7496



Account #025-874-308-0-8  
CARROLL CO BD OF SUP

Amount due on or before **\$10.19**  
April 6, 2020

Payment Amount \$

Pay \$10.34 after 04/06/2020

The Neighbor to Neighbor program helps disadvantaged customers pay their electric bill. I want to help. My payment reflects my gift of \$\_\_\_\_\_

0000010190000010340100000000000258743080816031504012900007



Non-Payment/Return Mail:  
PO BOX 24401  
CANTON, OH 44701-4401

Amount due on or before **\$61.87**  
April 16, 2020

Bill mailing date is Mar 26, 2020  
Account #029-330-410-0-2

SERVICE ADDRESS: CARROLL CO BD OF SUP, E GRAYSON ST, HILLSVILLE, VA 24343



010412 7475699 000 02 001

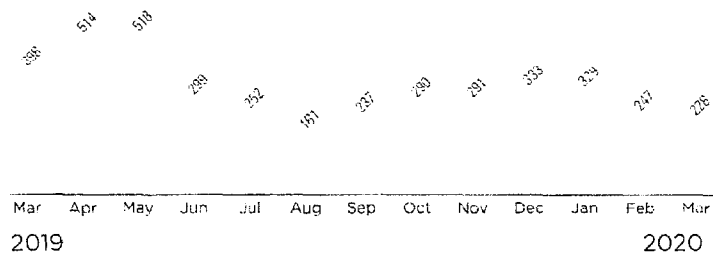


CARROLL CO BD OF SUP  
605 PINE ST STE 1  
HILLSVILLE VA 24343-1463

### Notes from APCO:

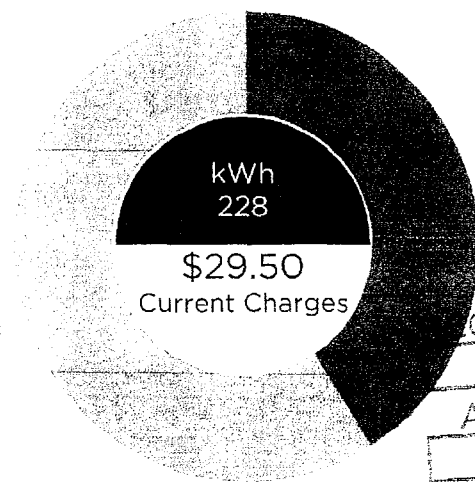
Make this bill the last one sent in the mail! Go paperless and get email alerts when your bill is ready. Sign up at AEPaperless.com!

### Usage History (kWh):



### Current bill summary:

Billing from 02/27/20 - 03/26/20 (29 days)



Delivery  
\$12.11

### Methods of Payment

appalachianpower.com  
PO Box 371496  
Pittsburgh, PA 15250-7496  
1-800-611-0964 (fee may apply)

### Need to get in touch?

Customer Operations Center: 1-800-956-4237  
Outages: appalachianpower.com/outages  
or 1-800-956-4237

Please tear on dotted line.

Turn over for important information!

Thank you for your prompt payment. Please include your account number on your check and return this stub with your payment.

CARROLL CO BD OF SUP, E GRAYSON ST, HILLSVILLE, VA 24343



Non-Payment/Return Mail:  
PO BOX 24401  
CANTON, OH 44701-4401

Account #029-330-410-0-2  
CARROLL CO BD OF SUP

Amount due on or before **\$61.87**  
April 16, 2020

Payment Amount \$

Pay \$62.78 after 04/16/2020

Make check payable and send to:  
APPALACHIAN POWER  
PO BOX 371496  
PITTSBURGH, PA 15250-7496



☐ Use Neighbor to Neighbor program  
helps disadvantaged customers pay  
their electric bill. I want to help. My  
payment reflects my gift of \$

0000061870000062780100000000000293304100226032704020900005

B416-APCO-VA 0005-1 B416-0001-W



Non-Payment/Return Mail:  
PO BOX 24401  
CANTON, OH 44701-4401

Amount due on or before **\$476.73**  
April 21, 2020

Bill mailing date is Mar 31, 2020  
Account #025-772-952-0-3

SERVICE ADDRESS: CARROLL CO BOARD OF SUPERVISORS, N MAIN ST, HILLSVILLE, VA 24343

CY 31



002768 7492231 000 01 001



CARROLL CO BOARD OF SUPERVISORS  
ACCOUNTS PAYABLE  
605 PINE ST STE 1  
HILLSVILLE VA 24343-1463

### Notes from APCO:

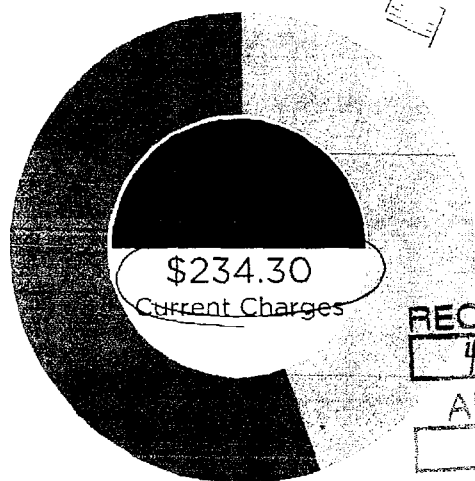
Make this bill the last one sent in the mail! Go paperless and get email alerts when your bill is ready. Sign up at [AEPpaperless.com](http://AEPpaperless.com)!

### Current bill summary:

Billing from 03/01/20 - 03/31/20 (31 days)



Know what's below.  
**Call before you dig.**



### Methods of Payment

[appalachianpower.com](http://appalachianpower.com)

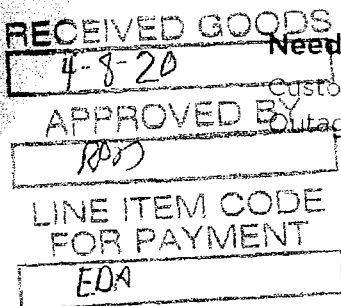
PO Box 371496  
Pittsburgh, PA 15250-7496

1-800-611-0964 (fee may apply)

### Need to get in touch?

Customer Operations Center: 1-888-710-4237

Outages: [appalachianpower.com/outages](http://appalachianpower.com/outages)  
or 1-800-956-4237

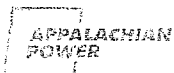


Please tear on dotted line.

Turn over for important information!

Thank you for your prompt payment. Please include your account number on your check and return this stub with your payment.

CARROLL CO BOARD OF SUPERVISORS, N MAIN ST, HILLSVILLE, VA 24343



Non-Payment/Return Mail:  
PO BOX 24401  
CANTON, OH 44701-4401

Make check payable and send to:  
APPALACHIAN POWER  
PO BOX 371496  
PITTSBURGH, PA 15250-7496



Account #025-772-952-0-3  
CARROLL CO BOARD OF SUPERVISORS  
Amount due on or before **\$476.73**  
April 21, 2020

Payment Amount\* **\$476.73**

Pay \$483.77 after 04/21/2020

The Neighbor to Neighbor program helps disadvantaged customers pay their electric bill. I want to help. My payment reflects my gift of \$\_\_\_\_\_

00004767300004837701000000000000257729520331033004031900006

8416-0001-W

**CARROLL COUNTY PSA**605-2 PINE STREET  
HILLSVILLE, VA 24343  
276-730-3170**PLEASE REMIT THIS STUB  
WITH PAYMENT**

RECEIVED GOODS

3-30-20

APPROVED BY

PND

LINE ITEM CODE  
FOR PAYMENT

EDS

BOARD OF SUPERVISORS  
605-1 PINE STREET  
HILLSVILLE, VA 24343

DUE DATE	ACCOUNT NUMBER
4/20/2020	00005472
AFTER DUE DATE	BY DUE DATE
\$43.50	\$39.72

**AMOUNT  
DUE**SERVICE  
ADDRESS ▶

CANA RESCUE FANCY GAP HWY

KEEP THIS PORTION FOR YOUR RECORDS

**CARROLL COUNTY PSA**  
276-730-3170605-2 PINE STREET  
HILLSVILLE, VA 24343

ACCOUNT NUMBER		DATE BILL MAILED
00005472		03/25/2020
PRESENT READING	PREVIOUS READING	UNITS USED
113800	113800	
SERVICE FROM	SERVICE TO	DAYS USED
2/19/2020	3/19/2020	29
PSA OFFICE DOORS ARE LOCKED, BUT STAFF IS AVAILABLE BY CALLING 276-730-3170.		

SERVICE ADDRESS	DUE DATE
CANA RESCUE FANCY GAP HWY	4/20/2020
DESCRIPTION	AMOUNT DUE
WATER	\$18.90
Penalties	\$1.89
Previous Balance	\$18.93
AFTER DUE DATE	BY DUE DATE
\$43.50	\$39.72

**AMOUNT  
DUE**

P.O. Box 1319  
Charlotte, NC 28201-1319

Page: 1 of 4  
Bill Date: Mar. 09, 2020

*includes previous balance*

Previous Balance	Payments	Adjustments Credits	Current Charges
106.36	53.18 CR	0.00	53.18
<b>Payment Summary</b>			
Previous Balance			106.36
Payment by check received on FEB 15			53.18 CR
<b>Balance</b>			<b>53.18</b>
<b>Adjustments/Credits Summary</b>			
Adjustments to Previous Balance			0.00
<b>Total Adjustments</b>			<b>0.00</b>
<b>Current Charge Summary</b>			
Monthly Charges			45.58
One-Time Charges			0.00
Usage Charges			0.00
Discount			0.00
Adjustments			0.00
Taxes, Fees, and Surcharges			7.60
<b>Total Current Charges</b>			<b>53.18</b>
<b>Due Date</b>	<b>Apr. 06, 2020</b>	<b>Amount Due</b>	<b>106.36</b>

Just a friendly reminder that your account is past due. If you have already made your payment, thank you for bringing your account up to date.

## IMPORTANT NEWS

*Day Care Alarm*

RECEIVED GOODS  
3-26-20  
APPROVED BY  
DD  
LINE ITEM CODE  
FOR PAYMENT  
ED

\*\*\*PLEASE FOLD, TEAR HERE AND RETURN THIS PORTION WITH YOUR PAYMENT\*\*\*

FOR CHANGE OF ADDRESS OR PAYMENT AUTHORIZATION:

☐ Please check here and complete reverse. Thank You.

D

Account Number: 446941831  
Amount Due By Apr. 06, 2020 106.36

62201000 C7 RP 08 20200308 NNNNNNNY 0006313 0023

CARROLL COUNTY BOARD OF SUPERVISOR  
ATTN: ATTN RICKY DOWDY  
605 PINE ST STE 1  
HILLSVILLE VA 24343-1463

CenturyLink  
P.O. Box 1319  
Charlotte, NC 28201-1319



000044694183170000000053182000000000030920000001063613000000



[illegible]

# Loan Billing Statement

5 YR. ADJUSTABLE RATE MORTGAGE Loan 8130105

Loan Summary			
Collateral/Property:	2.4 AC & CANA VOLUNTEER RESCUE SQUAD BUILDING,	15607 FANCY	
Credit Limit:	Interest Accrued From:	03/01/2020	
Available Credit:	Interest Accrued Thru:	04/30/2020	
Maturity Date:	10/01/2037	Principal Due:	431.10
Activity This Period		Interest Due:	951.82
Principal Paid:	1,771.60	Total Payment Due:	1,382.92
Interest Paid:	994.24	Payment Due Date:	05/01/2020

Add additional late charge of 69.14 if no payment is received by 05/11/2020

Interest Paid 2020: 1,660.56

Today's Abacus Business Solutions, Inc

PO Box 129  
Hillsville, VA 24343

# Invoice

Date	Invoice #
3/31/2020	033120

Bill To
Carroll County IDA 605-1 Pine St Hillsville, VA 24343

Terms

Description	Amount
Professional Services for the Month of Mar	387.50
<b>Customer Total Balance</b>	<b>\$387.50</b>
<b>Total</b>	
\$387.50	

Today's Abacus Business Solutions, Inc

PO Box 129  
Hillsville, VA 24343

# Invoice

Date	Invoice #
4/30/2020	043030

Bill To
Carroll County IDA 605-1 Pine St Hillsville, VA 24343

Terms

Description	Amount
Professional Services for the Month of Apr	270.00
<b>Customer Total Balance</b>	<b>\$657.50</b>
<b>Total</b>	
\$270.00	

Carroll County EDA  
March/April 2020 Change in Funds Balance

	Current Budget	Current Actual	YTD Budget	YTD Actual
<b>Beginning Funds Balance</b>				
Operating Capital	231,286.93	897,345.03	231,286.93	897,345.03
Restricted Funds	215,914.29	215,914.29	215,914.29	215,914.29
<b>Total Beginning Funds Balance</b>	<b>447,201.22</b>	<b>1,113,259.32</b>	<b>447,201.22</b>	<b>1,113,259.32</b>
<b>Income</b>				
Vanguard	35,186.00	17,593.00	175,930.00	158,337.00
New River Polymers			11,326.62	11,326.62
Liddle Tykes	1,500.00	1,500.00	6,000.00	5,000.00
Guyann Property			-	-
Holiday Trees	2,209.86	1,104.93	11,049.30	9,944.37
Loan Proceeds			-	-
CC for fire truck	5,094.00	5,094.00	25,470.00	10,188.00
Carroll County Public Schools	56,356.00	28,178.00	281,780.00	253,602.00
CCGC payment			386,807.08	386,807.08
State reimbursements	5,000.00	5,000.00	142,000.00	142,000.00
VA Reimbursement			-	-
Sale of Property			-	660,309.33
ANG			-	9,702.71
<b>Total Income</b>	<b>105,345.86</b>	<b>58,469.93</b>	<b>1,040,363.00</b>	<b>1,647,217.11</b>
		check--->	1,040,363.00	1,647,217.11
<b>Expenses</b>				
Advertising	30.00		270.00	116.00
Audit/Accounting Fees	1,300.00	6,800.00	11,700.00	11,771.25
Bank fees	65.00	40.00	585.00	200.00
Facilities & Equip R&M	1,500.00	319.80	13,500.00	4,721.36
Operations	550.00	513.34	4,950.00	1,150.35
Legal Fees	3,500.00		31,500.00	-
Insurance	720.00		6,480.00	14,992.00
Postage and supplies	35.00		315.00	-
Incentives			-	-
			-	-
<b>Total Expenses</b>	<b>7,700.00</b>	<b>7,673.14</b>	<b>69,300.00</b>	<b>32,950.96</b>
<b>Net Income</b>	<b>97,645.86</b>	<b>50,796.79</b>	<b>971,063.00</b>	<b>1,614,266.15</b>

Carroll County EDA  
March/April 2020 Change in Funds Balance

	Current Budget	Current Actual	YTD Budget	YTD Actual
<b>Debt Payments</b>				
Skyline Mini Pumper			-	-
USDA CCHS	46,512.00	46,512.00	232,560.00	232,560.00
USDA Bus Loan	9,844.00	9,844.00	49,220.00	49,220.00
USDA Fire Truck Loan	5,094.00	5,094.00	25,470.00	25,470.00
Repay Fire Truck receipt			220,000.00	220,000.00
Carroll County Building Note	22,572.22	11,286.11	112,861.10	101,574.99
Bank of Floyd Cana Rescue	2,765.84	1,382.92	13,829.20	12,446.28
CCGC			386,807.08	386,807.08
VA Tobacco Commission			254,501.00	274,501.00
<b>Total Debt Payments</b>	<b>86,788.06</b>	<b>74,119.03</b>	<b>1,295,248.38</b>	<b>1,302,579.35</b>
			-	-
Investments in Capital Assets			-	-
Vanguard improvements			-	3,994.12
			-	-
To be reimbursed			-	-
			-	-
<b>Total Investments in Capital Assets</b>		-	-	<b>3,994.12</b>
			-	3,994.12
<b>Reserves</b>				
USDA CCHS	4,651.20	4,651.20	23,256.00	23,256.00
<b>VA Tobacco (VPC)</b>			-	-
<b>Total Reserves</b>	<b>4,651.20</b>	<b>4,651.20</b>	<b>23,256.00</b>	<b>23,256.00</b>
		check--->	23,256.00	23,256.00
<b>Ending Funds Balance</b>				
Operating Capital	237,493.53	869,371.59	237,493.53	869,371.59
<b>Total Ending Funds Balance</b>	<b>237,493.53</b>	<b>869,371.59</b>	<b>237,493.53</b>	<b>869,371.59</b>
Restricted Funds	220,565.49	220,565.49	220,565.49	220,565.49
Committed to disbursements	88,182.18	88,182.18	88,182.18	88,182.18
<b>Total Operating Funds</b>	<b>(71,254.14)</b>	<b>560,623.92</b>	<b>(71,254.14)</b>	<b>560,623.92</b>
NOTE: funds designated incentive		97,295.41		97,295.41
Net Operating Funds available		<b>463,328.51</b>		<b>463,328.51</b>

Larry Chambers  
Secretary

Kaye Carter

Ronnie Collins

Cellell Dalton  
Executive Director



Ricky Thomas  
Chairman

Larry Edwards

Mandi McCraw

Richard Sowers

**Carroll County Economic Development Authority  
Board of Supervisors Chambers**

605-1 Pine St.  
Hillsville, VA 24343

**AGENDA**

**5-4-2020**

**5:00 pm**

- I. Call to Order, Ricky Thomas, Chair**
- II. Pledge and Invocation**
- III. Citizens Time**
- IV. Minutes of Previous Meeting**
- V. Payment of Invoices, Ms. Sandy West**
- VI. Treasurer's Report, Ms. Sandy West**
- VII. Old Business**
  - A. ANG**
  - B. Other**
- VIII. New Business**
  - A. EDA Property Maintenance Request – Liddle Tykes**
  - B. Request improve, modify, utilize existing Stormwater Management Pond, Mr. Don Branscome**
  - C. Vanguard**
  - D. DHCD Grant – Processing Facility**
  - E. Memo - Hill**
  - F. EDA Budget - May 26, 2020**
  - G. Other**
- IX. Authority Members Time**

- X. Closed Session, 2.2-3711.A.5- Discussion concerning a prospective business or industry or the expansion of existing business or industry where no previous announcement has been made of the business' or industry's' interest in location or expanding its facilities in the community.**
- XI. Certification of Closed Session**
- XII. Adjournment**

The Carroll County Economic Development Authority held its regular monthly meeting on Monday, March 2, 2020 at the Carroll County Governmental Complex in Hillsville.

Members present: Chairman Ricky Thomas, Vice-Chairman Richard Sowers, Larry Edwards, Kay Carter, Ronnie Collins, Mandi McCraw and Secretary Larry Chambers.

Also, EDA Treasurer Sandy West, and Cellell Dalton, interim county administrator.

### **Minutes**

Mr. Collins presented a clarification for the Feb. 3, 2020 minutes plus the following motion. After a lengthy discussion, with what we were presented it appears the transaction was not handled correctly by the former administrator or the county attorneys. In the end we voted to declare the property surplus because it wasn't fair to the individual who sold the property to the county for a dollar. Mr. Chambers seconded the motion, and approved 7-0.

Mr. Sowers made the motion to approve the minutes of the Feb. 3, 2020 meeting with the amendment, seconded by Ms. Carter and approved by a 7-0 vote.

### **Claims Report**

Mr. Chambers made the motion to approve the monthly claims presented by Ms. West, with the exception of a \$37.99 payment for a light fixture for the Carroll County Child Care Center to Lowe's Home Improvement until more information can be obtained from Maintenance Director Ricky Dowdy. Mr. Collins seconded the motion and approved by a 7-0 vote.

### **Treasurer's Report**

Mr. Chambers made the motion to approve the treasurer's report presented by Ms. West. Mr. Collins seconded the motion and approved by a 7-0 vote.

### **Updates**

Mr. Dalton provided a package of photos and other information describing property owned by the EDA in Carroll County. After a month to review, EDA members will discuss the properties at its April 6 meeting.

Chairman Thomas presented an updated report on the contract with Appalachian Natural Gas Distribution Co.

### **EDA Maintenance Request**

Mr. Thomas made the following motion: Beginning March 2, 2020 the Carroll County EDA requires that all non-emergency Maintenance Requests (for EDA properties) shall be submitted to the EDA board for approval at the earliest scheduled meeting. The board will then choose an appropriate course of action to proceed with the request, either by county maintenance or by another outside vendor (subject to the vendor meeting existing county guidelines).

Mr. Edwards seconded the motion, and approved by a 7-0 vote.



It was noted that Chairman Thomas and Vice-Chairman Sowers would meet with the Carroll County Board of Supervisors budget committee on Thursday, March 5 at 3 p.m.

**Adjournment**

Mr. Collins made the motion to adjourn, seconded by Ms. Carter, and approved by a 7-0 vote.

**PLEASE NOTE: The next regular meeting of the EDA will be held April 6, 2020 at 4:30 p.m. EDA members will meet at 4:30 p.m. at the Carroll County Child Care Center. After visiting the child care center, EDA members will meet at Virginia Produce for a tour of the plant and then have its monthly meeting in the Virginia Produce conference room.**

Appalachian Natural Gas Distribution Company  
Summary of Utility Plant - Carroll County  
As of March 31, 2020

	<u>3/31/2020</u>	<u>12/31/2019</u>	<u>12/31/2018</u>	<u>12/31/2017</u>	<u>12/31/2016</u>
<b>Distribution Plant</b>					
Mains	\$ 532,213	\$ 532,213	\$ 384,489	\$ 255,621	\$ 79,268
Measuring/Regulation Equipment - General	17,059	17,059	17,059	17,059	17,059
Services/Meters	393,466	393,466	258,796	130,499	11,813
<b>Total Distribution</b>	<u>942,737</u>	<u>942,737</u>	<u>660,343</u>	<u>403,179</u>	<u>108,140</u>
<b>General Plant</b>					
Land and Land Rights	20,810	20,810	20,810	20,810	20,810
Structure and Improvements	231,020	231,020	231,020	231,030	-
Other General Plant	172,307	172,307	120,345	80,341	5,159
<b>Total General</b>	<u>424,136</u>	<u>424,136</u>	<u>372,175</u>	<u>332,181</u>	<u>25,969</u>
<b>Total Plant-in-Service</b>	1,366,874	1,366,874	1,032,518	735,360	134,108
<b>Construction Work-in-Progress</b>	<u>170,987</u>	<u>1,600</u>	<u>1,600</u>	<u>(17)</u>	<u>217,492</u>
<b>Gross Plant</b>	<u>\$ 1,537,861</u>	<u>\$ 1,368,474</u>	<u>\$ 1,034,118</u>	<u>\$ 735,342</u>	<u>\$ 351,600</u>
<b>Gross Plant per Customer</b>	\$ 12,015	\$ 11,900	\$ 11,886	\$ 13,874	\$ 14,064
<b>Gross Distribution Plant per Customer</b>	\$ 7,365	\$ 8,198	\$ 7,590	\$ 7,607	\$ 4,326
<b># of Active Customers at Period End</b>	128	115	87	53	25

**Capital expenditures scheduled for 2020**

5,100' of 6" pipe from industrial park to west of I-77, including 21 new services  
Expansion of existing service areas; anticipated 50 new services  
Installation of automated meters (200)  
Purchase of truck to replace 2012 Dodge Ram 1500  
Purchase of service truck to replace 2005 Dodge Ram 2500 (two-wheel drive)

**Vehicles/Equipment included in Other General Plant**

2015 Dodge Ram 1500  
2005 Ford F-450 dump truck  
2019 Dodge Laramie  
2007 John Deere 27D excavator  
1998 John Deere L-1494 skid steer  
2013 18' equipment trailer  
2012 18' equipment trailer  
2016 20' equipment trailer  
2020 Dodge Ram 1500  
2020 Dodge 4500 service truck

Reference #

12967558

Maintenance Work Order Form

Full Name

Denise Lyons

Department

Liddle Adventures Learning Academy

Contact Number

2767285793

Email Address

denise@liddletykes.com

Work Requested(Please give a detailed answer and location of the work you request)

We have 4 pot holes in our parking lot. We have had someone to step into a hole. It is a liability for us and the county. We are afraid someone will get hurt.

Time Frame of Work Request

ASAP

OFFICE USE ONLY:

ASSIGNED TO:

NAME:

DATE COMPLETED:

HOURS TO COMPLETE:



MAP FOR REFERENCE ONLY  
NOT A LEGAL DOCUMENT

Carroll County, VA makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 1/1/2020  
Data updated 1/1/2020