

July 13, 2020

The Carroll County Board of Supervisors held their regular monthly meeting on July 13, 2020 in the Board Meeting Room of the Carroll County Governmental Center.

Members Present:

Rex L. Hill  
Dr. Tom Littrell (By Phone)  
Phillip McCraw  
Robbie McCraw  
Tracy Moore  
Joe Webb

Staff Present:

Cellell Dalton, County Administrator  
Steve Durbin, County Attorney  
Crystal Adams

### **CALL TO ORDER**

Mr. Hill called the meeting to order and announced that Dr. Littrell will be communicating remotely in order to social distance.

Mr. Moore lead in invocation and pledge.

### **FINANCIAL FORECAST**

Mr. Corbin Stone reviewed the Financial Forecast put together by Robinson, Farmer, Cox. It went really well, and it was put together with some significant assumptions. It would be a good idea to revisit this next year just to see where we are. We are showing \$12.5 as the beginning balance for 2021 and that includes \$3.2 million for the 1<sup>st</sup> half tax collection. Your debt service has went down from \$4.7 to \$2.5. This does not include any capital projects.

Mr. Hill asked if this includes school construction or any major items.

Mr. Stone replied no. What we are showing is twice a year tax collections, a tax increase and reduced debt service. Without all of those things, the growth in fund balance would not be seen. State and federal funding may drop off after COVID. We think there will be a drive up in wages trying to find people to work. I am pleased with how this look but there are still a lot of unknowns.

Mr. Hill asked what has been noticed on the backend for those who have went to twice per year tax collection.

Mr. Stone replied that your cash balances should be a little higher once you get into October. It will drop from where it is now, but it shouldn't go down to just a couple million. This does not include any adjustment for land use.

Mr. Dalton asked if this shows anything for the county to pick up costs for Constitutional Offices should the state reduce their budget.

Mr. Stone replied no. We are showing a flat shared cost in terms of state aide. If the state cuts we are expecting that the county will cut by the same portion.

Mr. Moore asked about page 9, where did the jump come from.

Mr. Stone replied the next year you should jump up to about \$15 million, we hope. Remember table 4 doesn't include capital items past that year.

Mr. Moore replied, that seems drastic.

Mr. Stone replied you have to look at the next page.

Mr. Dalton asked if this includes transfers to PSA and EDA.

Mr. Stone replied only if it had been budgeted.

Mr. Robbie McCraw asked if this puts us in line with our Fund Balance Policy.

Mr. Stone replied you are a little on the light side this year, but this puts you in place for next year. On page 36 there is a contribution to PSA. We don't show any increases. This is a working document so we can make changes.

Mr. Dalton asked if at some point we should have someone in house to do these financial forecasts.

Mr. Stone replied, I think that does need to happen. If you have someone in place you are able to do this every year. It is key for most localities to have a 5 year plan and they could update it every quarter.

Mr. Dalton asked if it includes an allocation for incentives for industrial projects.

Mr. Stone replied that there is some Economic Development expense, but no \$2 million incentives.

Mr. Dalton told there is a document that needs to be adopted that deals with non-audit services.

Mr. Robbie McCraw made a motion, seconded by Mr. Phillip McCraw to approve the agreement and allow Mr. Dalton to sign.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

Mr. Dalton asked in your opinion, are we okay on the fund balance.

Mr. Stone replied within the next year your fund balance should be adequate. If someone comes up with a big project, you would need to reevaluate.

Mr. Hill stated that ours is 12%.

Mr. Stone replied that the minimum is 10% and once you drop below 10% you are getting in dangerous territory. It is different since you have gone to twice per year tax collection, 15% would not be out of the question. You should be \$5 to \$7 million dollars higher in June that it has been historically.

**CLOSED SESSION – PURSUANT TO VIRGINIA CODE SECTION 2.2-3711**

Supervisor Moore made a motion, seconded by Mr. Robbie McCraw, to enter into Closed Meeting under Section 2.2-3711- A5

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

**COME OUT OF CLOSED SESSION**

Mr. Webb made a motion to come out of Closed Session. Mr. Moore seconded the motion.

A (5) Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

**CERTIFICATION OF CLOSED SESSION**

Mr. Webb made a motion to certify Closed Session with the following Resolution:

**WHEREAS**, the Carroll County Board of Supervisors convened a Closed Session this date pursuant to an affirmative recorded vote and on the motion to close the meeting in accordance with the Virginia Freedom of Information Act;

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

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

Mr. Phillip McCraw seconded the motion.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

**V&H HEATING AND COOLING**

Dr. Littrell stated that years ago we highlighted a business each month and I wanted to start that again. I chose V&H Heating and Cooling; they have been serving the Twin County area for over 49 years. It is currently owned and operated by Timmy Hill. Every time I drive by their business, I see more and more service trucks so they must be doing a good business. I appreciate both Timmy and Crystal. Would another supervisor be willing to select a business for next month?

Mr. Moore replied that he would volunteer.

**COVID FUNDS**

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Dr. Burnette stated that we were asked to get a list together of COVID expenses. It is a lot of cleaning supplies, hand sanitizer and other things that will be used daily. We have some staff members who are over 65 and if they chose not to come back, we must provide a substitute. I know the list is a lot and we understand it is asking a lot.

Mr. Dalton reminded everyone that we asked for the School budget about 2 months earlier than usual and there are no items within it to address COVID. I have a fear based on the budget that we did that they will be inadequately prepared to reopen school.

Dr. Burnette replied that they must do health checks every day and that requires taking their temperatures every day. We have ordered scanners where the students just walk through.

Mr. Hill asked if he could give a brief example of the guidelines.

Dr. Burnette explained that the recommended social distancing is 6 foot and they have decided that you can do 3 foot. That is one child per seat on a school bus so that cuts our capacity in half. In the classroom you will have to cut to about 15 kids. We will be doing a hybrid schedule where half come on Monday and Tuesday and the other half on Thursday and Friday. Wednesday will be an online learning day so that we can clean. We had 300 students signed up for the virtual program. We have some that are still really scared about coming back. We have a huge task coming upon us.

Mr. Hill asked if everyone up to 3<sup>rd</sup> grade required to come to school?

Dr. Burnette told that was earlier guidance but that has changed now.

Mr. Hill stated that at least you could quarantine the bus if someone had a temperature.

Dr. Burnette responded, if we have a case in a classroom, we must quarantine that class. That would include the teacher, the bus if the child rides the bus. It will just depend on the guidance from the Department of Health and Dr. Shelton.

Mr. Hill asked how the later part of school went.

Dr. Burnette replied that it went well. There are a lot of things that you do not get online that you would in the classroom. Some of our bigger problems were connectivity issues, that is always going to be a problem for us. Every student will have a Chromebook and on their days off they will have a usb drive they can work on but it is a big issue. There is going to be some disparity. We are scheduled to open August 17<sup>th</sup>.

Mr. Dalton asked if supplies have been ordered.

Dr. Burnette replied that we have ordered a lot already.

Ms. Quesenberry told that 75 to 80% of the items on the spreadsheet are items that have already been allocated or ordered. We had to implement some of the things back in the spring. Cleaning supplies are unbelievable as well as PPE.

Dr. Burnette stated that there is a machine for sanitation that kills the virus within 2 minutes, but there is a 16 week wait period.

Mr. Hill asked how much communication there has been with teachers.

Dr. Burnette replied they put 6 committees together and we have had conversations with them through Faculty Meetings. We have to get our final plan

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in 3 weeks prior to school starting. We have sent out surveys and we are trying to do a Press Release every couple weeks.

Mr. Dalton stated that we are discussing the requests tonight and the Board will prioritize the money. Some of these things are dire needs that we never planned for when we were budgeting. Part of the award of the is to give an equitable share with the Town. On a prorated share the Town has a percentage that has to be prorated out.

Mr. Terry stated that we are curious about what is going to be said. We would like for you to table our time until we hear what you have to say.

Mr. Dalton replied that we want to understand what you all requested. If you could just share the need.

Mr. Terry told they have incurred a lot of expense already especially with personnel issues where they are in hazardous conditions. On the spreadsheet that was presented, we went over with our accounting firm to make sure all of the items fell under the relief fund. We have a copy of receipt of funds from the Town. We didn't create this document but there are a few places where we have questions. We would suggest a couple addendums.

Mr. Dalton replied that the Local Government Attorneys Association presented that to all the counties.

Mr. Terry told their only question is on Section 3, subsection a where it talks about CCEMS and we want to know what that means.

Mr. Dalton responded that his understanding is that items we both benefit from such as schools, Carroll County EMS/Fire where they jointly benefit, and those items should be taken off the top prior to disbursement of the funds.

Mr. Terry stated, let me repeat back how I would like to have heard that, so that would indicate to me that if it was to be done equitably you would take the per capita and put an emergency services portion from the \$2.5 first and based on per capita county, including the Town population. If that is done first and then we come up with a per capita.

Mr. Dalton replied that it just seemed fair to take it off the top.

Mr. Terry responded, that is fair. We were just making sure that the 2653 Town citizens weren't contributing twice to the effort.

Mr. Crowder told another problem they had is all the other Towns have received their money based on population and that comes to \$87 per person. We were wondering what we might get and hoping that we would be covered.

Mr. Dalton replied I got the census data and prorated it out. It references in the document the census data year.

Mr. Terry told it is our understanding the County received the money in June and we haven't received ours yet. We understand that you have administrative authority and you will need documentation and we plan to do that. We have already incurred a considerable expense and we have provided what we think is adequate information. We would like to know the amount that you have formulated. Even if we do a prorated amount there is still an amount that has to come off the top.

Mr. Dalton told the numbers are real numbers and Mr. Schlabach is going to tell us what EMS is looking at. The Board only adopted a fiscal budget on June 29<sup>th</sup> and the \$2.5 is in the budget and that is part of the reason everyone came tonight.

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Mr. Terry explained that they understand that. We had questions rather than issues.

Mr. Moore asked what the number is that was requested.

Mr. Terry told that it is \$232,668.

Mr. Dalton suggested that we have a better relationship with the Town and I will be meeting with Rhetta.

Mr. Hill asked if we could appropriate a portion of the money until we get the exact number.

Mr. Dalton responded that was fine, but we need to decide numbers before we start releasing funds and also have an agreement in place.

Mr. Hill replied, a signed agreement is always helpful.

Mr. Schlabach stated that they are looking to remount an ambulance. When we run a COVID patient, it takes a minimum of an hour to sanitize so that ambulance is out of service while that is done. We have several other requests that cover the county as a whole and those are on the spreadsheet.

Mr. Dalton told that we need to be careful on the portion of their request. Anything that is for out in the county would come from county funds, so we will need a breakdown of how that it is prorated so that we can defend splitting of those funds.

Mr. Bergeron stated that this is uncharted territory. We want to further protect our providers during these situations. We are dealing with exposures and there is a quarantine time. Fortunately, the tests have all come back negative but when they are out that short staffs the station. Anything we can do to keep our staff and volunteers safe.

Mr. Hill asked if we could do a demo of what it looks like when they go to a response.

Mr. Bergeron replied sure.

Mr. Webb stated in January he had asked about requesting some help for Laurel Fork, has anything been done on that.

Mr. Schlabach told they met with the captain and they were doing to have a meeting and discuss what they want to do moving forward. Currently the coverage is the same as it was.

Mr. Webb replied that he is getting a lot of calls. We raised their taxes and they expect something for their taxes, and they are asking me when we are going to get some coverage.

Mr. Dalton stated that the Sheriff has requested hazardous duty pay for the deputies and staff. In total the request was for \$1000 per person per month for 4 months equaling \$212,000. Also, in your packet there is a breakdown of hazardous duty pay for all the departments in the county which totaled \$47,800 per month which is \$100 extra for all the employees that came to work every day.

Mr. Hill asked if the Town is doing hazardous duty pay?

Mr. Crowder replied yes.

Mr. Dalton stated that the last item is supplies that were not in the budget. There is one additional item that is worthy of the Boards consideration that we set aside

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a portion of the funds for small business grants. They could make application and the Board award grants to those who had a small business that had to shut down or need additional applies, I would suggest around \$200,000.

Mr. Hill asked if that covers all the funds.

Mr. Dalton replied that puts you at \$2.9 million. If you would like staff to make recommendations, we can do that at the next meeting so we can proceed. If you want funds allocated prior to that we can do that also.

Mr. Hill told that he would like to get with the Town to see that we pay the same amount regardless. I think everyone that worked should get the pay. We should be getting together periodically with the Town just to discuss mutual things.

Mr. Dalton explained that it is important that you have a Town/County committee and meet on a regular basis so that you can deal with issues and work towards progress. We will have something put together so at the next meeting we can move forward.

Mr. Hill asked if the Town is in a money crunch.

Mr. Crowder replied they were not, but they are now.

Mr. Hill asked how quickly they need something.

Mr. Crowder responded a couple weeks would be nice.

Mr. Moore made a motion, seconded by Mr. Robbie McCraw to pay the Town \$116,334 of the Cares Act Funds.

Mr. Hill stated that before we make payments on hazardous duty, lets get together and decide what it will be so that it is not different.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

### **CITIZENS TIME**

Laura Beth Parnell told that she is representing Friends of Hillsville, we help put on different events in the Town of Hillsville that benefit both Town and County residents. I specifically want to ask about our combined event that we have done together for the past 2 years. Last year we worked with Ken who I understand is no longer with the county and we have had two very successful events. We would like to know if the county would like to join us in doing the Pumpkin Festival, we have planned it for October 17<sup>th</sup>. If that is something you all are interested in, we need to know who to talk to.

### **PAYMENT OF INVOICES**

Mr. Robbie McCraw made a motion, seconded by Mr. Phillip McCraw to approve the Invoices as presented.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

**MINUTES OF PREVIOUS MEETING**

Mr. Moore made a motion, seconded by Mr. Webb to pass the minutes from the previous meetings on June 22, June 23 and June 29, 2020.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

**NEW BUSINESS:**

***COMCAST FRANCHISE AGREEMENT***

Mr. Durbin stated that there are a couple things he would like to discuss like a comparable provision like we have with Charter. We want to stay on the same page with our Franchise Agreement. We should set a Public Hearing for some time in the future, possibly in September.

Mr. Moore made a motion, seconded by Mr. Phillip McCraw to hold a Public Hearing on September 14, 2020.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

***CCFR/VOLUNTEERS***

Mr. Robbie McCraw made a motion, seconded by Mr. Phillip McCraw to allow Pipers Gap Rescue to use funds received from the sale of an ambulance to purchase a new truck to be titled under Carroll County Board of Supervisors.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

Mr. Robbie McCraw made a motion, seconded by Mr. Moore to approve a 80/20 grant to refurbish an ambulance and to issue a purchase order to refurbish a second unit with Cares Act Funds.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

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NAYS: None

***DHCD – VIRTUAL TRAINING SUPPORT GRANT***

Dr. Littrell made a motion, seconded by Mr. Moore to approve and appropriate a grant in the amount of \$2000 from DHCD for virtual training support.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

***SEWER SERVICE AGREEMENT AND DEBT SERVICE***

Mr. Dalton stated that the agreement that you have was signed several years ago. There are two components that everyone needs to be aware of. There are two additional annual payments that Carroll County PSA needs to incorporate into their wastewater rates, a total of about \$115,000. There is no action that the Board needs to take.

Mr. Hill asked if this is in their current budget.

Mr. Moore replied that it is not.

***MRPDC – SMART SCALE***

Mr. Dalton explained Mt. Rogers Executive Committee has provided a resolution in support of our Smart scale Project.

***JULY 27, 2020 MEETING***

Mr. Robbie McCraw made a motion, seconded by Mr. Moore to cancel the July 27, 2020 meeting and to pay any invoices that may incur a late charge or interest.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

***SSO GRANT***

Mr. Moore made a motion, seconded by Dr. Littrell to accept the SSO Grant.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

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**CONSENT CALENDAR**

Mr. Robbie McCraw made a motion, seconded by Mr. Moore to approve the Consent Calendar as presented.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

**VATI APPLICATION NOTICE**

Mr. Robbie McCraw made a motion, seconded by Mr. Moore to approve submitting the VATI application to increase telecommunications within the County.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

**OLD BUSINESS**

**JOINT PLANNING COMMISSION MEETING**

Mr. Hill told that we will delay the Joint Meeting with the Planning Commission until restrictions have been lifted.

**ADJOURNMENT**

Mr. Moore made a motion, seconded by Mr. Robbie McCraw to adjourn the meeting.

Roll call vote was as follows:

AYES:	Rex Hill	Joe Webb
	Robbie McCraw	Tom Littrell
	Phillip McCraw	Tracy Moore

NAYS: None

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Chairman

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