

July 25, 2017

The Wythe County Board of Supervisors held its regularly scheduled meeting at 9 a.m., Tuesday, July 25, 2017. The location of the meeting was in the Boardroom of the County Administration Building, 340 South Sixth Street, Wytheville, Virginia.

MEMBERS PRESENT:

Timothy A. Reeves, Sr., Chair
Joe F. Hale, Vice Chair
Charlie G. Lester

Steven T. Willis
Coy L. McRoberts
B. G. "Gene" Horney, Jr.

MEMBERS ABSENT:

Gary M. Houseman

STAFF PRESENT:

Stephen D. Bear, County Administrator
Scot Farthing, County Attorney
Martha G. Collins, Administrative Assistant
David Suthers, Information Technology Coordinator
Bill Vaughan, County Engineer

OTHERS PRESENT:

Mike Forrest
Charles Foster
Andy Fowler (9:45 a.m.)
Lori Gynn

Pam Heath (9:45 a.m.)
Linda Meyer
Colleen Montgomery
Mary Thomas

CALL TO ORDER AND INVOCATION

Chair Reeves determined that a quorum was present and called the meeting to order at 9 a.m. Colleen Montgomery of the Holy Trinity Lutheran Church provided the invocation and Chair Reeves led the Pledge of Allegiance.

CITIZENS' TIME

Chair Reeves welcomed the citizens present at the meeting and inquired if anyone wished to address the Board.

With no one to address the Board, Chair Reeves closed Citizens' Time.

MINUTES OF PREVIOUS MEETINGS

The Board was presented with the July 11, 2017 and July 13, 2017 minutes for adoption.

Supervisor McRoberts made a motion, seconded by Supervisor Lester to approve the July 11, 2017 and July 13, 2017 minutes as presented.

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The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
Steven T. Willis B. G. "Gene" Horney, Jr.
Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

PAYMENT OF COUNTY INVOICES

Supervisor Horney made a motion to pay the invoices for approval on July 25, 2017 for the various departments of County government. The invoices were paid on General Warrants 30098601-30098703 as follows:

**EXPENDITURES BY DEPARTMENT
BOARD OF SUPERVISORS
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CHECK NO.	ISSUE DATE	VENDOR	TOTAL
30098601	07/25/17	APPALACHIAN POWER	\$31,505.67
30098602	07/25/17	ATLANTIC UTILITY SOLUTIONS INC.	\$425.00
30098603	07/25/17	BARKER, FAYE H.	\$350.00
30098604	07/25/17	BKT UNIFORMS	\$232.93
30098605	07/25/17	BRENNTAG MID-SOUTH INC.	\$1,720.00
30098606	07/25/17	BUSINESS INK CO.	\$1,730.67
30098607	07/25/17	CARASOFT TECH CORP.	\$2,024.00
30098608	07/25/17	CARILION HEALTHCARE CORP.	\$83.00
30098609	07/25/17	CARILION HEALTHCARE CORP.	\$100.00
30098610	07/25/17	CAVALIER SUPPLY CO.	\$357.65
30098611	07/25/17	CENTRAL BUILDERS INC.	\$45,596.33
30098612	07/25/17	CENTURY LINK	\$39.98
30098613	07/25/17	CENTURY LINK	\$57.29
30098614	07/25/17	CENTURY LINK	\$62.69
30098615	07/25/17	CENTURY LINK	\$75.62
30098616	07/25/17	CENTURY LINK	\$114.25
30098617	07/25/17	CENTURY LINK	\$130.34
30098618	07/25/17	CENTURY LINK	\$264.93
30098619	07/25/17	CENTURY LINK	\$276.70
30098620	07/25/17	COLLINS AUTO REPAIR INC.	\$319.93
30098621	07/25/17	COMMISSIONER OF THE REVENUE ASSOC.	\$340.00
30098622	07/25/17	COMMONWEALTH DOCUMENT MGMT.	\$687.50
30098623	07/25/17	COMPUTER PROJECTS OF IL INC.	\$693.60
30098624	07/25/17	CORVIN AND COMPANY LC	\$720.00
30098625	07/25/17	DEPARTMENT OF GENERAL SERVICES	\$13.00

30098626	07/25/17	DEPARTMENT OF MOTOR VEHICLES	\$300.00
30098627	07/25/17	EMS INC.	\$1,724.00
30098628	07/25/17	FARTHING, SCOT S.	\$3,075.00
30098629	07/25/17	FERGUSON ENTERPRISES NO. 5	\$1,554.75
30098630	07/25/17	FOWLKES MACHINE CO. INC.	\$139.95
30098631	07/25/17	FRIZZELL CONSTRUCTION CO. INC.	\$19,879.83
30098632	07/25/17	GALLS	\$970.20
30098633	07/25/17	GRANT, BRUCE M.	\$4,074.25
30098634	07/25/17	HARPO'S HARDWARE/BUILDING SUPPLY	\$25.76
30098635	07/25/17	HECKLER AND KOCH DEFENSE INC.	\$450.00
30098636	07/25/17	HEDRICK'S AUTO REPAIR INC.	\$16.00
30098637	07/25/17	HERSHEY CREAMERY CO.	\$166.32
30098638	07/25/17	INTERACTIVE GIS INC.	\$12,825.00
30098639	07/25/17	JOINT PUBLIC SERVICE AUTHORITY	\$44,214.56
30098640	07/25/17	KC AUTOMOTIVE	\$300.26
30098641	07/25/17	KING-MOORE INC.	\$689.00
30098642	07/25/17	LANTAGNE LEGAL PRINTING	\$261.42
30098643	07/25/17	LEXIS NEXIS	\$1,420.00
30098644	07/25/17	LEXIS NEXIS	\$197.91
30098645	07/25/17	MATTHEW BENDER AND CO. INC.	\$244.32
30098646	07/25/17	MCI COMMUNICATIONS SERVICE	\$34.39
30098647	07/25/17	MCI COMMUNICATIONS SERVICE	\$62.00
30098648	07/25/17	MCI COMMUNICATIONS SERVICE	\$538.36
30098649	07/25/17	NEW RIVER REGIONAL WATER AUTH.	\$350,131.00
30098650	07/25/17	NEW RIVER RESOURCE AUTHORITY	\$337.79
30098651	07/25/17	NEW RIVER VALLEY REGIONAL JAIL	\$105,588.40
30098652	07/25/17	PARKER DAVIS HVAC INTL INC.	\$1,280.84
30098653	07/25/17	PARTNERSHIP SCREENING INTL INC.	\$14.40
30098654	07/25/17	PNC BANK NA	\$506,349.50
30098655	07/25/17	PROTECT YOUTH SPORTS	\$15.95
30098656	07/25/17	R & C TOWING AND REPAIR CO.	\$250.00
30098657	07/25/17	R & R ENTERPRISES INC.	\$195.00
30098658	07/25/17	ROCIC	\$300.00
30098659	07/25/17	RURAL DEVELOPMENT WYTHEVILLE	\$12.01
30098660	07/25/17	RURAL RETREAT AUTO PARTS INC.	\$19.14
30098661	07/25/17	S & W FERTILIZER	\$5,000.00
30098662	07/25/17	SALEM STONE	\$475.42
30098663	07/25/17	SHENTEL	\$73.37
30098664	07/25/17	SOUTHERN STATES	\$192.24
30098665	07/25/17	SPILLMAN TECHNOLOGIES INC.	\$13,758.00
30098666	07/25/17	STATE ELECTRIC SUPPLY CO.	\$973.91
30098667	07/25/17	SUPPLY WORKS	\$158.12
30098668	07/25/17	THOMPSON TIRE	\$434.70
30098669	07/25/17	TOWN OF RURAL RETREAT	\$1,344.84
30098670	07/25/17	TOWN OF WYTHEVILLE	\$7,624.37

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30098671	07/25/17	TRANSUNION RISK AND ALTERNATIVE	\$32.40
30098672	07/25/17	TREASURER'S ASSOCIATION OF VA	\$400.00
30098673	07/25/17	TRI CITIES SWVA REGIONAL	\$2,672.80
30098674	07/25/17	TYLER TECHNOLOGIES INC.	\$7,921.14
30098675	07/25/17	UNIFIRST CORP.	\$62.10
30098676	07/25/17	US BANK	\$394,955.00
30098677	07/25/17	US CELLULAR	\$511.79
30098678	07/25/17	US CELLULAR	\$637.06
30098679	07/25/17	US POSTAL SERVICE	\$98.00
30098680	07/25/17	USA BLUE BOOK	\$75.77
30098681	07/25/17	V & M RECYCLING	\$64,421.65
30098682	07/25/17	VA DEPARTMENT OF FORESTRY	\$3,547.53
30098683	07/25/17	VACA	\$350.00
30098684	07/25/17	VACO	\$5,977.00
30098685	07/25/17	VACORP	\$775.00
30098686	07/25/17	VACORP	\$2,140.00
30098687	07/25/17	VACORP	\$2,955.00
30098688	07/25/17	VACORP	\$10,060.00
30098689	07/25/17	VACORP	\$15,936.00
30098690	07/25/17	VACORP	\$23,458.00
30098691	07/25/17	VACORP	\$26,456.00
30098692	07/25/17	VACORP	\$59,789.00
30098693	07/25/17	VACORP	\$104,227.02
30098694	07/25/17	VERIZON	\$13.50
30098695	07/25/17	VIRGINIA STATE BAR	\$1,375.00
30098696	07/25/17	VUPS	\$81.90
30098697	07/25/17	WELLS FARGO CORPORATE TRUST	\$77,520.82
30098698	07/25/17	WILSON BAIT AND TACKLE INC.	\$408.30
30098699	07/25/17	WYTHE COUNTY GENERAL DISTRICT COURT	\$120.00
30098700	07/25/17	WYTHE COUNTY HEALTH DEPARTMENT	\$87,975.00
30098701	07/25/17	WYTHE TIRE AND MUFFLER	\$1,123.76
30098702	07/25/17	WYTHEVILLE OFFICE SUPPLY	\$92.17
30098703	07/25/17	XEROX	\$145.80
TOTAL EXPENDITURES APPROVED 07/25/17			\$2,071,927.87

Supervisor Lester seconded the motion.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
Steven T. Willis B. G. "Gene" Horney, Jr.
Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

PROPOSED ORDINANCE GRANTING PARTIAL EXEMPTION FROM REAL ESTATE TAXATION FOR CERTAIN REHABILITATED COMMERCIAL AND INDUSTRIAL REAL ESTATE

The Board reviewed and discussed the proposed ordinance granting partial exemption from real estate taxation for certain rehabilitated commercial and industrial real estate.

Mr. Bear noted that an individual had questioned at the public hearing why the exemption would not apply to other areas of the County. He explained that the section of the Code of Virginia allowing the exemption applies to properties within the Enterprise Zone only.

Supervisor Willis made a motion, seconded by Supervisor Hale to adopt the Ordinance Granting Partial Exemption from Real Estate Taxation for Certain Rehabilitated Commercial and Industrial Real Estate.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
 Steven T. Willis B. G. "Gene" Horney, Jr.
 Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

TREASURER'S REPORT

Treasurer Lori Guynn appeared before the Board and presented the Treasurer's Report as follows:

1. Revenue Statement – Ms. Guynn reported that the consolidated account is currently at \$50,578,629 with \$32,677,138 in the General Fund account.
2. Delinquent Real Estate Tax Sale – Ms. Guynn advised that they hope to initiate the process to sell eligible properties with delinquent Real Estate tax in the next 30 to 60 days. She noted that the property could then be sold this time next year.
3. Accounting Software – Ms. Guynn explained that the Information Technology Coordinator is continuing to work to ready the accounting software for the upcoming tax billing season. She noted that they are making progress with use of the system in general within the Treasurer's Office.
4. Vacant Position – Ms. Guynn noted that they have interviews scheduled on July 26 to fill the vacant position within the Treasurer's Office. She added that she hopes to have a new employee on staff within the next couple of weeks.

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ECONOMIC DEVELOPMENT COMMITTEE REPORT

1. General Conditions of the Construction – Supervisor Hale made a motion, as recommended by the Economic Development Committee to adopt use of the Commonwealth of Virginia, General Conditions of the Construction contract for the Appalachian Regional Exposition Center project.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
 Steven T. Willis B. G. "Gene" Horney, Jr.
 Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

WATER COMMITTEE REPORT

1. Rickey Road Water Project – Supervisor Horney made a motion, as recommended by the Water Committee to proceed with submittal of a funding application for the Rickey Road Water Project Option No. 4.

Mr. Bear advised that Option No. 4 would extend the waterline along Route 619 to 12 homes, 7 to 8 of which had requested extension of water service to their area.

Supervisor McRoberts noted that these individuals have been requesting extension of the waterline to their area for at least the past eight years.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
 Steven T. Willis B. G. "Gene" Horney, Jr.
 Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

2. Multi-Community Water Project – Supervisor Horney made a motion, as recommended by the Water Committee to adopt the Rural Development Resolution for the Multi-Community Water Project SEARCH Grant as follows:

RESOLUTION OF GOVERNING BODY OF WYTHE COUNTY

The governing body of the Wythe County Board of Supervisors, consisting of seven members, in a duly called meeting held on the 25th day of July 2017, at which a quorum was present, resolved as follows:

BE IT HEREBY RESOLVED that in order to facilitate obtaining financial assistance from the United States of America, United States Department of Agriculture, Rural Development (the Government), for the Multi-Community Water Project SEARCH grant, the governing body does hereby adopt and abide by the covenants contained in the agreements, documents, and forms required by the Government to be executed.

BE IT HEREBY RESOLVED that the Chairperson, Vice Chairperson, or County Administrator be authorized to execute on behalf of the County, the above referenced agreements and to execute such other documents including, but not limited to, debt instruments and security instruments as may be required in obtaining the said financial assistance.

This Resolution is hereby entered into the permanent minutes of the meeting of this Board of Supervisors.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
Steven T. Willis B. G. "Gene" Horney, Jr.
Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

3. Speedwell Phase III Water Project – Supervisor Horney made a motion, as recommended by the Water Committee to award the Speedwell Phase III Water Project Contract I to Little Henry’s Excavating and Paving, based on the low bid received in the amount of \$566,652.50.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
Steven T. Willis B. G. "Gene" Horney, Jr.
Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

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4. Open Ended Contracts – Supervisor Horney made a motion, as recommended by the Water Committee to enter into open-ended contracts with Hurt and Proffitt and Cardno, Inc.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
 Steven T. Willis B. G. "Gene" Horney, Jr.
 Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

BUDGET COMMITTEE REPORT

1. Sheriff's Office Replacement Vehicles – Supervisor Willis made a motion, as recommended by the Budget Committee to transfer \$148,000 from the Special Police Activity Fund to 3102-470030 and to amend and appropriate the same for purchase of five replacement Sheriff's Office vehicles.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
 Steven T. Willis B. G. "Gene" Horney, Jr.
 Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

2. Clerk of Circuit Court Compensation Board Funds – Supervisor Willis made a motion, as recommended by the Budget Committee to amend and appropriate Compensation Board part-time funds in the amount of \$1,422 to 2106 – Clerk of Circuit Court.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
 Steven T. Willis B. G. "Gene" Horney, Jr.
 Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

3. Turnout Gear and Boots – Supervisor Willis made a motion, as recommended by the Budget Committee to amend and appropriate \$2,340 to 3505-461400 for replacement of turnout gear and boots.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
Steven T. Willis B. G. "Gene" Horney, Jr.
Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

4. Wythe County West Water System Water Sampling – Supervisor Willis made a motion, as recommended by the Budget Committee to amend and appropriate \$15,000 to 4401-430150 for Wythe County West Water System consulting services and water sampling.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
Steven T. Willis B. G. "Gene" Horney, Jr.
Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

5. Vehicle Loss – Supervisor Willis made a motion, as recommended by the Budget Committee to amend and appropriate \$2,283 to 3102-461250 for the total loss of a 2010 Ford Crown Victoria – Vehicle 6815.

The roll call vote on the motion was as follows:

AYES: Charlie G. Lester Coy L. McRoberts
Steven T. Willis B. G. "Gene" Horney, Jr.
Joe F. Hale Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

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COUNTY ADMINISTRATOR'S REPORT

County Administrator Stephen Bear appeared before the Board and reported the following:

1. Joint Governing Bodies Meeting – Mr. Bear reminded Board members that the Joint Governing Bodies meeting is scheduled for July 31, 2017 at 7 p.m. in the Rural Retreat Town Council Chambers. He noted that Retail Coach would make a presentation at the meeting providing an overview of the work completed to date. Mr. Bear requested that Board members provide any topics for discussion at the meeting to himself or Chair Reeves.

2. Virginia Economic Development Partnership Tour – Mr. Bear advised that Virginia Economic Development Partnership staff members toured Progress Park and the Wytheville Community College Workforce Development Program site on July 12. He noted that the event organized by Josh Lewis of the Virginia Industrial Advancement Alliance included lunch and a presentation at a local winery prior to the tours. Mr. Bear explained that Mr. Lewis is working with the Virginia Economic Development Partnership to assist their staff with becoming more familiar with the area as part of the group's mission under the leadership of CEO and President Stephen Moret.

3. Tyler Technologies –
 - A. Payroll System – Mr. Bear reported that the Tyler Technologies payroll system went live with the July 15 payroll without any issues. He noted that the school system would complete their first payroll with the new system at the end of July. Mr. Bear expressed his appreciation to Casey Jensen for her wonderful job working to implement the payroll system at the County Offices, as well as assisting the school system. He also thanked Finance Director Bruce Grant and Information Technology Coordinator David Suthers.

 - B. Modules – Mr. Bear advised that currently the financial, tax billing, and payroll modules are active. He noted that licensing and utility billing would be the next modules to activate.

Chair Reeves noted that funds were included in the Fiscal Year 18 Budget for additional Information Technology personnel. He requested an update on the status of hiring the additional staff member.

Mr. Bear explained that Mr. Suthers is in the process of preparing an advertisement for the position.

Mr. Suthers stated that he is very appreciative for the additional assistance. He noted that his office has been quite hectic lately with the

implementation of the new software system. Mr. Suthers added that he hopes to have the advertisement complete within the next few days.

4. Dog Shelter Air Conditioning – Mr. Bear reported that air conditioning units have been installed in the County Dog Shelter thanks to a generous donation from Jeffrey Pettit, DDS in the amount of \$1,280.84.
5. Wythe Bland Foundation Grants – Mr. Bear reported that the Lead Mines Rescue Squad is working with Public Information Officer Jeremy Farley to prepare a grant request to the Wythe Bland Foundation for funds to outfit their new ambulance.

Mr. Bear advised that the County hopes to continue to maximize the use of the Sheffey Elementary School Gymnasium and promote healthy living in the eastern end of the County. He noted that as part of these efforts, Parks and Recreation Director Kevin Williams and Mr. Farley are working with the Health Department to develop a fitness type program for the eastern end of the County. Mr. Bear requested adoption of Resolution 2017-19, authorizing County staff to submit a grant application to the Wythe Bland Foundation for the project as follows:

**RESOLUTION 2017-19
AUTHORIZING COUNTY STAFF TO SUBMIT A GRANT
APPLICATION TO THE WYTHER BLAND FOUNDATION**

WHEREAS, a core principle of the Wythe County Parks and Recreation Department is to promote the health, quality of life, and welfare of the citizens of Wythe County; and,

WHEREAS, there exists a critical need for a program aimed at promoting healthy living in eastern Wythe County; and,

WHEREAS, the Wythe Bland Foundation shares these principles and is accepting grant applications.

NOW, THEREFORE, BE IT RESOLVED that the Wythe County Board of Supervisors authorize County staff to submit an application to the Wythe Bland Foundation in order to secure funding to launch a program in eastern Wythe County aimed at promoting healthy living, healthy eating, and increased exercise.

Supervisor McRoberts made a motion, seconded by Supervisor Hale to adopt Resolution 2017-19 as presented.

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The roll call vote on the motion was as follows:

AYES:	Charlie G. Lester	Coy L. McRoberts
	Steven T. Willis	B. G. "Gene" Horney, Jr.
	Joe F. Hale	Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

6. Pump Hollow Road – Mr. Bear noted that Pump Hollow Road would be addressed with the Virginia Department of Transportation representatives later in the meeting.
7. Appalachian Regional Exposition Center Project – Mr. Bear updated the Board on the status of the Appalachian Regional Exposition Center project. He reported that the Economic Development Committee met with the Lane Group on July 18 to review the issues discussed at the July 13 Board work session. Mr. Bear noted that the Lane Group has requested that the Board prepare all of the changes discussed as an addendum.

Mr. Bear advised that they hope to finalize construction numbers, elevations, and close out the grading as soon as possible. He noted that the Lane Group is still working to finalize the stormwater management plan for Phase II of the project, the building construction. Mr. Bear explained that depending on the close out of the grading contract and the Lane Group work, the project would hopefully be bid out no later than September 1. He stated that one to two weeks would be needed to allow staff and the Economic Development Committee the time necessary to prepare the specifications for each individual bid component.

Mr. Bear noted that members of the Appalachian Regional Exposition Center Authority recently toured two similar exposition center facilities. He explained that watering of the arena was an item deemed necessary within this type of facility to control dust. Mr. Bear stated that currently there is not a stub out located within the future arena and recommended the addition of a stub out where the waterline enters the building to provide the necessary water source.

Supervisor Hale questioned if they would be in violation of Department of Environmental Quality (DEQ) regulations due to inactivity on the site. He also inquired why the contractor is not on site working.

Mr. Vaughan noted that the contractor left the site stabilized per standards. He advised that there should not be any issues at this time with the DEQ. Mr. Vaughan explained that the unsuitable material to be removed from the road area would be reused in the concrete ditch, which would be placed on the approach to pond no. 1. He stated that a minor amount of grading remains to be

completed near pond no. 5. Mr. Vaughan added that Bakers Construction Service has indicated in an e-mail that they would return to the site on July 31.

SUPERVISORS' REPORTS

- 1. Roads – Supervisor Hale requested that the Virginia Department of Transportation provide an update on the status of the Major Grahams Road, and Millers Creek Road and Bridge projects when they arrive.
- 2. Roads – Supervisor McRoberts stated that he has several road issues to discuss with the Virginia Department of Transportation later in the meeting.

CONSENT CALENDAR

Supervisor Horney made a motion to approve the consent calendar for July 25, 2017, as follows:

1. PAYROLL – June 2017:

Water Department	\$ 18,504.98
Wythe County Wastewater Fund	18,727.33
Police Activity Fund	60,034.16
Courthouse Security Fund	16,291.24
General County Fund	<u>526,549.51</u>
TOTAL	\$ 640,107.22

Check Numbers: 30095313-30095325; 30095339-30095351

Voucher Numbers: V711000-V710177; V712000-V712196

2. STATUS REPORTS:

- A. Animal Control – Arlan Dunford
- B. Building Inspection – Tim Spraker
- C. Emergency Communications – Darlene Lang
- D. Engineering – Bill Vaughan
- E. Finance – Bruce Grant

3. PERSONNEL:

- A. Bruce, Anna Nicole – Hired, Full-time Clerk, Commissioner of the Revenue, Annual Salary \$22,168, Effective June 5, 2017
- B. Wright, Sandra – Hired, Full-time Custodian, Annual Salary \$17,429, Effective June 26, 2017
- C. Tibbs, Sally – Retired, Full-time, Sheriff’s Office, Effective June 30, 2017

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- D. Brewer, Peyton – Hired, Full-time Deputy, Sheriff’s Office, Annual Salary \$31,009, Effective June 16, 2017
- E. Lewis, Josh – Transfer in Payroll, Executive Director, Virginia Industrial Advancement Alliance, Annual Salary \$79,500, Effective July 1, 2017
- F. Hanks, Jonathan – Hired, Full-time Operator-Trainee, New River Regional Water Authority, Annual Salary \$24,094, Effective June 26, 2017
- G. Williams, Sherry – Promoted, Full-time, Sheriff’s Office, Annual Salary \$23,300, Effective July 1, 2017
- H. Vaught, Scotty – Resigned, Full-time Recreation Assistance/Sports Coordinator, Effective July 10, 2017
- I. Hodge, Carla – Resigned, Full-time VAWA/VSTOP Grant Position, Effective June 30, 2017

4. BUDGET AMENDMENT:

- A. \$1,040.97 (3102-461250) – June 17, 2017 Auto Claim, 2013 Ford Taurus (VIN No. 6538)
- B. \$2,950.00 (3102-470030) – May 16, 2017 Auto Claim, 2011 Ford Crown Victoria (VIN No. 1322)

Supervisor Lester seconded the motion.

The roll call vote on the motion was as follows:

AYES:	Charlie G. Lester	Coy L. McRoberts
	Steven T. Willis	B. G. "Gene" Horney, Jr.
	Joe F. Hale	Timothy A. Reeves, Sr.

NAYS: None

ABSENT: Gary M. Houseman

DEPARTMENT REPORTS

- 1. Information Technology – David Suthers, Wythe County Information Technology Coordinator, addressed the Board.

Chair Reeves thanked Mr. Suthers for all of his work in the implementation of the new accounting software system.

Mr. Suthers reported that the vast majority of his time recently has been spent with the implementation of the Tyler Technologies system. He noted that there are many components that have had to be adjusted and upgraded to allow for conversion to the new system. Mr. Suthers reviewed the modules implemented, implementation process, issues encountered, and future modules to implement with the Board.

Mr. Bear noted that computers are currently upgraded on a rotating as-needed basis throughout the County's departments. He explained that this allows upgrades to be staggered and not negatively impact the department.

Mr. Suthers advised that he would hope his assistant, once hired, would be able to document the age and specifications of each computer to allow for the implementation of a set scheduled replacement system.

Ms. Guynn expressed her appreciation for Mr. Suthers and the assistance he has provided to the Treasurer's Office. She noted that Mr. Suthers is very deserving and in need of the help an assistant would provide.

VIRGINIA DEPARTMENT OF TRANSPORTATION

Andy Fowler and Pam Heath of the Virginia Department of Transportation addressed the Board.

1. Project Updates - Mr. Fowler reported that the crew began surface treating Myrtle Lane on July 24 and should be completed by July 28. He noted that Cregger Road is complete and open to traffic. Mr. Fowler explained that High Volume Un-Paved Road funding was approved for the Major Grahams Road project with the work beginning in the next two to three weeks. He stated that the road would be paved with plant mix opposed to surface treatment due to the steep grade.
2. Major Grahams Road - Supervisor Hale questioned why the Major Grahams Road project has been separated into phases. He also inquired if all of Major Grahams Road would be completed in the current year.

Mr. Fowler explained that High Volume Un-paved Road funding is limited to an allotment of \$300,000 at one time. He noted that they are utilizing the funding allotted this year to complete the first .6 mile segment of the road. Mr. Fowler added that the funding currently allocated in the Six-Year Plan for this section of Major Grahams Road would be reallocated to another project.

Supervisor Hale noted that he believes that projects added to the end of the Six-Year Plan have been prioritized ahead of projects that were previously on the Plan.

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Mr. Fowler advised that 2.7 miles of Major Grahams Road remains on the Six-Year Plan for completion at a later date. He noted that this portion of Major Grahams Road is not next to be completed, as there are several other roads ahead of it on the Plan. Mr. Fowler added that by utilizing the High Volume Road Un-paved funds, Major Grahams Road essentially jumped ahead of three roads.

Mr. Bear stated that the roads completed were ahead of Major Grahams Road on the Plan. He noted that the roads were prioritized as follows: Myrtle Lane, Sharon's Drive, New Bethel Road, Crawford Road, and then Major Grahams Road.

3. Millers Creek Road Bridge – Mr. Fowler advised that they have placed message boards on Millers Creek Road alerting the citizens of the road closure on July 31 from 7 p.m. to 7 a.m. He explained that at 7 a.m. the following day throughout the next 12 hours one lane would be closed until the project is completed. Supervisor Hale questioned what would be the width of the new bridge.

Mr. Fowler noted that he believes that the bridge would be 18 feet wide. He explained that they would install a two lane bridge with use of the existing abutments, which were wide enough for the two lanes.

4. Millers Creek Road – Supervisor Hale requested an update on the Millers Creek Road improvement project.

Mr. Fowler reported that the Millers Creek Road project is not expected to be funded until 2018-2019. He noted that if the funding is available, they should be able to begin the project in 2018.

Mr. Bear noted that the additional .5 mile section of Millers Creek Road recently added would be funded in 2021.

5. Well Lane – Supervisor Hale inquired what action would be needed to extend Well Lane away from the blind curve at the church. He recommended closure of the dangerous intersection and extension of Well Lane to the open intersection in the unused right-of-way in front of the store.

Mr. Fowler suggested that they meet on the site to review options.

6. Pure Country Entrance Permit – Supervisor Hale requested an update on the entrance permit to the former Pure Country property.

Ms. Heath reported that she spoke with Mr. Edwards in the previous week and has requested a letter of credit for the right-of-way work. She noted that as soon as the letter of credit is received, the permit can be issued.

7. Six-Year Plan – Mr. Fowler advised that Major Grahams Road is the next road to begin once environmental and drainage review is complete. He reported that they are currently conducting the environmental and drainage review for Sharon’s Drive, which is next on the list for improvement. Mr. Fowler explained that two sections of New Bethel Road, Crawford Road, and possibly Nixon Road are slated for improvement next year.

Mr. Bear noted that New Bethel Road would be funded this year, but due to manpower limits; it would not begin until next year.

Mr. Fowler explained that with completing all of the projects in house and keeping up maintenance needs, they would not have the manpower available until next year.

8. Pump Hollow Road – Mr. Bear reported that Pump Hollow Road is on the County’s Six-Year Plan with an estimated cost of \$160,000. He advised that improvement of Pump Hollow Road is expected to begin July 2018. Mr. Bear explained that Recreation Access Funds may be available for improvement of the Road, which would release the allocated funding for another project.

Mr. Fowler agreed that the \$160,000 allotted for Pump Hollow Road in the Six-Year Plan would remain in the Plan to be used for other projects.

Ms. Heath advised that the Recreation Access Program provides \$250,000 maximum unmatched to qualified projects. She noted that if additional funds are needed, \$100,000 could be provided with matching funds. Ms. Heath explained that Crystal Springs must be designated as a recreation area through the Department of Conservation and Recreation, as required for use of Recreation Access Program funds. She stated that the jurisdiction in which the area is located must apply for the designation.

Mr. Bear noted that signage could also be included with the Recreation Access Program funding. He questioned if the Board would be agreeable with staff proceeding to work with the Town of Wytheville to apply for Recreation Access Program funding for improvement of Pump Hollow Road.

The Board agreed.

9. Silings Road Bridge – Mr. Fowler advised that they had attempted to obtain State of Good Repair Funding for replacement of the Silings Road Bridge, but the project unfortunately did not rank high enough to receive the funds. He noted that they hope to receive the funding next year.
10. Route 69 – Supervisor McRoberts requested repair of the road edge on Route 69 before the Loafers Rest Road intersection.

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11. Painters Hill Road - Supervisor McRoberts expressed his appreciation for the work completed on Painters Hill Road. He noted that the other end of the road is also in need of repair.
12. Scratch Gravel Road – Supervisor McRoberts noted that he was contacted by a citizen concerning Scratch Gravel Road. He explained that the citizen had indicated that he may be able to obtain right-of-ways along the road, which had prevented improvement previously. Supervisor McRoberts advised that the citizens have requested pavement of the road to the top of the hill.

Mr. Fowler noted that he believes that there was also an issue with the fencing on the road, as well as the right-of-way. He added that he had previously investigated what would be needed to proceed with improvement of the road.

Mr. Bear requested that Mr. Fowler provide him any information he had obtained when investigating improvement of the road. He noted that he and Supervisor McRoberts could discuss with the landowner.

13. Painters Hill Road – Chair Reeves agreed that Painters Hill Road in Ivanhoe is in need of repaving.
14. Ready Mix Road – Chair Reeves requested an update on the Ready Mix Road situation.

Mr. Bear explained that a right-of-way exists all the way up the road. He noted that they had hoped to add the road to the State system through the Rural Addition program.

Chair Reeves requested that Mr. Bear work with the Virginia Department of Transportation (VDOT) to determine the requirements to be completed to allow Ready Mix Road to be added to the State system. He noted that he plans to contact Congressman Griffith to work to obtain Federal funds to improve the intersection.

15. Progress Park Roads – Mr. Bear requested repair of the shoulders on the roads within Progress Park.
16. Guardrails – Mr. Bear advised that he has received several requests for a guardrail on Cedar Springs Road near Speedwell Elementary School where the road drops off to Cripple Creek.

Supervisor Horney noted that he has received requests for guardrails on Saint Peters Road near his residence.

Mr. Fowler explained that they may not be able to install a guardrail on Saint Peters Road due to the drop off at the edge of the pavement.

Mr. Bear reported that guardrails have also been requested between 6616 and 6571 Cedar Springs Road.

17. Route 21 – Supervisor Horney advised that an individual has requested sloping of the bank on their property near Galilee Church on Route 21.

Mr. Fowler noted that he has discussed the issue with the individual. He stated that he explained to the individual that this is typical of the terrain in our area and that VDOT cannot slope banks back for driveways. Mr. Fowler added that they do work to mow the area to prevent the vegetation from obstructing the sight distance.

18. Right-of-way – Supervisor Hale inquired if the right-of-way issues had been resolved with Mr. Smith.

Mr. Fowler noted that he met with Mr. Smith and obtained his signature on the easement. He added that they have recorded the easements and will next work to prepare the project schedule.

19. Exposition Center Property – Supervisor Hale questioned if VDOT could address the brush on the future exposition center site. He recommended application of a brush killing product on the area from the right-of-way to the road.

Mr. Fowler noted that they would investigate to determine what action could be taken to address the brush.

Mr. Bear suggested that they meet with VDOT on the site and also work with Appalachian Power Company to address their easement.

20. Interstate 81 – Ms. Heath reported that VDOT plans to widen the lanes between Exits 72 and 73 on Interstate 81 next summer.

21. Interstate 77 – Mr. Bear requested an update on the Interstate 77 North Exit 80 project.

Mr. Fowler explained that he believes that they are currently accepting bids for the project. He noted that they plan to extend lanes all the way throughout the ramp onto the Interstate 77/81 interchange.

Mr. Fowler and Ms. Heath exited the meeting.

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DEPARTMENT REPORTS – CONTINUED

2. Engineering – County Engineer Bill Vaughan updated the Board on the status of current and future water, wastewater, construction, and transportation projects to be completed within the County. Mr. Vaughan reported that four water projects were substantially completed in the previous Fiscal Year, with the balance of funds from two projects used to add additional infrastructure to the water system. He advised that construction began on the Exit 24 wastewater treatment plant and the collection system projects during Fiscal Year 2017 and could be commissioned in late September. Mr. Vaughan noted that preliminary work was completed on the United States Rural Development planning grant with the selection of an architectural and engineering firm. He explained that the work on the Progress Park connector road design and conditions continued and remains to be finalized and approved by the Board. Mr. Vaughan added that the Engineering Department continues to contract manage the Appalachian Regional Exposition Center grading project and the associated regulatory requirements.

Supervisor Hale recommended that they work to extend water and sewer to areas with a concentration of potential new customers. He noted that these small projects would pay for themselves and could potentially increase revenue and benefit the County. Supervisor Hale suggested that they prepare a business plan to determine the viability of these projects.

Mr. Bear noted that the Water and Wastewater Director is working to locate funding for the completion of an updated water and wastewater master study to identify areas for expansion. He advised that the Engineering Department would work to calculate the feasibility of these projects as time permits. Mr. Bear added that any project deemed viable could then be designed through an open-ended contracted engineering firm.

ADJOURNMENT

With no other business to come before the Board, Chair Reeves adjourned the meeting at approximately 11:12 a.m.

Timothy A. Reeves, Sr., Chair