

**Minutes**  
**Floyd County Board of Supervisors**  
**March 26, 2024**

**1. Called to Order** – Chairman Turman called the meeting to order at 6:00 p.m. or thereafter.

**2. Opening Prayer** – The opening prayer was offered by Supervisor Cox.

**3. Pledge of Allegiance** – County Administrator Linda Millsaps offered the Pledge of Allegiance.

**4. Quorum** – Dr. Millsaps called the roll. A quorum was found for all Supervisors.

**5. Approval of Agenda** – On a motion by Supervisor Boothe seconded by Supervisor Kuchenbuch and unanimously carried to approve the agenda as amended adding 10 b Floyd Regional Commerce Center Phase 2 Road and Utilities.

**6. Approval of Disbursements** – On a motion by Supervisor Bechtold seconded by Supervisor Cox and unanimously carried to approve the disbursements as presented.

**7. Approval of minutes** – On a motion by Supervisor Cox, Seconded by Supervisor Kuchenbuch and unanimously carried as corrected to approve the minutes of 03/12/2024.

**8. Presentations -**

**a. Aphi Fancon, AICP, NRV Regional Commission, Comprehensive Plan**

Ms. Fancon provided a PowerPoint presentation to discuss the Comprehensive Plan. The following was discussed and highlighted by Ms. Fancon:

- What is a comprehensive plan?
- Provides directions for physical development within the community.
- A policy guide for decision-making
- Preparation involves a community-wide assessment to...
  - **understand existing conditions and trends.**
  - **identify the needs, issues, and challenges.**

- Further discussion of what the project timeline would look like from Phase 1 through Phase 4 Which runs from January 2024 – June 2026
- Vision and Goals to include engaging different groups and based on the community's input will assist with developing goals, objectives, and policies to achieve Vision.
- Virginia Statutory Requirements were discussed.
- Next steps in the process, project kickoff, data inventory and analysis, and community engagement.

**b. Jennifer Wilsie, AICP, NRV Regional Commission, Housing Trust Fund**

Ms. Wilsie provided the board with a PowerPoint presentation NRV Housing Trust Fund.

- Ms. Wilsie gave an overview of the history and definition of the NRV Home Consortium
- Affordable Housing defined, who is being served housing terms definition.
- Housing Trust Timeline and milestones achieved 2021-2023.
- Goals of the Housing Trust Funds discussed.
- Use of Funds shared.
- Investment Methodology
- Milestones achieved 2023 - present.

**c. David Martens, Floyd County Graduate**

Mr. Martens provided a PowerPoint presentation for the Boards and Public review. Mr. Martens gave the Board an overview of the Senior Project and Vacant Buildings Project.

- Senior Project Goals were reviewed, reach out to homebound seniors, create a list of those seniors, and bring seniors to the Rise and shine program.
- Senior project information sources: FC Sheriff, FC EMS, NRV Agency on Aging, Habitat for Humanity, Radford Senior Center, Giles County Floyd County Social Servies, Virginia Cooperative Extension.

- Use of Data, Medical information, information needed for daily calls available for the Sheriff's office, Data blurred for use in analysis and grant writing.
- Summary of Information, get support from EMS and other services, contact churches and funeral homes, and contact local organizations and businesses.
- Vacant Properties Project Goals: identify vacant and abandoned properties, transition locations into new residential and industrial land, and make use of unused land.
- Sources – Citizens, Delinquent real estate report, AEP (APCO)
- Review of the summary of information to date based on determined if marked vacant by Citizens and AEP services cut.
- 40 locations narrowed down.

**d. Paul Kitchen, Floyd County Board of Elections (Mr. Kitchen forward his presentation that was read by email)**

**Presentation to the Floyd County Board of Supervisors – March 26, 2024  
Good evening -**

The March 5 primary election has been completed, and I am pleased to report that your team did a terrific job. The Office of Elections staff, our equipment techs, and especially the polling place teams executed the election with precision. I can now deliver the abstracts of the election, signed and sealed certifying the results. March 5 turnout was quite low with less than 20% of the electorate turning out.

Next up is the June 18 primary with early in-person voting and absentee-by-mail voting beginning on May 4. Like the March primary, we are expecting a low voter turnout. Unlike these primary elections, we are anticipating a large voter turnout for the November general election. We will plan to have sufficient numbers of Officers by expanding outreach and recruitment to ensure a smooth election. We will enhance our training and add a Deputy Sheriff's presence for a higher level of security. Our goal is to have an uneventful and efficiently run election.

The Virginia Electoral Board Association has advised that there may be a court-ordered recount and that localities should have a contingency plan in place. We have included this in our FY 24/25 budget request.

In 2021 the U.S. Election Assistance Commission released the third revision of the Voluntary Voting System Guidelines (VVSG 2.0). Since then, voting equipment manufacturers have been updating hardware and software to comply with new VVSG guidelines. Currently the Virginia

Department of Elections has not moved to mandate a compliance. However, any new purchases must comply with VVSG 2.0. We expect that future legislation will define a sunset date for the older VVSG 1.1 equipment. Therefore, we ask for your guidance in planning for this future capital investment.

The Locality Election Security Standards (LESS) self-assessment has been completed with an 82.7% baseline maturity posture! This compares to the 2023 result of 42.5%. This turnaround is a direct result of the hard work done by Danny Lowry and David Francisco. Thanks to them we have taken the steps needed to raise our cyber security posture to a place where we can feel better protected from malicious attacks. The next step is to submit the remediation plan for the 19 baseline standards that we are not in compliance with. David Francisco has put together the plan for the Electoral Board to review. We will submit the plan to the State Department of Elections by April 1. The final step will be to sign off on the acknowledgment document by May 1. Thanks to all involved.

Part of the overall network and cyber security protection plan, for the County, is to separate departmental networks. The target date is April 1. Mr. Francisco will have the hardware separation completed on time; however, we will not be able to complete the work until all of the software tools are procured and installed. Mr. Lowry has been assisting with this work and we appreciate all he has done with LESS and the network separation. The delay has been caused due to finding properly scaled software tools for our smaller network. We discovered that the tools used by the County are scaled for a much larger user population.

Ms. Ingram has been working with the Electoral Board, to put together our FY24/25 budget request. At this time, I would ask that the Board of Supervisors resolve to allow us to present our budget request at your convenience. We are making several changes so that we can better manage the part-time employee expenses by accounting for Officers that run elections separately from other administrative functions. The Electoral Board cost center will be for elections, the General Registrar cost center for running the office. Further we have included a part-time information technology / administrative support position. IT support is a necessity because with the separation of networks and the desire to avoid comingling though network management, we must have our own IT support person. The IT support person will also support the Office of Elections with administrative duties, election equipment care, election preparation, and will be training in election management.

During the recent Virginia Electoral Board Association conference and meetings there was a lot to share and learn. Security was the top issue. The concern is not only cyber and voting equipment security. The personal safety of elections workers is the top priority. We will consult the State Department of Elections and the Department of Homeland Security about free training for our team. To improve voting equipment security we have purchased two secure equipment cages. We now have five, one each for each precinct. These will be used to transport all election day equipment to the polling places. This change eliminates the need to have three different people transporting equipment. This is an important step to assure personal and voting equipment safety.

In January we discussed a satellite polling place for the November election. Anticipating the high turnout and the need to handle increased volume of in person

voters this remains a concern. At that time we looked at the time line needed to pass and ordinance and meet the codified voter notification requirements. As of this date we have not designated a suitable location for a satellite polling place. We would prefer to use the room that is adjacent to the Office of Elections. This is a secure location that would be convenient for the electorate and our staff. I have spoken to Ms. Vaughn about this and she is consulting court schedules to see if we can use the room. Early voting starts September 20.

We are focused on our mission and will strive to assure the purity of elections held in Floyd County.

Thank you. Do you have any questions?

Paul Kitchen, Chair

Floyd County Electoral Board

**e. Nathan Miller, Floyd County Fire Department**

Nathan Miller, Barry Nichols, and Tommy Sowers, all discussed the aspects of statistics of the calls, equipment, and budgetary past, present, and FY25 needs. Further discussion of training needs ensued.

Also noted were the electric vehicle and the training opportunities. Mr. Nichols shared that there are online opportunities at this time and what are the state's costs for these training courses. Mr. Sowers shared that he would obtain a ballpark price for these training courses.

**9. Public Comments**

**Kirsten Vest – Locust Grove District**

Ms. Vest referred to the email she sent to the board (which is placed in the Correspondence folder)

Hello,

I am writing regarding the Creative Community Partnership grant which is listed as a New Business action item for the Tuesday, March 26, 2024 Board Meeting. This grant is for up to \$4500 and requires that Floyd County match the same amount that is granted.

As you may recall, this is the same grant that, in FY24, was called into question when the June Bug Center held that detestable drag show last year. The community and even some of you voiced grave concern that taxpayer money would be used for such a thing

and we had hoped you would rescind that funding. But you could not do that because the grant and match had already been approved.

Now this grant comes before you again for FY25. And NOW is the time to vote "NO" to this Creative Community Partnership grant!!! We do not need to be subsidizing non-profit organizations with taxpayer dollars at any time, but especially not in an extremely challenging budget year! There are so many other much more important and critical needs that you need to focus on.

Please, please, please vote "NO" on this action item when it comes up!!!

Thank you,  
Dan & Kirsten Vest  
Check

Ms. Vest also discussed her concern with the county matching funds for the road project and how at this time would not be fiscally responsible. Ms. Vest asked to vote no on the match or how to reduce that due to such a budget crunch. Ms. Vest noted that Grants are nice but not free money.

### **Bob Smith – Indian Valley**

Mr. Smith noted he is here as a private citizen and noted a grant that may be coming to the county. Mr. Smith stated that the board should refrain from spending any money on county functions. Period. He also reiterated that there is no free money.

**Becky Howell – Burks Forest District (Ms. Howell sent the following in an email)**  
Ms. Howell read the email:

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

As you work on the budget, please keep in mind that increased local property values caused a million-dollar decrease in funds for our schools from the state and that citizens funds have been impacted by inflation. An increase in the tax levy will be a severe hardship for many folks in Floyd County.

Virginia local governments exercise defined and limited powers, including the power to  
Enforce state and local laws.

- Promote public health,
- Protect public safety,
- Educate children,
- Protect the environment,
- Regulate land use, and
- Levy and collect taxes.

I urge you to limit spending to the above categories. This is not the time to pick winners and losers by subsidizing certain favored businesses and non-profits. There are MANY good options but let the people of Floyd County decide who they want to support rather than taking it upon yourself to redistribute their limited funds.

Becky Howell

Burks Fork District 341 Black Ridge Road, Floyd, VA 24091

## 10. Old Business

### a. ARPA Rescue Plan (ARPA)

#### i. April 2023 – April 2024 Report

Dr. Millsaps discussed the spending within the APRA reporting period of April 2023 through April 2024.

. Also presented was the PSA ARPA Funds Disbursements provided by

#### ii. Outstanding Funds

Discussion ensued about the outstanding funds of the County.

### b. Department of Commerce's Economic Development Grant

Ms. Martin gave an overview of the Grant that has been approved for the EDA for the Floyd Regional Commerce Center Phase 2 Road and Utilities.

A conversation ensued regarding the cost share of the County. Ms. Martin stated that no funds will be necessary from the County due to the increased grant funds.

The Board thanked Lydeana and the EDA team for all the hard work for this accomplishment.

On a motion by Supervisor Boothe, Seconded by Supervisor Kuchenbuch to authorize appropriate staff signatures for the Notice of Award (NoA), ED24PHI0G0074, Department of Commerce's Economic Development Administration.

## 11. Closed Session

On a motion by Supervisor Boothe, seconded by Supervisor Bechtold and passed unanimously, the Board voted to move to closed session under § 2.2-3711 A.3, § 2.2-3711 A.6, and § 2.2-3711 A.8.

- a. § 2.2-3711 A. 3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Solid Waste and Public Works

Supervisor Bechtold – yes

Supervisor Cox – yes

Supervisor Kuchenbuch – yes

Supervisor Boothe – yes

Supervisor Turman – yes

- b. § 2.2-3711 A.6 Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected. Contracts/EDA

Supervisor Bechtold – yes

Supervisor Cox – yes

Supervisor Kuchenbuch – yes

Supervisor Boothe – yes

Supervisor Turman – yes

- c. § 2.2-3711 A.8 - Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal



advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. Legal matters

Supervisor Bechtold – yes  
Supervisor Cox – yes  
Supervisor Kuchenbuch – yes  
Supervisor Boothe – yes  
Supervisor Turman – yes

On a motion by Supervisor Bechtold, seconded by Supervisor Cox, and unanimously carried, the Board voted to come out of closed session.

Supervisor Bechtold – yes  
Supervisor Kuchenbuch– yes  
Supervisor Boothe – yes  
Supervisor Cox – yes  
Supervisor Turman - yes

On a motion by Supervisor Boothe seconded by Supervisor Bechtold and unanimously carried, the Board certified that the Board only discussed the matters in closed session.

Supervisor Boothe – yes  
Supervisor Kuchenbuch – yes  
Supervisor Cox – yes  
Supervisor Bechtold – yes  
Supervisor Turman – yes

### **13. New Business**

#### **a. Summer Contract for VT Graduate Assistance**

On a motion by Supervisor Bechtold, seconded by Supervisor Boothe and unanimously approved the summer contract to David Martins for the summer internship.

#### **b. Virginia FY25 Creative Communities Partnership Grant.**

On a motion by Supervisor Boothe, seconded by Supervisor Kuchenbuch and not carried to move forward with the Creative Communities Partnership Grant, to give each the June Bug Center and The Center for the Arts, \$2,250.00 and split the Art

Grant monetarily, \$4,500.00, the same way as it was split, approved and distributed in last year's budget.

Supervisor Boothe – yes  
Supervisor Kuchenbuch – yes  
Supervisor Bechtold – no  
Supervisor Cox – no  
Supervisor Turman – no

Dr. Millsaps asked the Board of Supervisors if she should go ahead and apply for the Art Grant without listing who it would go for, otherwise the County would lose the grant for this year due to not meeting the committed deadline of submission.

At this time there was no further conversation nor direction from the Board.

c. Opioid Abatement Gold Standard

On a motion by Supervisor Kuchenbuch, seconded by Supervisor Bechtold and unanimously carried to move forward with Opioid Abatement Gold Standard.

Supervisor Kuchenbuch – yes  
Supervisor Bechtold – yes  
Supervisor Boothe – no  
Supervisor Cox – yes  
Supervisor Turman – yes

d. FY25 Budget Calendar

Conversation ensued reviewing dates and times for the Budget Workshops. Tentatively agreed that on 4/19/24 from 9 am to 12 am and 04/23/24 at 4:30 p.m. for a budget workshop review.

e. New River Community College Board, Reappointment of Mr. Craig Chancellor for a 4-year term.

On a motion by Supervisor Cox, Seconded by Supervisor Boothe and unanimously carried to reappoint Mr. Craig Chancellor for a four-year term to the New River Community College Board.

f. DSS Board Vacancy.

**14. Board Time**

No updates during board time.

**15. Administrator Report: Dr. Linda Millsaps, County Administrator reported**

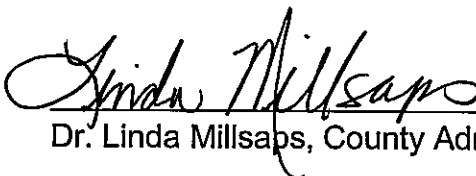
- a. Budget Process Report
- b. Pharmacy Update
- c. Equipment Committee
- d. Opioid Abatement Ecosystem Update
- e. Fleet Management.
- g. Workforce Consortium Meeting
- h. NRV Livability Event
- i. Blue Ridge Parkway Foundation Spring Reception
- j. Agency on Aging Board Meeting
- k. Audit RFP – next steps.

**17. Correspondence –**

Deputy County Administrator/CFO Chiddo updated the board of the contents of the Correspondence folder.

**18. Adjournment:**

On a motion by Supervisor Boothe, seconded by Supervisor Bechtold and unanimously carried for the approval to adjourn the meeting until the next scheduled meeting of 04/09/2024, 8:30 a.m.

  
\_\_\_\_\_  
Dr. Linda Millsaps, County Administrator

  
\_\_\_\_\_  
Joe Furman, Chairman