

**BOARD OF SUPERVISORS
REGULAR MEETING
JANUARY 26, 2021**

At a regular meeting of the Board of Supervisors of Floyd County, Virginia, held on Tuesday, January 26, 2021 at 6:30 p.m. in the Board Room of the County Administration Building thereof;

PRESENT: Joe D. Turman, Chairman; Jerry W. Boothe, Vice Chairman; W. Justin Coleman, Linda DeVito Kuchenbuch, and Lauren D. Yoder, Board Members; Cynthia Ryan, Acting County Administrator; Angie Ellis, Accounting Clerk; and Tabitha Hodge, Operations Manager livestream and film the meeting.

Agenda Item 1. - Work Session with Ms. Lydeana Martin and Ms. Jennifer Wilsie, Community Development Block Grant, Floyd County Housing Rehabilitation Project.

Ms. Martin and Ms. Wilsie provided an update on the Community Development Block Grant, Floyd County Housing Rehabilitation Project:

- 1) The first six items in the package are CDBG boiler plate items that we can't really change.
- 2) Item 7, the Floyd County Rehabilitation Housing Program Design, is unique to our project.
 - a. The section on the scoring criteria is what we used in the planning grant process, to prepare the application.
 - b. We will be reexamining that section in the next couple of weeks in case to see if it needs to be tweaked in any way.
 - c. If we do change the scoring criteria, we will bring them back to you at the February meeting.
- 3) Item 7, the Floyd County Housing Rehabilitation Program Design; item 8, the Floyd County Housing Rehabilitation Management Plan and Timeline; and item 9, the Floyd County Housing Rehabilitation Program Income Plan are living documents and as we proceed and learn we can those documents. The Virginia Department of Housing and Community Development will allow that but will have to approve any changes.
- 4) Any changes in the Program Design we would bring that back to you, as that is the main, guiding document.
- 5) I also want to bring to your attention in the Program Design that we have changed that we were under contract with a housing rehabilitation specialist to will contract with a housing rehabilitation specialist.
 - a. We anticipated receiving a housing rehabilitation contract last week, but we have not received that contract yet.
 - b. I have been in conversation with the firm that worked with us in the planning grant process on the housing rehabilitation work.
 - c. They are still working through a document and have expressed some concern. When they do work starting with an inspection of a house that wants to be considered for the program, they do a work write up and create bid documents.

After all this is done the homeowner has to sign off that they would officially like to participate in the program. If the homeowner decides not to participate, the rehabilitation specialist would not get paid by the grant for the work they've done up to that point.

- d. We're trying to figure out in our conversation how we can minimize the likelihood that someone would go deep into the process and then change their mind.
- e. We're trying to figure out we can limit that risk for them because they will probably want the county to share some of the risk.
- f. The total amount they are paid for all of the work on a house – the inspection, the work write up, the bid documents, participating in hiring the contractor, then overseeing the contractor work, and signing off on it – is about \$5,400. The work that has to be done prior to that is estimated at \$1,500.
- g. It's not a huge amount of money, but I want to alert you to the fact that we're waiting to see what we can work out.
- h. I spoke to Ms. Ryan about it, and she encouraged me to advise them to think long and hard about what they ask us for as we will need to decide very quickly as to whether you want to do that or whether we're going to go out to bid, and try to get someone else to do it.
- i. We're trying to follow through with the same company we worked with, but if we can't reach an agreement, we do have the option of going to bid.

Supervisor Boothe - Can you remind us of the estimated amount of homes that this grant will cover?

Ms. Martin - Yes. We committed in the application to doing fifteen homes. Six of those would be what they call substantial construction which is really tearing down the old house and building a new one. There would be fifteen households served by the project.

Supervisor Boothe - The \$1,500 per house if the homeowner decides not to do it, does that apply to both a remodel and a new build? Or is it a different number for new build?

Ms. Wilsie - I imagine that it would be similar. I don't think what's at stake is to the tune of \$1,500 times 15. We're talking about maybe a small margin of folks where they're concerned it might take us going through 18 households before we get to the full 15. They are nervous about the few houses that might slip through the cracks, but it still takes a bit of work.

Ms. Martin - Mr. Boothe, they do have to go through the inspection process even if it's pretty apparent that it's likely to be a tear down and replace, they still must go through the process.

Supervisor Kuchenbuch – Why do you think they got cold feet?

Ms. Martin – That's a good question. I was a little disappointed that this was the first that we'd heard of this concern. I think what happened is that they did a project in another locality recently that was quite different. You've heard us talk about ours being scattered site, where it's all over the County. They did a project in a neighborhood where several people turned it down

after they did the inspection. Then there was nowhere else they could go because it was just the one project area. They couldn't keep adding other people to the list to get fifteen participants. I think it was upsetting.

Supervisor Kuchenbuch – It made them a little skittish. If fifteen is our number and we have more than that in applications, you've made that clear to them, right?

Ms. Martin – Yes. I wasn't sure whether to bring this up tonight because they've expressed two slightly different concerns. One is, what if we only get to eleven houses instead of fifteen? Then we won't receive all the money. The other one is what if it takes eighteen houses to get to the fifteen? They are different concerns. I feel confident we can get to fifteen because we've got the whole County to work with.

Supervisor Kuchenbuch – Ms. Wilsie, how many other firms are out there that would do this kind of work?

Ms. Wilsie – When we bid this out for the planning grants, we received three applications. Only two of those were deemed viable by the project selection team. This firm was one of them. And there was one other. That doesn't mean that there is all that there is. If the County were to bid out again, we could perhaps shake the bushes a little harder. Our experience was two that could do the work out of three applications that we received. And we chose one of them.

Supervisor Kuchenbuch – And that was before we had gotten the grant?

Ms. Wilsie – Correct.

Supervisor Kuchenbuch – Now that we have the money, maybe others would look at it differently.

Ms. Wilsie – Yes.

Supervisor Boothe – I read in here that from time to time there may be things that may come back to us. Will we get notification prior to that meeting?

Ms. Martin – Yes. Would that be in the case of an appeal of some sort?

Ms. Wilsie – There are a couple of things that could come back to them. If we change an oversight board member; if we make an amendment or change to the program design; or if there is a grievance that rises through the ranks. These are a few reasons. Hopefully the grievance is never something that needs to come.

Ms. Martin – We would alert you as soon as we saw it was headed your way. If you want to be in the loop sooner than that, let us know.

Supervisor Boothe – Yes, a "head's up." I don't think it would be appropriate for us to have a private conversation with someone who is filing a grievance.

Supervisor Yoder – If there was an issue coming up it would be our responsibility to make sure the Board was aware.

Ms. Martin – Yes, that’s a great benefit of your willingness to serve on the Oversight Board, Mr. Yoder. You could help relay that information.

Supervisor Kuchenbuch – Jennifer, in other Counties where you work, do they have elected officials serving on these boards?

Ms. Wilsie – Yes.

Supervisor Kuchenbuch – Have we found when we went and got applications that there are some people that choose to live in conditions that we ordinarily think would work for this program? Have you come across any of these? Like someone who doesn’t have running water.

Ms. Martin – The way our process has really worked is by letting people volunteer if they are interested. Whether they’ve come to us directly or a related housing agency has referred them, all of the people on the list have raised their hand for assistance. We’ve tried to be clear; just because you’ve applied, it doesn’t mean you will be selected. Our full hope is that if this project goes well and we have a waiting list, we will pursue more grant money in the future.

Supervisor Yoder – Thank you both for all the work you’ve put into this.

Ms. Ryan – We need a vote from the board tonight to authorize signing these contracts.

Ms. Martin – A vote to approve these documents and authorize execution. All of these are still pre-contract documents. These are most of the pieces that need to be completed before we can get a contract from the Department of Housing and Community Development. Everything is due by February 19, 2021.

On a motion of Supervisor Yoder, seconded by Supervisor Kuchenbuch, and unanimously carried, it was resolved to approve the documents and authorize execution (Document File Number 1154).

Supervisor Yoder – yes
Supervisor Kuchenbuch – yes
Supervisor Coleman – yes
Supervisor Boothe – yes
Supervisor Turman - yes

Agenda Item 2. – Meeting Called to Order.

Chairman Turman called the meeting to order at 7:00 p.m.

Agenda Item 3. – Opening Prayer.

The Opening Prayer was led by Supervisor Coleman.

Agenda Item 4. – Pledge of Allegiance.

Supervisor Yoder led in the Pledge of Allegiance.

Agenda Item 5. – Approval of Disbursements.

On a motion of Supervisor Boothe, seconded by Supervisor Coleman, and unanimously carried, it was resolved to approve the disbursements as presented.

Supervisor Coleman – yes
Supervisor Yoder – yes
Supervisor Kuchenbuch – yes
Supervisor Boothe – yes
Supervisor Turman – yes

Agenda Item 6. – 7:00 p.m. Public Comment Period.

Chairman Turman read the handicap statement and opened the public comment period.

There were no public comments.

Agenda Item 10a. – Contract with Robinson, Farmer, Cox Associates for audit services for a three year term.

Ms. Ryan – At the last meeting it was approved for me to talk to them about a cost for services for the next three years. They have submitted their audit fee for fiscal years 2021, 2022, and 2023. For your information I have listed the previous fee for the past 3 years to compare to the current fee. The fee seems reasonable compared to what it has been. Not to mention that audit requirements have been increased due to COVID and other circumstances.

On a motion of Supervisor Yoder, seconded by Supervisor Kuchenbuch, and unanimously carried, it was resolved to approve the contract and allow the Acting County Administrator to sign the document (Document File Number 1155).

Supervisor Kuchenbuch – yes
Supervisor Coleman – yes
Supervisor Yoder – yes
Supervisor Boothe – yes
Supervisor Turman – yes

Agenda Item 7. – Ms. Amy Ingram, Registrar, and Mr. Brecc Avellar, Electoral Board.

Mr. Avellar – We've had a great year for election turnout. Citizens were happy about early voting. We want to thank you for supporting our efforts. We have some challenges coming up. There is a primary election in June that we had not planned on. We must conduct early voting, and staff it for 45 days. I am going to go through the short falls in our budget. The handout is in your packets. I'm prepared to answer any questions you may have. The bottom line

comes down to just under \$14,000.00 that we need to ask you all to supplement us with to get us through the end of the year.

Ms. Ingram – We do anticipate having to have ten people per polling place and four people for the absentee.

Supervisor Yoder – It looks like only one party.

Ms. Ingram – The democrats will be holding a primary. The republicans will be holding a convention. We will try and conduct all the early voting upstairs in the office. If someone is disabled, we will go out to their car. We may have to have someone outside with a ballot box again. We won't know all the rules until closer to the time.

Supervisor Yoder – I guess the General Assembly could change the rules. Can we use the CARES money for some of the additional funds?

Ms. Ryan – I think some of the \$60,000.00 could be justified due to social distancing.

Supervisor Boothe – If the primary is changed, we can carry over the money into the next year.

Ms. Ryan – Yes, it can be carried over into the next year.

Ms. Ingram – We were originally told to plan for a June and August primary. We still don't know if this will happen. This goes back to census data and redistricting.

Supervisor Yoder – What about local races?

Ms. Ingram – The new redistricting commission mentioned instead of having an August primary they may extend it and have a special election in March. A moment ago, I found out for local races that probably isn't possible. I was advised to talk to the County Administrator and our attorney because I don't think there is a provision without General Assembly action. We have Courthouse and Indian Valley, Supervisor and School Board that are defined by those requirements.

Supervisor Boothe – Where does the new election committee get the authority to extend the term of the House of Delegates until March?

Supervisor Kuchenbuch – You would think if they can do that for the House of Delegates, they could extend that to all localities.

Supervisor Yoder – So there is potential for many different primaries – local, House of Delegates, and this.

Ms. Ingram – If it's a local primary, it must be on State primary day. There is an article I will share with you via email. It says that Virginia and New Jersey are the only states that have races based on districts in the census year.

Supervisor Yoder – Could we solve that problem ten years from now by changing the dates we get elected?

Supervisor Kuchenbuch – Yes, that would solve the problem.

Supervisor Yoder - In the past all five of us got elected at the same time.

Ms. Ingram – In the schedule of elections it would tell you how many localities have races this year. It is sixty localities. The state did get sued by two candidates to drop the number of signatures required due to COVID. The requirement was dropped from 10,000 to 2,000.

We also have an issue with our electronic pollbooks. We love our current system, unfortunately they have decided not to seek recertification in Virginia. The state has new minimum security standards that went into effect. There are four certified vendors in Virginia. Two have finished certification, and two that are in the midst of it and expected to certify. Of the four vendors, one has one client in Virginia, one vendor has two clients in Virginia, and the other two have the remaining clients. I would prefer to go with one that is tried and true. Hart is a vendor for KnowInk Poll Pad. Hart is also our vendor for voting equipment. We have had great experiences using Hart for our optical scanners. They are responsive and good. We considered all four and are leaning towards Hart. All four estimates are within a couple thousand dollars of each other. The range is \$22,000 – 25,000. The Poll Pad is a tablet that is an Apple based product. It easily accesses voter information and is user friendly. We can use what we currently have until the end of June. We'd like to replace the system quickly so we can be prepared for larger elections down the road. I am not aware of any grants or help available for funding.

Supervisor Boothe – You are talking about the \$22,645. number?

Ms. Ingram – Yes.

Supervisor Kuchenbuch – Do we have to pay the annual poll fee?

Ms. Ingram – The first year covers licensure and support. On year two, it would pick up.

Supervisor Kuchenbuch – So that is a recurring fee?

Ms. Ingram – With our current poll book we have a recurring fee, but it's much less than this.

Mr. Avellar – Instead of having to have two separate training sessions, we'll only have one which will make up for some of the costs.

Supervisor Kuchenbuch – You also said that with the ease of the new device, it will speed things up. We don't know what June is going to look like. And there may be new restrictions. Does it appear that the State will be providing COVID funding for elections?

Ms. Ingram – We have not heard either way. We do believe we have enough supplies for June.

Supervisor Boothe – Does this qualify for COVID?

Ms. Ryan – This is a grey area. You can't use COVID money for anything that was already budgeted for. Did you have the June primary in your budget?

Ms. Ingram – I did have the June primary in the budget. November's costs exceeded everything.

Supervisor Yoder - I think the only thing you can justify is the additional costs.

Ms. Ryan – That is what I'm thinking as well.

Supervisor Yoder – This is something we'll have to buy regardless of COVID.

Ms. Ryan – What I recommend is using contingency for the \$22,645 new pollbooks, but wait on the \$13,000 amount. Tell them to go ahead, we might be able to use some of the CARES money for that. And at the end of the fiscal year, we can see how much we have available in department budgets and we can then take some out of contingency if need be.

Ms. Ingram – At the end, our entire department budget might come out over, and we could divert that money to cover it.

Supervisor Kuchenbuch – I have watched the electoral board and have been so impressed with their frugality and with making sure every citizen in this County was able to vote. And thank you to the Registrar and her staff.

Ms. Ingram – Thank you. We appreciate that.

Supervisor Yoder – On the \$22,645, do we do that as a sole source, or do we bid it out?

Ms. Ingram – Elections are exempt from procurement of two or more vendors.

On a motion of Supervisor Boothe, seconded by Supervisor Yoder, and unanimously carried, it was resolved to approve transferring \$22,645 from contingency to the Electoral Board for the purchase of new pollbooks.

Supervisor Coleman – yes

Supervisor Yoder – yes

Supervisor Kuchenbuch – yes

Supervisor Boothe – yes

Supervisor Turman – yes

Agenda Item 8. – Representative from Federal Engineering to discuss radio system.

Mr. Sowers – I will turn my time over to Brad Barbour from Federal Engineering to discuss the recommendations report.

Mr. Barbour summarized the report as follows:

- Executive Summary, three phase process
 - Evaluate the current system, determine the key stakeholders' requirements for a replacement system, and develop a conceptual design for the replacement system.
 - Conduct a project initiation and project goals review with the County and current radio system partners
 - Perform an existing system evaluation
 - Complete a coverage analysis and conceptual design to be utilized in the evaluation between analog and Project 25 (P25)
 - Deliver a public safety communications plan and summary presentation
 - Develop a Request for Proposal (RFP) and provide evaluation support
 - Support the implementation of the selected system
- Recommendations and Next Steps
 - Upgrade the existing analog system to a new system or replacing the current system with a P25 solution
 - Federal Engineering's opinion is that the County should consider a P25 upgrade and expanding the existing system with a third site to improve coverage within the County. Funding and grant options are more readily available provided the new system is a public safety P25 standards-based system
 - Federal Engineering recommends a competitive procurement process to replace the existing analog system. This process would include the releasing of a RFP document. The RFP would allow for multiple vendors to provide proposals and pricing for the system expansion. The vendors would provide the detailed design of the system allowing for innovated approaches and placing system performance responsibilities on the vendors. The RFP should provide the vendors with the required functional specifications and include topics such as, but not limited to:
 - System functional operational requirements
 - Leveraging existing resources
 - Infrastructure equipment
 - Site subsystems
 - Dispatch equipment
 - Spectrum usage
 - Required coverage
 - System maintenance and support functions

Supervisor Yoder – Thank you to those involved. This is really important for the County. We have volunteers in dangerous situations because they love the County. The more we can do to keep all these folks safe, we need to step up and do it. It's really important for the people we have, and it's really important for our citizens.

Supervisor Kuchenbuch – How new is the P25 system?

Mr. Barbour – The P25 technology has been out since the late nineties. It's a user driven approach developed by users around the world. This helps make sure it stays current. It continues to be refreshed and expanded, with new capabilities being added all the time.

Supervisor Kuchenbuch – I have a question specific to Virginia. How many legacy analog systems are left in the Commonwealth?

Mr. Barbour – I can't give you an exact number. A lot of our rural clients are still on analog. The more rural the area, the more likely they are to still be on analog.

Supervisor Kuchenbuch – What other counties, other than Roanoke, are using the P25?

Mr. Barbour – Everyone in the Hampton Roads region, and the capital region.

Supervisor Kuchenbuch – How about around us? Just Roanoke?

Mr. Barbour – We are getting ready to start a project with the twin counties to the south of you, with Galax and the twin counties. They've asked us if there would be some synergy there if you guys decide to move forward. Maybe we could look at sharing some control equipment and things like that. I don't know exact numbers.

Supervisor Kuchenbuch – In terms of frequencies, if we go with the full system and put the other site up in the northeastern section of the County, what do you believe is the difficulty in getting a new megahertz signal? Would that be difficult for us, or is the Federal Communications Commission looking at that in a new light?

Mr. Barbour – I don't know that they are looking at you in a new light. One of the things we looked at is we could deploy the system with the frequencies that you have. We don't foresee there being a licensing issue associated with doing that. The challenge is trying to deploy a new system on existing frequencies is it creates a split system. Some people will be operating on the old system, some people will be trying to migrate to the new system. You will lose a little bit of capacity on those during the transition. We could look at other bands, 700 or 800 are available. They would certainly be available in a rural area. Those frequencies don't get used a lot in the State plans. The propagation systems for those bands are a little bit different, they don't travel quite as far. Would we need to look at if we need more sites? Those are the risks to moving up within the band. The advantages are it's a clean spectrum. You wouldn't have the interference issues. You would not have the skip that occurs quite frequently with the UHF band. I wouldn't foresee a problem licensing a new system, refreshing it on your existing channels with the added sites.

Supervisor Kuchenbuch – This was a very well written and understandable package. Thank you for doing such a good job.

Mr. Barbour – I'd like to thank Mr. Sowers and his staff. They really helped us out a lot as well. It's key for us coming in as a consultant to be able to work with County staff to understand what the real issues are. We don't try and come in with a presupposed opinion about what is needed.

Supervisor Kuchenbuch – Public safety and the safety of our first responders is of utmost importance.

Supervisor Boothe – Some of the equipment we are replacing is the same equipment I worked with in the nineties. This was prior to the P25 program being available. At the time, if this had been an option, we would have already been there. If we can make it safer for our first responders, we should do it.

Supervisor Yoder – And it's a lot safer for our citizens too.

Supervisor Turman – I started with the Sheriff's Department in '77. If I was in my driveway, I had to call Patrick County to sign me off. If I was in Supervisor Coleman's district I'd have to go to Pulaski. We are still way behind what it should be. Like Supervisor Yoder said, it's not only our officers' safety, it's our citizens too. It's about time we upgraded.

Supervisor Coleman – I'd like to stress a few things. The first one is there was lot of work put into this. Supervisor Boothe and I met with Mr. Sowers several times. Mr. Sowers made sure nothing was left unturned. We spent about six hours going through various parts of the County obtaining GPS locations and sending them to Federal Engineering for review. One of the emptiest feelings is when tragedy befalls a friend, a neighbor, someone in your community, and not being able to effectively communicate. Communication is key, and we know that communication is one of the first things to go. Something we must provide as a Board, is the ability of our citizens to be cared for. This is a huge part of it. We can have the best equipment and apparatus, but if we can't talk, we are hurting. I appreciate all the effort that has gone into this, I don't take it lightly. It's a big price tag, but it's a big price tag either way. I hope we can come together and make something happen for our community.

Supervisor Kuchenbuch – One of the surprises I've found is that I didn't realize how good coverage was in the valley. I thought we'd need three greenfield sites. Who are the P25 vendors?

Mr. Barbour – L3 Harris in Lynchburg, Motorola, PF Johnson are the three that you most likely will see.

Supervisor Kuchenbuch – Would you help with any grant work?

Mr. Barbour – We can certainly help you look at that. I know there is another window coming up on the State site. Another thing I want to point out if you are looking at grant funding on a federal perspective if there's any available, P25 equipment is more likely to get grant funding than the analog equipment. Also, systems that are regional in nature are more likely to get federal grant funding. Something to think about if there were some synergies with the twin cities cooperative, that might be an option too. A regional package would be more likely to get grant funding.

Supervisor Kuchenbuch – We are talking about Grayson and Carroll counties?

Mr. Barbour – Yes, and the city of Galax.

Ms. Ryan – I am curious about the interoperability. Would we no longer be able to communicate with Patrick, Franklin, and Montgomery?

Mr. Barbour – Once you decide about what technology you're going to use, we typically try and put in gateways that allow you to interconnect your system with their system. You'd still have interoperability to be patched to the dispatch center.

Supervisor Yoder – What's the difference between P25 and analog just from mobile to mobile. Is there a difference with a handheld unit as far as how well it works?

Mr. Barbour – It's close. As a rule, digital technology tends to operate at a little bit further range than analog. Analog gets scratchy, then there's nothing. With digital it gets a little poppy and then it's gone.

Ms. Ryan – Do the cost estimates include the costs for Federal Engineering to do the procurement or the project management?

Mr. Barbour – No, it does not.

Ms. Ryan - And it doesn't include the land or any land development fees?

Mr. Barbour – It doesn't include site acquisition costs. Site civils are included, site acquisitions are not.

Supervisor Kuchenbuch – I also noticed that you have HVACs [heating, ventilation, and air conditioning] and generators. Does Federal Engineering do any work with solar?

Mr. Barbour – We haven't seen a lot of solar deployments. It's certainly something we can look at depending on the size of the site. You'd probably be right on the borderline of doing solar. There might be some remote sites where we want to look at that. More typically you are looking at standard diesel or LP generators. They provide a little bit more robustness than solar does. We've done solar a lot on mountain top sites, especially if they are on forestry property.

Supervisor Boothe – We started addressing this in 2006, 2007. We tried to piecemeal it, completing it in stages. This is something we need to do in one fluid motion.

Supervisor Yoder – Interest rates are at a good point right now.

Mr. Barbour – The other problem with phased deployment is sub costs due to putting in certain equipment and then the process takes four to six years to get to the next phase. Now that equipment must either be upgraded or replaced. More and more of these systems are built with commercial off the shelf technology.

Ms. Ryan – Under Item 10d we have discussion of seeking financing. Do you want to decide about the equipment first and then talk about the financing? Or do you want to roll it all together in one conversation? It seems to be consensus to go with the P25 with four sites.

Mr. Sowers – I recommend to you all to go all in or not touch it. One other thing regarding channel spacing. Correct me if I'm wrong, with the P25, when you go from analog to digital, the one channel turns into two.

Mr. Barbour – It can. The P25 offers two different options. It offers phase one which is your standard one talk path per channel. Phase two offers two talk paths per channel. Phase two would be a little more expensive than what we've quoted, but it's future proofing your system.

Mr. Sowers – The Sheriff's Department has some room for growth as far as meeting some of their needs, and we'll talk about that later.

Supervisor Kuchenbuch – When you were talking about 700 and 800, does that cost more money to go the new system?

Mr. Barbour – The band doesn't drive the cost.

Supervisor Kuchenbuch – It would be the type of radios we'd buy.

Mr. Barbour – That would be the predominate factor.

Mr. Sowers – Correct me if I'm wrong, when you get into 700 and 800 it depends on how the wave can move, how it travels through a building. They conducted studies last time when we went to 450 megahertz. That megahertz was what worked best in Floyd to get the best range.

Mr. Barbour – The only caveat I would add to that is UHF does tend to be more prone to interference. It might propagate better, but it's more subject to interference. It's a little bit of a tradeoff.

Mr. Sowers - I would like to get approval from the Board to discuss a phase two with Federal Engineering. We'll try and work out some of the details while you all work on the finance side. We won't sign anything until it has come before the Board. I feel comfortable with the work that they've done and if we decide to go to the second step I would like to partner with Federal Engineering.

Ms. Ryan - With phase two you are talking about authorizing Federal Engineering to go out and develop the specifications and going out to bid.

Mr. Sowers – I would like to have a negotiation with Federal Engineering.

Supervisor Kuchenbuch – How do all the of the E911 upgrades work with this?

Mr. Sowers - We must get new consoles, that is worked into the plan. There are so many components, this is just one part. One of the things that sped this up, we were offered some tower space by AEP. It's right next to our current location. I think now is the time to do it.

Supervisor Kuchenbuch - Do you think there will be federal funds? Is there state funding for Emergency Management?

Mr. Sowers - From time to time there is Homeland Security money available. There is other grant funding through Rescue and Fire that we can investigate. We've had some close calls; we need to do something about it.

Agenda Item 10b. - Contract with Atlantic Emergency Solutions for an Enforcer 750 Gallon Pumper for a purchase price of \$598,829.00.

Mr. Sowers - I'd like to move on to the new engine for Station 2, the Willis Fire Department. I spoke with the representative earlier and removed some items bringing the price down to \$579,393.00. We've done business with Pierce Manufacturing since 1985. We can save \$18,476.00 if we prepay for the truck. The caveat is most banks want the title in 60 to 90 days. The company can provide a VIN number, but not an actual title. Sometimes the bank will accept the VIN in lieu of the title. If we don't sign a bid for this truck within the next thirty days, the price will increase by 5%. If the Board feels confident to proceed, we can, if not the price will go up \$30,000. This truck is equipped with EZ Track front suspension. This makes the truck all-wheel drive up to 20 miles per hour and is the same height as the two wheel trucks. This will enable us to access places we couldn't get to before. It is a great expense, costing \$45,000. This is a fairly new feature. What are your thoughts?

Supervisor Boothe - I think we should proceed.

Supervisor Yoder - Would you tell me what 750 gallon and what capacity pump it is?

Mr. Sowers - The 750 has the 25 gallon foam system on it. The overall length is 29 feet, 96 inches wide, 9 ft 6 in overall height. The Enforcer chassis is 450 horsepower, 1250 torque, and an Allison transmission. The cab holds six people, two in the front, four in the rear.

Supervisor Turman - How many feet of hose does the truck hold?

Mr. Sowers - This will vary according to the truck and the size of the hold. Most trucks have about 600 feet of supply line.

Supervisor Yoder - Did we receive more than one bid?

Mr. Sowers - Working with the Houston Galveston bid eliminates that process.

On a motion of Supervisor Coleman, seconded by Supervisor Boothe, and carried, it was resolved to approve the contract with Atlantic Emergency Solutions for an Enforcer 750 Gallon Pumper in the amount of \$579,939.00 (Document File Number 1156).

Supervisor Coleman – yes

Supervisor Yoder – yes

Supervisor Kuchenbuch – yes

Supervisor Boothe – yes

Supervisor Turman – yes

Agenda Item 10.c. – Request permission to go ahead with lighting update at Maintenance Shop prior to re-roof of facility.

Ms. Ryan – At the last meeting Mr. Bolt came before you and talked to you about going out to bid for a re-roof of the Maintenance Building at Solid Waste and he also said there was a need for new lighting at the Maintenance Building. At the time you approved the re-roof but said the lighting could wait until after the roof project. Mr. Bolt feels like he should proceed with the lighting now. He says the roof does not have any effect on where the lighting will be placed because none of them will be under areas that currently leaks. If you will authorize it, we will advertise the lighting project.

On a motion of Supervisor Kuchenbuch, seconded by Supervisor Yoder, and unanimously carried, it was resolved to authorize the Acting County Administrator to advertise replacement of lights at the Maintenance Building at Solid Waste.

Supervisor Coleman – yes
Supervisor Yoder – yes
Supervisor Kuchenbuch – yes
Supervisor Boothe – yes
Supervisor Turman – yes

Agenda Item 10.d. – Discussion of seeking financing for equipment and other capital items.

Ms. Ryan – This Friday we are having a bid opening for the front loading garbage truck. At that point we will know the low bid for that item. The ambulance is already in the process of being built. Tomorrow we will have a signed contract for the fire pumper. By the end of this week we should have firm prices on those three items. In addition there is the radio system financing. Also, there is the other part of the Growth Center financing. Do we want to ask Davenport and Company to put a financing proposal together that includes all of these items? If so, for how many years do we want the financing to be? Do we want to finance everything or do we want to use unrestricted fund balance for part of the package? We can ask Davenport to present more than one alternative to us.

By consensus the Board agreed to ask Davenport to present more than one alternative for financing.

Ms. Ryan – I think based on the items to be included in the financing we will be looking at roughly \$8 million.

Supervisor Yoder – With the equipment we probably can't go beyond 10 years, can we?

Vice Chairman Boothe – That is my concern about combining the items. We might have to have two separate financings.

Vice Chairman Boothe – Are we going to be able to make it this year without doing the additional box on the ambulance?

Ms. Ryan – We have already ordered two ambulances this year – one to paid for out of CARES and for the other we have a grant that pays for almost half of it. Mr. Phillip Belcher [Operations Manager] talked to me the other day about his FY22 budget. I asked what he planned to do with the ambulances being replaced. He said in FY22 maybe we could put a new box on one and making it a backup.

Supervisor Kuchenbuch – Didn't we have money in this year's budget for the ambulance?

Ms. Ryan – We had the debt service payment on a loan for the garbage truck, fire engine, and one ambulance. One piece of good news is that we have waited so late in the year to procure these items that there will be no debt service payment in FY21.

Supervisor Yoder – With some of this already built into our budget, next year there will be some additional costs, but some of this is already built into a level funded budget.

Ms. Ryan – I would say the garbage truck, fire engine, and ambulance are built into it, but not the radio system or shell building.

Agenda Item 10.e. – Discussion of vaccine center one day a week in Floyd County.

Ms. Ryan – We were looking at the library as a possible site. Ms. Kamala Bauer very kindly offered the use of the Floyd Eco Center as a possible site. Two representatives from the New River Task Force came and looked at both the library and the Eco Center. They had some concerns about the parking situation at the library, the traffic flow, and they would have to use more room in the facility than had originally been offered. When they got out to the Floyd Eco Center and saw the parking, the road in, and the facility itself; they said it was ideal. Ms. Bauer has very graciously offered the use of the facility at no cost to the County. We can set it up once and leave it set up for the entire duration, which could take several weeks. She asked that we handle the road scraping if there is snow and the COVID cleaning. We will do a light cleanup after each event and a major COVID cleanup at the end of vaccine distribution.

Supervisor Kuchenbuch – I was floored when I got the initial email from Ms. Bauer and I sent it on to Ms. Ryan. This is an example of citizens working with County government to help all citizens here. It is a wonderful thing.

Ms. Ryan – Mr. Kevin Sowers is going to a New River Task Force meeting this Friday where they are supposed to provide more information about getting vaccine centers set up in localities. We are really working toward the goal of having a vaccine center here in Floyd. I want to let you know another way in which the library staff has stepped up to help in this situation. One of our concerns is that a lot of citizens do not have internet access, which is the preferred way to register for a vaccine. They have agreed that any Floyd County citizen in the 1b group who does not have internet and wants to get on the registration list to get an appointment, the citizen can call the library and the Branch Manager and Assistant Branch Manager will take their information and while the citizen is on the phone sign them into the Road to Access website. They are not actually making an appointment for the citizen, but they are providing the information so the New River Health District can call the citizen back to set up

an appointment. Also, Sheriff Craig is having the Dispatchers tell the people on the “Rise and Shine” call list about the Road to Wellness website and encouraging them to register or contact the library if they do not have internet access. Mr. Chad Alls in Social Services is having the Benefit Specialists do the same thing with citizens they contact. We are trying to get the word out in as many ways as we can.

Vice Chairman Boothe – Have you made any progress on a test center site?

Ms. Ryan – That is still in the works. Mr. James Pritchett has agreed that the New River Valley Community Services facility in Floyd can be used as a self-test kit site. He can provide one staff person and one computer three days a week. Giles County is already doing this. The Giles County Administrator says it takes about two people to do it. The most people they have seen on any day is 20 people. The person drives up and one staff person helps with parking and providing an overview of the process. The person drives through the site and the other staff person acts as a coach. The coach hands the person a kit and explains how to administer the test to himself. The person puts the used kit in a plastic bag, which is then put in a separate plastic bag and handed to the Coach. The Coach stores the self-test kit bags in a cooler. The tests have to be transported to Blacksburg on that morning. I still need to find another person and transportation of the tests.

Vice Chairman Boothe – I talked to an agency who might be able to help with this process.

Supervisor Yoder – Do we know if there is a shortage of available tests?

Ms. Ryan – It sounds like there are plenty of self-test kits.

Supervisor Yoder – Is it hard for someone to go and get tested?

Ms. Ryan – If you just want a test, I don’t think so. If you want a rapid test, I think that is a problem. Today Chris McClarney, the Giles County Administrator, said the self-test kits used to take 2 days to get a result. But this past week there have been so few people being tested that they self-test in the morning and get the results that same evening.

Supervisor Yoder – I was just wondering if there is a big need for a self-test site. Right now our focus needs to be on the vaccine center.

Ms. Ryan – Yes, we are putting our priority on getting a vaccine center, but would like to have a self-test site in Floyd for the convenience of our citizens.

Agenda Item 11. – Old/New Business.

Ms. Ryan – At a previous meeting we discussed how many Floyd-Floyd County Public Service Authority (PSA) connections had been prepaid and how many of those have been used. We received a listing and sign off sheet from PSA. If you are comfortable with it, please authorize me to sign it and we will continue to sign off as we use them in the future.

On a motion of Supervisor Kuchenbuch, seconded by Supervisor Boothe, and unanimously carried, it was resolved to authorize the Acting County Administrator to sign off on the use of a water and sewer availability for the Floyd Growth Center (Document File Number 1157).

Supervisor Coleman – yes
Supervisor Yoder – yes
Supervisor Kuchenbuch – yes
Supervisor Boothe – yes
Supervisor Turman – yes

Agenda Item 12. – Board Member Time.

Vice Chairman Boothe – I would like to ask that you consider using some of the \$460,000 in Meals Tax Fund to build an office and storage area at the Recreation Park in order to make the current location available for use by another agency. I know another agency has been authorized to hire 2 more people. They will hire 1 and split an existing office.

Supervisor Yoder – That money is budgeted every year isn't it?

Ms. Ryan – I am glad you asked that question. The way we budget we always have our revenues match our expenditures. When we budget money in the Meals Tax Fund that assumes we are going to use that money to pay capital expenditures that year. But we have never touched the Meals Tax Fund, which is why it has built up to \$460,000. But we prepare the budget in such a way that it assumes we are using this collection to meet our expenditures for that year.

Supervisor Yoder – But that amount is included in our fund balance at the end of the year so if we spend it down we are essentially spending our fund balance down. Ideally we would change the way we budget and appropriate.

Ms. Ryan – I would recommend that either we don't budget any revenue if we don't plan to spend it that year or if we do budget to receive that we also budget as to what capital projects it is being used to purchase.

Ms. Kuchenbuch – You are asking to build something. We could also buy something.

Vice Chairman Boothe – As long as it was a capital expenditure. I would not want to see us use the Meals Tax for debt service.

Ms. Ryan – We could use it for the ambulance or garbage truck.

Supervisor Coleman – I am open to what you are proposing. I am wondering if Davenport will say this is what you can do.

Ms. Ryan – As one of the alternatives we can tell Davenport about this fund and find out how it can be used as part of a financing alternative.

Vice Chairman Boothe – I know the space problem is going to be a big problem before long. It might be better to finance a new building rather than just paying for it, but right now there is this money available that would qualify.

Supervisor Coleman – I think for due diligence we should do everything we can to look at all of our resources to make sure we are getting the best bang for our bucks.

Vice Chairman Boothe – The promise you made to the citizens when the Meals Tax passed was that it would be used for capital projects.

Supervisor Yoder – We have to use the Meals Tax for capital projects. Our fund balance has stayed fairly even for the past couple of years and we have shifted some money from one to another by not spending it.

Supervisor Kuchenbuch – We have to show what we spend this fund on. We owe that to our constituents.

Ms. Ryan – Absolutely. I think this is great that you brought this up for discussion.

Vice Chairman Boothe – Add this to the items for Davenport to look at and explain what I brought up and see which way is better.

Supervisor Yoder – But if we do that our fund balance goes down and we are going backwards on fund balance which puts us in a worse position.

Ms. Ryan – I think we should offer it as an alternative and see what it looks like if we use it and what it looks like if we don't use it.

Supervisor Yoder – I am reluctant to spend fund balance because we finally got it to the point that our auditors say we are where we need to be.

Supervisor Kuchenbuch – ...but \$460,000 is from Meals Tax...

Vice Chairman Boothe – ...which is supposed to be spent on capital projects.

Ms. Ryan – Once I have the actual numbers on some of the projects and equipment we discussed, I think the Recreation Building could be included as part of the \$8 million.

Vice Chairman Boothe – There will also be renovation costs to the space.

Supervisor Yoder – \$460,000 is a big chunk out of fund balance.

Ms. Ryan – Do you want to suggest an upper limit to Davenport as to how much of it you would be comfortable using?

Supervisor Coleman – I wouldn't be comfortable make that determination. Tell them this is how much we have and this is our intentions.

Ms. Ryan – I want to check something with Mr. Scott Wickham, our County Auditor, tomorrow. The more I think about it the Meals Tax Fund might not be part of the unrestricted fund balance, because we put a restriction on items that can be purchased from it. If that is the case, then using it now will have no effect on our unrestricted fund balance that we are trying to build up.

Supervisor Yoder – That makes sense. My big concern is about future inflation and our current unrestricted fund balance may not be enough.

Ms. Ryan – If we can put the Recreation Building in the list of projects and equipment to be financed and keep it at \$8 million, should I include it?

Supervisor Yoder – If we are borrowing money, we might as well do it all. Frankly a building is a better long-term investment than some of the other things like a garbage truck.

Supervisor Coleman – Do you think we will have some of this information by our next day meeting?

Ms. Ryan – We will know the garbage truck bid. I will email Mr. Wickham and ask about the classification of the Meals Tax Fund. I will email Mr. Rose at Davenport and see if he is available for our February 9 meeting.

Supervisor Coleman – I would like to have some of this information before we start budget discussions.

Agenda Item 13. – Adjournment.

On a motion of Supervisor Yoder, seconded by Supervisor Kuchenbuch, and carried, it was resolved to adjourn the meeting to February 9, 2021 at 8:30 a.m.



Cynthia Ryan, Acting County Administrator



Joe D. Turman, Chairman, Board of Supervisors