

**BOARD OF SUPERVISORS  
REGULAR MEETING  
FEBRUARY 23, 2021**

At a regular meeting of the Board of Supervisors of Floyd County, Virginia, held on Tuesday, February 23, 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 to set dates for the FY22 budget work sessions.

The Board held discussion regarding the format, dates, and times for budget work sessions for Fiscal Year 2022. Meetings will be held at the County Administration Building. Dates and times were set as follows:

- March 3, 2021, 8:30 a.m.
- March 9, 2021, following the regularly scheduled Board meeting.
- March 23, 2021, 4:00 p.m.
- March 24, 2021, 8:30 a.m.
- March 31, 2021, 8:30 a.m.

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 Boothe led in the Pledge of Allegiance.

Agenda Item 5. – Approval of the monthly disbursements.

Questions and discussion followed.

On a motion of Supervisor Kuchenbuch, seconded by Supervisor Coleman, and carried, it was resolved to approve the monthly disbursements and additional bills as presented.

- Supervisor Coleman - yes
- Supervisor Yoder - yes
- Supervisor Kuchenbuch - yes
- Supervisor Boothe - no

Supervisor Turman – yes

Agenda Item 6.a. - Public Comment Period.

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

**Mr. Bob Smith, Indian Valley District** – I just had a question on the recent removal of the dumpsters. I had a situation where I had a little trailer that I hook up to my mower and run it down the hill and dump it. And I have a little car I used to take it once a week over to the rescue squad. Now I have to drive all the way to Willis. Just wanted to let you know that people aren't really happy with it, but we're that we can get the situation resolved. I just wanted to say that. But thank you all for all of your work. Thank you.

**Ms. Kellean Gale, Indian Valley District** – I have a question about something I read from the last meeting. It was about the Park, and the deed to the Park, and how that is not resolved. And yet the Board is looking to spend money on something they technically don't own, as I understand it. I would like some explanation on how that's happening. Because if you don't have the deed, you don't own the property. Our taxes should not be spent on property we don't own. Thank you.

Ms. Ryan – We normally don't respond to public comment, but I wanted to tell you the very happy news that the Recreation Park deed was recorded today.

Hearing no further comments, Chairman Turman declared the Public Comment Period closed.

Agenda Item 7. – Mr. David Rose, Davenport & Company LLC.

Mr. Rose discussed the debt and planning update for Floyd County.

1. Background – 2020 Plan of Finance Results.
  - a. 2020 Refinancing Opportunity – In July, the County refinanced \$8.1 million of existing debt through a direct bank loan from Truist Bank.
    - Achieved \$664,000 of savings over the life of the loan, including approximately \$197,000 of savings in FY 2021.
    - Released the lien on the Branwick Center, which had served as collateral for the refinanced 2016 Bond.
  - b. 2020 School Completion Financing – In November, the County completed a financing through the Virginia Public School Authority's (VPSA) Fall 2020 Pool.
    - Paid off and permanently financed the 2019 Interim Financing the County borrowed in December 2019 for the initial portion of the High School Project funding.
    - Locked in the rest of the financing needed for the \$14.5 million High School Project (i.e., the Completion Financing).
  - c. The County locked in a 20-year, all-in interest rate of 2.01% for the School Completion Financing.

- Davenport's planning work initially estimated a 20-year interest rate of 3.25% for the School Completion Financing.
  - The County's debt service will be lower than planning estimates by more than \$3 million over the life of the financing.
- d. As a result of the successful School Completion Financing, the incremental cost of the High School Projects is equivalent to approximately 1 penny on the County's Real Estate Tax Rate.
  - e. Interest rates trends – Long term interest rates for Tax-Exempt and Taxable entities have continued to decline and remain at historical lows.
2. Capital Reserve Fund Recommendations.
    - a. Davenport's ongoing multi-year capital planning work with the County has assumed that the County will establish, and strategically utilize a Capital Reserve Fund.
    - b. The County would strategically draw from the Capital Reserve Fund to pay for capital expenditures (i.e., debt service) during years in which expenditures exceed revenues.
    - c. Additionally, the Plan of Finance assumes that the County will deposit the \$197,000 of FY 2021 Refinancing savings into the Capital Reserve Fund.
    - d. To keep the multi-year Plan of Finance working as intended, Davenport recommends the following:
      - The Board of Supervisors authorize the creation of a Capital Reserve Fund.
      - Deposit \$197,000 of FY 2021 savings achieved by the 2020 Refinancing into the Capital Reserve Fund.
  3. Key Considerations.
    - a. The County needs to obtain funding for approximately \$8 million of new money capital needs over the next several months.
    - b. The County does not have a formal credit rating, but it is viewed as a solid credit for a local government, in large part due to the County's historical maintenance of solid Unassigned Fund Balance Levels.
      - The County's Unassigned Fund Balance as of 6/30/2020 (\$7.1 million) is equivalent to approximately 31% of the County's FY 2020 General Fund Revenues (\$22.8 million).
    - c. A strong Unassigned Fund Balance is one of the most important financial metrics from the perspective of potential lenders and the National Credit Rating Agencies.
    - d. Long-term interest rates remain at historically low levels.
    - e. Given the County's strong creditworthiness and the current historically low interest rate environment, the County may have a favorable opportunity to lock in permanent financing for some or all of the \$8 million of capital needs.
    - f. Davenport and County staff are recommending that the County establish a Capital Reserve Fund and deposit \$197,000 of 2020 Refinancing savings into the Capital Reserve Fund.
    - g. Additionally, the County has identified the Meals Tax as a potential source of funding for capital expenditures.
    - h. The County could implement Davenport's recommendations with respect to the following to coincide with the FY 2022 Budget cycle and project timing:
      - Establishment of a Capital Reserve Fund and initial deposit of \$197,000 of refinancing savings.

- Obtaining Permanent Financing for up to \$8 million of capital projects.
  - Possible utilization of Meals Tax funds for capital funding.
- i. Meals Tax Funds.
- The County established a 4% Meals Tax effective at the beginning of Fiscal Year 2019.
  - Since FY 2019, the County has accumulated all revenues generated by the Meals Tax in a Meals Tax Fund. As of 12/31/2020 the Meals Tax Fund had accumulated a balance of approximately \$460,000.
  - For planning purposes, Davenport assumes that the Meals Tax will generate \$175,000 of revenues per year.
  - The County would like to use Meals Tax funds to provide funding for capital projects. More specifically, Davenport recognizes that the County would like to be able to tie expenditures of Meals Tax funds directly to specific projects.
  - Davenport prepared a capital funding scenario (Scenario 2) in which:
    - The County uses a portion of its Meal Tax Fund Balance to cash-fund the \$350,000 New Recreation Building/Office Remodeling project.
    - The County dedicates \$175,000 of annual Meal Tax revenues, beginning in FY 2022, to pay County debt service on capital projects.
      - Note: Estimated debt service on the \$1.82 million Shell Building Project is approximately \$161,000 per year for 15 years – roughly equivalent to estimated annual Meals Tax Revenues.
4. Real Estate Tax Rate.
- a. Real Estate Taxes are the main source of revenue for most local governments across the Commonwealth of Virginia.
  - b. The Board of Supervisors increased the County's Real Estate Tax Rate from 55 cents per \$100 of Asset Value (AV) in FY 2018 to 60 cents per \$100 of AV in FY 2019.
  - c. Peer Comparative – The County's current Real Estate Tax Rate plus the 1 incremental penny equivalent required to fund the school capital plan ( $60\text{¢} + 1\text{¢} = 61\text{¢}$ ) is just below the Peer Group Median (\$0.615).
5. Capital Funding Analysis.
- a. The County has identified approximately \$10.9 million in new money projects that will need to be addressed over the next several months.
  - b. The County expects to receive approximately \$2.9 million of grant funding and will be responsible for the remaining \$8 million of funding.
  - c. In 2019, the County established a Line of Credit for up to \$3.5 million to provide funding for the Shell Building Project.
    - The interest rate on the 2019 Line of Credit is 3.25%.
    - The County can draw proceeds of the 2019 Line of Credit on an as-needed basis and pay interest on only the proceeds that have been drawn down.
    - The County established a flexible, low-cost interim financing vehicle because the final cost of the Shell Building Project was not yet known and it was not yet known whether or not the County would receive grant funding.
  - d. The cost of the Shell Building will be approximately \$4.6 million.
    - The County expects to receive approximately \$2.8 million in grant funding.
    - The County will be responsible for obtaining the remaining \$1.8 million in funding.

- e. Davenport analyzed capital funding scenarios in which the County funds \$8 million of capital funding requirements – including permanent financing for its \$1.8 million contribution to the Shell Building Project – during Spring of 2021.
  - Scenario 1 – Does not use Meals Tax Fund balance to cash fund capital or use revenues to pay debt service. Incremental Cost of the FY 2021 Financing is equivalent to 4.5 pennies (5.5 Pennies in Total).
  - Scenario 2 – Does use Meals Tax Fund to cash fund \$350,000 for new Recreation building and uses \$175,000 of recurring revenue to pay annual debt service. Incremental Cost of the FY 2021 Financing is equivalent to 2.0 pennies (3.0 Pennies in Total).
- f. Capital Funding Assumptions.
  - a. Debt Service Budget.
    - This analysis assumes the County begins with an annual, recurring budget of \$1,967,718 for Existing Debt Service.
      - Based on Adopted FY2021 Budget. Consists of \$1,007,867 from County revenues and \$889,311 from Schools.
    - In addition to the revenues specified above for Existing Debt Service, this analysis assumes the County’s budget includes \$125,000 for New Debt Service.
      - Based on the Adopted FY 2021 Budget. Consists of \$125,000 budget for debt service on new vehicle leases.
    - Scenario 2 assumes the County dedicates \$175,000 of Meals Tax Revenues to the payment of debt service.
    - This analysis does not factor in payments on the 2019 Line of Credit.
    - Capital Reserve Fund analysis assumes the County deposits \$197,000 of savings into a Capital Reserve Fund and strategically utilizes the Capital Reserve Fund to pay for debt service during years in which payments exceed revenues.
    - Penny Value additional revenues needed to pay for debt service are measured in terms of Real Estate Tax Equivalent units. Assumes the value of 1 penny on the Real Estate Tax Rate = \$189,000.

6. Next Steps.

- a. February/March/April
  - Implement Plan of Finance for the 2021 Financing.
  - Implement Capital Reserve Fund recommendations.
  - Implement Meals Tax Fund strategies.
- b. May/June
  - Close on 2021 Financing. Capital project funds in hand.
- c. June/July
  - County adopts FY 2022 Budget

Supervisor Boothe - Regardless of how we move forward, are you recommending that we go ahead and set up the Capital Reserve Fund?

Mr. Rose – Yes, sir. And to dedicate the Meals Tax to help going forward to help defray that service, whether it’s \$8 million that you borrow, or \$7.5, or whatever it is.

Supervisor Yoder – I have two different things. The first is I am a little concerned about a 15 year finance on a radio system. I think we went too long on the last system and I don't want to put ourselves in a position where we are paying for something fourteen years from now when there is new technology.

Mr. Rose – Let me add to that. While your debt service is going to be basically level for the foreseeable future, I think it is fair to say that if we look out to years 13, 14, 15, you will have the opportunity several years out to start putting some funds away so that it could be paid off quicker than 15 years.

Supervisor Yoder – I don't want us to be in a position where we have to make it last for another five years because we're making payments on it. As far as dedicating meals tax, I think this is a good place to put it. If we picked individual items to dedicate to it, I would lean towards public safety and the trash truck.

Mr. Rose – Think of it this way, it's very fungible. It's basically the equivalent of \$175,000, with the assumption that it never grows. Just like the \$350,000, it is going to reducing the amount of debt we borrow. The \$175,000 that's continuous is going towards helping defer the equivalent penny increase.

Supervisor Kuchenbuch – Let's circle back to the Capital Reserve Fund. You're saying to take the \$197,000 which on your estimate is about the value of one penny of the real estate tax that would be needed, and the reason why you want to do that for us as a County is so that if there are times when our expenditures exceed our revenues, we have the funds we need.

Mr. Rose – Right now we know where the cash flows will work. The expenditures will exceed the revenues in the next couple of years. We want to use that \$197,000 to help defray the need to do more than the two pennies we talked about.

Supervisor Kuchenbuch – The expenditures will exceed the revenues because of what?

Mr. Rose – Because the debt service is going up because you are borrowing \$8 million.

Supervisor Kuchenbuch – Or is it on top of the \$14.5 million that we've already borrowed?

Mr. Rose – That's right, it's on top of that. That's exactly right.

Supervisor Coleman – We just need one penny to finish?

Mr. Rose – To pay the debt service.

Supervisor Boothe – It's one penny on the school project, and then two cents on the other.

Mr. Rose – As opposed to what we thought a year ago at this time, when we told you we would need two pennies for the school project. Instead, we ended up needing one penny.

Ms. Ryan – The \$197,000 came from the refinancing, it freed up the \$197,000, we already have that.

Mr. Rose – Yes, that's right, it's already there.

Supervisor Kuchenbuch – The \$197,000, if they had done this years ago, we would not have gotten into a problem back then. This is to protect us, isn't it?

Ms. Ryan - No, it's because we refinanced at a time when interest rates went down. That freed up some money. He's saying now that we have this money freed up, let's not just spend it on something else. Let's put it in a place where we know where it is.

Mr. Rose - The other point is the unassigned fund balance at 31% is ample. In the world of best practices 31% is considered very strong. You all did a very good job of keeping expenditures under control and managing. Part of the reason you achieved such good interest rates and were able to refinance was because there were banks that wanted to lend to you at very attractive rates. Every local government is treated differently. By keeping the fund balance up, like you're doing, it will be favorably viewed by the banks and the rating agencies.

Supervisor Boothe - You were talking about the refinancing. Way back we looked at it a little bit when we were at our worst. There wasn't enough interest rate change to make it worthwhile. There was almost no savings. Unfortunately, it wasn't an option for us at the time.

Mr. Rose - When I came to you about refinancing, all the results were better than the estimates we had going in. It's a little bit of luck, and a bit of creating your own luck. With interest rates starting to rise, I'm hoping you will decide to move forward. Of course, this will be your call.

Supervisor Boothe - The budget you sent out to us is about \$740,000 and change short. On the expenditure side that includes the debt service estimate for this?

Ms. Ryan - I included an estimate for \$350,000 for the payment for the \$8 million.

Supervisor Boothe - You did not show any additional change on the revenue side?

Ms. Ryan - No, this is just the debt service payment. And I was just taking a guess at the \$350,000 on \$8 million.

Mr. Rose - It will be a little less. If you will go to page thirty. This is your existing debt. If you think about fifteen years from 2022, notice where the debt service is in 2037. That payment is a \$1.1 million, whereas in 2021 it is almost \$1.5 million. That goes to the point, Mr. Yoder, that yes, we're going to be layering in some other debts but we're still going to have some natural drop down within fifteen years. The sobering part of that is there will be other needs. The takeaway here is important, if you look at 2021 the debt service is 53.7%. What does

that mean? That means that in ten years almost 54% of all your principal is paid off. That is a good situation.

Supervisor Yoder - Looking at the overall scale of the economy, and the amount of money that's coming in, I've heard experts say there is a possibility of inflation. I'm interested in your thoughts. If there is a possibility of inflation in the next few years, and higher interest rates, now is the time to pull the trigger and do it.

Mr. Rose - I'm not an economist, half say one thing and half say another. When it's over they can always agree on the outcome. Here's my recommendation, if you have a need, do something. You set yourself up though, if there is a possibility of refinancing, to refinance. Interest rates may come down or there may be struggles to make the payments; hopefully that's not the case. I don't think anyone really knows what interest rates are going to do. Right now they are very favorable.

Supervisor Boothe - Another thing that will play into this, what is wanted for collateral?

Mr. Rose - We will certainly ask for a structure without collateral. It will most likely be the radio system.

Ms. Ryan - I have a question regarding the capital reserve when we fund it for the \$197,000. On page 32 you have your existing debt and the use of the capital reserve. You show using \$50,000 of it for FY 2022. Then on page 37, under Scenario I, using \$55,000. Would it be \$50,000 plus the \$55,000?

Mr. Rose - This is two different things, Ms. Ryan. This is the capital reserve on page 32 before you do anything new. Scenario 1 is when we use it for the Scenario. The amount is not on top of the original. It's two different scenarios. The first one is more theoretical. Look at the Scenarios separately, independently. Here's the proof, look at the ending capital reserve balance. It goes from \$197,000 to \$147,000, that's roughly \$50,000. On page 37 it goes from \$197,000 to basically \$192,000. You are only losing five.

Ms. Ryan - On page 42 under Scenario II, we'd be using \$12,000.

Mr. Rose - This is because if we use the capital reserve here, remember we're adding some pennies in. We're getting the benefit of some of those dollars coming in. That's why, looking at page 42, in the far right hand column versus page 37 look at any of the years and you'll notice that the cash flows are a little bit different because it's with certain dollars paying for certain things. In Scenario I, which we're not recommending, the ending dollars is \$18 million. This is because we don't always need the equivalent of four and a half extra pennies. That's as if you never dropped it down. What would happen in either of these scenarios is they both have extra dollars by the end. Those dollars would get sucked up on new capital projects that we don't even know about yet.

Ms. Ryan - Whatever we end up doing we need to keep this in mind, in that we will be drawing out of the capital reserve fund in FY 2022. Depending on which scenario we pick it will be one of these amounts.



Mr. Rose – Yes, think of that capital reserve as not going into an unassigned fund balance. It's going to be a separate fund. These things will also matter and impact what the capital reserve looks like from year to year: the exact timing when we borrow it, the exact interest rates that we have, and the exact final amount that we all agree on. We never assume you are earning interest on the capital reserve. Interest is not very high, but you are going to earn something, you should earn something. We don't assume this either, but it should be a positive over time.

Supervisor Yoder – In the current budget do we have some money going in for the interim debt for the Shell Building?

Mr. Rose – Yes, that's already factored in. The \$125,000 that you did was covering some of the payments for the ambulance and some other things.

Ms. Ryan – I think Supervisor Yoder is talking about the 2022 budget they just received.

Supervisor Yoder – I am talking about fiscal year 2021.

Mr. Rose – We were very careful back in December when we were working with you, it's not like we hadn't factored that in. There won't be a surprise. We estimated how much is being drawn down on the line of credit to help take care of the Shell Building until the grant monies come in.

Supervisor Kuchenbuch – I know this is all a matter of debt service on what we will be borrowing for now. It might have been instructive to hash mark the debt service that we incurred just this year.

Supervisor Yoder – There probably isn't a lot more debt that we can take on in the next few years. I think it's important to understand that for the next few years we aren't going to be able to take on more projects.

Mr. Rose – When we were doing the school project, we knew that the radio project and the Shell Building would be coming. The equipment, I'll call it, is an ongoing, constant need. These projects should basically hold you for a number of years, short of the federal or state government putting a mandate on something that we don't know about.

Supervisor Boothe - Or a catastrophe.

Mr. Rose – Yes. The unassigned fund balance is solid. You don't want to use it, but it's there if you need to.

Supervisor Yoder - The other issue you start getting to where things are a little unbalanced, carrying too much debt to the size of the budget.

Ms. Ryan – On page 16, the real estate tax rate, where we are comparing our rate to our peers. The current rate is 60¢, plus one for 61¢. Then on page 20, with Scenario II, it has two pennies, three pennies in total. I thought the one penny was already built into the 60¢.

Mr. Rose – No.

Ms. Ryan – I thought with the reassessment it was the equivalent of an increase, but it stayed the same rate.

Mr. Rose – Yes and no, meaning the equivalent got you to 60¢, but that was a separate part from the fact that you were still going to need an additional two pennies for the school. There was talk about going to 60¢ from 57¢, that was a discussion that was separate.

Supervisor Kuchenbuch – I want to go on record to make everybody understand that with the reassessment our tax rate went from 57¢ to 60¢. And now we're looking at 61¢, 62¢, possibly 63¢, bottom line. Not equivalencies, not anything else.

Mr. Rose – Yes.

Supervisor Yoder – I'm a strong advocate for not raising taxes. From my experience with fire and rescue, and I'm sure the Sheriff's office is in the same boat, I think we've got to have a radio system. We can't keep updating the existing system. I've been a huge supporter of the Shell Building for years and years. It's something this County desperately needs to get more jobs, and it's the only way we can grow our economy and be able to support our school system 20 years from now. We must grow our economy to meet the needs of our County. At some point we need other revenue sources, other than taxing landowners. It is amazing how the volume of calls has grown for rescue. Transport times are the same. With increasing calls, the equipment will wear out quicker. We are putting a lot of miles on the ambulances. Solid waste numbers keep going up. Regarding the fire truck, I think this fire truck is the wave of the future. More and more people are building back off the road in places that are difficult to access. I like the versatility of this truck. I think it will be extremely useful. I think all the items are very needed, if we had to do 3¢ to do it, I'd be in support of that.

Supervisor Boothe – I agree. I don't like it, but I agree. We're at a point where these items are needed.

Supervisor Yoder – You can point to how it will make citizens lives better. The money is being spent on things that will be impactful.

Supervisor Kuchenbuch – The radio system is needed. It's the idea of saving someone's life. Not just the first responder, but the person who is in need. I did not support spending \$14.5 million on the school project. I think we could have gotten more for less. There would have been more money for what we need here. My concern is Emergency Medical Services (EMS), our county is only aging and the need for EMS will grow.

Supervisor Boothe – I will give credit to the volunteer rescue squad. The numbers have grown, and they have picked up the pace.

On a motion of Supervisor Yoder, seconded by Supervisor Kuchenbuch, and unanimously carried, it was resolved to create a capital reserve fund and to transfer \$197,000 into that fund from the general fund.

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

On a motion of Supervisor Boothe, seconded by Supervisor Coleman, and unanimously carried, it was resolved to authorize Davenport to move forward in seeking Requests for Proposals on Scenario 2.

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

Agenda Item 8. – Closed Session § 2.2-3711 A.1., § 2.2-3711 A.3., and § 2.2-3711 A.5, Personnel for salary adjustment, Acquisition or disposition of public property for manufacturing and support services, and Prospective Business – discussion of prospective business location/expansion.

On a motion of Supervisor Yoder, seconded by Supervisor Kuchenbuch, and unanimously carried, it was resolved to go into closed session under § 2.2-3711 A.1., Personnel for salary adjustment, § 2.2-3711 A.3., Acquisition or disposition of public property for manufacturing and support services, and § 2.2-3711 A.5., Prospective Business – discussion of prospective business location/expansion.

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

On a motion of Supervisor Kuchenbuch, seconded by Supervisor Yoder, and unanimously carried, it was resolved to come out of closed session.

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

On a motion of Supervisor Boothe, seconded by Supervisor Coleman, and unanimously carried it was resolved to adopt the following certification resolution:

## **CERTIFICATION RESOLUTION**

## CLOSED MEETING

WHEREAS, this Board convened in a closed meeting on this date pursuant to an affirmative recorded vote on the motion to close the meeting to discuss § 2.2-3711 A.1., § 2.2-3711 A.3., and § 2.2-3711 A.5, Personnel for salary adjustment, Acquisition or disposition of public property for manufacturing and support services, and Prospective Business – discussion of prospective business location/expansion, of the Virginia Freedom of Information Act;

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Board that such closed meeting was conducted to the conformity with Virginia law;

NOW, THEREFORE, BE IT RESOVLED, that the Board hereby certifies that, to the best of each member's knowledge (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting to which this certification applies; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting to which this certification applies.

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

This certification resolution was adopted.

On a motion of Supervisor Kuchenbuch, seconded by Supervisor Boothe, and unanimously carried, it was resolved to approve a revenue budget supplement and an expenditure supplement in the amount of \$8,145.28 to the Commonwealth Attorney department salary line.

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

### Agenda Item 9. – Constitutional Officer's Report.

No Constitutional Officers were present.

### Agenda Item 10.a. – Unspent funds in New River Health District.

Ms. Ryan – We received a notice from the New River Health District that we have some unspent funds. They asked if we wanted them to reimburse us or put it toward the budget for the next year.

On a motion of Supervisor Boothe, seconded by Supervisor Coleman, and carried, it was resolved to request reimbursement from the New River Health District.

Supervisor Coleman – yes  
Supervisor Yoder – yes  
Supervisor Kuchenbuch – no  
Supervisor Boothe – yes  
Supervisor Turman – yes

Agenda Item 10.b. – Updated agreement for Rehabilitation Specialist Services with Southeast Rural Community Assistance Project (SERCAP).

Ms. Ryan – We passed the Rehabilitation Specialist contract at the last meeting. It was something we agreed upon with SERCAP. The Department of Housing and Community Development (DHCD) said there were three words that need to be stricken, “including program income”.

On a motion of Supervisor Kuchenbuch, seconded by Supervisor Yoder, and unanimously carried, it was resolved to amend the contract with SERCAP by striking “including program income” from the contract (Document File Number 1154).

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

Agenda Item 10.c. – Discuss COVID self-test site based on information from Floyd County employers.

Ms. Ryan – You had asked me to survey the largest employers in Floyd County to determine if we need a COVID-19 self-test site. We were asked to start one by the health district so their resources could be freed up to administer vaccinations. The results from the eight employers I contacted are some have already gotten their employees vaccinated or they have already made other arrangements. I would recommend not moving forward with the self-test site. If we have consensus, we will not pursue the site.

By consensus the Board agreed that a COVID-19 self-test site will not be pursued at this time.

Agenda Item 10.d. – Quotes for fill and rock at proposed Indian Valley green box site.

Ms. Ryan – We received two quotes for fill and rock at the proposed Indian Valley green box site. They were very similar to each other. Would you like to address this Mr. Coleman?

Supervisor Coleman – We’ve been fortunate to have a property owner offer his personal property for the use of a green box site. It would house a number of green boxes as well as the recycling. Mr. Thompson and I have been surveying the area looking for a site. We have determined this property would be the best fit. It needs some maintenance to get it ready and safe for the trucks to operate on. The property owner is willing to sign an agreement committing to a number of years to protect the interests of the County. I have contacted Mr. Durbin to prepare a

draft of the agreement. I don't have it yet. Once I do, I will circulate it to you all. I think the citizens are missing the old site and need a new one as quickly as possible. At the appropriate time, I will be making a motion to accept one of the proposals to prepare the site.

Supervisor Yoder – Mr. Coleman, I think you have done a great job. I'd like to see us work on the other green box sites as well. There is a real need at some of these sites, and I receive a lot of comments regarding the condition of the sites. Some sites need gravel, some need fencing.

Supervisor Turman – Chain link fencing would help.

Supervisor Boothe – After this site is in place, maybe we will have Ms. Ryan explore what the cost would be to fence in the area. Then start moving through the County and assessing other sites.

Supervisor Kuchenbuch – Our boundary areas are lacking in service. Some constituents travel outside of the county for work. There aren't any sites on the outskirts of town. I think this is something we should look at. Our last trash study was five years ago.

Supervisor Boothe – Maybe it's time to do another assessment.

Supervisor Coleman – We could look at a five or six year plan.

Supervisor Yoder – We also need to look at where the recycling boxes are placed to make sure they are easily accessible. We need a study.

Supervisor Coleman – We need to supply stewardship to the properties that house the sites.

Supervisor Yoder – The better we keep our sites, the less likely people will be destructive.

Supervisor Kuchenbuch – Our citizens do an excellent job of maintaining the sites. We all need to work together.

Agenda Item 10.e. – Schedule Public Hearing for road abandonment on section of Rose Hill Road.

Ms. Ryan – We need to schedule a public hearing for the road abandonment for the section of Rose Hill Road. We must post the property for thirty days and send out certified letters to adjacent property owners. I talked to the person who is leading the effort and suggested April 27<sup>th</sup>. It's the same day as the public hearing for the Six Year Road Plan. We've had back to back public hearings in the past. Is April 27<sup>th</sup> acceptable to you?

Supervisor Boothe – Per your email, Mr. Dotson has made some suggestions to the property owners. I would ask that before we approve anything, we check to see what the property owners have done as far as right of ways are concerned.

Ms. Ryan – I saw that as well. I contacted Ms. Chaney, who Mr. Dotson had referred this project to. She did not understand what he was talking about. She is going to get in touch with Mr. Dotson and let me know. I have not heard back from her yet.

Supervisor Boothe – I understood it to mean some there is a business being operated there. This would be the only way a commercial entrance would come into play.

On a motion of Supervisor Boothe, and seconded by Supervisor Yoder, and unanimously carried, it was resolved to hold the Public Hearing for the abandonment of a section of Rose Hill Road on April 27, 2021 at 8 p.m. or soon thereafter.

Supervisor Kuchenbuch – yes

Supervisor Yoder – yes

Supervisor Coleman – yes

Supervisor Boothe – yes

Supervisor Turman – yes

Agenda Item 10.f. – Release of Request for Proposals for Recreation Concessions.

Ms. Ryan – When we received our audit, there were a couple of recommendations for Recreation. One was regarding the handling of cash with concessions. Currently they use volunteers. We thought the best thing to do would be to put it out as a Request for Proposals and see if any local businesses would be interested in entering a contract with us.

Supervisor Boothe – On the back of the second page where it mentions additional recommendations, the last line of number 1, I think the contracting pricing and amendments need to be approved by the County Administrator and not the Recreation Director. Regarding insurance, we need to make sure we are covered for more than just bodily injury. We need to be co-named on any insurance policy. And we need to make sure the insurance covers food born illnesses.

Supervisor Kuchenbuch – Has Mr. Durbin looked over this?

Ms. Ryan – Mr. Durbin drafted the terms and conditions.

Supervisor Coleman – On Section I, Concessionary Employees, would it be appropriate to state that employees would be subject to a background check? Or the company should be able to provide proof that the employees have been screened and found permissible to be around children?

Ms. Ryan – How would you phrase this?

Supervisor Coleman – It would say they provide a background check for employees; Mr. Durbin could confirm the verbiage.

Supervisor Boothe – Within this it mentions setting up a committee. I think we should put the bids out and then the County Administrator and the Board could review the bids, rather than just a committee.

Ms. Ryan – We envisioned something like the audit committee we had years ago. It would consist of the Recreation Director, the County Administrator, and maybe a Board member or a coach.

Supervisor Yoder – We could have a committee to make a recommendation.

Ms. Ryan – That’s what we did with the audit. We had a committee that made recommendations to the Board. We will make the changes to the document and bring it back to the Board.

Agenda Item 10.g. – Bids for Lighting and at Transfer Station Maintenance Building.

Ms. Ryan – We received four bids for the lighting project. The lowest one was for \$7,230.00. It was from Harris Construction. All four bids met specifications, contractor’s license, and had proof of liability insurance. Mr. Bolt looked over the bids and recommended the bid from Harris Construction for your approval.

On a motion of Supervisor Yoder, and seconded by Supervisor Boothe, and unanimously carried, it was resolved to accept the bid from Harris Construction for \$7,230 for the Lighting project at the Transfer Station Maintenance Building (Document File Number 1161).

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

Agenda Item 10.h. – Bids for new roof over the existing roof at Transfer Station Maintenance Building.

Ms. Ryan – We received three bids. The lowest one was from Price Building for \$27,443.00. We had \$25,000 budgeted for this project. This is slightly over. They all have the contractor’s license, the certificate of liability, and they all met bid specifications. Mr. Bolt recommends Price Building.

On a motion of Supervisor Kuchenbuch, and seconded by Supervisor Coleman, and unanimously carried, it was resolved to accept the bid from Price Building for \$27,443.00 for the installation of a new roof over the existing roof at the Transfer Station Maintenance Building (Document File Number 1162).

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



Agenda 11. – Old/New Business.

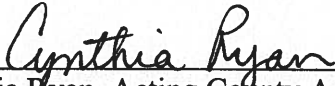
There was no Old/New Business.

Agenda Item 12. – Board Member Time.

Supervisor Coleman expressed gratitude for the flowers sent for his grandmother's funeral.

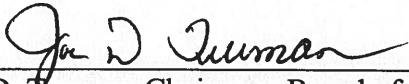
Agenda Item 10. – Adjournment.

On a motion of Supervisor Boothe, seconded by Supervisor Coleman, and unanimously carried, it was resolved to adjourn the meeting to March 3, 2021 at 8:30 a.m.



---

Cynthia Ryan, Acting County Administrator



---

Joe D. Furman, Chairman, Board of Supervisors

