

MASKS REQUIRED FOR ADMITTANCE TO MEETING!

AGENDA BOARD OF SUPERVISORS REGULAR MEETING November 9, 2021, a.m.

1. Meeting called to order by Chairman Joe Turman, Board Room, County Administration
 - a. Building
2. Opening Prayer
3. Pledge of Allegiance
4. Roll Call and Determination of Quorum – Dr. Linda Millsaps, County Administrator
5. Approval of the agenda (ACTION ITEM)
6. Rhonda Vaughn – Clerk, Circuit Court, Office and Budget update
7. [Approval of minutes – October 26, 2021](#) (ACTION ITEM)
8. [Approval of disbursements](#) (ACTION ITEM)
Presentations
 - a. 8:40 a.m. - Chad Alls, Director of Social Services and Rebecca Duncan, Family Services Specialist, discussion of Impact on Substance Abuse/Use and CPS
 - b. 9:00 a.m. – Public Comment Period
 - c. 9:30 a.m. – Dr. John Wheeler, Superintendent, Floyd County Public Schools Transportation
 - d. 10:15 a.m. – Mr. David Clarke, Resident Engineer, Virginia Department of Transportation.
 - e. 10:45 a.m. – Constitutional Officers’ Report
 - f. 11:00 p.m. – Closed session – §2.2-3711 A.1. – Discussion, consideration, or interviews of prospective candidates for appointment to boards and commissions.
§2.2-3711 A.3 – Disposition of Publicly held property
§2.2-3711 A.5 – Discussion of Ag and Forestry Industry Development (AFID) facilities grant and prospective/existing business use.
§2.2-3711 A.29 – Contract negotiations with company regarding County owned property.
9. Old Business
 - a. Approval of Floyd County Administration [Infectious Disease \(COVID – 19\) Preparedness and Response Plan](#). (ACTION ITEM)
 - b. ARPA Grant Program; PSA Agreement and Additional Grant applications.
 - a. ARPA Grant Approvals (ACTION ITEM)
10. New Business
 - a. Appointment to Floyd County Selective Service Local Board (ACTION ITEM)
 - b. Appointment of two Board appointed positions to Tourism Development Advisory Council (ACTION ITEM)

- c. Approval of [Chamber of Commerce representative](#) on the Tourism Development Council (**ACTION ITEM**)
 - d. Facilities and maintenance Update – Mark Bolt
 - e. [Floyd County School Board requests approval of a revenue and expenditure supplemental appropriation in the FY22 budget in the amount of \\$189,315.00](#) with the revenue source being federal ESSER II funds used for new HVAC Controls and Convector Valves at Floyd County High School (**ACTION ITEM**)
 - f. [Floyd County School Board request \\$122,396.16 be appropriated from the Capital Improvement Fund to the FY22 School Board budget in the Operation & Maintenance Category and Career Development Center.](#) This request is associated with specialized welding equipment for the Collaborative and Career Development Center. (**ACTION ITEM**)
 - g. [Floyd County PSA Award Letter](#), Guidance and Required Certification and Comparison for COVID-19 ARPA SLFRF Municipal Utility Assistance Program approved for \$5590.19. Partnership with the County for the funds and signatures are required. (**ACTION ITEM**)
 - h. County Administrator’s Report – Dr. Linda Millsaps
11. Board Member Time
12. Adjournment

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

1. Meeting called to order at 7:00 p.m. by Chairman Joe Turman, Board Room, County Administration Building.
2. Opening Prayer – led by Supervisor Coleman.
3. Pledge of Allegiance – led by Ms. Cynthia Ryan.
4. Roll Call and Determination of Quorum – Dr. Millsaps called the roll.
 - Supervisor Coleman – present
 - Supervisor Kuchenbuch – present
 - Supervisor Yoder – absent, due to family matter
 - Supervisor Boothe – present
 - Supervisor Turman – present

It was determined that a quorum was present.

5. Approval of the agenda – Chairman Turman asked if anybody had changes to make to the agenda.

Dr. Millsaps asked that the Board consider changing the wording for the Closed Session to also include going in under §2.2-3711 A.3. for disposition of real property owned by the County, and under §2.2-3711 A.29. for award of a public contract.

On a motion of Supervisor Kuchenbuch, seconded by Supervisor Coleman, and carried, it was resolved to amend the agenda to also include going into Closed Session under §2.2-3711 A.3. for disposition of real property owned by the County and under §2.2-3711 A.29. for award of a public contract.

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

6. Approval of minutes

On a motion of Supervisor Kuchenbuch, seconded by Supervisor Boothe, and carried, it was resolved to approve the October 12, 2021, minutes as presented.

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

Supervisor Turman – yes

8.a. Honoring Floyd Golf Team

Dr. Millsaps – It is very exciting to have the Floyd Golf Team here, along with their coaching staff. As you know they recently won the State Championship and we wanted to give them an opportunity to be recognized not only by their peers and their community, but in front of you as the elected leadership in this County. We thank them for all their good efforts for the County.

Head Varsity Golf Coach Dirk Davis – It is our sincere honor to always be able to recognize Floyd County and the citizens of Floyd County. I would like to recognize my team individually:

Freshman Micah Underwood

Sophomore J. D. King

Junior Corey Powers (not present)

Junior Mckenzie Weddle

Junior Ryne Bond

Senior Kaden Reinhard

Senior Dylan Bond

In addition to winning our second straight championship in this calendar year – last year’s season was moved because of COVID – I would like to recognize Mckenzie, Ryne and Dylan for being named first team all-state as well as first team all-region. They absolutely represent our community and our County very proudly and we thank you all.

7. Approval of disbursements.

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

Supervisor Coleman - yes

Supervisor Yoder - absent

Supervisor Kuchenbuch - yes

Supervisor Boothe - yes

Supervisor Turman – yes

10.d. County Administrator’s Report

- Bear Grant Report – We did go ahead and submit the grant application to the Division of Wildlife to do a gated green box site near the Commerce Center where the existing site is located. The funding would be to gate that in, get more bear proof boxes and some bear resistant recycling items. The site might even include a gate with the QR (quick response) code access or something similar. I’ve received a call from the grantor asking a couple of questions about the application, and I will follow up on that call tomorrow. We also have an outside party who has offered to pay for some signage as long as it also encourages recycling and helps people understand how to recycle effectively. I appreciate that offer.

- Personnel Update – We’ve had several employees at Solid Waste who recently tested positive for COVID. We have an abbreviated staff while they are recovering. We just put out signage to let the public know that we will have to shorten the evening hours until we are back closer to full staff. While we have been open on certain days until 7:00 p.m., tonight we had to close at 4:00 p.m. because there isn’t enough staff.

8.a. Public Comment Period.

Chairman Turman read the handicapped statement. He asked that speakers state their name and district and limit the comments to four minutes. Chairman Turman opened the Public Comment Period.

Ms. Marie March, private citizen of the Courthouse District – Thank you for having me tonight. I came tonight to speak about how disappointed I am in one of our Floyd County Supervisors. I listened to the audio of Supervisor Linda Devito Kuchenbuch attack Floyd Town Councilman David Whittaker in a recent Town Council meeting. David was standing up for law enforcement and he requested more money to fund our deputies and for this he was attacked. And this isn’t the first time this Supervisor has brought her politics and narrative to this Board. I distinctly remember attending the Second Amendment Sanctuary meeting and she wasn’t exactly a staunch supporter of our gun rights. She lectured us and she tried to bully the audience and for that she was booed. Our Floyd community is not going to stand for our police officers to not be supported, just like we aren’t going to stand for our gun rights to be infringed. We also aren’t going to stand for our elders to be disrespected and bullied. Thanks for having me this evening. God Bless.

Mr. Jeff Dowd, Locust Grove District – I am a taxpayer in Locust Grove District. That should not suggest that I speak on behalf of all taxpayers in the Locust Grove District. I come here tonight to express my disgust over Linda Devito’s actions at the Floyd Town Council meeting which took place on Thursday, October 7. What kind of elected official pretends to be confused about a person’s intent as to whether or not they are representing the entire Council or whether they are speaking on behalf of themselves? How could Ms. Devito think that Mr. Whittaker was “threatening her” when he never even mentioned her name not once in his remarks? But somehow Ms. Devito took David’s comments personally. I actually don’t think so. I think that Ms. Devito was called into that meeting by Mayor Will Griffin who was acting like a child to defend his mayorship. In fact, the entire meeting seemed to be more like an opportunity for Mayor Griffin’s friends to get in there and bash the Councilman. It needs to be said, Ms. Devito, that we the people of Floyd County are not fooled. I would suggest to you that we appreciated it when you abstained from voting when the Board voted to pass a resolution to reject the transgender policy which is ruining our schools. That helped the motion pass. I just wish you would have abstained from showing up on the October 7 Town Council meeting. But you know, as I think about it, I am actually glad you did show up because we now know that you are more concerned about Mr. Whittaker’s comments and his decision to run for Mayor and less concerned about what is happening with our law enforcement. That will be good fodder for our campaign against you in 2023. Thank you.

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

10.d. County Administrator's Report continued

- Personnel Update – We have three sets of positions that are currently open, and we are in the process of working toward filling. One of the positions is for an Information Technology technician. As Mr. Sowers and I interview people we describe it to them as covering everything from helping people recover forgotten passwords, how to use Microsoft, dealing with and email issues, coming up with better ways to use technology to improve efficiency, all the way to protecting us from ransomware. They understand it is a very broad job description. Mr. Sowers and I have conducted phone interviews with five different individuals. We have one or two more to interview. Hopefully next week we will follow up with in-person interviews with the Leadership team and a couple of people on staff who are good at information technology. We hope to have good news on this soon. We have a couple of promising applicants.

We have posted a position for Advanced Maintenance/Building Inspector trainee to work with Mr. Bolt on residential permits. The number of permits has increased to more than 50% over the previous year. Hopefully we will get some assistance for Mr. Bolt soon. We have been trying to catch up on a lot of maintenance issues. We have replaced 80 light bulbs in the Courthouse. We have been working on replacing air filters and other items that had fallen behind.

We have posted positions for Basic and Advanced Emergency Medical Technicians (EMTs). The positions have been advertised once and will be advertised again in The Floyd Press and on Indeed. This is somewhat different than before because they are all full-time positions, and the employees will be on a 24 hour/72-hour schedule. This means they will work 24 hours, be on call 24 hours in case of staff being needed for the next shift, and then they would have 48 hours off. Another change is that we will be scheduling almost one year in advance so people can plan their vacations and personal time off accordingly. We hope to hire three to five people to move to the new model you approved at an earlier meeting.

Chairman Turman – Why did you decide not to hire part-time EMTs?

Dr. Millsaps – When you were convened as the Emergency Medical Services (EMS) Board we presented a plan to move primarily to a plan of having full-time staff. With part-time staff the challenge has been to hire people and have them schedule hours. With COVID a lot of employers do not allow their full-time employees to work part-time for another EMS organization. We may look at using part-time employees to work if this new schedule does not work, but the concern we are trying to address is being sure we have two fully staffed ambulances 24 hours a day, seven days a week, all year round. It has become more challenging to meet that goal and we hope having enough full-time staff will do it.

Chairman Turman – I wonder if you could have a standby to call when you are understaffed? I know a young lady who just completed her certificate, and she was greatly disappointed when she found out that part-time staff were not being hired.

Dr. Millsaps – Please have her or anyone else reach out to Mr. Sowers on our staff if they are interested in a backup position. I would also be remiss if I didn't recognize the volunteers who have done a tremendous amount of work across the County, particularly the Rescue Squad in Indian Valley who works very, very hard. Once we get this schedule together, we plan to sit down with the Volunteer Rescue. If we have holes in the schedule and we know that at least one month in advance, we can work out an arrangement to have them work with us as well. I wouldn't want anyone to think that our volunteers aren't terrific, but with 70% of the workforce working outside of the County, their availability has become slim.

- Radio Request for Proposals – With your approval we have extended the deadline for the proposals by almost one month. The new deadline is November 8 at 4:00 p.m.

8.c. Closed Session under § 2.2-3711 A.1., under §2.2-3711 A.7., under §2.2-3711 A.29. and under §2.2-3711 A.3.

On a motion made by Supervisor Kuchenbuch, and seconded by Supervisor Coleman, and carried, it was resolved to go into closed session under § 2.2-3711 A.1. for discussion, consideration, or interviews of prospective candidates for employment and/or appointment to boards and commissions; under § 2.2-3711 A.7. for consultation with legal counsel pertaining to pending or threatened litigation and for the Opioid Litigation we will be discussing potential settlement; under §2.2-3711 A.29., to discuss award of a public contract and the expenditure of public funds where discussion in open session would adversely affect the bargaining position or negotiating strategy of the public body and under §2.2-3711 A.3. for acquisition of real property for public purpose or the disposition of publicly held real property where discussion in an open meeting would adversely affect the position or negotiating strategy of the public body and in this case, it is the disposition of publicly held real property.

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

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

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

On a motion of Supervisor Boothe, seconded by Supervisor Kuchenbuch, and 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 under under §2.2-3711 A.1. for discussion, consideration, or interviews of prospective candidates for employment and/or appointment to boards and commissions; under § 2.2-3711 A.7. for consultation with legal counsel pertaining to pending or threatened litigation and for the Opioid Litigation discussing potential settlement; under §2.2-3711 A.29., to discuss award of a public contract and the expenditure of public funds where discussion in open session would adversely affect the bargaining position or negotiating strategy of the public body and under §2.2-3711 A.3. for acquisition of real property for public purpose or the disposition of publicly held real property where discussion in an open meeting would adversely affect the position or negotiating strategy of the public body and in this case, it is the disposition of publicly held real property.

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

NOW, THEREFORE, BE IT RESOLVED, 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 – absent
Supervisor Boothe – yes
Supervisor Turman – yes

This certification resolution was adopted.

Mr. Steve Durbin, County Attorney – Ladies and gentlemen, you have before you a proposed resolution of the Board of Supervisors of Floyd County approving the County's participation in the proposed settlement of opioid-related claims of McKesson, Cardinal Health, Amerisource Burgen, Janssen and their related entities and directing the Floyd County Attorney and/or the County's outside counsel to execute the documents necessary to effectuate the County's participation in the settlements. If you have any questions, I would be happy to address them. Otherwise, I would be asking for your approval of the resolution as submitted.

On a motion of Supervisor Boothe, seconded by Supervisor Kuchenbuch, and carried, it was resolved to approve a resolution of the Board of Supervisors of Floyd County, Virginia approving of the County's participation in the proposed settlement of opioid-related claims against McKesson, Cardinal Health, AmerisourceBergen, Janssen, and their related corporate entities, and directing the Floyd County Attorney and/or the County's outside counsel to execute the documents necessary to effectuate the County's participation in the settlements (Document File Number xxx).

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

10.b. Determine the redistricting maps and schedule a public hearing

Dr. Millsaps – We are starting off with where you left off at the October 12, 2021, meeting regarding redrawing Floyd County district boundaries. You have had time to think about this and are now coming back with additional ideas.

Mr. Brandon Moore of King-Moore Inc. provided maps to Board members which showed existing district boundaries and the proposed new district boundaries and projected the map on the overhead.

Board members made suggestions to Mr. Moore on changes to the proposed boundaries. Mr. Moore reflected those changes on the overhead and each time tabulated the number of people and percent variance of population in each district.

Mr. Durbin – The districts need to be compact and contiguous and equal in population or at least as equal as practicable. You want to be aware of whether it would affect any ethnic minority or language minority in any way.

Mr. Moore – I can give you the racial breakdown for each district once the redrawn maps are ready for public hearing.

Mr. Durbin – That would be useful if we go the route of submitting it to the Attorney General's Office. That would be information they would like to know – the breakdown prior to redistricting and after the proposed redrawn boundaries.

Once the Board members were satisfied with the boundary lines and the percent of variance between districts, Mr. Moore stated that he would reprint the maps for Board members and to make available to the public.

Chairman Turman – In the past Mr. Boothe and I said we would be interested in having additional voting precincts. How would we go about doing that? Do you think we need to do it?

Ms. Amy Ingram, Floyd County General Registrar – My suggestion would be to do the paperwork for additional voting precincts during this process. You need to evaluate new places for handicap accessibility. There is a survey to conduct on a polling location and certain requirements must be met.

Vice Chairman Boothe – Are you allowed to use churches for this function without it affecting their nonprofit status?

Ms. Ingram – Yes. Many, many churches are used as polling places in Virginia. The church must agree.

Vice Chairman Boothe – We have a lot of churches around and most have handicap accessibility and parking. You and the Electoral Board would have to evaluate the layout to see if it meets the criteria. Indian Valley is a large district. Well, all are except for the Courthouse. It might not be a bad idea to have an additional polling place in each of the districts.

Chairman Turman – When you get out around Shelor Road and around the Parkway, some of the older residents don't want to get out on cold mornings and drive.

Ms. Ingram – We hear a lot of that. You know each polling place must be equipped with voting machines and poll workers. This would be an additional expense. I have never heard anything about using the location as messing up the church's status as a nonprofit. When we were looking for a polling place for the Little River District, we talked to a couple of churches. We found one that met the criteria, but they did not want to do it.

Vice Chairman Boothe – At the last meeting you mentioned some concerns with Little River polling place being at Floyd Elementary School. Is that still a possible problem?

Ms. Ingram – As long as the polling place remains within one mile of the precinct boundary, it is fine according to Code.

Supervisor Kuchenbuch – It is fine. We did not move that boundary.

Ms. Ingram – The last time we moved it we could measure in a straight line.

Supervisor Kuchenbuch – Back to Mr. Turman's point, are you finding the elderly voters coming in to vote in your office on the nice weather days?

Ms. Ingram – As they have heard about it, early voting has alleviated some of the problems we have heard from some people. Curbside voting has been around for many, many years. But last year really brought that to the attention of voters so they know about it. We have been doing many curbsides this election. At one point today we had 8 curbsides in the parking lot. We have been very busy, which is good. Any changes to polling places, precincts, this is the time to really look at it because we must notice voters. Local redistricting must be in place by the first of the year and we could be looking at special elections...

Supervisor Kuchenbuch – ...because of State redistricting?

Ms. Ingram – Yes.

Chairman Turman – I believe that if you had a satellite polling place in the Green Mountain area and Indian Valley had one additional polling place then I think there would be an increase in voter turnout.

Ms. Ingram – You are probably right. Apparently, many years ago there were multiple polling places in Floyd County. People ask me why they can't vote at one church or place or another.

Supervisor Kuchenbuch – The rules for voting are so different now.

Ms. Ingram – Yes. With early voting anyone can vote early without having a reason to be away from the locality.

Chairman Turman – Those people up around Green Mountain or around the Parkway don't have time to drive here after work to vote early. Most people who work have Saturdays so booked up they can't early vote.

Vice Chairman Boothe – Would you be willing to look at some potential sites? If it makes it easier for people to vote, then we will figure out how to pay for the machines and the people.

Supervisor Coleman – It is our duty.

Chairman Turman – I would say if you would find a place in Indian Valley or Green Mountain area, there would be enough volunteers around there to help you because it would help them out. I have a couple of places in mind. If you don't mind, I will approach them and feel them out.

Ms. Ingram – Okay.

Vice Chairman Boothe – Since we use Floyd Elementary School for your district, it is a pretty good distance for voters from some sections of Little River District to drive.

Supervisor Kuchenbuch – It is. It is a large County.

Vice Chairman Boothe – You might want to get with Mr. Yoder and see what he thinks about Locust Grove District. I would support putting another polling place in each of your Districts. If we could make it easier for people to vote...

Chairman Turman – ...it would increase voter turnout.

Ms. Ingram – Would you like for me to share with you the American with Disabilities Act checklist and other polling place requirements with all of you?

Chairman Turman – Yes.

Vice Chairman Boothe – I know this is a busy time for you, but if you and the Electoral Board could start looking in that direction.

Supervisor Kuchenbuch – Are you having trouble getting people to work the polls? Do you think our County would support more polling places and people would respond by being willing to work those?

Ms. Ingram – Floyd County is fortunate in that we usually have more people who want to work than we have open spots for them to work. It can be a problem when it is a single party primary and there isn't much interest, and it is held in June when people are on vacation. Sometimes we scramble a little bit in June. Even in those cases we call in others who are willing to help.

Supervisor Kuchenbuch – So if anybody is watching this meeting tonight and has an interest in helping, they can go to your office?

Ms. Ingram – Yes. We have a poll worker interest form they can fill out. The form can be turned into a party chair, and we can have a certain number of independent workers now. In the past few years, we have seen an increase in younger poll workers. I have even had high school students who served as pages and now they are 19- or 20-years-old and working the polls. I have a couple of young people who are coming back home from college to work the polls in Floyd. They said they wouldn't miss it.

Vice Chairman Boothe – We need to encourage our younger citizens to get more involved in everything.

Ms. Ingram – That's right. We have had 1205 in-person voters so far. We just finished processing all the mailed in ballots. We have been busy today. Saturday until 5:00 p.m. is the last that people can vote early.

Mr. Durbin – Under the Virginia Voting Rights Act you have two tracks that you can pursue for redistricting. One is the standard track where you publish notice at least 45 days prior to the close of a public comment period that you are accepting public comments on a proposed map. Now that you have established a proposed map the clock would be ticking from today. Public comment period must be open for at least 30 days and then if you were making any changes after receiving public comment then you must re-advertise for another public comment and hold that open for another 15 days. With the timelines and the census data being delayed, it makes it impossible to adopt it at your December meeting. It might even be impossible to adopt it even if you held a special meeting on New Year's Eve. You are pushing up against that timeline. Option B is to submit your proposed ordinance and supporting materials to the State Attorney General's Office, Office of Civil Rights and request a Certificate of No Objection to the proposed

redistricting. Most localities that I am aware of are following Option B. Some are following Option B but with a hybrid approach. They are submitting the request to the State Attorney General's Office for approval, but they are still going through a process of public comment and advertisement but on a more abbreviated time schedule. I think that makes more sense for Floyd.

Vice Chairman Boothe – I would not be comfortable doing Option B without some kind of public input.

Board members expressed their support for the hybrid approach.

Mr. Durbin – You would still have to advertise anyway for adoption of an ordinance. I can prepare the ordinance now that we have the maps and if I can get all that data. It is a meets and bounds description. I can move forward with that. We need to advertise for a Public Hearing adopting the ordinance. It would also be wise, I think, in keeping with the hybrid process to advertise as soon as possible that we are accepting public comment and we are holding public comment open for some number of days. I don't see a problem with holding it open for 30 days if we advertise pretty promptly because we are looking at a Public Hearing and adoption at the December meeting.

Vice Chairman Boothe – The only problem with that is we only have one day meeting in December. Most of the people who may be interested in coming work.

Mr. Durbin – You would have a 30-day public comment period so they could...

Vice Chairman Boothe – I know that but still a lot of people prefer to come to a Public Hearing and speak. Can we do a special night meeting for the Public Hearing?

Mr. Durbin – You can.

Vice Chairman Boothe – If we do it during the day at our December meeting it will limit the people who can actually come to speak.

Board members discussed the importance of having the Public Hearing at a night meeting and determined the date for that meeting.

On a motion made by Supervisor Boothe, seconded by Supervisor Coleman, and carried, it was resolved to amend a resolution passed at the October 12, 2021 Board meeting to now read the Board will hold their regular meeting on the second Tuesday, November 9, 2021, at 8:30 a.m. and cancel their regular meeting scheduled for Tuesday, November 23, 2021, at 7:00 p.m. and change the date of their December 2021 evening meeting to December 7, 2021, at 7:00 p.m. for the purpose of holding a Public Hearing on redistricting at 7:00 p.m. or as soon thereafter as possible and hold their regular morning meeting on the second Tuesday, December 14, 2021, at 8:30 a.m. (Document File Number xxx).

Supervisor Coleman – yes

Supervisor Kuchenbuch – yes

Supervisor Yoder – absent
Supervisor Boothe – yes
Supervisor Turman – yes

Mr. Durbin – Step one is that I would be looking for a motion now to prepare and advertise the redistricting ordinance with the proposed boundaries that you approved tonight. Step two is to advertise the opening of a public comment period. Step three is to direct the County Attorney to submit the application for a Certificate of No Objection to the Attorney General’s Office.

On a motion of Supervisor Boothe, seconded by Supervisor Coleman, and carried, it was resolved to prepare and advertise a redistricting ordinance with the proposed boundaries, to advertise the opening of a 30-day public comment period, and to direct the County Attorney to submit the application for a Certificate of No Objection to the Virginia Attorney General’s Office (Document File Number xxx).

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

Vice Chairman Boothe – The reason this is so screwed up is because the census data was so long in coming. We are not trying to hide anything or eliminate the public. We are just on a tight deadline. Everything must be approved by December 31, 2021.

Mr. Durbin – There is an argument that it could be extended beyond then, but you don’t want to be the test case for that. For the benefit of the public, 10 years ago when we adopted this it was in May 2011. That is how delayed we are.

8.c. Constitutional Officers’ Report

No Constitutional Officers were present at the time.

9.a. Revenue and expenditure budget supplement request to FY22 for \$9,250.00 for Outdoor Classroom Project on behalf of Virginia Department of Forestry Grant

Dr. Millsaps – You will recall that is a grant and the match is in-kind from the County and from a number of volunteers in the community. We have already had an organizing meeting and had a broad array of folks from the Library, Cooperative Extension, Partnership for Floyd, and the Recreation Department. We will be following up with a second meeting where we actually walk the trail on either November 4 or 5, depending on the weather.

On a motion of Supervisor Kuchenbuch, seconded by Supervisor Coleman, and unanimously carried, it was resolved to approve a revenue and expenditure budget supplement request to FY22 for \$9,250.00 for the Outdoor Classroom Project on behalf

of Virginia Department of Forestry Grant and to authorize the County Administrator to execute any necessary documents.

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

9.b. Sheriff Craig request to fill the Compensation Board Fund Position

Chairman Joe Turman and Supervisor Justin Coleman stated the following for the record: Today's discussion involves the County budget which includes funding for the Floyd County Sheriff's Office. As many of you know, either I or a close family member are employed by the Floyd County Sheriff's Office. The proposed funding would affect the entire department and not just me or my family individually. Together we constitute a group of three or more individuals who are similarly employed by the Sheriff's Office and similarly affected by the discussion. Therefore, the exception of State and Local Government Conflict of Interests Act section § 2.2-3112 A (i) applies to this situation, and we are able to participate in this discussion fairly and in the public interest. Thank you.

On a motion of Supervisor Boothe, seconded by Supervisor Kuchenbuch, and carried, it was resolved to approve Sheriff Craig's request to fill the Compensation Board position in the Sheriff's Office.

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

9.c. Request from New River Health District to carry over \$2,370.18 into FY22 budget

On a motion of Supervisor Coleman, seconded by Supervisor Boothe, and carried, it was resolved to approve the New River Health District request to carry over \$2,370.18 into FY22 budget.

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

10.a. Appointment to Floyd County Selective Service Local Board

Chairman Turman – We are not going to make an appointment to the Floyd County Selective Service Local Board tonight. We had a third applicant and for reasons beyond his control he could not make it tonight. We will make the appointment at our next day meeting.

10.c. Transfer of \$489,000 from Meals Tax Fund to Capital Reserve Fund as recommended by Davenport and Company

On a motion of Supervisor Boothe, seconded by Supervisor Kuchenbuch, and carried, it was resolved to approve a transfer of \$489,000 from Meals Tax Fund to Capital Reserve Fund as recommended by Davenport and Company.

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

10.d County Administrator's Report continued

- Virginia Association of Counties (VACo) Credentials – I submitted your credentials today for the VACo conference for Mr. Boothe to be the voting member.
- Discussion of American Rescue Plan Act of 2021 (ARPA) grant distribution – Due to the late hour I suggest we put this on the agenda for the next day meeting. It would be my suggestion that you make consideration about where you want to spend the remaining balance of you ARPA money. Some of the applicants need to know one way or another.
- Updated Infectious Disease Plan – The Virginia Department of Labor and Industry put out new requirements related to Infectious Disease (COVID 19) Preparedness and Response Plans. You had one that was approved some time ago and it conformed to all requirements of the time, however the requirements have been changed by the State. I have drafted a new version. The plan developed by Mr. Chad Alls at Floyd County Social Services got us 90% of the way to our plan. There were some things we had to do differently because we have many more employees. The previous document spent a lot of time categorizing employees on their level of risk based on their job. That is no longer a requirement, so it has been removed. Specific language on agency workplace and fleet sanitation and disinfection has been added. Definitions of fully vaccinated and methods to determine vaccination status are added. The previous plan was written before there were any vaccines. The plan says we will rely solely on the employee's representation of being fully vaccinated or not without requiring proof of vaccination. That is what is required by law. The definition of close contact has changed a little bit. It has the requirement that any Floyd County Administration employee who is not fully vaccinated must wear a face mask at all times while inside the work site. Employees who are fully vaccinated do not have to, unless we are in an area of substantial or high community transmission as defined by the State. There is a chart diagramming what the procedures are supposed to be if you have had close contact with someone with suspected or confirmed COVID. This plan is a requirement of the State and was supposed to be in place by October 8. They took over one year to put out their rules and gave us less than a month to draft a plan. This document has been approved by Ms. Ashley Briggs,

Public Health Director at New River Valley Regional Commission. We can discuss this plan at the day meeting.

- Retirement of Assistant County Administrator – Personally it has been an honor and pleasure to get to know you in this last 7½ months. You are an excellent teacher. I will miss you a great deal.

Chairman Turman read a resolution honoring Ms. Ryan upon her retirement.

Chairman Turman – I would like to say for myself that Cindy was always there. When I sent an email, it was just a few minutes when I got one back. Any question I asked her...I don't know how she retained all that. She has been a pleasure to work with. I can remember way back, when once upon a time I was in real estate, we used to talk at the office. Cindy and her husband had a little shop next door.

Ms. Ryan – Mr. Turman was one of the first people I met when I moved to Floyd County.

Vice Chairman Boothe – And you stayed anyway!

Chairman Turman – The funny thing was age changes everybody, not that I am saying you are old, but when you first came to work here, I thought I know her from someplace. You are really going to be missed. I say that from the bottom of my heart. I wish you all the best. I guarantee you have the vehicle gassed up and the suitcases packed.

Vice Chairman Boothe – You have been a pleasure to work with. I echo everything Mr. Turman said. Thank you for putting up with me bothering you. Ms. Chiddo has already gotten a little bit of that. I'm like Mr. Turman, I don't know how you did what you did. I really don't, but I am grateful, and I am sure the people of this community are grateful.

Supervisor Coleman – The little bit I have seen in the past four years and as an employee since you have been here, your devotion and commitment is immeasurable in what you have done for this community. One thing I have appreciated so much as a new member on this Board is how you showed your genuine care and your ability to articulate that to us for the County's best interests. It has been a guiding light for someone inexperienced like myself and for that I am grateful and appreciate your service.

Supervisor Kuchenbuch – You are all those words and more. You are a dedicated public servant through and through. You have been able to work in different positions in the County and you have done it with poise and grace. You have been able to sail through some pretty difficult times. The dedication and hours and the way you unceremoniously and without wanting any kind of recognition to work to better this community and this County for all of its citizens is probably one of your best legacies. I know that retirement will be wonderful for you both. I echo Mr. Turman

that your suitcases are probably packed, and the car is gassed up. We will miss you. I know that Ms. Chiddo will work hard to follow your example. I know the training that has been going on for the past couple of weeks has been pretty intense. I will miss you greatly. I want to thank you for everything; all the courtesy, all the guidance, and all the care you have shown me personally as well. I thank you very much. Onward and upward.

Dr. Millsaps – Of course the flowers are from the Board and the plant because you love plants. The Board has also agreed to another gift. We will figure out how to get it to your house which is your desk and your file cabinet.

Ms. Ryan – Are you serious?! They are going to give me my desk and file cabinet.

Vice Chairman Boothe – She dug it out of storage and refinished all of it herself.

Ms. Ryan – The file cabinet came from Solid Waste.

Chairman Turman – That is another reason we are going to miss her, because she is as conservative as it comes.

Ms. Ryan – I don't know where I will put it, but I accept. I will figure it out. WOW!

Ms. Chiddo – She is the only one who can open the file cabinet.

Ms. Ryan – It has been a pleasure working for the County. Parts of this job have been very gratifying, and you really feel like you have made a difference. To be honest, a lot of it has been exhausting. Ever since the COVID pandemic and then immediately followed by the ransomware attack, it has been nonstop. It is not burned out; it is drained out. I am tired. But I can look back on a lot of good memories. We have accomplished a lot of good things together. I am very proud to have worked for the County and I wish you all the best.

Chairman Turman – After you work on a job so long you will miss it. I guarantee that.

Ms. Ryan – I will miss the people immediately. It might take me a while to miss the work.

11. Board Member Time

Vice Chairman Boothe – Several months ago I had a couple of citizens' requests that the Recreation Director look into something called pickle ball. I have no idea what it is. I can't tell you anything about it except that it is done on tennis courts. The sport seems to be catching on so if it is something we can do for our citizens, maybe look into it. The other thing is at the last meeting I asked the Sheriff if he would give us a layout regarding the deputy salaries. He has done that. I would ask the Board to really study that. I am thinking if we do anything it needs to be done at our November meeting?

Ms. Ryan – Sheriff Craig wants the salary increases to go into effect in January 2022. I think the December meeting would allow enough time for that date to be met.

Chairman Turman – Something happened today that got me thinking. I went to get new fuel filters today and they didn't have any. The company that supplies them has 1,000 on back order. I think it would be good if the County would look at essential items that are needed for operations, and if you can find any, go ahead and get some to have on hand.

12. Adjournment

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

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

Linda S. Millsaps, County Administrator

Joe D. Turman, Chairman, Board of Supervisors

AP375H
11/05/2021
FUND # - 001

FLOYD COUNTY
LISTING OF INVOICES FOR 11/09/2021 -- 11/09/2021

BEFORE CHECKS
PAGE 1

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
011010	***BOARD OF SUPERVISORS***				
5540	FINANCE CHARGES AND LATE				
	42749	NRV REGIONAL COMMISSION	11012021	ANNUAL DINNER	35.00
				ACCOUNT TOTAL	35.00 *
5810	DUES AND SUBSCRIPTIONS				
	12300	MATTHEW BENDER & CO. INC.	27840468	VA CODE 2021 RV4	91.43
				ACCOUNT TOTAL	91.43 *
				MAJOR TOTAL	126.43 **
012010	***COUNTY ADMINISTRATOR***				
2700	WORKER'S COMPENSATION				
	41320	VACORP	91129	VA-FL-033-21	56.70
				ACCOUNT TOTAL	56.70 *
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	46.96
				ACCOUNT TOTAL	46.96 *
6008	GAS AND OIL				
	70	CLARK GAS AND OIL CO.	U9121553	REG GAS EXEMPT	28.22
	70	CLARK GAS AND OIL CO.	U9121628	REG GAS EXEMPT	24.09
				ACCOUNT TOTAL	52.31 *
				MAJOR TOTAL	155.97 **
012090	***COMM OF THE REVENUE***				
3320	MAINTENANCE, SERVICE AND				
	42795	ETHOS TECHNOLOGIES	INV407388	4333-01	2.68
				ACCOUNT TOTAL	2.68 *
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	47.37
				ACCOUNT TOTAL	47.37 *
				MAJOR TOTAL	50.05 **
012130	***TREASURER***				
3310	EQUIPMENT REPAIRS AND MAI				
	42795	ETHOS TECHNOLOGIES	INV405039	1751-01	102.89
				ACCOUNT TOTAL	102.89 *
5210	POSTAGE				
	42845	BMS DIRECT, INC.	153037	PROF SERVICES	5,672.33
				ACCOUNT TOTAL	5,672.33 *
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	45.92
				ACCOUNT TOTAL	45.92 *
6001	OFFICE SUPPLIES				
	10	VIRGINIA OFFICE SUPPLY	45028	OFFICE SUPPLIES	1.99
	10	VIRGINIA OFFICE SUPPLY	45106	OFFICE SUPPLIES	209.80
	16730	TAYLOR OFFICE SUPPLY, INC	125226	OFFICE SUPPLIES	11.15
				ACCOUNT TOTAL	222.94 *
				MAJOR TOTAL	6,044.08 **

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
013010	***ELECTORAL BOARD AND OFFICERS***				
1101	ELECTION JUDGES AND CLERK				
	10820	JUDY BRITT	11032021	OFFICER OF ELECTION	120.00
	14570	SUSAN NUNN	11032021	OFFICER OF ELECTION	120.00
	27560	KERRY W. WHITLOCK	11032021	OFFICER OF ELECTION	120.00
	27940	ANDREA J GARLAND	11032021	OFFICER OF ELECTION	120.00
	29960	KIMBERLY G VIA	11032021	OFFICER OF ELECTION	125.00
	33170	PATRICIA D UNDERWOOD	11032021	OFFICER OF ELECTION	120.00
	34790	SUSAN MCCREA	11032021	OFFICER OF ELECTION	120.00
	35920	ROSIE SMITH	11032021	OFFICER OF ELECTION	120.00
	37190	TERESA WRIGHT	11032021	OFFICER OF ELECTION	276.10
	38970	RICHARD PARRISH	11032021	OFFICER OF ELECTION	131.15
	38990	SUSANNE GLADDING	11032021	OFFICER OF ELECTION	146.10
	41750	WANDA HARBOUR	11032021	OFFICER OF ELECTION	120.00
	42280	TRACEY MATTSON	11032021	OFFICER OF ELECTION	147.25
	42676	PHYLLIS BUTTERWORTH	11032021	OFFICER OF ELECTION	120.00
	42716	KIM CHIAPETTO	11032021	OFFICER OF ELECTION	120.00
	42718	MELODIE POGUE	11032021	OFFICER OF ELECTION	132.76
	42787	DEBRA BRICKHOUSE	11032021	OFFICER OF ELECTION	120.00
	42788	PAUL BRICKHOUSE	11032021	OFFICER OF ELECTION	131.73
	42806	CONNIE QUESENBERRY	11032021	OFFICER OF ELECTION	120.00
	42828	DEBORAH BAUM	11032021	OFFICER OF ELECTION	125.00
	42899	JANE SHAW	11032021	OFFICER OF ELECTION	120.00
	42963	ELIZABETH WARRINER	11032021	OFFICER OF ELECTION	125.00
	43222	VIRGINIA NEUKIRCH	11032021	OFFICER OF ELECTION	120.00
	43326	KELLY HIATT-THOMAS	11032021	OFFICER OF ELECTION	120.00
	43327	MARY SISCO	11032021	OFFICER OF ELECTION	120.00
	43329	CARRIE WALDRON	11032021	OFFICER OF ELECTION	125.00
	43330	DARYL WALKER	11032021	OFFICER OF ELECTION	120.00
	43332	MARJORIE HARRIS	11032021	OFFICER OF ELECTION	120.00
	43333	JANE HELLMAN	11032021	OFFICER OF ELECTION	120.00
	43334	ROBERT NEUKIRCH	11032021	OFFICER OF ELECTION	120.00
	43335	CATHERINE BEAVER	11032021	OFFICER OF ELECTION	120.00
	43336	DIANE GRAY	11032021	OFFICER OF ELECTION	120.00
	43337	ANDREW SMALL	11032021	OFFICER OF ELECTION	120.00
	43338	MARY WEEKS	11032021	OFFICER OF ELECTION	120.00
	43339	WILLIAM AVELLAR	11032021	OFFICER OF ELECTION	120.00
	43340	SUE CAMDEN	11032021	OFFICER OF ELECTION	120.00
	43341	MARILYN FARAH	11032021	OFFICER OF ELECTION	120.00
	43342	ANN FISHER	11032021	OFFICER OF ELECTION	120.00
	43343	IAN GAMMARINO	11032021	OFFICER OF ELECTION	120.00
	43344	TERRI PHILPOT	11032021	OFFICER OF ELECTION	120.00
	43347	KELLEAN GALE	11032021	ELECTION OF OFFICER	120.00
	43348	MICHAEL GALE	11032021	OFFICER OF ELECTION	120.00
	43370	JEFFREY DOWD	11032021	OFFICER OF ELECTION	120.00
	43371	KIMBERLY O'DONNELL	11032021	OFFICER OF ELECTION	120.00
	43372	DAVID BOWER	11032021	OFFICER OF ELECTION	120.00
	43373	THERESA COOK	11032021	OFFICER OF ELECTION	120.00

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
	43374	RALF OTTE	11032021	OFFICER OF ELECTION	120.00
	43375	DWAYNE BOLT	11032021	OFFICER OF ELECTION	120.00
	43376	KEVIN WOOD	11032021	OFFICER OF ELECTION	120.00
	43377	JUDY FARMER	11032021	OFFICER OF ELECTION	125.00
	43378	SARAH CAMPBELL	11032021	OFFICER OF ELECTION	120.00
	43379	FERN SUTPHIN	11032021	OFFICER OF ELECTION	120.00
				ACCOUNT TOTAL	6,510.09 *
1102		CUSTODIANS			
	42796	RHONDA T. VAUGHN	11032021	COURT FILING FEE	30.00
				ACCOUNT TOTAL	30.00 *
5230		TELEPHONE			
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	13.50
				ACCOUNT TOTAL	13.50 *
6001		OFFICE SUPPLIES			
	2050	NEW RIVER OFFICE SUPPLY	405964-00	OFFICE SUPPLIES	33.97
	23430	ROBERT CHARLES SMITH	10272021	TAPE/POLLING PLACES	17.16
	23850	AMY J. INGRAM	10282021	POLLING SUPPLIES	23.17
				ACCOUNT TOTAL	74.30 *
				MAJOR TOTAL	6,627.89 **
013020		***REGISTRAR***			
5230		TELEPHONE			
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	32.53
				ACCOUNT TOTAL	32.53 *
6001		OFFICE SUPPLIES			
	10	VIRGINIA OFFICE SUPPLY	45334	OFFICE SUPPLIES	251.52
	28960	WOODY GRAPHICS, INC.	32696	WINDOW ENVELOPES	121.00
	38920	VIRGINIA BUSINESS SYSTEMS	30320944	003-1180919-000	49.74
				ACCOUNT TOTAL	422.26 *
				MAJOR TOTAL	454.79 **
021010		***CIRCUIT COURT***			
5230		TELEPHONE			
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	14.10
				ACCOUNT TOTAL	14.10 *
				MAJOR TOTAL	14.10 **
021020		***GENERAL DISTRICT COURT***			
5230		TELEPHONE			
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	54.84
				ACCOUNT TOTAL	54.84 *
6001		OFFICE SUPPLIES			
	43033	THE SUPPLY ROOM	4407050-0	OFFICE SUPPLIES	10.76
				ACCOUNT TOTAL	10.76 *
				MAJOR TOTAL	65.60 **

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
021030	***MAGISTRATE***				
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	36.12
				ACCOUNT TOTAL	36.12 *
				MAJOR TOTAL	36.12 **
021050	***JUVENILE & DOMESTIC COURT***				
3800	JUVENILE DETENTION				
	41530	APPALACHIAN JUVENILE COMMI	1848	PROF SERVICES	5,425.00
				ACCOUNT TOTAL	5,425.00 *
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	23.78
				ACCOUNT TOTAL	23.78 *
				MAJOR TOTAL	5,448.78 **
021060	***CLERK OF CIRCUIT COURT***				
5210	POSTAGE				
	30	PITNEY BOWES GLOBAL FINANC	3314534770	LEASING CHARGES	162.66
				ACCOUNT TOTAL	162.66 *
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	56.81
				ACCOUNT TOTAL	56.81 *
6001	OFFICE SUPPLIES				
	10	VIRGINIA OFFICE SUPPLY	45143	OFFICE SUPPLIES	1,929.45
	18430	TREASURER OF VIRGINIA	22-FLOPC-0300	LENOVO	270.00
	35460	NRVLSA	11032021 CIRCUI	DIRECTORIES	60.00
				ACCOUNT TOTAL	2,259.45 *
				MAJOR TOTAL	2,478.92 **
022010	***COMMONWEALTH'S ATTORNEY***				
2700	WORKERS COMPENSATION				
	41320	VACORP	91129	VA-FL-033-21	9.06
				ACCOUNT TOTAL	9.06 *
3320	MAINTENANCE CONTRACTS				
	38920	VIRGINIA BUSINESS SYSTEMS	30310800	017-1664547-000	56.06
				ACCOUNT TOTAL	56.06 *
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	252.77
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	9.95
				ACCOUNT TOTAL	262.72 *
6012	CRIMINAL LAW REPORTER				
	35460	NRVLSA	11032021 COMMON	DIRECTORIES	75.00
				ACCOUNT TOTAL	75.00 *
				MAJOR TOTAL	402.84 **

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
031020	***SHERIFF***				
2700	WORKERS COMPENSATION				
	41320	VACORP	91129	VA-FL-033-21	1,215.16
				ACCOUNT TOTAL	1,215.16 *
3310	REPAIRS & MAINTENANCE/AUT				
	22460	SPENCER'S BODY SHOP	046377	JOB 603	1,620.20
				ACCOUNT TOTAL	1,620.20 *
3320	MAINTENANCE & SERVICE CON				
	37090	ELECTRONIC SYSTEMS, INC	IN1970232	CN18949-01	15.83
				ACCOUNT TOTAL	15.83 *
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	1,001.08
	28501	VERIZON WIRELESS	9891193333	WIRELESS	391.88
				ACCOUNT TOTAL	1,392.96 *
				MAJOR TOTAL	4,244.15 **
033010	***CORRECTIONS & DETENTIONS***				
2700	WORKERS COMPENSATION				
	41320	VACORP	91129	VA-FL-033-21	82.56
				ACCOUNT TOTAL	82.56 *
3310	REPAIRS & MAINTENANCE				
	43006	D&D AUTO REPAIR, LLC	4315	SERVICE	49.99
				ACCOUNT TOTAL	49.99 *
				MAJOR TOTAL	132.55 **
034010	***BUILDING INSPECTIONS***				
2700	WORKERS COMPENSATION				
	41320	VACORP	91129	VA-FL-033-21	70.18
				ACCOUNT TOTAL	70.18 *
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	45.38
				ACCOUNT TOTAL	45.38 *
5540	TRAVEL (CONVENTION & EDUC				
	43030	DRIVEERT	1012675528	TOLL FEES	11.08
				ACCOUNT TOTAL	11.08 *
6008	GAS, OIL, ETC.				
	70	CLARK GAS AND OIL CO.	U9121553	REG GAS EXEMPT	140.51
	70	CLARK GAS AND OIL CO.	U9121628	REG GAS EXEMPT	119.93
				ACCOUNT TOTAL	260.44 *
6014	Web Service Monthly Fee				
	42672	INTERACTIVEGIS, INC.	6064	GIS	400.00
				ACCOUNT TOTAL	400.00 *
				MAJOR TOTAL	787.08 **
035010	***ANIMAL CONTROL***				
2700	WORKERS COMPENSATION				
	41320	VACORP	91129	VA-FL-033-21	2.35
				ACCOUNT TOTAL	2.35 *

AP375H
11/05/2021
FUND # - 001

FLOYD COUNTY
LISTING OF INVOICES FOR 11/09/2021 -- 11/09/2021

BEFORE CHECKS
PAGE 6

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5230		TELEPHONE			
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	109.28
				ACCOUNT TOTAL	109.28 *
5825		VETERINARY SERVICES			
	27830	BLUE RIDGE VETERINARY HOSP	11355	PROF SERVICES	422.55
	42886	SARAH WEST	44893	PROF SERVICES	83.10
				ACCOUNT TOTAL	505.65 *
6008		GAS, OIL, ETC.			
	70	CLARK GAS AND OIL CO.	U9121553	REG GAS EXEMPT	384.17
	70	CLARK GAS AND OIL CO.	U9121628	REG GAS EXEMPT	327.87
				ACCOUNT TOTAL	712.04 *
				MAJOR TOTAL	1,329.32 **
035030		***MEDICAL EXAMINER***			
3110		PROFESSIONAL HEALTH SERVI			
	37080	TREASURER OF VIRGINIA	10212021	PROF SERVICES	20.00
	37080	TREASURER OF VIRGINIA	10282021	PROF SERVICES	40.00
				ACCOUNT TOTAL	60.00 *
				MAJOR TOTAL	60.00 **
035050		***EMERGENCY SERV/HAZARDOUS MAT***			
2700		WORKERS COMPENSATION			
	41320	VACORP	91129	VA-FL-033-21	62.33
				ACCOUNT TOTAL	62.33 *
5230		TELEPHONE			
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	13.50
				ACCOUNT TOTAL	13.50 *
5410		EQUIPMENT LEASE-UNITED CE			
	37040	C/O: UNITED STATED CELLULA	20211025000306	TOWER REVENUE	267.89
				ACCOUNT TOTAL	267.89 *
5895		CORONAVIRUS EMERGENCY			
	43368	THE PHARM HOUSE LLC	11012021	COVID TESTING	40.00
				ACCOUNT TOTAL	40.00 *
6001		OFFICE SUPPLIES/COMPUTER			
	10	VIRGINIA OFFICE SUPPLY	45307	OFFICE SUPPLIES	52.81
				ACCOUNT TOTAL	52.81 *
6008		GAS/OIL			
	70	CLARK GAS AND OIL CO.	U9121553	REG GAS EXEMPT	37.86
	70	CLARK GAS AND OIL CO.	U9121628	REG GAS EXEMPT	32.31
				ACCOUNT TOTAL	70.17 *
				MAJOR TOTAL	506.70 **
043020		***GENERAL PROPERTIES***			
1100		COMPENSATION OF CUSTODIAN			
	17100	FINN & FENWICK CLEANING SE	NOV21	CLEANING SERVICES	3,375.00
				ACCOUNT TOTAL	3,375.00 *

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
2700		WORKERS COMPENSATION			
	41320	VACORP	91129	VA-FL-033-21	27.99
				ACCOUNT TOTAL	27.99 *
3310		REPAIRS			
	450	WILLS RIDGE SUPPLY INC.	542727	HARDWARE	5.12
	25080	MARK HUFF PLUMBING AND ELE	11042021	REPAIRS	225.00
				ACCOUNT TOTAL	230.12 *
3320		MAINTENANCE & SERVICE CON			
	26410	VALLEY BOILER & MECHANICAL	28500	MAINTENANCE CONTRACT	166.65
				ACCOUNT TOTAL	166.65 *
3340		Computer Services Support			
	40700	APPLICATIONS SYSTEMS CONSU	10000567	RETAINER SERVICES	2,250.00
	43110	TECH SQUARED INC	MSP-2435	MONTHLY BILLING	14,822.00
				ACCOUNT TOTAL	17,072.00 *
5110		ELECTRICAL SERVICE			
	420	APPALACHIAN POWER	OXFORD LT OCT21	OUTDOOR LIGHT	10.06
	420	APPALACHIAN POWER	435711071 OCT21	LIBRARY	875.44
	420	APPALACHIAN POWER	441195751 OCT21	WORK CENTER BLDG	253.39
	420	APPALACHIAN POWER	441199264 OCT21	COURTHOUSE	2,057.48
	420	APPALACHIAN POWER	533465608 OCT21	CBURG PIKE	14.42
	420	APPALACHIAN POWER	533487755 OCT21	RADIO TRANS	34.67
	420	APPALACHIAN POWER	533496323 OCT21	FOX STREET	89.71
				ACCOUNT TOTAL	3,335.17 *
5130		WATER AND SEWER			
	11890	FLOYD-FLOYD COUNTY PSA	1010 OCT21	COURTHOUSE	145.34
	11890	FLOYD-FLOYD COUNTY PSA	1020 OCT21	CO JAIL	97.26
	11890	FLOYD-FLOYD COUNTY PSA	1160 OCT21	OXFORD STREET	169.38
	11890	FLOYD-FLOYD COUNTY PSA	1205 OCT21	FOX STREET	88.98
	11890	FLOYD-FLOYD COUNTY PSA	3431 OCT21	LIBRARY	88.98
				ACCOUNT TOTAL	589.94 *
5140		PEST CONTROL			
	42706	DODSON PEST CONTROL	1000565101	PEST CONTROL	120.00
				ACCOUNT TOTAL	120.00 *
5230		TELEPHONE			
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	14.53
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	47.94
				ACCOUNT TOTAL	62.47 *
6005		JANITORIAL SUPPLIES			
	290	CINTAS	4100381463	MATS/SCRAPERS	191.65
				ACCOUNT TOTAL	191.65 *
6008		GAS AND OIL			
	70	CLARK GAS AND OIL CO.	U9292961	LPG DELIVERY	1,290.27
				ACCOUNT TOTAL	1,290.27 *
8136		CAPITAL OUTLAY: SCHOOLS C			
	31330	THOMPSON & LITTON, INC	99950	PROJECT 14991	5,510.74
				ACCOUNT TOTAL	5,510.74 *
9140		DEBT SERVICE: CARTER 2015			
	4230	CARTER BANK & TRUST	NOV21 #77 21741	ACCOUNT 21741	16,063.20
				ACCOUNT TOTAL	16,063.20 *

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
9150		DEBT SERVICE: SKYLINE 201			
	42888	SKYLINE NATIONAL BANK	9964734 NOV21	LOAN 9964734	11,435.75
				ACCOUNT TOTAL	11,435.75 *
				MAJOR TOTAL	59,470.95 **
071020	***FLOYD COUNTY RECREATION***				
3000	CONTRACTUAL SERVICES				
	43041	JACOB AGEE	OCT21	OFFICIATING	105.00
	43048	BRIAN BOYD	OCT21	OFFICIATING	520.00
	43049	TOMMY NANCE	OCT21	OFFICIATING	535.00
	43053	JEFF BELSHAN	OCT21	OFFICIATING	140.00
	43067	MICHAEL DAVIS	OCT21	OFFICIATING	225.00
	43315	LOGAN BURCHETT	OCT21	OFFICIATING	105.00
	43369	TULLY ANDERSON	OCT21	OFFICIATING	166.40
				ACCOUNT TOTAL	1,796.40 *
3310	REPAIRS AND MAINTENANCE				
	450	WILLS RIDGE SUPPLY INC.	541649	HARDWARE	153.00
	25080	MARK HUFF PLUMBING AND ELE	10152021	REC SERVICE	375.00
				ACCOUNT TOTAL	528.00 *
3320	MAINTENANCE CONTRACTS				
	43098	U.S. BANK EQUIPMENT FINANC	456549351	500-0522818-000	94.40
				ACCOUNT TOTAL	94.40 *
5110	ELECTRICAL SERVICE				
	420	APPALACHIAN POWER	436454838 OCT21	REC PARK	337.00
				ACCOUNT TOTAL	337.00 *
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	37.08
				ACCOUNT TOTAL	37.08 *
6001	OFFICE SUPPLIES				
	37090	ELECTRONIC SYSTEMS, INC	IN1967077	CN17576-01	73.21
				ACCOUNT TOTAL	73.21 *
6008	GAS AND OIL				
	70	CLARK GAS AND OIL CO.	U9121553	REG GAS EXEMPT	41.37
	70	CLARK GAS AND OIL CO.	U9121628	REG GAS EXEMPT	35.30
				ACCOUNT TOTAL	76.67 *
6009	CONCESSIONS				
	43177	AMAZON CAPITAL SERVICES	1LW3-GPM1-XLMG	CONCESSION SUPPLIES	61.18
				ACCOUNT TOTAL	61.18 *
6011	UNIFORMS/JERSEYS				
	34820	ELEVEN WEST, INC.	117723	UNIFORMS	189.54
	34820	ELEVEN WEST, INC.	117773	UNIFORMS	467.54
	34820	ELEVEN WEST, INC.	117910	UNIFORMS	469.12
	34820	ELEVEN WEST, INC.	117912	UNIFORMS	390.63
	34820	ELEVEN WEST, INC.	117913	UNIFORMS	418.57
				ACCOUNT TOTAL	1,935.40 *
6016	BOYS BASEBALL				
	43071	NCSI	13276	BACKGROUND CHECKS	240.50
	43071	NCSI	14293	BACKGROUND CHECKS	92.50
				ACCOUNT TOTAL	333.00 *
				MAJOR TOTAL	5,272.34 **

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT	
ACCT#	NUMBER	NAME				
081200	***COMMUNITY DEVELOPMENT***					
2700	WORKERS COMPENSATION					
	41320	VACORP	91129	VA-FL-033-21	79.52	
				ACCOUNT TOTAL	79.52 *	
5230	TELEPHONE					
	40	CITIZENS TELEPHONE COOPERA	2804	OCT21	PHONE/INTERNET	40.97
				ACCOUNT TOTAL	40.97 *	
6103	CDBG FLOYD COUNTY HOUSING					
	42749	NRV REGIONAL COMMISSION	09272021	GRANT ADMIN	2,000.00	
				ACCOUNT TOTAL	2,000.00 *	
				MAJOR TOTAL	2,120.49 **	
081500	***ECONOMIC DEVELOPMENT AUTHORITY**					
6087	EDA-LOT 4 GROWTH CENTER A					
	42868	HURT & PROFFITT, INC.	68049	PROJECT 20191249	2,487.50	
	43365	AVIS CONSTRUCTION COMPANY,	APP NO 003	GROWTH CENTER BLDG	757,763.70	
				ACCOUNT TOTAL	760,251.20 *	
6094	MARKETING - NEW OPPORTUNI					
	42877	FLOYD COUNTY ECONOMIC	11032021	REIMBURSEMENT	5,000.00	
				ACCOUNT TOTAL	5,000.00 *	
6104	PHASE 2 ROAD COMMERCE PAR					
	42749	NRV REGIONAL COMMISSION	2511	IND ACCESS GRANT	285.48	
	42749	NRV REGIONAL COMMISSION	2593	IND ACCESS GRANT	4,203.43	
				ACCOUNT TOTAL	4,488.91 *	
				MAJOR TOTAL	769,740.11 **	
082050	***MISCELLANEOUS PROGRAMS***					
6086	DRUG COURT COSTS					
	420	APPALACHIAN POWER	533505834	OCT21	AKERS STREET	101.57
	420	APPALACHIAN POWER	533506389	OCT21	LOCUST STREET	73.09
	11890	FLOYD-FLOYD COUNTY PSA	1560	OCT21	LOCUST STREET	63.09
	11890	FLOYD-FLOYD COUNTY PSA	635	OCT21	AKERS STREET	63.09
				ACCOUNT TOTAL	300.84 *	
				MAJOR TOTAL	300.84 **	
083010	***COOPERATIVE EXTENSION PROGRAM***					
5230	TELEPHONE					
	40	CITIZENS TELEPHONE COOPERA	2804	OCT21	PHONE/INTERNET	90.90
				ACCOUNT TOTAL	90.90 *	
				MAJOR TOTAL	90.90 **	
403230	***EMERGENCY MEDICAL SERVICES***					
2700	WORKERS COMPENSATION					
	41320	VACORP	91129	VA-FL-033-21	1,533.35	
				ACCOUNT TOTAL	1,533.35 *	

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
3310		REPAIRS			
	12590	VEST'S SALES & SERVICE IN	14939	REPAIR	1,449.85
	12590	VEST'S SALES & SERVICE IN	14941	REPAIRS	500.00
	42840	B & S AUTOMOTIVE SERVICE	0043271	DIESEL OIL CHANGE	244.00
				ACCOUNT TOTAL	2,193.85 *
3320		MAINTENANCE SERVICE CONTR			
	42846	ESO SOLUTIONS, INC.	ESO-61240	REPORTING	5,511.00
				ACCOUNT TOTAL	5,511.00 *
5230		TELEPHONE			
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	13.50
				ACCOUNT TOTAL	13.50 *
6001		OFFICE SUPPLIES			
	16730	TAYLOR OFFICE SUPPLY, INC	125602	ENVELOPES	29.00
				ACCOUNT TOTAL	29.00 *
6004		MEDICAL AND LABORATORY SU			
	42837	ARC3 GASES, INC.	08367968	MEDICAL SUPPLIES	37.50
	42837	ARC3 GASES, INC.	08378571	MEDICAL SUPPLIES	93.65
	43303	TELEFLEX LLC	9504579311	MEDICAL SUPPLIES	662.50
				ACCOUNT TOTAL	793.65 *
6015		DATA SERVICE CONNECTION P			
	40550	RAM SOFTWARE SYSTEMS, INC	15841	AIM SAAS	500.00
				ACCOUNT TOTAL	500.00 *
				MAJOR TOTAL	10,574.35 **
				FUND TOTAL	876,535.35

AP375H
11/05/2021
FUND # - 010

FLOYD COUNTY
LISTING OF INVOICES FOR 11/09/2021 -- 11/09/2021

BEFORE CHECKS
PAGE 11

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
032030	**FIRE AND RESCUE FUND**				
3202	FIRE DEPARTMENT OPER. AND				
	420 APPALACHIAN POWER		532943194 OCT21	LOCUST ST FIRE STA	172.35
				ACCOUNT TOTAL	172.35 *
				MAJOR TOTAL	172.35 **
				FUND TOTAL	172.35

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
042030	**SOLID WASTE**				
2700	WORKERS COMPENSATION				
	41320	VACORP	91129	VA-FL-033-21	730.34
				ACCOUNT TOTAL	730.34 *
3310	REPAIRS AND MAINTENANCE				
	1270	C.W. HARMAN & SON	368664	HARDWARE	40.00
	4590	FIRE SAFETY PRODUCTS INC	0000246378	INSPECTION/SERVICE	120.75
	17160	WESTERN BRANCH DIESEL, IN	X107007754:01	PARTS/SERVICE	100.55
	29700	TRUCK ENTERPRISES, INC,	EI04275	MISC/PARTS	27.40
	43320	PRO BILLING CORP13	14I229775	MISC PARTS/REPAIRS	254.11
	43320	PRO BILLING CORP13	14I229778	THERMOSTAT	48.39
	43320	PRO BILLING CORP13	14I229905	COMPRESSORS	2,090.00
	43320	PRO BILLING CORP13	14I229940	WIPER BLADES	152.00
	43320	PRO BILLING CORP13	14I230265	PARTS/MISC	62.96
	43320	PRO BILLING CORP13	14I230564	CREDIT	390.00-
				ACCOUNT TOTAL	2,506.16 *
5110	ELECTRICAL SERVICE				
	420	APPALACHIAN POWER	LFILL LT OCT21	OUTDOOR LIGHT	9.94
	420	APPALACHIAN POWER	533505157 OCT21	LANDFILL	267.39
				ACCOUNT TOTAL	277.33 *
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	244.69
				ACCOUNT TOTAL	244.69 *
5415	DEBT SERVICE/INTEREST:FOR				
	42888	SKYLINE NATIONAL BANK	9971979 NOV21	LOAN 9971979	419.60
				ACCOUNT TOTAL	419.60 *
6008	GAS, OIL, ETC.				
	70	CLARK GAS AND OIL CO.	U9121552	ROAD DSL EXEMPT	1,269.71
	70	CLARK GAS AND OIL CO.	U9121553	REG GAS EXEMPT	150.51
	70	CLARK GAS AND OIL CO.	U9121628	REG GAS EXEMPT	128.46
	70	CLARK GAS AND OIL CO.	U9121629	ROAD DSL EXEMPT	2,074.78
	32130	HUTCHENS PETROLEUM	H150229	BLUE SKY DIESEL	227.36
				ACCOUNT TOTAL	3,850.82 *
6014	OTHER OPERATIONAL SUPPLIE				
	290	CINTAS	4100024520	UNIFORMS	142.37
				ACCOUNT TOTAL	142.37 *
6023	CONTRACT SERVICES/HAULING				
	26980	OUTHOUSE TOILET RENTALS	8340	LEACH TANK PUMPED	275.00
	36910	NEW RIVER RESOURCE AUTHORI	OCT21	TRASH HAULING	34,350.82
				ACCOUNT TOTAL	34,625.82 *
				MAJOR TOTAL	42,797.13 **
042040	**RECYCLING**				
2700	WORKERS COMPENSATION				
	41320	VACORP	91129	VA-FL-033-21	110.84
				ACCOUNT TOTAL	110.84 *
3310	REPAIRS & MAINTENANCE				
	4590	FIRE SAFETY PRODUCTS INC	0000256377	PROF SERVICES	93.00
				ACCOUNT TOTAL	93.00 *

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5110		ELECTRIC SERVICE			
	420	APPALACHIAN POWER	533505158 OCT21	RECYCLE CENTER	318.76
				ACCOUNT TOTAL	318.76 *
5230		TELEPHONE			
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	35.04
				ACCOUNT TOTAL	35.04 *
6007		PROCESS OIL			
	42904	R.E.M. SPECIALTIES, LLC	5982	VACUUM TRUCK SERVICE	5,346.22
				ACCOUNT TOTAL	5,346.22 *
6008		GAS/PROPANE/KEROSENE			
	70	CLARK GAS AND OIL CO.	U9121552	ROAD DSL EXEMPT	125.63
	70	CLARK GAS AND OIL CO.	U9121553	REG GAS EXEMPT	325.60
	70	CLARK GAS AND OIL CO.	U9121628	REG GAS EXEMPT	277.88
	70	CLARK GAS AND OIL CO.	U9121629	ROAD DSL EXEMPT	205.28
	70	CLARK GAS AND OIL CO.	U9332913	LPG DELIVERY	162.51
				ACCOUNT TOTAL	1,096.90 *
6023		HAULING REFRIGERATORS/SCR			
	43090	SCOTT INDUSTRIES LLC	1987	RECYCLING	38.10
	43090	SCOTT INDUSTRIES LLC	2041	RECYCLING	3,499.60
				ACCOUNT TOTAL	3,537.70 *
				MAJOR TOTAL	10,538.46 **
				FUND TOTAL	53,335.59

AP375H
 11/05/2021
 FUND # - 140

FLOYD COUNTY
 LISTING OF INVOICES FOR 11/09/2021 -- 11/09/2021

BEFORE CHECKS
 PAGE 14

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
031400	**E911**				
3160	Mapping/Addressing				
	30770	KING-MOORE, INC	4111	GIS SERVICES	1,293.50
				ACCOUNT TOTAL	1,293.50 *
3320	MTN CONTRACTS/ALL SYSTEMS				
	1670	PROFESSIONAL COMMUNICATION	180890	MTNCE CONTRACT	4,477.71
	43073	INTRADO LIFE & SAFETY SOLU	5048960	MTNCE - NODE B	2,712.78
	43073	INTRADO LIFE & SAFETY SOLU	5048961	MTNCE - NODE A	11,803.68
				ACCOUNT TOTAL	18,994.17 *
5230	TELEPHONE				
	40	CITIZENS TELEPHONE COOPERA	2804 OCT21	PHONE/INTERNET	680.52
				ACCOUNT TOTAL	680.52 *
				MAJOR TOTAL	20,968.19 **
				FUND TOTAL	20,968.19
				TOTAL DUE	951,011.48

Approved at meeting of _____ on _____.

Signed _____

Title _____
 Title _____
 Title _____

Date _____
 Date _____
 Date _____



Floyd County Administration

Infectious Disease (COVID-19) Preparedness and Response Plan

(Proposed: October 2021)

Table of Contents

- 1. PURPOSE**
- 2. ASSESSMENT OF WORKPLACE**
- 3. AGENCY WORKSITE AND FLEET VEHICLE SANITATION AND DISINFECTION**
- 4. AVAILABILITY OF SANITATION AND DISINFECTION PRODUCTS**
- 5. DEFINITION OF “FULLY VACCINATED” AND METHODS USED TO DETERMINE VACCINATION STATUS**
- 6. DEFINITION OF “CLOSE CONTACT” AND PROTOCOL AFTER “CLOSE CONTACT” OCCURS**
- 7. IMPORTANCE OF SELF-MONITORING**
- 8. DEFINITIONS AND REQUIRED USE OF FACE COVERINGS, FACE MASKS AND FACE SHIELDS**
- 9. TESTING REQUIREMENTS**
- 10. ACTIONS UPON SUSPECTED OR POSITIVE CONFIRMATION OF COVID-19**
- 11. ABSENCE FROM WORK**
- 12. RETURNING TO WORK**
- 13. POLICIES AND PROCEDURES FOR EMPLOYEES NOT FULLY VACCINATED**
- 14. EMPLOYEE PROCESS TO REPORT VIOLATIONS**
- 15. LINK TO CDC GUIDELINES FOR CLEANING AND DISINFECTING**
- 16. APPENDIX A: “WHAT SHOULD I DO IF...” FLOWCHART**

1. Purpose

This plan describes the implementation of mandatory health and safety requirements established by the Virginia Department of Labor and Industry (VA DOLI) as described in 16VAC25-220, VOSH Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that causes COVID-19. This document replaces any previous plan implemented by Floyd County Administration (FCA).

2. Assessment of Workplace

The FCA will routinely assess the on-site workplace for potential hazards and job tasks that may potentially expose employees to the SARS-C-V-2 virus or COVID-19 disease (known as and referred to as "COVID-19" from this point forward). Any hazards, or potential hazards, will be mitigated to the greatest extent possible and within the feasibility of the FCA.

3. Agency Worksite and Fleet Vehicle Sanitation and Disinfection

The FCA will follow the current CDC guidelines for Cleaning and Disinfecting. These guidelines may be accessed at the following web link:

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

A printed copy of these guidelines is also attached as a supplement at the end of this plan.

- A. Worksite: All common spaces, shared equipment and frequently touched surfaces will be cleaned and disinfected prior to the start of each eight-hour work shift.

In the event of a suspected or confirmed case of COVID-19, any and all areas accessed by those individuals will be cleaned and disinfected prior to allowing any employees access to the area(s) per the following protocol:

1. If less than twenty-four hours have passed since the individual suspected to be infected or confirmed with a positive case of COVID-19 has passed, the area will be cleaned and disinfected per CDC guidelines.
2. If more than twenty-four hours have passed since the individual suspected to be infected or confirmed with a positive case of

COVID-19 has passed, no additional cleaning outside the daily regimen is needed.

- B. Fleet Vehicles: All agency fleet vehicles will be equipped with disinfecting wipes, which must be used prior to and at the conclusion of any use by the individual employee.

4. Availability of Sanitation and Disinfection Products

The FCA shall ensure that cleaning and disinfecting products are readily available to all employees that allow for the required and necessary cleaning and disinfecting. All cleaning products used will comply with the Environmental Protection Agency's (EPA) criteria for use against the COVID-19. A copy of the EPA's List N, which includes all registered disinfected chemicals and products, will be maintained in the supply/cleaning closet of the on-site workplace and may also be accessed online at: <https://cfpub.epa.gov/wizards/disinfectants/>. The FCA will ensure the manufacturer's instructions for use of all disinfecting chemicals and sanitation products are followed.

The FCA will ensure all employees have easy, frequent access and permission to use soap and water, and hand sanitizer where feasible, at all times while at the on-site workplace. Hand sanitizer will also be made available for all FCA employees to maintain at their individual workstations.

5. Definition of "Fully Vaccinated" and Methods Used to Determine Vaccination Status

"Fully vaccinated" for COVID-19 is defined as a period of time more than or equal to two weeks after an individual has received the second dose in a two-dose series, or more than or equal to two weeks after an individual has received a single-dose vaccine, provided such vaccine has been FDA-approved, or authorized by an FDA EUA, or authorized for emergency use by the World Health Organization. At this time, fully vaccinated does not include those who have, what is being referred to as "natural immunity", after contracting and fully recuperating from COVID-19.

The FCA will rely solely on the employee's representation of being fully vaccinated, as defined above, without requiring proof of vaccination.

6. Definition of “Close Contact” and Protocol After “Close Contact” Occurs

“Close contact” means contact that is indoors, unmasked and within three feet of someone having been diagnosed as having COVID-19 for a cumulative time of fifteen minutes or more over a twenty-four-hour period. The distance of three feet will be increased to six feet in situations of indoor singing or shouting sessions and being unmasked.

It is responsibility of each employee to immediately notify their direct supervisor should they have “close contact” with a person suspected or confirmed to be infected with COVID-19. The employee’s direct supervisor will immediately notify the agency Director and the “What should I do if…” flowchart (located in Appendix A of this plan) will be used to determine next steps for the employee.

This flowchart will be strictly and consistently followed for all agency employees upon a confirmed disclosure of “close contact”. Any and all decisions made regarding the individual employee’s ability to remain at or return to the worksite after “close contact” will be made via use of this flowchart.

7. Importance of Self-Monitoring

All FCA employees are expected to self-monitor for COVID-19 symptoms and report any presence of symptoms to their immediate supervisor, who will immediately notify their supervisor and the County Administrator. At that time, a plan of action will be initiated as outlined in this plan. Until the requirements of the plan are met, the employee will be designated as “Suspected COVID-19”.

This reporting requirement will not be required if the employee has been provided an alternate diagnosis (e.g., common cold, allergies, tested positive for influenza, etc.) by a qualified medical professional (e.g., MD, PA, NP).

Symptoms include the following:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting

- Diarrhea

8. Definitions and Required Use of Face Coverings, Face Masks and Face Shields

“Face covering” is defined as an item made of two or more layers of washable, breathable fabric that fits snugly against the sides of the face without any gaps, completely covering the nose and mouth and fitting securely under the chin. Neck gaiters made of two or more layers of washable, breathable fabric, or folded to make two such layers are considered acceptable face coverings. Nonmedical disposable masks for single use that otherwise meet the definition of “face covering” with the exception that they are not washable, are permissible to use as face coverings. Face coverings shall not have exhalation valves or vents, which allow virus particles to escape, and shall not be made of material that makes it hard to breathe, such as vinyl. A face covering is not a surgical mask or respirator. A face covering is not subject to testing and approval by a state or federal government agency; therefore, it is not considered a form of personal protective equipment or respiratory protection equipment under VOSH laws, rules, regulations and standards.

“Face mask” is defined as a surgical, medical procedure, dental or isolation mask that is FDA-cleared, authorized by the FDA EUA or offered or distributed as described in the FDA enforcement policy.

“Face shield” is defined as a device, typically made of clear plastic, which is certified to ANSI/ISEA Z87.1 or covers the wearer’s eyes, nose and mouth to protect them from splashes, sprays and spatter of body fluids, wraps around the sides of the wearer’s face (i.e., temple-to-temple) and extends below the wearer’s chin.

Any FCA employee who is **not** fully vaccinated must wear a face covering or surgical mask at all times while inside the worksite. Any employee who is fully vaccinated does not have to wear a face covering or surgical mask unless Floyd County has been designated as an area of substantial or high community transmission (also referred to as Level of Community Transmission) as defined and identified by the CDC. Floyd County administration will routinely verify the Level of Community Transmission and promptly notify all fully vaccinated employees of protocol changes based on the identified level.

The following are exceptions to the requirements for face coverings or surgical masks for employees that are **not** fully vaccinated and for fully vaccinated employees during a period of substantial or high level of community transmission:

1. When the employee is alone in a room.
2. While the employee is eating and drinking inside the worksite, provided each employee is at least six feet away from any other person or separated from other people by a physical barrier; or
3. When it is important to see a person's mouth (e.g., communicating with an individual who is deaf or hard of hearing) and the conditions do not allow the use of a face shield.

9. Testing Requirements

Any FCA employee experiencing symptoms of COVID-19, as outlined in this plan, and in the absence of any other medically qualified diagnosis will be required to be tested. Accepted COVID-19 tests will be any nucleic acid amplification tests (NAATS) or antigen test used by the Virginia Department of Health, local pharmacy or health care professional. Serological testing, also known as antibody testing, will not be accepted as proof of natural immunity, testing negative for COVID-19 and/or returning to work as outlined in this plan.

Any and all test results received will be treated as confidential and will be kept in the employee's personnel file. Every employee will be ensured access to the employee's own COVID-19 disease related medical records following the standards as outlined in the agency's employee handbook.

At no time will an employee have to pay for the required COVID-19 testing. If the employee's insurance does not cover the cost of the test, the agency will reimburse the employee for any costs incurred.

10. Actions Upon Suspected or Positive Confirmation of COVID-19

A. Actions upon an employee testing positive for COVID-19

Employees testing positive for COVID-19, regardless of vaccination status and per the testing requirements established in this plan, will not be allowed to report to or remain at the physical worksite. Such employee will be required to follow the guidelines established in this plan regarding returning to work.

B. Actions upon an employee being designated as "Suspected COVID-19"

Employees designated as "Suspected COVID-19", regardless of vaccination status, will not be allowed to report to or remain at the physical worksite.

Such employee will be required to follow the guidelines established in this plan regarding returning to work.

C. Required notifications upon employees testing positive for COVID-19

Upon confirmation of an employee testing positive for COVID-19, the FCA shall notify, within twenty-four hours:

1. All FCA employees who may have been exposed, within twenty-four hours of the employee's possible exposure, while keeping confidential the identity of the confirmed COVID-19 individual(s) in accordance with the requirements of the Americans with Disabilities Act (42 USC § 1201 et seq) and other applicable federal and Virginia laws and regulations.
2. Other employers whose employees were present at the worksite during the same time period while keeping confidential the identity of the confirmed COVID-19 individual(s) in accordance with the requirements of the Americans with Disabilities Act (42 USC § 1201 et seq) and other applicable federal and Virginia laws and regulations.
3. The building owner while keeping confidential the identity of the confirmed COVID-19 individual(s) in accordance with the requirements of the Americans with Disabilities Act (42 USC § 1201 et seq) and other applicable federal and Virginia laws and regulations.
4. The Virginia Department of Health (VDH) (only when the FCA has had two or more employees test positive for COVID-19 who have been present at the FCA worksite within a fourteen-day period of testing positive for COVID-19 during that same fourteen-day period). All reports to the VDH shall include the name, date of birth and contact information for each employee; and
5. The Virginia Department of Labor and Industry (DOLI) (only when the FCA has had two or more employees test positive for COVID-19 who have been present at the FCA worksite within a fourteen-day period of testing positive for COVID-19 during that same fourteen-day period). No individual identifying information will be disclosed to the VA DOLI.

***Reports to both the VDH and DOLI may be submitted by visiting:
<https://www.doli.virginia.gov/report-a-workplace-fatality-or-severe-injury-or-covid-19-case/>.

11. Absence From Work

In the event an employee is required to leave the worksite for either a suspected or confirmed case of COVID-19, every effort will be made to accommodate teleworking capability, unless the employee has symptoms that do not allow the employee to work remotely. Every employee is allowed up to eighty-hours of paid administrative leave for COVID-19 related needs. These needs include the following:

1. The time needed to obtain a COVID-19 vaccine in order to become “fully vaccinated”.
2. Recuperative time in the event negative symptoms is experienced as a result of obtaining the COVID-19 vaccine.
3. The need to test and quarantine after being designated “suspected COVID-19” or upon testing positive for COVID-19 through the required testing methods as outlined in this plan; or
4. Recuperative time in the event negative symptoms is experienced as a result of testing positive for COVID-19.

12. Returning To Work

Any employee required to leave the worksite due to being designated “Suspected COVID-19” or confirmed with a case of COVID-19 through the testing requirements outlined in this plan, will be required to follow the “What should I do flowchart (located in Appendix A of this plan) as relating to testing positive or negative for COVID-19:

13. Policies & Procedures for Employees Not Fully Vaccinated

While the FCA highly recommends all employees become fully vaccinated for COVID-19, the decision on whether or not to receive the COVID-19 vaccine is at the discretion of the individual employee. However, the following policies and procedures apply to ALL FCA employees not classified as “fully vaccinated”:

1. All FCA employees not fully vaccinated are required to wear face coverings as outlined in this plan and regardless of the current community level of transmission; and
2. In the event a FCA employee who is not fully vaccinated must share a vehicle with a fully vaccinated FCA employee, both employees must wear

face coverings as outlined in this plan and regardless of the current community level of transmission.

3. All FCA employees not fully vaccinated must participate in FCA sponsored training as required by the Virginia DOLI.

To facilitate the implementation of these Virginia DOLI required policies and procedures, the FCA may require employees to disclose their vaccination status. Should this disclosure become necessary, the information will be held confidential.

14. Employee Process to Report Violations

The FCA has implemented the following protocol to encourage individuals to register anonymous complaints pertaining to violations of the standards set forth in this plan:

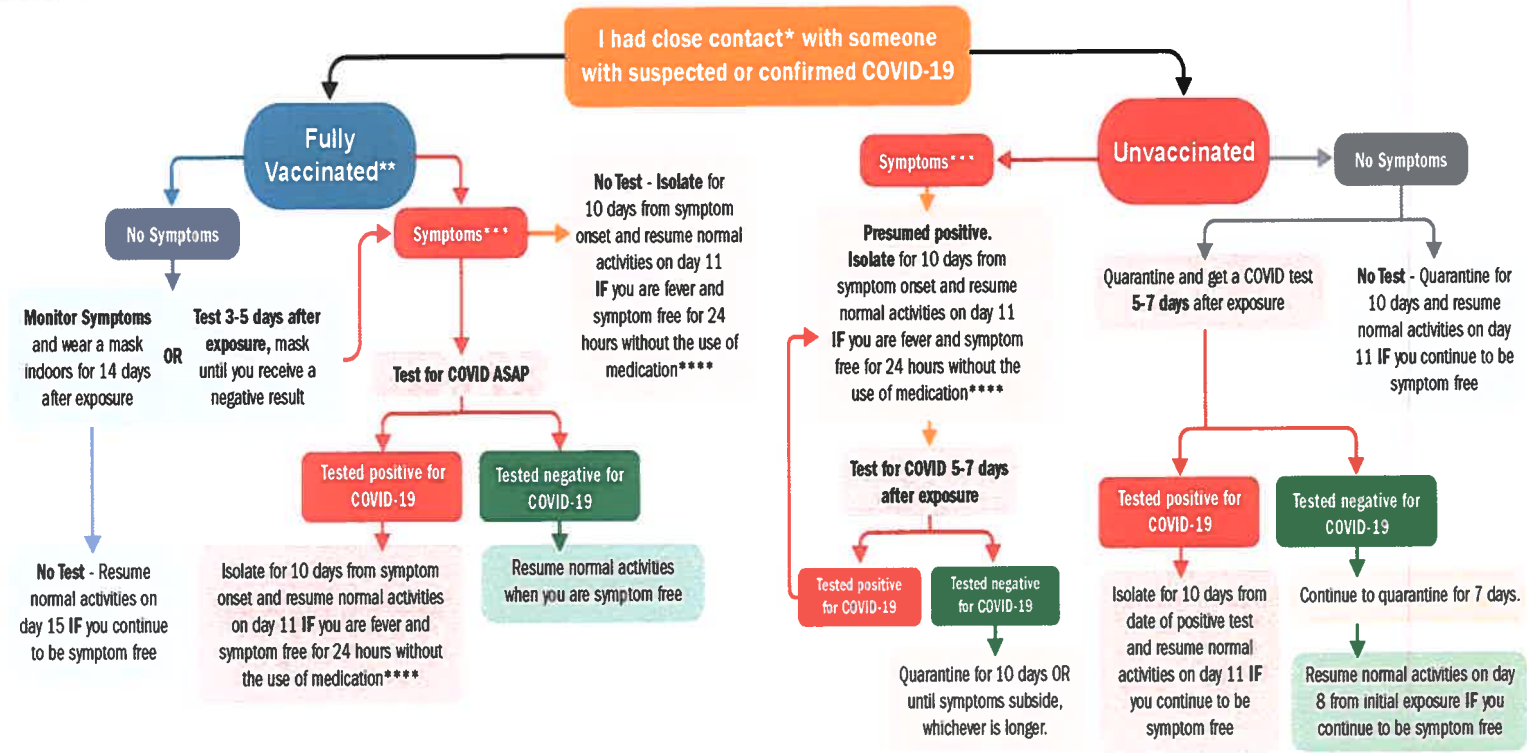
1. A locked complaint drop-box is located in the employee breakroom to receive anonymous reports of violations to this plan. This drop-box will be checked on a daily basis with all received complaints investigated. The FCA will address any substantiated violations to bring the agency into plan compliance as quickly as possible and within the parameters and abilities of the department.
2. An anonymous complaint may be filed with the Virginia Department of Health, Floyd Office, located at 123 Parkview Road NE, Floyd, VA 24091. This office may also be reached by calling 540-745-2142. At this time, the Virginia Department of Health does not have an online method to file a complaint regarding COVID-19 violations outside of a health care facility.

15. Link to CDC Guidelines for Cleaning and Disinfection

The Centers for Disease Control provides regularly updated guidelines for cleaning and disinfecting. The most recent version of their recommendations can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

Current Business & Community Guidance

APPENDIX A: "What should I do if..." Flowchart



Definitions

Isolation begins when symptoms start and/or you receive a positive COVID-19 test result. You must isolate completely from all people (including those in your household if possible) for 10 days or until your symptoms subside (whichever is longer).

Quarantine occurs when you have been exposed to a known or suspected positive case of COVID-19. You must stay away from public groups indoors for at least 10 days (14 days recommended as the safest quarantine period) AFTER the LAST day you are exposed to the positive or suspected person. You CANNOT quarantine in a household with a positive COVID-19 person unless you can isolate completely from that person (NO shared bedrooms, unshared or spaced bathroom uses, PLUS masking in and separate use of all other shared spaces). If isolation is not possible, the quarantine period begins at the END of the positive COVID-19 person's isolation period. During the above defined quarantine, a person may test on day 5 and return to work or school on day 8 after last exposure to a COVID-19 positive person IF the test is negative and they remain symptom free providing a test out option is supported by their local health department. Vaccinated persons do not need to quarantine if exposed to COVID-19. Vaccinated people should mask around positive household members and follow the guidelines for avoiding additional exposure during that person's isolation period; however, they are not subject to exclusion from the public during that time.

Footnotes

***Close contact** is considered to be within 6 feet of someone for a cumulative time of 15 minutes or more over a 24-hour period, having direct exposure to respiratory secretions (e.g., being coughed or sneezed on, sharing drinks or utensils, kissing), or caring for a person who has COVID-19. Additional guidance on specific situations should be discussed with your local health department.

Person is **fully vaccinated if 2 weeks have passed since receiving the 2nd dose of the Pfizer or Moderna vaccine or a single dose of the Johnson & Johnson vaccine.

Updated on 9/22/2021

*****Symptoms include:** Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting and diarrhea. **DON'T ASSUME ALLERGIES** if you have any of these symptoms.

******Loss of taste and smell and fatigue** may persist after recovery and need not delay the end of isolation

Be committed.
Be well.





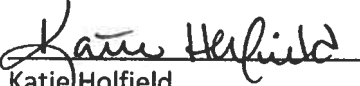
138 Wilson Street, Floyd, VA 24091
(540) 745-2565

At the regular meeting of the Floyd Town Council, held on Thursday, August 5, 2021, at 5:30 p.m. in the W. Skip Bishop Town Hall, thereof:

PRESENT: Will Griffin, Mayor; Michael Patton, Vice Mayor; Bruce Turner, Councilman; Chris Bond, Councilman; David Whitaker, Councilman; Kayla Cox, Town Manager; Janey Murrell, Town Attorney.

The following action was taken:

On a motion by Councilman Turner, seconded by Councilman Whitaker, and unanimously carried, it was resolved to appoint Mrs. Karin Grosshans as the Chamber of Commerce representative on the Tourism Development Council to serve a two-year term ending July 31, 2023, subject to the approval of the Floyd County Board Supervisors.


Katie Holfield
Town Clerk/Treasurer

Kim Chiddo

108

From: Darin Boothe <boothed@floyd.k12.va.us>
Sent: Friday, October 29, 2021 1:30 PM
To: Linda Millsaps; Cindy Ryan; Kim Chiddo; John Wheeler
Subject: Supplemental Appropriation Letters
Attachments: FY22 Revenue Supplemental Appropriation - ESSER II New HVAC Controls and Convector Valves at Floyd County High School.pdf; FY22 Expenditure Supplemental Appropriation - ESSER II New HVAC Controls and Convector Valves at Floyd County High School.pdf

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Good afternoon,

Please find attached revenue and expenditure supplemental appropriation letters that will be presented for approval at the Monday, November 8th School Board meeting. Can you please include these documents on the agenda at the next regularly scheduled Board of Supervisors meeting for consideration of approval? This is ESSER II CARES money we are being reimbursed for HVAC work to the schools. Thanks and have a great day.

Darin Boothe

Darin Boothe, Certified Administrator of School Finance and Operations
Finance Director, Floyd County Public Schools
540-745-9404
140 Harris Hart Road
Floyd, VA 24091



FLOYD COUNTY PUBLIC SCHOOLS

140 Harris Hart Road NE

Floyd, VA 24091

Telephone: (540) 745-9400 FAX: (540) 745-9496

November 8, 2021

Mr. Joe D. Turman, Chairman
Floyd County Board of Supervisors
P.O. Box 218
Floyd, VA 24091

Dear Mr. Turman:

The Floyd County School Board requests the following revised revenue appropriation be made to the 2021-2022 school budget.

Type of Transaction	Source	Current Appropriation	Amount of Change	New Appropriation
Revenue	Federal Funds	\$ 2,444,876.01	\$ 189,315.00	\$ 2,634,191.01
	State Funds	\$ 13,444,516.00		\$ 13,444,516.00
	Other Funds	\$ 623,734.00		\$ 623,734.00
	County Funds Operational	\$ 7,504,080.00		\$ 7,504,080.00
	County Funds Capital Outlay	\$ -		\$ -
	County Funds Debt Service	\$ 681,000.00		\$ 681,000.00
	County Funds Capital Improvement Fund	\$ 20,150.66		\$ 20,150.66
	Total Revenues for all Categories	\$ 24,718,356.67	\$ 189,315.00	\$ 24,907,671.67

Changes that constitute this request are revenue changes from the following source:

Federal Funds:

\$189,315.00: These are ESSER II funds used for new HVAC Controls and Convector Valves at Floyd County High School.

I greatly appreciate your support of this request. Should you have any questions, please do not hesitate to contact me for assistance.

Sincerely,

John F. Wheeler, Ed. D.
Division Superintendent

Revealing Potential and Realizing Dreams



FLOYD COUNTY PUBLIC SCHOOLS

140 Harris Hart Road NE

Floyd, VA 24091

Telephone: (540) 745-9400 FAX: (540) 745-9496

November 8, 2021

Mr. Joe D. Turman, Chairman
Floyd County Board of Supervisors
P.O. Box 218
Floyd, VA 24091

Dear Mr. Turman:

The Floyd County School Board requests the following revised expenditure appropriation be made to the 2021-2022 school budget.

Type of Transaction	Category	Current Appropriation	Amount of Change	New Appropriation
Expenditures	Instructional	\$ 15,609,324.00		\$ 15,609,324.00
	Administration	\$ 1,018,107.00		\$ 1,018,107.00
	Transportation	\$ 1,858,862.00		\$ 1,858,862.00
	Debt Service	\$ 681,000.00		\$ 681,000.00
	Facilities	\$ -		\$ -
	Operation & Maintenance	\$ 2,974,668.67	\$ 189,315.00	\$ 3,163,983.67
	Technology	\$ 1,234,428.00		\$ 1,234,428.00
	School Food	\$ 1,341,967.00		\$ 1,341,967.00
	Total Expenditures	\$ 24,718,356.67	\$ 189,315.00	\$ 24,907,671.67

Changes that constitute this request are expenditure changes from the following source:

Operation & Maintenance:

\$189,315.00: These are ESSER II funds used for new HVAC Controls and Convector Valves at Floyd County High School.

I greatly appreciate your support of this request. Should you have any questions, please do not hesitate to contact me for assistance.

Sincerely,

John F. Wheeler, Ed. D.
Division Superintendent

Revealing Potential and Realizing Dreams

Kim Chiddo

10 F

From: Darin Boothe <boothed@floyd.k12.va.us>
Sent: Friday, October 29, 2021 1:24 PM
To: Linda Millsaps; Cindy Ryan; Kim Chiddo; John Wheeler
Subject: Capital Improvement Request and Supplemental Appropriation Letters
Attachments: FY22 Capital Improvement Fund Request Letter-Specialized Welding Equipment for CCDC.pdf; FY22 Revenue Supplemental Appropriation - Specialized Welding Equipment for CCDC.pdf; FY22 Expenditure Supplemental Appropriation - Specialized Welding Equipment for CCDC.pdf

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Good afternoon,

Please find attached a capital improvement request and associated supplemental appropriation letters that will be presented for approval on Monday, November 8th at the School Board meeting. Will you please include these documents in the next regularly scheduled Board of Supervisors meeting for consideration of approval? This request is associated with specialized welding equipment for the Collaborative and Career Development Center. Thanks and have a great day.

Darin Boothe

Darin Boothe, Certified Administrator of School Finance and Operations
Finance Director, Floyd County Public Schools
540-745-9404
140 Harris Hart Road
Floyd, VA 24091



FLOYD COUNTY PUBLIC SCHOOLS

140 Harris Hart Road NE

Floyd, VA 24091

Telephone: (540) 745-9400 FAX: (540) 745-9496

November 8, 2021

Mr. Joe D. Turman, Chairman

Floyd County Board of Supervisors

P.O. Box 218

Floyd, VA 24091

Dear Mr. Turman,

The Floyd County School Board would like to request \$122,396.16 be appropriated from the Capital Improvement Fund to the FY22 School Board budget in the Operation & Maintenance category. These funds are for specialized welding equipment for the Collaborative and Career Development Center.

Thank you for your consideration of this request. If you have any questions, please give me a call.

Sincerely,

A handwritten signature in black ink that reads "John F. Wheeler".

John F. Wheeler, Ed. D.

Division Superintendent



FLOYD COUNTY PUBLIC SCHOOLS

140 Harris Hart Road NE

Floyd, VA 24091

Telephone: (540) 745-9400 FAX: (540) 745-9496

November 8, 2021

Mr. Joe D. Turman, Chairman
Floyd County Board of Supervisors
P.O. Box 218
Floyd, VA 24091

Dear Mr. Turman:

The Floyd County School Board requests the following revised revenue appropriation be made to the 2021-2022 school budget.

Type of Transaction	Source	Current Appropriation	Amount of Change	New Appropriation
Revenue	Federal Funds	\$ 2,444,876.01		\$ 2,444,876.01
	State Funds	\$ 13,444,516.00		\$ 13,444,516.00
	Other Funds	\$ 623,734.00		\$ 623,734.00
	County Funds Operational	\$ 7,504,080.00		\$ 7,504,080.00
	County Funds Capital Outlay	\$ -		\$ -
	County Funds Debt Service	\$ 681,000.00		\$ 681,000.00
	County Funds Capital Improvement Fund	\$ 20,150.66	\$ 122,396.16	\$ 142,546.82
	Total Revenues for all Categories	\$ 24,718,356.67	\$ 122,396.16	\$ 24,840,752.83

Changes that constitute this request are revenue changes from the following source:

County Funds Capital Improvement Fund:

\$122,396.16: These funds are for specialized welding equipment for the Collaborative and Career Development Center.

I greatly appreciate your support of this request. Should you have any questions, please do not hesitate to contact me for assistance.

Sincerely,

John F. Wheeler, Ed. D.
Division Superintendent



FLOYD COUNTY PUBLIC SCHOOLS

140 Harris Hart Road NE

Floyd, VA 24091

Telephone: (540) 745-9400 FAX: (540) 745-9496

November 8, 2021

Mr. Joe D. Turman, Chairman
Floyd County Board of Supervisors
P.O. Box 218
Floyd, VA 24091

Dear Mr. Turman:

The Floyd County School Board requests the following revised expenditure appropriation be made to the 2021-2022 school budget.

Type of Transaction	Category	Current Appropriation	Amount of Change	New Appropriation
Expenditures	Instructional	\$ 15,609,324.00		\$ 15,609,324.00
	Administration	\$ 1,018,107.00		\$ 1,018,107.00
	Transportation	\$ 1,858,862.00		\$ 1,858,862.00
	Debt Service	\$ 681,000.00		\$ 681,000.00
	Facilities	\$ -		\$ -
	Operation & Maintenance	\$ 2,974,668.67	\$ 122,396.16	\$ 3,097,064.83
	Technology	\$ 1,234,428.00		\$ 1,234,428.00
	School Food	\$ 1,341,967.00		\$ 1,341,967.00
	Total Expenditures	\$ 24,718,356.67	\$ 122,396.16	\$ 24,840,752.83

Changes that constitute this request are expenditure changes from the following source:

Operation & Maintenance:

\$122,396.16: These funds are for the specialized welding equipment for the Collaborative and Career Development Center.

I greatly appreciate your support of this request. Should you have any questions, please do not hesitate to contact me for assistance.

Sincerely,

John F. Wheeler, Ed. D.
Division Superintendent

Revealing Potential and Realizing Dreams

Kim Chiddo

From: floydpsa <floydpsa@townoffloyd.org>
Sent: Monday, November 1, 2021 9:30 AM
To: Linda DeVito; Jerry Boothe; Lauren Yoder; WJ (Board) Coleman; Joe Turman; Linda Millsaps; Kim Chiddo
Cc: Bruce A. Turner, Councilman; Jim Shortt; Mike Maslaney; rburtonfloydpsa@gmail.com; Rick Parrish; Trent Cox; Will Griffin
Subject: FW: Award Letter, Guidance, and Required Certification and Comparison Analysis for COVID-19 ARPA SLFRF Municipal Utility Assistance Program
Attachments: GenericCertificationAddendumAppendixA.docx; 052 - Floyd-Floyd County Public Service Authority52521.pdf
Importance: High

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Good Morning,

Please see the below email with the attached documents. I submitted back on October 22, 2021 for the amount of \$7958.77 based on our billing software of arrear funds as of 08/31/2021. I received this email stating that we had been approved for \$5590.19. I have sent this to Angie, Kim and Linda Millsaps for there review. I wanted to share with you all as we will have to partner with the County for the funds and signatures are required as well. Please let me know how you would like us to proceed and what else you will need from the PSA.

From: david.conmy@dhcd.virginia.gov <david.conmy@dhcd.virginia.gov> **On Behalf Of** Utility, rr
Sent: Friday, October 29, 2021 2:36 PM
To: floydpsa <floydpsa@townoffloyd.org>
Subject: Award Letter, Guidance, and Required Certification and Comparison Analysis for COVID-19 ARPA SLFRF Municipal Utility Assistance Program

Good afternoon:

This email serves as confirmation that your utility system has been awarded funding for the COVID-19 ARPA SLFRF Municipal Utility Assistance Program. The attached document serves as your official award letter. It provides additional guidance and outlines the next steps for receiving your funds from the Department of Accounts.

A generic, Word document version of the required certification, certification addendum, and Appendix A have also been included for ease of use. Please note that you will need to fill out the yellow highlighted fields, and you can find some of this information in the attached pdf award letter.

For any questions or concerns, please contact David Conmy at utility@dhcd.virginia.gov.



Ralph S. Northam
Governor

R. Brian Ball
Secretary of
Commerce and Trade

COMMONWEALTH of VIRGINIA

Erik C. Johnston
Director

DEPARTMENT OF
HOUSING AND COMMUNITY DEVELOPMENT

October 29, 2021

VIA EMAIL

Teresa Conner
Administrative Assistant
Floyd-Floyd County Public Service Authority

Re: Award Letter, Guidance, and Required Certification and Comparison Analysis for COVID-19 ARPA SLFRF Municipal Utility Assistance Program

Dear Teresa Conner:

On behalf of Governor Northam, it gives me great pleasure to inform you that Floyd-Floyd County Public Service Authority has been awarded \$5,590.19 in federal State and Local Fiscal Recovery Funds (SLFRF) through the American Recovery Plan Act (ARPA) for the COVID-19 ARPA SLFRF Municipal Utility Assistance Program. Your award shall be used to directly assist residential municipal utility customers of Floyd-Floyd County Public Service Authority with arrearages greater than 60 days for the time period between March 12, 2020, and August 31, 2021. This funding is being provided under CFDA 21.027 – Coronavirus State and Local Fiscal Recovery Funds (SLFRF).

Please read the additional program guidance included with this letter carefully before proceeding with additional steps. Given the tight timeline for utilization of these funds and to receiving funds in an expedited manner, you must return the attached forms through a web portal. You are required to partner with a city or county to act as the fiscal agent to receive the funds from the Department of Accounts (DOA). The city or county will then forward funds to the municipal utility to apply to eligible residential utility customer accounts. In order to pre-qualify your eligible residential utility customer accounts and apply relief automatically, you will need to complete the Utility Arrearage Analysis in Appendix A. Once the project is complete, DOA will follow up regarding project outcomes and compliance. It is incumbent on Floyd-Floyd County Public Service Authority and the partnering city or county to ensure project expenses are properly documented and verified in case of audit.

For questions contact DHCD staff member David Conmy at utility@dhcd.virginia.gov.

Sincerely,

Handwritten signature of Erik C. Johnston in black ink.

Erik Johnston
Director, Virginia Department of Housing and Community Development

CC: David Von Moll, Comptroller, Department of Accounts
Encl: COVID-19 ARPA SLFRF Municipal Utility Assistance Program: Guidance and Required Certification; Appendix A: Utility Arrearage Analysis to Substantiate Residential Customer Pre- Qualification; and Frequently Asked Questions

COVID-19 ARPA SLFRF MUNICIPAL UTILITY ASSISTANCE PROGRAM:

Guidance and Required Certification

Based on the response that the Virginia State Corporation Commission (SCC) received from your utility system in the Application for Utility Assistance Funds (Municipal Utilities), the SCC has determined your award amount which is reflected in your award letter. Accordingly, the award letter, guidance, and required certification will serve as the next steps in facilitating this program.

Pre-Qualification & Eligibility

This program is funded through the State and Local Fiscal Recovery Funds (SLFRF) of the American Rescue Plan Act (ARPA). One of the most important elements of ARPA federal guidance as it relates to this new Utility Assistance program is the ability to pre-qualify certain populations for eligibility rather than requiring individual customer applications/attestations. It is a best practice to pre-qualify groups and populations with relief programs as the customers with the lowest incomes and largest impacts from COVID-19 are least likely to provide customer attestations to any utility with which they have debt. This policy decision that is authorized in the federal guidelines is critical to ensure quick and equitable access to relief for residential customers negatively impacted by the pandemic.

This guidance supports the Commonwealth's determination as a recipient that for this SLFRF utility relief program that the population group of residential customers with arrearages over 60 days as of August 31, 2021, are households that experienced a negative economic impact due to COVID-19, which is determined by these households having an unpaid arrearage greater than 60 days during the pandemic. Unpaid utility arrearages demonstrate housing insecurity for this population group which [Treasury's 7-19-2021 FAQ](#) demonstrates negative economic impacts from the pandemic (see question 2.17, Pages 9 through 11). **Accordingly, the Commonwealth has determined that individual customer attestations are not required for this program once a utility analysis is provided.**

Only residential customers are eligible for this utility assistance. Municipal utilities shall pay the full amount of arrearages owed by eligible residential customers; however, funding may be limited and may not fully address the eligible arrearages for which your utility system applied. Therefore, utility systems are required to proportionately distribute their award to the population/group of all residential utility customers that are 60+ days in arrears as of August 31, 2021.

Because this program does not require customer attestation, 100% of your award amount must be directed to assisting eligible residential utility customers. Utilization of your award amount for direct administrative costs is prohibited. **Utilities must ensure residential customers eligible for this relief have the funding credited to their account as soon as possible and must reflect this relief on the soonest billing statement possible given the specific billing system utilized by the utility. Should the application of any assistance render a customer due a balance necessitating a cash refund payable to the customer, such assistance shall be proportionally reduced as to achieve a zero balance.**

Management of Award Funds

Upon receipt of any funds, utilities shall maintain separate ARPA COVID-19 Utility Assistance Funds and record direct assistance payments to residential customers on their books in accordance with applicable accounting standards. Utilities may not direct any funds provided in this paragraph to new deposits, down payments, fees, late fees, interest charges, or penalties.

Your award amount must be disbursed through a partnering county or city that will serve as the fiscal agent with the Department of Accounts (DOA) disbursing funds and having responsibility for sub-recipient monitoring. Consequently, municipal utility systems, especially those that are not directly managed by a city or a county, will need to partner with a city or county to serve as the fiscal agent for this program. Cities and counties may serve as the fiscal agent for more than one municipal utility system. In order to receive your funding for this program, the chief administrative officer for the partnering city or county and the authorized official representing the municipal utility will be required to certify their respective organization's participation in this program and its adherence to all associated federal ARPA SLFRF guidance and regulations. A standard certification for this program requiring signatures from both officials on behalf of their respective organizations has been included near the end of this document.

Program Certification & Compliance

The SCC has calculated the proportional share of available funding for each municipal utility system that applied by the SCC's application deadline. This information was forwarded to DHCD, which is facilitating the award letter and certification process for municipal utilities and their partnering city or county.

In order to receive the ARPA SLFRF funding amount calculated by SCC, each city and county and their partner municipal utility system(s) must complete a certification form (at the end of this document). The certification form must be signed by the chief administrative officer for the city or county and the authorized official representing the municipal utility partner. In the event more than one municipal utility partners with a city or county, a separate certification will be needed for each partnership.

These certifications will be accepted by DHCD bi-weekly based on the following pre-determined schedule:

- November 5, 2021
- November 19, 2021
- December 3, 2021
- December 17, 2021
- January 7, 2022
- ***COB Friday, January 21, 2022 – Certification Final Deadline**

***January 21, 2022, will be the last date DHCD will accept certifications from awarded utilities. Any municipal utility that does not submit their certification by this date will forfeit their award and the funds will be used by the Commonwealth for other purposes in alignment with ARPA.**

Upon receipt of bi-weekly certifications from DHCD, DOA will process distributions to cities and counties – including those serving as fiscal agents on behalf of towns, authorities, and other regional level utilities – on a monthly basis.

The certification establishes that the awarded municipal utility and their city or county fiscal agent will abide by U.S. Treasury guidance and other regulatory matters concerning the use of ARPA SLFRF. The intent is for this allocation to pass through the county or city directly to the municipal utility to serve eligible municipal utility customers. The municipal utility as the customer utility relief program operator should develop a sub-agreement with the county or city fiscal agent assuring the city or county fiscal agent that the municipal utility will be responsible for compliance with state and federal law.

Upon receipt by DHCD of a complete and accurate certification form from the county/city and municipal utility, the Department of Accounts (DOA) will then distribute funds directly to cities and counties, which will serve as the fiscal agent on behalf of their partner municipal utility(ies). DOA will also be the lead state agency working with the city or county and their partnered utility system(s) on monitoring to ensure

compliance with the program and federal guidelines.

Please note that approval of an allocation for purposes of this utility assistance program does not represent any assurance, legal or otherwise, that the approved project complies with all federal guidelines related to the use of these funds. Cities and counties in addition to their partner municipal utility(ies) are strongly encouraged to consult their legal counsel prior to expending the federal ARPA Fiscal Recovery Funds that have been awarded through this program. Applicants are recommended to read and understand the federal guidance and the frequently asked questions can be obtained at the following links:

<https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>

<https://home.treasury.gov/system/files/136/SLFRPFAQ.pdf>

This information is routinely updated, so guidance may have changed since you last consulted it.

Compliance with the federal guidance is the responsibility of the city or county submitting the application on behalf of a municipal utility and failure to do so could result in disallowed expenses requiring repayment of the associated funds to the federal government. If the city or county fails to repay any funds spent for non-qualifying expenses on behalf of a municipal utility as required by the federal government, the State Comptroller will recover such amounts from future state payments to the locality via the State Aid Intercept Program. Consequently, cities and counties are encouraged to develop agreements or memorandums of understanding (MOU) with their partner municipal utility system(s) to indemnify cities and counties in the event the municipal utility system does not adhere to U.S. Treasury guidelines and consequently subjects the city or county to such State Aid Intercept action(s).

Further, the State Comptroller's office (DOA) has subrecipient monitoring responsibilities that will necessitate evaluation and additional correspondence with cities and counties regarding the use of funds. Cities and counties are encouraged to develop MOUs that will help establish clarity concerning responsibility and accountability among all parties regarding this requirement.

Please note that the certification statement includes an acknowledgment that recipients may not receive reimbursement or recipients may be required to return funds to the federal government if it is determined that those funds were spent for purposes that do not qualify. It is important to understand that the burden of ensuring that all ARPA Fiscal Recovery Funds are spent for qualifying purposes falls to the city or county working on behalf of the municipal utility. Again, cities and counties are encouraged to develop MOUs that will help establish clarity concerning responsibility and accountability among all parties regarding this requirement.

Awardees are responsible for maintaining all necessary documentation to ensure compliance with the federal requirements. The State Comptroller is responsible for all sub-recipient monitoring and may require additional information in the future from each city or county and/or their partner municipal utility system(s) to address that responsibility.

The certification form contains more specific details on the responsibilities of the city/county and partnered municipal utility. The signed certification form should be submitted to DHCD through the following web portal according to the aforementioned pre-determined schedule:

<http://s.alchemer.com/s3/COVID-19-ARPA-SLFRF-Municipal-Utility-Relief-Program>

If you have any questions regarding the appropriate use of ARPA SLFRF, please refer to the U.S. Treasury Website and guidance linked above. For questions about this process or technical questions about the certification form or the distribution of the funds, please first refer to the FAQ documents provided and then send unresolved inquiries to: utility@dhcd.virginia.gov

(Please replace the yellow highlighted sections with your information in the Certification and Certification Addendum)

Certification:

CERTIFICATION FOR USE OF STATE AND LOCAL FISCAL RECOVERY FUNDS

by

(CITY OR COUNTY NAME)

on behalf of

(MUNICIPAL UTILITY NAME)

We, the undersigned, represent (CITY OR COUNTY NAME) and are working in partnership with (MUNICIPAL UTILITY NAME) (the utility), and we certify that:

1. On behalf of (MUNICIPAL UTILITY NAME), (CITY OR COUNTY NAME) is requesting the allotment of funding from the Commonwealth of Virginia's share of the State and Local Fiscal Recovery Funds pursuant to section 602 of the Social Security Act, as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (Mar. 11, 2021) and appropriated in Item 479.20, Chapter 1, 2021 Acts of Assembly, Special Session II.
2. We understand that the Commonwealth of Virginia will rely on this certification as a material representation for distributing State and Local Fiscal Recovery funds to (CITY OR COUNTY NAME) on behalf of (MUNICIPAL UTILITY NAME).
3. We understand that it is our responsibility to ensure that funds are distributed by (CITY OR COUNTY NAME)'s to (MUNICIPAL UTILITY NAME) for the approved uses of the State and Local Fiscal Recovery funds provided under section 602 of the Social Security Act will be used only to cover those costs that:
 - a. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); or otherwise adhere to official federal guidance issued or that will be issued regarding what constitutes an eligible expenditure; and
 - b. fulfill the purposes as appropriated by the General Assembly in Paragraphs B.1 and B.2 of Item 479.20, Chapter 1, 2021 Acts of Assembly, Special Session II.
4. We understand that funds provided pursuant to this certification are for necessary obligations incurred within the eligible program period for customer arrearages as of August 31, 2021, and must be expended to cover such obligations no later than February 28, 2022; and that any funds that are not obligated on or before February 28, 2022, by (CITY OR COUNTY NAME) and (MUNICIPAL UTILITY NAME), must be returned to Commonwealth of Virginia no later than March 31, 2022.
5. We understand that (CITY OR COUNTY NAME) on behalf of (MUNICIPAL UTILITY NAME) will not be eligible to receive funding after the final certification deadline of January 21, 2022, from State and Local Fiscal Recovery Funds and (MUNICIPAL UTILITY NAME) may not commit to any such expenditures, pay any related expenses, or provide any such services from within existing resources not otherwise designated for such expenditures unless authorized by the General

Assembly and the Governor in a future appropriation act. We further understand that after the State and Local Fiscal Recovery funds are expended, the program and related services will end at that time unless other fund sources have been appropriated for those purposes.

6. We understand that expenditure of the State and Local Fiscal Recovery funds provided pursuant to this certification must adhere to official federal guidance issued or that will be issued regarding what constitutes a necessary and qualifying expenditure. Any State and Local Fiscal Recovery funds that cannot be expended by (MUNICIPAL UTILITY NAME) in a manner that adheres to official federal guidance shall be returned to the Commonwealth of Virginia so that it may be reprogrammed or returned to the federal government. I understand that any funds spent in violation of federal guidance may be subject to repayment by (CITY OR COUNTY NAME).
1. We understand that (CITY OR COUNTY NAME) and (MUNICIPAL UTILITY NAME) are responsible for retaining documentation of all uses of the State and Local Fiscal Recovery funds, including but not limited to contracts, MOUs, past due account ledgers, and/or grant award documents. Such documentation shall be produced upon request.
2. We understand that (CITY OR COUNTY NAME) and (MUNICIPAL UTILITY NAME) are responsible for maintaining proper accounting records to segregate these State and Local Fiscal Recovery expenditures from those supported by other fund sources and that all such records will be subject to audit.
3. We agree to follow and fully participate in reporting requirements issued by the Department of Accounts for the purposes of ensuring the Commonwealths' compliance with federal reporting guidance for State and Local Fiscal Recovery funds.
4. We understand that State and Local Fiscal Recovery funds provided pursuant to this certification must be used for a qualifying purpose as stated in federal law and guidance and (MUNICIPAL UTILITY NAME) may not identify this qualifying category as revenue replacement unless prior permission has been granted by the Governor pursuant to Paragraph B.3.a of Chapter 1, 2021 Acts of Assembly, Special Session II.
5. We understand that any State and Local Fiscal Recovery funds received pursuant to this certification cannot be used for expenditures for which (MUNICIPAL UTILITY NAME) has received from any other emergency COVID-19 supplemental funding (whether state, federal, or private in nature) for that same expense nor may State and Local Fiscal Recovery funds be used for purposes of matching other federal funds unless specifically authorized by federal statute, regulation, or guideline.

We certify that I have read the above certifications and my statements contained herein are true and correct to the best of our knowledge.

City or County Chief Administrative Officer (CAO)	Authorized Official Representing Municipal Utility Allocated Funds by SCC
Name of City or County:	Name of Municipal Utility:
Printed Name of CAO:	Printed Name of Municipal Utility Official:
Signature:	Signature:
Title:	Title:
Date:	Date:

Please provide city/county DUNS number: _____

Please provide municipal utility DUNS number: _____

Certification Addendum

Federal Requirements for information to be included in agreement between county/city and municipal utility

§200.332 Requirements for pass-through entities.

All pass-through entities must:

(a) Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and if any of these data elements change, include the changes in subsequent subaward modification. When some of this information is not available, the pass-through entity must provide the best information available to describe the Federal award and subaward. Required information includes:

(1) Federal award identification. (Coronavirus State and Local Fiscal Recovery Funds (ARPA SLFRF), ALN 21.027.)

(i) Subrecipient name (which must match the name associated with its unique entity identifier); (Name of City or County)

(ii) Subrecipient's unique entity identifier; (City or County DUNS number)

(iii) Subaward Period of Performance Start and End Date; (October 29, 2021, and March 31, 2022, deadline to return funds)

(iv) Subaward Budget Period Start and End Date; (October 29, 2021, and March 31, 2022, deadline to return funds)

(v) Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient; \$5,590.19

(vi) Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation; \$5,590.19

(vii) Total Amount of the Federal Award committed to the subrecipient by the pass-through entity; \$5,590.19

(viii) Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA); (ARPA SLFRF: Municipal Utility Relief Program to Assist Residential Customers)

(ix) Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity; (U.S. Treasury Department awarding agency / Commonwealth of Virginia pass-through entity / Contact for Pass-through Entity: Erik Johnston, Director, VA Department of Housing and Community Development, 600 East Main Street, Suite 300, Richmond, VA 23219, (804) 371-7000)

(x) Assistance Listings number and Title; the pass-through entity must identify the dollar amount made available under each Federal award and the Assistance Listings Number at time of disbursement; (CFDA Number and Title are 21.027, Coronavirus State and Local Fiscal Recovery Funds.)

(xi) Identification of whether the award is R&D; and (This is not R&D award)

(xii) Indirect cost rate for the Federal award (including if the de minimis rate is charged) per §200.414. (No indirect costs can be charged by county/city or municipal utility)

COVID-19 ARPA SLFRF Municipal Utility Relief Program
Certification Addendum

Appendix A: Utility Arrearage Analysis to Substantiate Residential Customer Pre- Qualification

In order for the Commonwealth to authorize pre-qualification of the municipal utility's residential customer population impacted by the COVID-19 pandemic (i.e., residential customers with 60+ day arrearages as of August 31, 2021), by municipal utilities participating in the COVID-19 ARPA SLFRF Municipal Utility Relief Program, each awarded municipal utility is required to demonstrate that the program population is experiencing negative economic impacts as a result of the pandemic. Pre-qualification is based on guidance from the U.S. Treasury indicating that it is acceptable to demonstrate that households receiving assistance are within a population that experienced a negative economic impact and endorsing use of categories of populations for program implementation purposes (e.g., populations that have experienced unemployment, have experienced increased housing or food insecurity, or are low- or moderate-income). Consistent with the population-based approach to identifying negative economic impacts, in the context of the Municipal Utility Relief Program the Commonwealth is requiring each municipal utility to answer one of the following comparative questions to demonstrate that 60+ day residential customer population arrearages have been negatively impacted as compared to the program population's status prior to the pandemic. The following data backed analysis demonstrating negative economic impacts of the pandemic on the basis of increased residential customer population arrearages under either comparison test will authorize the municipal utility's residential customer population group to be eligible without the need for individual customer attestations. **All municipal utilities must complete this analysis. If the analysis demonstrates the negative economic impacts, the municipal utility will be required to pre-qualify their program population and provide this assistance to this entire population group without individual customer attestations. Municipal utilities, whose analysis does not prequalify the entire population group will be required to collect individual customer attestations. Utilities must submit with this Appendix accounting data supporting the selected option.**

1. **Comparison 1 (Accounts Receivable Comparison).** Please provide the following or certify that the utility has the following:
 - a. As of 2-29-2020 [or a billing cycle ended prior to March 1, 2020]
 - i. Total Accounts Receivable Arrearage Balance / Annual Virginia jurisdictional Operating Revenues. **Answer:** _____
 - b. As of 8-31-2021 [or a billing cycle ended prior to September 1, 2021]
 - i. Total Accounts Receivable Arrearage Balance plus CRF received in 2020 / Annual Virginia jurisdictional Operating Revenues. **Answer:** _____
 - c. Is 1.a. is less than 1.b.? **Answer:** _____ (If YES, the municipal utility's residential customer population meets the requirements for residential customer population pre-qualification.)

OR

2. **Comparison 2 (Arrearage Dollar Value Comparison)**
 - a. What is the dollar value of the municipal utility's total 60+ day residential utility customer arrearages as of 8-31-2021 plus previously paid utility relief during the pandemic (e.g., CRF Municipal Utility Relief already paid or other utility relief paid that demonstrates the higher total arrearages that would otherwise be present)? Please note this figure can also

COVID-19 ARPA SLFRF Municipal Utility Relief Program

Certification Addendum

Appendix A: Utility Arrearage Analysis to Substantiate Residential Customer Pre- Qualification

be provided without including the additional utility relief provided during the pandemic.

Answer: _____

- b. What is the dollar value of the 1, 2, 3, 4 or 5 year average (circle one as applicable) of total 60+ day residential utility customer arrearages in the municipal utility's most recent fiscal year(s) that ended pre-pandemic (i.e., before March 1, 2020). **Answer:**

- c. Is 2.a. is greater than 2.b.? **Answer:** _____ (If YES, the municipal utility's residential customer population meets the requirements for residential customer population pre-qualification.)

OR

3. Comparison 3 (Percent of Customer Base Comparison)

- a. What is the percent of the municipal utility's residential utility customer accounts with 60+ day arrearages out of all municipal utility customer accounts as of 8-31-2021? **Answer:** _____
- b. What is the percent of the municipal utility's residential utility customer accounts with 60+ day arrearages out of all municipal utility customer accounts as of 3-1-2020 (or as of the end of the most recent fiscal year that ended prior to 3-1-2020)? **Answer:**

- c. Is 3.a. is greater than 3.b.? **Answer:** _____ (If YES, the municipal utility's residential customer population meets the requirements for residential customer population pre-qualification.)

For municipal utilities that are unable to complete Comparison 1, Comparison 2, or Comparison 3 but still think they could otherwise demonstrate their program population is experiencing negative economic impacts as a result of the pandemic compared to pre-pandemic times, please contact DHCD staff to discuss potential alternative means for computing and demonstrating such a comparison.

COVID-19 ARPA SLFRF Municipal Utility Relief Program
Frequently Asked Questions

CARES Act

1. Do we still need to send back the remaining funds (CARES Act) that were originally allocated by December 1, 2021?
 - a. Yes. Please coordinate with your city/county fiscal agent (if applicable) and reach out to the Virginia Department of Accounts (DOA) for additional technical questions on this matter: complianceoversight@doa.virginia.gov. A memo from the DOA was circulated to every city and county on October 18, 2021, that contains instructions on how to return these funds, so please reach out to your city or county chief administrative officer for more information.
2. How does this relate to the previous CARES Act program?
 - a. The biggest distinctions with this program compared to the past program are:
 - i. Municipal utilities can pre-qualify their residential customers, so individual customer attestations are not necessary.
 - ii. Only available for residential municipal utility customers with 60+ day arrearages between March 12, 2020, and August 31, 2021.

Administration and Timing

1. For the pre-qualification calculation, if we are not able to generate an August 31, 2021, detail listing of only residential account balances, should we then use all balances, including commercial, and then apply an estimated % of residential balances as a total of all balances?
 - a. We suggest each utility produce whatever estimate most closely answers the question of August 31, 2021, residential 60+ day arrearages. For additional documentation, we suggest including the methodology you used for producing your calculation for your internal records in the case of an audit.
2. Once a municipality goes through this process and certifies is there an estimate on when a locality would receive the funds?
 - a. DHCD will process certifications that it receives from awarded municipal utilities on a bi-weekly basis. The Virginia Department of Accounts (DOA) will then process these bi-weekly certifications at the end of each month. It normally takes 3 to 5 business days for DOA funds to be deposited.
3. How long will we have to allocate these funds if approved?
 - a. Awarded municipal utilities in coordination with their partner city/county fiscal agent will need to return unspent funds to the Commonwealth no later than March 31, 2022. Any municipal utility and/or partner city/county fiscal agent that believes it will be unable to meet this deadline should contact the Virginia Department of Housing and Community Development (DHCD) as soon as possible.

Covered Costs and Time Periods

1. What type of utilities are covered?
 - a. Eligible municipal utilities include water, waste water, gas, and electricity.
2. Our utility bill includes services other than water and sewer (e.g. stormwater, refuse, taxes, administrative fees). Is awarded money for the SLFRF Utility Relief Program limited to water and

COVID-19 ARPA SLFRF Municipal Utility Relief Program
Frequently Asked Questions

sewer only or is the municipal utility allowed to pay the customer's entire arrearage for eligible periods?

- a. Awarded funding is for the purpose of water, sewer, gas, and electricity only. However, we understand that many utility systems operate an accounting system that cannot isolate these types of services when applying relief. We recommend documenting the relief provided after you receive your award, so that these amounts are tracked in some way with the purpose of ensuring that the net effect can be neutralized in some way.
3. What arrearage dates are covered for this program?
 - a. March 12, 2020, through August 31, 2021.
4. Is the arrears specifically for residential accounts 60+ days behind using a bill date of 3/12/20 or the due date 3/12/20?
 - a. Because the relief is being provided to assist residential utility customers who may have experienced an economic hardship, you may provide relief to accounts 60+ days using a due date of 3/12/2020. It is certainly possible that there are eligible residential customers who became unable to pay a utility bill covering a period of time that occurred just before the pandemic because of an economic hardship that occurred at the very beginning of the pandemic.
5. What do municipalities do between date of application and date of grant as it relates to customers who may continue to pay down their eligible arrearage balances?
 - a. It is possible that utilities could receive payments from residential customers for eligible arrearages between the date of your application and the date of receiving your award. In this scenario, utilities could instead provide a higher proportion of relief to their remaining residential utility customers who still have qualified arrearages as of 8/31/2021. We are not expecting that utilities will receive 100% of their requested amount, but this could at least allow for greater assistance to your remaining eligible residential utility customer accounts. Additional guidance suggests that relief should be provided to your residential utility customers by (i) establishing each residential customer's percentage of arrearages over 60 Days to total municipal utility residential arrearages over 60 Days, and (ii) applying that percentage to total ARPA Fund dollars received by the municipal utility. As shown below, this formula will yield each customer's allotment of ARPA Funds:
 - i. $(\text{Residential "Customer A" Arrearage Balance over 60 Days} / \text{All Residential Arrearages Over 60 Days}) \times \text{ARPA Funds Received} = \text{Individual Customer Arrearage Reduction}$
 - b. Finally, the budget language establishing this program states the following:
 - i. Utilities must ensure residential customers eligible for this relief have the funding credited to their account as soon as possible and must reflect this relief on the soonest billing statement possible given the specific billing system utilized by the utility. Should the application of any assistance render a customer due a balance necessitating a cash refund payable to the customer, such assistance shall be proportionally reduced as to achieve a zero balance.
6. Can we include multi-family residential accounts, even if they're classified as commercial accounts?

COVID-19 ARPA SLFRF Municipal Utility Relief Program
Frequently Asked Questions

- a. Residential multi-family dwellings - even if classified as commercial property/accounts - are eligible for this program if the forgiveness is passed along to the residential customer by the property owner(s).
- 7. We understand any funds received are applicable based on a pro-rata share as proportion of the delinquent balance. We have a unique situation that over 80% of our delinquency is attributable to one account, a residential apartment complex that is many months in arrears. Is there a maximum relief or cap on how much relief a single account can receive under the program?
 - a. The budget language establishing this program does not place a maximum cap on relief provided nor does the Interim Final Rule speak to a capped amount for relief. Because a residential apartment complex would include multiple residential households, it would be reasonable to infer that the large delinquency is attributable to multiple households comprising the one account. Therefore, on a residential household-by-household basis, we assume this amount would be much smaller.
- 8. Can I assume that applications for ARPA funds should include inactive accounts, or is it just intended to only credit accounts with an active water account?
 - a. Inactive accounts, accounts that are final or in collections may also be assisted provided that that such relief is applied to the portion of the final/in collections account that occurred/accrued between March 12, 2020, and August 31, 2021.
- 9. Are taxes included as part of this?
 - a. DHCD cannot make a definitive interpretation on this question and suggest that you consult with your local attorney for official guidance. The budget language establishing this program states: "Utilities may not direct any funds provided in this paragraph to new deposits, down payments, fees, late fees, interest charges, or penalties."
 - a.