

At a regular meeting of the Board of Supervisors, Alleghany County, Virginia held on Tuesday, December 5, 2017 at 7:00 p.m. in the Alleghany County Governmental Complex, Covington, Virginia, thereof:

PRESENT: Stephen A. Bennett, Chairman  
G. Matt Garten, Vice-Chairman  
Suzanne T. Adcock  
Shannon P. Cox  
James M. Griffith  
Richard Lee Shull

and Jonathan A. Lanford, County Administrator  
Ryan D. Muterspaugh, Director of Public Safety  
Jim Guynn, County Attorney  
Melissa A. Munsey, Deputy Clerk to the Board

ABSENT: Cletus W. Nicely

CALL TO ORDER:

The Chairman called the regular meeting to order. Mrs. Cox gave the invocation and the audience remained standing for the Pledge of Allegiance.

MINUTES:

Hearing no corrections or deletions, the Chairman declared the following minutes approved as submitted: (1) a regular meeting held on November 8, 2017.

PRESENTATION OF PLAQUE TO MS. SUZANNE T. ADCOCK, CLIFTON FORGE EAST DISTRICT:

Mr. Bennett stated that Ms. Suzanne Adcock's term on the Board ends December 31<sup>st</sup>. He read and presented her with a plaque which states: "Suzanne T. Adcock, Supervisor, Clifton Forge East District. In recognition and appreciation for outstanding, loyal, and dedicated service to Alleghany County, Virginia. January 1, 2010-December 31, 2017. Presented by Alleghany County Board of Supervisors." He commented that it has been a pleasure to work with her.

Ms. Adcock stated that she appreciates the recognition. She commented that she has enjoyed serving on the Board over the last eight years and has learned a lot. She wished Ms. Joan Vannorsdall good luck and thanked the community for its support.

RECOGNITION OF RETIREES FOR 2017 AND APPROVE RESOLUTIONS OF APPRECIATION:

Mr. Bennett stated that the following individuals retired from the County in 2017:

- David Provost, Public Works - 11 years, 2 months
- Phyllis Wilhelm, Circuit Court Clerk's Office - 16 years

He thanked the retirees for their service and mentioned that there are draft resolutions of appreciation in the agenda packet which he asked the Board to approve.

On motion of Ms. Adcock, seconded by Mr. Garten, that the following resolution be adopted:

WHEREAS, Mr. David Provost retired from Public Works on July 28, 2017 after providing 11 years, 2 months of service to the citizens of Alleghany County; and

WHEREAS, Mr. Provost has faithfully served the County in the capacity of Equipment Operator I;

NOW, THEREFORE, BE IT RESOLVED that the Alleghany County Board of Supervisors recognizes Mr. David Provost for his invaluable contribution to the citizens of Alleghany County.

BE IT FURTHER RESOLVED that the Board extends its appreciation to Mr. Provost for his service to the County, congratulations upon his retirement, and best wishes for a long and happy retirement.

Unanimously adopted by the following roll call vote:

Suzanne T. Adcock	Yes
Shannon P. Cox	Yes
James M. Griffith	Yes
Cletus W. Nicely	Absent
Richard Lee Shull	Yes
G. Matt Garten	Yes
Stephen A. Bennett	Yes

On motion of Mr. Shull, seconded by Mr. Griffith, that the following resolution be adopted:

WHEREAS, Ms. Phyllis Wilhelm retired from the Circuit Court Clerk's Office on June 30, 2017 after providing 16 of service to the citizens of Alleghany County; and

WHEREAS, Ms. Wilhelm has faithfully served the County in the capacity of Deputy Clerk;

NOW, THEREFORE, BE IT RESOLVED that the Alleghany County Board of Supervisors recognizes Ms. Phyllis Wilhelm for her invaluable contribution to the citizens of Alleghany County.

BE IT FURTHER RESOLVED that the Board extends its appreciation to Ms. Wilhelm for her service to the County, congratulations upon her retirement, and best wishes for a long and happy retirement.

Unanimously adopted by the following roll call vote:

Suzanne T. Adcock	Yes
Shannon P. Cox	Yes
James M. Griffith	Yes
Cletus W. Nicely	Absent
Richard Lee Shull	Yes
G. Matt Garten	Yes
Stephen A. Bennett	Yes

PUBLIC COMMENT (5 MINUTE TIME LIMIT):

No one spoke at this time.

MS. SUSAN HAMMOND, VDOT RESIDENT ENGINEER - VIRGINIA DEPARTMENT OF TRANSPORTATION UPDATE:

Ms. Susan Hammond, VDOT Resident Engineer, gave a report on the following VDOT activities:

Maintenance

- Installed pipes on Routes 616, 600, and 705.
- Repairing shoulders County-wide including Route 18.
- Repairing potholes County-wide.
- Cutting brush County-wide.
- Brine tanks for pre-treatments of winter storms has been completed.
- Tree trimming and removal completed on Valley Ridge Road. Moving on to Routes 311 and 159 in Fridley's Gap.
- Brush removal on Route 220 complete. Ditching will be done next.
- Responded to citizen concerns.

Construction

- Route 696/Exit 21 project continues to be on budget and on time.

Mr. Garten commented regarding rocks and hanging trees on Rt. 220 near Honda Nissan potentially falling due to the weather.

APPROVE EMERGENCY COMMUNICATIONS REGIONAL COOPERATIVE AGREEMENTS WITH ROCKBRIDGE COUNTY AND THE CITY OF COVINGTON:

Mr. Muterspaugh stated that there are two agreements in the agenda packet - one with the City of Covington and the other with Rockbridge County, the Rockbridge Regional Emergency Communications Center Board, and the City of Covington. He commented that the agreements are similar and outline long-term usage and sharing of the public radio system, cost sharing, etc. He mentioned that the agreements are crucial in moving forward with the new radio communications system.

Mr. Lanford added that the agreements create a regional system. He commented that the Rockbridge Regional Emergency Communications Center Board has adopted their agreement and Rockbridge County will be meeting on December 11<sup>th</sup> with the City of Covington meeting on December 12<sup>th</sup>.

Mr. Garten asked if it is a static 6% maintenance rate. Mr. Muterspaugh replied that it is.

Mr. Griffith asked how many years the agreements would be in effect. Mr. Muterspaugh replied that the agreements are 20 years and renewable.

Mr. Shull thanked Mr. Muterspaugh for his work on the project. He mentioned that you can not put a dollar figure on any person's life and this system should help.

On motion of Mrs. Cox, seconded by Mr. Shull, that the following resolution be adopted:

BE IT RESOLVED that the Alleghany County Board of Supervisors approve the Alleghany/Rockbridge Emergency Communications Regional Cooperative Agreement for the Shared Use of Public Safety Radio Systems subject to approval as to form by legal counsel for the governing bodies.

BE IT FURTHER RESOLVED that the Board approve the Alleghany/Covington Emergency Communications Regional Cooperative Agreement for the Shared Use of Public Safety Radio Systems subject to approval as to form by legal counsel for the governing bodies.

BE IT FINALLY RESOLVED that the Board authorize Mr. Jonathan A. Lanford, County Administrator, to sign the abovementioned agreements on behalf of the County.

Unanimously adopted by the following roll call vote:

Suzanne T. Adcock	Yes
Shannon P. Cox	Yes
James M. Griffith	Yes
Cletus W. Nicely	Absent
Richard Lee Shull	Yes
G. Matt Garten	Yes
Stephen A. Bennett	Yes

APPROVE AWARD OF CONTRACTS WITH HARRIS CORPORATION IN RELATION TO THE PUBLIC SAFETY RADIO COMMUNICATIONS PROJECT, MAINTENANCE, AND UHF RADIO FREQUENCIES:

Mr. Muterspaugh introduced Mr. Kevin Uhl of AECOM, and Mr. Chris Balderson, Mr. Chuck Spruill, and Mr. Andrew Wilson of Harris Corporation. He stated that the resolution in the agenda packet would approve the main contract with Harris Corporation in the amount of \$7,000,000 for the radio project, the Master Services Agreement in the amount of \$1,073,176 for annual maintenance for seven years after final system acceptance, and a Spectrum Sharing Agreement regarding the County's use of UHF radio frequencies. He mentioned that the County Attorney Office has reviewed the documents.

Ms. Adcock commented that the cost of the system is a little over \$1 million less than previously estimated.

On motion of Mrs. Cox, seconded by Mr. Shull, that the following resolution be adopted:

BE IT RESOLVED that the Alleghany County Board of Supervisors approve a contract with Harris Corporation in the amount of \$7,000,000.00 for the Public Safety Radio Communications Project.

BE IT FURTHER RESOLVED that the Board approves a contract with Harris Corporation in the amount of \$1,073,176.00 for the Master Services Agreement that governs annual maintenance of the radio system for seven years after final system acceptance.

BE IT FURTHER RESOLVED that the Board approves a Spectrum Sharing Agreement with Harris Corporation regarding the County's use of UHF radio frequencies for the new radio system currently owned by Harris Corporation.

BE IT FINALLY RESOLVED that the Board authorizes Mr. Jonathan A. Lanford, County Administrator, to sign the abovementioned contracts with Harris Corporation on behalf of the County.

Unanimously adopted by the following roll call vote:

Suzanne T. Adcock	Yes
Shannon P. Cox	Yes
James M. Griffith	Yes
Cletus W. Nicely	Absent
Richard Lee Shull	Yes
G. Matt Garten	Yes
Stephen A. Bennett	Yes

PRESENTATION BY MR. JOSH HAGY'S ENGLISH 11 HONORS CLASS:

Mr. Lanford thanked Mr. Josh Hagy and his students for attending the meeting. He commented that he attended the School Board meeting and was very impressed with their presentation.

Mr. Gene Kotulka, Superintendent of Schools, stated that the book project is an example of project-based learning which is being implemented at the high school.

Mr. Josh Hagy, English Teacher, handed out to the Board a book entitled "The Twisted Circle of Room 114" which was written and published by his 11<sup>th</sup> grade Honors English Class in the spring. He commented that the class started out with a project to show the students what writing could be beyond essay's and reports that turned into this book. He stated that the students did all the writing, editing, cover design, etc. to have the book published and he is very proud of them. He mentioned that the book was published by Amazon and is sold there with almost a 100 books sold at this time. He commented that they have all become a family during the process.

The Board applauded Mr. Hagy and his students for their project.

APPROVE CONTRACT WITH AECOM FOR PHASE III CONSULTANT ENGINEERING SERVICES IN REGARDS TO THE INSTALLATION OF THE EMERGENCY RADIO COMMUNICATION SYSTEM AND RADIO SYSTEM TESTING:

Mr. Muterspaugh stated that AECOM has been involved with the radio communication system project since the beginning and the contract is for Phase III which involves oversight of the construction and installation of the system (\$147,000), as well as testing of the system prior to final system acceptance (\$221,000).

On motion of Mrs. Cox, seconded by Mr. Garten, that the following resolution be adopted:

BE IT RESOLVED that the Alleghany County Board of Supervisors approve a contract with AECOM for Phase III consultant engineering services for the installation of a new emergency radio communication system in an amount not to exceed \$368,000. A total of \$147,000 of the not to exceed amount is available in the CIP-Public Safety (9504-50710) budget and will be paid out over a two-year period. This portion is for services related to the construction and installation of the radio system. A total of \$221,000 of the not to exceed amount is part of the amount financed through Bank of America for the project and will be paid out at the project's conclusion. This portion is for AECOM to perform Radio Coverage Evaluator (RaCE) Testing and other related radio system testing on the County's behalf prior to final system acceptance.

BE IT FURTHER RESOLVED that the Board authorizes Mr. Jonathan A. Lanford, County Administrator, to sign the abovementioned contract on behalf of the County subject to approval as to form by legal counsel.

Unanimously adopted by the following roll call vote:

Suzanne T. Adcock	Yes
Shannon P. Cox	Yes
James M. Griffith	Yes
Cletus W. Nicely	Absent
Richard Lee Shull	Yes
G. Matt Garten	Yes
Stephen A. Bennett	Yes

DISCUSS ALLEGHANY HIGHLANDS DRONE ZONE - PILOT PROGRAM FAA/DOT APPLICATION:

Mr. Lanford stated that Ms. Marla Akridge, AHEDC Executive Director, and Mr. Timothy Tingler, President of Quest Knight Enterprises, are present tonight. He commented that the FAA and DOT have issued an Unmanned Aircraft Systems (UAS) Integration Pilot Program with an application process for State, local, and tribal governments to partner with private sector entities. He stated that a Notice of Intent to participate was due November 28<sup>th</sup> and Volume 1 general information was submitted for Alleghany County to be the lead participant. He mentioned that there are five additional volumes of information required. He commented that the County, City of Covington, and the AHEDC are partnering with Quest Knight and Aeronyde who have issued letters of support for the endeavor (the letter from Quest Knight is in the agenda packet and one from Aeronyde is at each Board seat and is a part of the records of this meeting). Virginia Tech will also be a partner as they have been involved in drone research in the area. He commented that if approved the program would allow testing outside of normal FCC regulations. He stated that there is a limit on the number of applications approved in the United States. He commented that five properties have been identified in the County as fly zones and those landowners approve. He mentioned that he wanted the Board to be aware of the submittal of the application.

Ms. Akridge added that only five areas will be approved in the United States and the State of Virginia and Wise County have also applied. She commented that after five are chosen, five more will be approved each month. She mentioned that drone enthusiasts are drawn to the Highlands because of its unique assets (abandoned underground mine in Low Moor, etc.) and the Covington drone center currently houses Quest Knight which is involved in the research and testing of drones. She stated that flying would not be permitted over municipalities, some housing areas, or the no-fly zone in the Potts Creek area due to military training flights. She mentioned that not only did we submit an application, but we are also supporting the State of Virginia application.

Mr. Bennett commented that it would be nice to be one of the first to be designated in the new program.

APPOINTMENT OF MR. GREG VESS TO THE WATER AND SEWER COMMISSION AND APPROVE RESOLUTION OF APPRECIATION FOR MR. JOSEPH WHALEN:

Mr. Bennett stated that a replacement needs to be made for Mr. Joseph Whalen (Sharon District) on the Water and Sewer Commission due to his resignation. The appointment would begin immediately and expire March 1, 2020. He commented that Mr. Greg Vess is interested in the appointment and there is also a Resolution of Appreciation for Mr. Whalen in the agenda packet who served on the Commission for 31 ½ years.

On motion of Mr. Garten, seconded by Mr. Griffith, that the following resolution be adopted:

BE IT RESOLVED by the Alleghany County Board of Supervisors that Mr. Gregory E. Vess (Sharon District) 201 Buck Horn Trail, Clifton Forge, VA 24422 be appointed to the Water and Sewer Commission to complete the term of Mr. Joseph Whalen beginning immediately and ending March 1, 2020.

Unanimously adopted by the following roll call vote:

- Suzanne T. Adcock      Yes
- Shannon P. Cox        Yes
- James M. Griffith      Yes
- Cletus W. Nicely       Absent
- Richard Lee Shull      Yes
- G. Matt Garten        Yes
- Stephen A. Bennett     Yes

On motion of Mr. Shull, seconded by Mr. Garten, that the following resolution be adopted:

**RESOLUTION OF APPRECIATION**

WHEREAS, Mr. Joseph Whalen has served as Member, Vice-Chairman, and Chairman on the Water and Sewer Commission since May 20, 1986 and has resigned from this position effective November 3, 2017;

WHEREAS, Mr. Whalen has well and faithfully served the people of Alleghany County and the Alleghany Highlands with diligence, skill, and effectiveness as a member of the Water and Sewer Commission and as a member of the Regional Water Advisory Board; and

NOW, THEREFORE, BE IT RESOLVED that the Alleghany County Board of Supervisors recognizes Mr. Joseph Whalen for his invaluable contribution to the citizens of Alleghany County;

BE IT FURTHER RESOLVED that the Board extends its sincere appreciation to Mr. Whalen for his 31 ½ years of faithful and able service to the Alleghany Highlands.

BE IT FURTHER RESOLVED that the Board wishes Mr. Whalen all the best in his health and future endeavors.

Unanimously adopted by the following roll call vote:

Suzanne T. Adcock	Yes
Shannon P. Cox	Yes
James M. Griffith	Yes
Cletus W. Nicely	Absent
Richard Lee Shull	Yes
G. Matt Garten	Yes
Stephen A. Bennett	Yes

REAPPOINTMENT OF MRS. CONNIE BACK AND MRS. TERESA JOHNSON ON THE ALLEGHANY HIGHLANDS COMMUNITY SERVICES BOARD:

Mr. Bennett stated that the terms of Mrs. Connie Back (Covington District) and Mrs. Teresa Johnson (Clifton Forge West District) on the Alleghany Highlands Community Services Board expire December 31, 2017. Terms are for 3 years and both are eligible for reappointment. He commented that there is a memo in the agenda packet that indicates both would like to be reappointed.

On motion of Mr. Griffith, seconded by Mr. Shull, that the following resolution be adopted:

BE IT RESOLVED by the Alleghany County Board of Supervisors that Mrs. Connie Back (Covington District), 4110 Midland Trail, Covington, VA 24426 be reappointed to the Alleghany Highlands Community Services Board (AHCSB) for a term of three years beginning January 1, 2018 and ending December 31, 2020.

BE IT FURTHER RESOLVED by the Board that Mrs. Teresa Johnson (Clifton Forge West District), 502 Rose Avenue, Clifton Forge, VA 24422 be reappointed to the AHCSB for a term of three years beginning January 1, 2018 and ending December 31, 2020.

Unanimously adopted by the following roll call vote:

Suzanne T. Adcock	Yes
Shannon P. Cox	Yes
James M. Griffith	Yes
Cletus W. Nicely	Absent
Richard Lee Shull	Yes
G. Matt Garten	Yes
Stephen A. Bennett	Yes

APPOINTMENT OF MR. JAMES GRIFFITH TO THE ALLEGHANY HIGHLANDS ECONOMIC DEVELOPMENT CORPORATION AND THE COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY COMMITTEE:

Mr. Bennett stated that a replacement needs to be made for Ms. Suzanne Adcock (Board Representative) on the Alleghany Highlands Economic Development Corporation and the Comprehensive Economic Development Strategy Committee.

Mr. Garten nominated Mr. Griffith to both.

On motion of Mr. Garten, seconded by Mr. Shull, that the following resolution be adopted:

BE IT RESOLVED by the Alleghany County Board of Supervisors that Mr. James M. Griffith (Board Member) be

appointed to the Allegheny Highlands Economic Development Corporation Board of Directors beginning January 1, 2018 and ending December 31, 2021.

BE IT FURTHER RESOLVED by the Board that Mr. James M. Griffith (Board Member) be appointed to Comprehensive Economic Development Strategy (CEDS) Committee beginning January 1, 2018.

Unanimously adopted by the following roll call vote:

Suzanne T. Adcock	Yes
Shannon P. Cox	Yes
James M. Griffith	Yes
Cletus W. Nicely	Absent
Richard Lee Shull	Yes
G. Matt Garten	Yes
Stephen A. Bennett	Yes

COUNTY ADMINISTRATOR'S REPORT:

Mr. Lanford reviewed a handout placed at each seat which is a part of the records of this meeting. The report is as follows:

Comprehensive Planning Work Underway

Information on our Joint Comprehensive planning effort with the City of Covington can be found at [www.cacplan.com](http://www.cacplan.com). Work by staff and our consultant has been ongoing since earlier this fall.

Wrightsville Comprehensive Planning Grant

Received good news from DHCD indicating preliminary approval of our planning grant application. First phase calls for utility/transportation/infrastructure evaluations to document existing conditions and Project Management Team meetings. Documentation from evaluation and discussion from Management Team meetings will be submitted to DHCD to define full scope of planning grant. Based upon final defined scope, DHCD will award up to \$40,000 to complete the comprehensive planning effort for the Wrightsville Revitalization Program.

Buffer Between Love's Site and County Complex

We have cleared the trees and brush along the boundary line between County property and Love's site. Once construction is complete, we will finish grading the area for ease of maintenance and plant a landscape buffer of some form.

Investment/Revenue Sharing with City of Covington

County, City, and AHEDC staff, after proper procurement, selected Draper Aden and Associates to assist the Highlands with our economic site analysis.

Waive Transfer Station Tipping Fees for Iron Gate

Mr. Lanford added that there is an email at each Board seat from the Town of Iron Gate. The email is a part of the records of this meeting. He reviewed the email which is as follows:

*We are emailing a request to have the tipping fees waived at the County Transfer Station for debris. The reason for this request is due to a fire that occurred in the Town of Iron Gate in October 2017 at 504 Railroad Avenue. The Town of Iron Gate needs to dispose of the debris and we would appreciate any fees at the Transfer Station be waived during the cleanup process. Please let us know if you have any questions.*

On motion of Mr. Griffith, seconded by Mr. Garten, that the following resolution be adopted:

BE IT RESOLVED that the Allegheny County Board of Supervisors approve waiving the fees at the Island Ford Transfer Station for the Town of Iron Gate for debris from the home that burned at 504 Railroad Avenue.

Unanimously adopted by the following roll call vote:

Suzanne T. Adcock	Yes
Shannon P. Cox	Yes
James M. Griffith	Yes
Cletus W. Nicely	Absent
Richard Lee Shull	Yes
G. Matt Garten	Yes

Stephen A. Bennett      Yes

BOARD MEMBER COMMENTS (INQUIRIES/REPORTS):

Miscellaneous

Mr. Griffith thanked Mr. Muterspaugh for his efforts with the radio communications project. He wished everyone a Merry Christmas and thanked everyone for coming to the meeting.

Mr. Shull also thanked Mr. Muterspaugh. He stated that he has enjoyed working with Ms. Adcock over the last four years and will miss her. He commented that he enjoyed the students that came to the meeting tonight. He mentioned that he is looking forward to the next four years on the Board. He wished everyone happy holidays and asked that everyone remember the true meaning of Christmas is Christ.

Mrs. Cox thanked Mr. Muterspaugh and commented that he put a lot of work into the radio communications project. She commented that over the last seven years this has been one of her fights. She agreed with Mr. Shull that there is no dollar amount in regards to someone's safety. She stated that it was an honor to have Mr. Hagy's class present tonight and to see what students can be capable of with project based learning. She mentioned that Ms. Deloris Quarles, neighborhood spark plug, is excited about the initial planning grant awarded by DHCD for the Wrightstown area. She commented that she has spent seven years on the Board with Ms. Adcock and also as a member of the Social Services Board and she has learned a lot. She mentioned that early on they voted opposite each other on various issues, but you can vote differently and still respect one another. She stated that it has been an honor to work with Ms. Adcock and she will miss her knowledge and insight. She wished everyone a Merry Christmas and Happy New Year.

Ms. Adcock commented that it is important to have different opinions to get everyone's perspective which helps you to make better decisions. She stated that she has enjoyed working with everyone. She mentioned that she can not wait to read the book done by the students and she is sold on project based learning in schools. She commented that she is glad the new radio system is in the works. She wished everyone a happy holiday season.

Mr. Garten stated that it has been a pleasure working with Ms. Adcock as she is professional and energetic. He commented that he can not wait to read the book too. He wished everyone Merry Christmas and a Happy New Year.

Mr. Bennett suggested to the Harris Corporation and AECOM representatives in attendance to buy the book published by the students to show their respective school Superintendent's and give them an idea of project based learning. He reminded newly elected and re-elected Board members to take their oath of office. He commented that when Ms. Adcock came to her first meeting with a three-hole punch he knew she was organized and it shows. He welcomed Ms. Joan Vannorsdall to the Board. He mentioned that Mr. Nicely could not be present tonight, but asked him to wish everyone a Merry Christmas. He stated that the Board has gotten a lot done this year with the radio system being the biggest.

CLOSED MEETING:

On motion of Mr. Shull, seconded by Mr. Garten, that the Board go into a Closed Meeting under Code of Virginia Section 2.2-3711(A)(3) for the purpose of: (1) discuss potential acquisition and disposition of real property. Unanimously adopted.

On motion of Mr. Shull, seconded by Mr. Garten, that the Board come out of the Closed Meeting with the following certification:

CERTIFICATION  
SECTION 2.2-3712

To the best of our knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter, and (ii) 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 session.

/s/Shannon P. Cox	Yes
/s/James M. Griffith	Yes
/s/Richard L. Shull	Yes
/s/Suzanne T. Adcock	Yes
/s/Stephen A. Bennett	Yes

/s/G. Matt Garten  
Cletus W. Nicely

Yes  
Absent

ADJOURNMENT:

On motion of Ms. Adcock, seconded by Mr. Griffith, that the meeting be adjourned at 8:35 p.m. Motion carried.

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Stephen A. Bennett  
Chairman