



# Allegheny County, Virginia

## SERVICES GUIDE AND DIRECTORY OF COUNTY DEPARTMENTS



*Jackson River Scenic Trail*



This pamphlet was prepared as a public service by the Allegheny County Board of Supervisors. Additional copies may be obtained from the Office of the County Administrator.

**MARCH 2025**



## Alleghany County Board of Supervisors

\* NOTES \*

### **BOILING SPRINGS DISTRICT**

Mrs. Shannon P. Cox  
8507 Potts Creek Road  
Covington, VA 24426  
(540) 747-2363  
E-mail: [spcox70@gmail.com](mailto:spcox70@gmail.com)

### **CLIFTON FORGE EAST DISTRICT**

Dr. Ronald S. Goings  
1717 Ridgevue Avenue  
Clifton Forge, VA 24422  
(540) 958-0597  
E-mail: [rjspkids@hotmail.com](mailto:rjspkids@hotmail.com)

### **CLIFTON FORGE WEST DISTRICT**

Mr. Gregory A. Dodd  
508 Commercial Avenue  
Clifton Forge, VA 24422  
(540) 958-4535  
E-mail: [gad6483@aol.com](mailto:gad6483@aol.com)

### **COVINGTON DISTRICT**

Mr. James M. Griffith  
1818 Westwood Drive  
Covington, VA 24426  
(540) 580-9019  
E-mail: [grifjames@aol.com](mailto:grifjames@aol.com)

### **FALLING SPRING DISTRICT**

Mr. G. Matt Garten  
215 Wade Drive  
Covington, VA 24426  
(540) 965-0002  
E-mail: [kickma@aol.com](mailto:kickma@aol.com)

### **JACKSON RIVER DISTRICT**

Mr. Stephen A. Bennett  
6800 Rich Patch Road  
Covington, VA 24426  
(540) 862-7621  
E-mail: [millwork2002@aol.com](mailto:millwork2002@aol.com)

### **SHARON DISTRICT**

Mr. Cletus W. Nicely  
302 Morgan Drive  
Clifton Forge, VA 24422  
(540) 862-1126  
E-mail: [cnicely@ntelos.net](mailto:cnicely@ntelos.net)

Correspondence to Board members should be sent to 9212 Winterberry Avenue, Covington, VA 24426.

### **ALLEGHANY COUNTY ADMINISTRATOR:**

Mr. Reid Walters  
County Governmental Complex  
9212 Winterberry Avenue, Suite C  
Covington, VA 24426  
(540) 863-6600  
(540) 863-6606 - FAX  
E-mail: [rwalters@co.alleghany.va.us](mailto:rwalters@co.alleghany.va.us)

County Web Site: [www.co.alleghany.va.us](http://www.co.alleghany.va.us)

# DIRECTORY



*Humpback Bridge*



*View of the Falling Spring Falls*

<u>Pg.</u>		<u>Phone</u>
1	<b>ACCOUNTS PAYABLE</b>	<b>863-6600</b>
1	<b>ADMINISTRATION</b> Reid Walters, County Administrator ( <a href="mailto:rwaltersr@co.alleghany.va.us">rwaltersr@co.alleghany.va.us</a> )	<b>863-6600</b>
1	<b>ADULT PROBATION</b>	<b>540/473-2056 and 965-0351</b>
1	<b>BOARD OF SUPERVISORS</b>	<b>863-6600</b>
	Shannon P. Cox, Boiling Springs District	747-2363
	Ronald S. Goings, Clifton Forge East District	958-0597
	Gregory A. Dodd, Clifton Forge West District	958-4535
	James M. Griffith, Covington District	580-9018
	G. Matt Garten, Falling Spring District	965-0002
	Stephen A. Bennett, Jackson River District	862-7621
	Cletus W. Nicely, Sharon District	862-1126
	Melissa A. Munsey, Deputy Clerk ( <a href="mailto:mmunsey@co.alleghany.va.us">mmunsey@co.alleghany.va.us</a> )	863-6600
1	<b>BOARD OF ZONING APPEALS</b>	<b>863-6650</b>
	Betty Jo Gleaton, Secretary ( <a href="mailto:bgleaton@co.alleghany.va.us">bgleaton@co.alleghany.va.us</a> )	
2	<b>BUILDING INSPECTORS/INSPECTIONS</b>	<b>863-6650</b>
	Chuck A. Little ( <a href="mailto:clittle@co.alleghany.va.us">clittle@co.alleghany.va.us</a> )	
2	<b>CHAMBER OF COMMERCE, ALLEGHANY HIGHLANDS</b>	<b>962-2178</b>
	Josh Taylor, Executive Director ( <a href="http://jtaylor@ahchamber.com">jtaylor@ahchamber.com</a> )	
2	<b>CHILD CARE</b>	<b>965-5888 and 862-0488</b>
2	<b>CIRCUIT COURT</b>	
	Edward K. Stein, Judge	<b>965-1738</b>
	Debra N. Byer, Clerk ( <a href="mailto:dbyer@vacourts.gov">dbyer@vacourts.gov</a> )	<b>965-1730</b>
3	<b>CODE COMPLIANCE</b>	<b>863-6650</b>
	Nathan Griffin ( <a href="mailto:nlgriffin@co.alleghany.va.us">nlgriffin@co.alleghany.va.us</a> )	
3	<b>COMMISSIONER OF THE REVENUE</b>	<b>863-6640</b>
	Sheila Selleck ( <a href="mailto:sselleck@co.alleghany.va.us">sselleck@co.alleghany.va.us</a> )	
3	<b>COMMONWEALTH'S ATTORNEY</b>	<b>965-1740</b>
	Ann Gardner ( <a href="mailto:AlleghanyCntyCA@aol.com">AlleghanyCntyCA@aol.com</a> )	
3	<b>COMMUNITY SERVICES, ALLEGHANY HIGHLANDS</b>	<b>965-1180</b>
	Ingrid Barber, Executive Director ( <a href="mailto:ibarber@ahcsb.org">ibarber@ahcsb.org</a> )	
4	<b>COUNTY ATTORNEY</b>	<b>863-6600</b>
	Jim H. Guynn, Jr.	
4	<b>DIRECTOR OF PUBLIC SAFETY</b>	<b>863-6600</b>
	Jonathan Fitch ( <a href="mailto:jfitch@co.alleghany.va.us">jfitch@co.alleghany.va.us</a> )	
4	<b>ECONOMIC DEVELOPMENT CORPORATION, ALLEGHANY HIGHLANDS</b>	<b>862-0936</b>
4	<b>EROSION AND SEDIMENT CONTROL</b>	<b>863-6650</b>
	Chuck A. Little, Administrator ( <a href="mailto:clittle@co.alleghany.va.us">clittle@co.alleghany.va.us</a> )	

<u>Pg.</u>		<u>Phone</u>
5	<b>EXTENSION SERVICE</b> Christine Hodges ( <a href="mailto:ex005@vt.edu">ex005@vt.edu</a> )	862-0369 or 862-0375
11	<b>FEDERAL REPRESENTATIVES</b> Congressman Ben Cline Senator Tim Kaine Senator Mark Warner	202/225-5431 202/224-4024 202/224-2023
5	<b>FLOOD ZONE INFORMATION</b>	863-6650
5	<b>GAME WARDEN</b> Lisa Quensenberry	965-1770
5	<b>GENERAL DISTRICT COURT</b> Felicia Nelson, Clerk	965-1720
6	<b>HEALTH DEPARTMENT</b> Dr. Cynthia Morrow, District Director	962-2173 540/204-9441
6	<b>HOUSING REPAIRS</b>	863-6600
8	<b>INTELLECTUAL DISABILITIES (through AHCSB)</b>	863-1620
6	<b>JUVENILE AND DOMESTIC RELATIONS COURT</b> Felicia Nelson, Clerk	965-1720
6	<b>JUVENILE PROBATION</b> Samantha Higgins, Supervisor	965-1710
7	<b>LIBRARIES</b> Alleghany Highlands Regional Library Clifton Forge Public Library	962-3321 863-2519
7	<b>MAGISTRATES</b> Robyn Wilhelm, Chief Magistrate Local Magistrates	540/430-2035 965-1778 or 965-1770
8	<b>MENTAL HEALTH (through AHCSB)</b>	965-2100
8	<b>PARKS AND RECREATION</b> Chad L. Williams, Director ( <a href="mailto:cwilliams@co.alleghany.va.us">cwilliams@co.alleghany.va.us</a> )	863-6622
9	<b>PLANNING COMMISSION</b> Betty Jo Gleaton, Secretary ( <a href="mailto:bgleaton@co.alleghany.va.us">bgleaton@co.alleghany.va.us</a> )	863-6650
	<b>PUBLIC WORKS DEPARTMENT</b> Chuck Little, Interim Director ( <a href="mailto:clittle@co.alleghany.va.us">clittle@co.alleghany.va.us</a> )	863-6650
9	<b>RECYCLING</b>	962-3441
9	<b>REFUSE COLLECTION</b>	863-6650
10	<b>SCHOOL BOARD MEMBERS</b>	
	<b><u>County Representatives</u></b>	
	Gerald Franson	
	John Littleton	
	Danielle Morgan	
	Bob Umstead	
	<b><u>Covington Representatives</u></b>	
	Jonathan Arritt	
	Tammy Scruggs-Duncan	
	Jay Woodson	
	Kimberly Halterman, Superintendent	863-1811

of the Mouth of the Dunlap Creek and Jackson River, now called Rosedale. Bernard Pitzer was assisted in his various activities by his large family. His brother, John Pitzer, Jr., was sheriff of Botetourt County, the most important local official at that time, during the period of the formation of Alleghany County and Covington.

From about 1790 to after 1825 the principal cash crop in this area was hemp. Hemp production was encouraged by the state with a bounty being paid from each unit delivered. Locally produced hemp was hauled by wagon to a rope factory in East Richmond. As ship stores accumulated, prices for hemp declined and agriculture shifted to grains, hay, and live-stock. Early farmers of the area aimed to be as self-sufficient as possible.

According to the Census of 1840, the County's total population (including Covington and what is now Clifton Forge) was 2,749. Of this number 2,142 were "white free persons," 60 were "free colored persons," and 547 were slaves.

In the Civil War, Alleghany County furnished more soldiers to the confederacy than it had voters. The County suffered greatly in the war due to its location and many years were required for recovery from the losses sustained.

The biggest boost to industrial progress in the area was the decision in 1899 by the West Virginia Pulp and Paper Company to locate a mill at Covington. The coming of the pulp mill stimulated the development and growth of other industrial and commercial interests.

The government of Alleghany County has generally been very progressive in developing and supporting policies tending to economic growth and provision for improved services for the citizenry. An essential element for this is to encourage cooperation between agencies of the area where it is mutually advantageous to do so. At the present time, there are many cooperative activities between the jurisdictions.



## ALLEGHANY COUNTY... a concise history

*Alleghany County took its name from the mountain range in which it is located. It was formed by act of Virginia Legislature on January 5, 1822 from parts of Botetourt, Bath, and Monroe counties. At that time Monroe was a Virginia county and remained so until the formation of West Virginia in May 1862 during the war between the states.*

*The County comprises approximately 452 square miles of which nearly 50% is in the National Forest. The County surrounds one city, Covington, which forms the principal center of population.*

*Covington, a city of the second class and the County seat, was named in honor of General Leonard Covington, hero of the war of 1812 and friend of James Madison and Thomas Jefferson. Covington was designated as a town in 1819 following a sale of lots from 25 acres of land owned by Dr. James Merry and in 1833 was incorporated as a city by the Commonwealth. Before the subdivision of Dr. Merry's land and naming of the town by Acts of Assembly, contemporary records refer to this site as "Mouth of the Dunlap".*

*The Town of Clifton Forge was originally called Williamson after the family which owned the land on which the town was located. However, in 1882 the Chesapeake and Ohio Railway Co. named its new depot there "Clifton Forge" and with the coming of the railroad it became not only a railroad junction, but a division point. After this, growth was very rapid and in 1906 received a charter as an independent city. In July 2001, Clifton Forge reverted from a city to a town.*

*The Town of Iron Gate was predicted to be one of the biggest cities in the Commonwealth, but this did not happen. Iron Gate grew from the development of the iron industry, and in the late 1880's a tannery was opened. The tannery operated until 1951.*

*Before the formation of Alleghany County, property records and court services for the area were provided from Fincastle, the county seat of Botetourt County. As this involved a two day trip for recordation of deeds or any court business, the formation of the Town of Covington a few years earlier made it desirable and perhaps necessary to provide a nearby location for these services. By further Act of the General Assembly, passed February 15, 1822, the County of Alleghany was attached to the Chancery District Court centered at Lewisburg.*

*One of the most influential persons in the formation of Covington and Alleghany County was Bernard Pitzer who owned and operated the first store in this area and bought from Uriah Humphries 217 acres lying at and west*

<u>Pg.</u>		<u>Phone</u>
10	<b>SCHOOLS</b>	
	Callaghan Elementary School	965-1810
	Mountain View Elementary School	863-1737
	Sharon Elementary School	863-1712
	Jeter-Watson Elementary School	965-1430
	Covington Middle School	965-1410
	Alleghany High School	863-1700
	Clifton Academy	863-1726
	Jackson River Technical Center	862-1308
	Mountain Gateway Community College	863-2800
8	<b>SENIOR CITIZENS</b> (see Parks and Recreation)	<b>863-6622</b>
10	<b>SEWER DEPARTMENT</b>	<b>863-6650</b>
11	<b>SHERIFF'S OFFICE</b>	
	Kyle Moore, Sheriff ( <a href="mailto:kyle.moore@co.alleghany.va.us">kyle.moore@co.alleghany.va.us</a> )	965-1770
	Jail	965-1776
	<i>For Emergencies Dial 9-1-1</i>	
11	<b>SOCIAL SERVICES</b>	<b>540-444-7100</b>
	Tammy Wilson, Director ( <a href="mailto:tammy.wilson1@dss.virginia.gov">tammy.wilson1@dss.virginia.gov</a> )	
11	<b>STATE REPRESENTATIVES</b>	
	Delegate Terry Austin	540/254-1500
	Senator R. Creigh Deeds	434/296-5491
12	<b>SUBSTANCE ABUSE (through AHCSB)</b>	<b>965-2100</b>
9	<b>SUBDIVISION AND LAND DIVISION REVIEW/PLANNING</b>	<b>863-6650</b>
12	<b>TRANSFER STATION</b>	<b>965-1626</b>
12	<b>TREASURER</b>	<b>863-6630</b>
	Teresa Brown ( <a href="mailto:tbrown@co.alleghany.va.us">tbrown@co.alleghany.va.us</a> )	
12	<b>VASAP</b>	<b>965-0340</b>
12	<b>VICTIM WITNESS ASSISTANCE PROGRAM</b>	<b>965-6366</b>
12	<b>VOTER REGISTRATION</b>	<b>965-1690</b>
	Tiney Rose, Registrar ( <a href="mailto:govote5@ntelos.net">govote5@ntelos.net</a> )	
13	<b>WATER AND SEWER COMMISSION</b>	<b>863-6650</b>
	Betty Jo Gleaton, Secretary ( <a href="mailto:bgleaton@co.alleghany.va.us">bgleaton@co.alleghany.va.us</a> )	
13	<b>WATER DEPARTMENT</b>	<b>863-6650</b>
13	<b>YMCA</b>	<b>962-9622</b>
	Bobbie Wagner, Executive Director	<b>862-0488</b>
	Central YMCA Early Learning Center	<b>965-9622</b>
	West YMCA Early Learning Center	<b>863-6650</b>
14	<b>ZONING</b>	
15	<b>COUNTY HISTORY</b>	

**ACCOUNTS PAYABLE****863-6610**

All bills for services and materials purchased by the County departments (excluding schools) are processed by the Accounting Department to ensure prompt payment in accordance with State regulation and County policy.

**ADMINISTRATION****863-6600**

The County Administrator is appointed by the Board of Supervisors to manage the overall operations and activities of the County government. The County Administrator also serves as the chief advisor to the Board and conducts County business in accordance with Board policy. Duties of the County Administrator include executing all policies established by the Board or mandated by the State, preparing and administering the budget, and supervising the function of County Departments.

**ADULT PROBATION****540/473-2056 and 965-0351**

The Adult Probation Office supervises all clients placed under its supervision by the Circuit Court and those released by the State Penitentiary System. All Probation Officers have arrest authority over probationers and parolees.

**ASSESSMENTS****863-6640**

As required by State law, real estate located in the County is reassessed every six years and was last completed for the 2025 tax year. Real estate assessment information is available at [www.VamaNet.com](http://www.VamaNet.com) and in the Commissioner of the Revenue's Office. Tax maps are also available. The Commissioner of the Revenue is responsible for assessing new construction between general reassessments, personal property, business license, food and beverage tax, and State income tax.

**BOARD OF SUPERVISORS****863-6600**

The Alleghany County Board of Supervisors is the elected policy-making and governing body of the County. The Board is composed of seven citizen members. Business meetings are held on the first Tuesday of each month at 7:00 p.m. All meetings, unless otherwise specified, are held in the Board Room of the County Governmental Complex at 9212 Winterberry Avenue, Covington and are open to the public.

Any persons who need to address the Board on a matter of business may request a place on the Board's agenda by calling the Deputy Clerk to the Board before noon on the Tuesday preceding each meeting.

**BOARD OF ZONING APPEALS****863-6650**

The Board of Zoning Appeals hears applications for Variances, Special Exceptions, and Appeals based on the Alleghany County Zoning Ordinance. The Board of Zoning Appeals meets on the second Tuesday of each month. Agenda items can be submitted to the Board Secretary or the County Planner at the County Public Works Department, 9212 Winterberry Avenue, Suite A, Covington.



wood Forest, Rosedale, Selma, Sharon/Triangle Hill, Valley Ridge, Westgate, Westwood, and Wilson Creek. Monthly billing is based on water usage. A new service tap fee is \$3,000 for 3/4" connection. For services requiring greater than 3/4" and deposit amounts, please contact the Public Works Department for fee information.

### **WATER AND SEWER COMMISSION**

**863-6650**

This Advisory Commission makes recommendations to the Board of Supervisors concerning major water and sewer policies and ordinances and hears citizens requests for water and sewer adjustments and water or sewer line extensions. The Water and Sewer Commission meets on the first Thursday of each month. Agenda items should be given to the Commission Secretary at the Public Works Department, 9212 Winterberry Avenue, Suite A, Covington.

### **YMCA**

**962-9622**

**Child Care - Covington Facility 965-9622**

**Child Care - Central Facility 862-0488**

The Alleghany Highlands YMCA opened a new full-service facility December 1, 2008, centrally located in Alleghany County at I-64 Exit 21, Low Moor, Virginia. The 37,000 square-foot facility offers fitness and recreational facilities seven days a week. The Fitness Center offers Life Fitness weight machines/cardiovascular and free weight equipment. The Aquatic Center offers a competitive size six-lane warm water indoor pool, whirlpool and sauna, and men, women, and special needs locker rooms. Other features of the facility include a full-size gymnasium with suspended walking track, aerobics studio, activity center, and child watch center. Youth and adult programs are offered year round.

The Alleghany Highlands YMCA is best known for its child-care program. In our Kid's Unlimited Learning Centers and the Kid's Connection School Age Programming we teach children to swim, provide day care at our Covington and Central Learning Centers, and support the development of children in after school programs and camps. We also offer before-school, after-school, and school 'days out' programs in Bath County, and before-school and after-school programs at Eagle Rock Elementary School in Botetourt County.

### **ZONING AND ZONING PERMITS**

**863-6650**

The Zoning Department deals with land issues such as setbacks, uses on property, variances, special uses, special exceptions, and appeals. All questions regarding zoning and zoning permits should be directed to the Zoning Administrator in the Public Works Department, 9212 Winterberry Avenue, Suite A, Covington.

### **BUILDING PERMITS**

**863-6650**

The County Building Inspector conducts all building inspections and issues all building, electrical, plumbing, and mechanical permits for Alleghany County and the Town of Iron Gate. The Office is located at the County Public Works Department, 9212 Winterberry Avenue, Suite A, Covington.

### **CHAMBER OF COMMERCE, ALLEGHANY HIGHLANDS**

**962-2178**

The Alleghany Highlands Chamber of Chamber serves the region in small business development and retention, tourism promotion, relocation assistance and demographics, business referrals, and community enhancement. A variety of annual forums, seminars, and special events are hosted in collaboration with others in the region. The Chamber of Commerce is a non-profit association governed by a seventeen member local Board of Directors. The Chamber seeks to provide unrivaled service and information through a cooperative effort with all available resources. For additional information, visit us at [www.AHChamber.com](http://www.AHChamber.com) or contact us at [ahchamber@aol.com](mailto:ahchamber@aol.com).

### **CHILD CARE**

**See YMCA - 965-9622 and 862-0488**

### **CIRCUIT COURT**

**965-1738**

The Circuit Court is the principal trial court of the State and exercises both original and appellate jurisdictions. It has appellate jurisdiction in criminal and civil cases which are appealed from lower courts. This court also has original jurisdiction over indictments for felonies and hears misdemeanor appeals. Although the Circuit Court has exclusive jurisdiction over civil cases in which the amount involved exceeds \$25,000, it has concurrent jurisdiction with the General District Court where the amount of money exceeds \$4,500, but is less than \$25,000. The Circuit Court also has jurisdiction over divorce cases, disputes concerning wills and estates, and controversies involving real property. It is the only local court to hear jury trials.

### **CLERK OF THE CIRCUIT COURT**

**965-1730**

The Circuit Court Clerk is responsible for the recordation of deeds (to include plats, deeds of trust, certificates of satisfaction, assignments, easements, and many other instruments). The Clerk also docket judgments, probates wills, and handles other estate matters for deceased residents of Covington and Alleghany County. The Clerk files, processes, and records criminal cases which are felonies or misdemeanor appeals and performs the same tasks for civil suits, adoptions, and name changes. Partnership agreements and certificates of trade name may be recorded in the Clerk's Office. The office issues marriage licenses. Hunting and fishing licenses are sold in this office and passport applications are accepted and forwarded.

Inquiries in person, by mail (with stamped, addressed return envelope), or by phone are preferred. The address is P.O. Box 670 (for USPS) and 266 West Main Street for all others (both being Covington, VA 24426). The e-mail address is [dbyer@vacourts.gov](mailto:dbyer@vacourts.gov) and our website is [www.courts.state.va.us/courts/circuit/Alleghany](http://www.courts.state.va.us/courts/circuit/Alleghany).



**CODE COMPLIANCE****863-6650**

The Code Compliance Officer investigates complaints regarding abandoned vehicles, weeds, trash, or other foreign growth or debris on properties in the County. For a copy of a complaint form or to inquire about County ordinances, please contact the Public Works Department, 9212 Winterberry Avenue, Suite A, Covington.

**COMMISSIONER OF THE REVENUE****863-6640**

This office is responsible for the assessment of all local taxes and will assist citizens with the preparation of State income taxes, as well as preparation of Federal returns for low income and senior citizens. The Commissioner's Office processes real estate and personal property assessments, land use, tax relief for the elderly and disabled, business licenses, food and beverage tax, and bank franchise tax. Real estate information is available at [www.VamaNet.com](http://www.VamaNet.com) and GIS information is available at [www.co.alleghany.va.us](http://www.co.alleghany.va.us).

**COMMONWEALTH'S ATTORNEY****965-1740**

The Commonwealth's Attorney is an elected constitutional law enforcement official who serves as the public prosecutor. The State Constitution and the Code of Virginia establish the duties of the Commonwealth's Attorney.

The primary duty of the Commonwealth's Attorney is the prosecution of criminal cases in General District and Circuit Court. The Commonwealth's Attorney also advises law enforcement officers, magistrates, and citizens concerning questions of criminal law.

**COMMUNITY SERVICES, ALLEGHANY HIGHLANDS****965-1180**

The Alleghany Highlands Community Services offers an array of Mental Health, Mental Retardation, Early Intervention, and Substance Abuse services to the public including:

- \* Outpatient therapy for children and adults
- \* Psychiatric treatment and evaluation
- \* Clubhouse psychosocial day program
- \* Case management
- \* Assessments
- \* Education groups
- \* Intensive outpatient groups - substance abuse
- \* Aftercare and relapse prevention groups
- \* Family counseling
- \* Respite
- \* Infant and toddler (Project Impact)
- \* Family support
- \* Waiver support - mental retardation
- \* Residential group home - mental retardation
- \* Prevention services - children & families
- \* Adult Day Care
- \* New Beginnings Transitional Residence

**TRANSFER STATION****965-1626**

The Alleghany County Transfer Station is located on Valley Ridge Road. The transfer station is open Monday through Friday from 9:00 a.m. to 5:00 p.m. and on Saturday from 8:00 a.m. to noon. County residents are not charged a fee for use of the transfer station (other than tires and white goods). Only acceptable waste as allowed under Virginia Regulations VA 672-20-10, Section 5.1.C.16 shall be deposited at the transfer station. For questions concerning acceptable waste, fees, etc. contact the transfer station. The transfer station accepts scrap metal, oil, antifreeze, tires (for a fee), and all appliances (for a fee) for recycling, including those containing freon.

**TREASURER****863-6630**

This office, located in the County Governmental Complex at 9212 Winterberry Avenue, Suite F, Covington, is responsible for the collection of all County taxes, including public service corporation taxes, real estate and personal property taxes, mobile home taxes, and meals taxes. Payment for business licenses, motor vehicle license fees, dog licenses, water and sewer bills, and refuse charges can be made in this office.

**VASAP - ALCOHOL SAFETY ACTION PROGRAM****965-0340**

The local VASAP office is a community response to the drinking and driving problem. VASAP works with individuals convicted of driving under the influence, the public, police, and courts to reduce and prevent crashes, injuries, and fatalities. VASAP countermeasures include enforcement, case management, education/prevention, and public information and education in our schools and community.

**VICTIM WITNESS ASSISTANCE PROGRAM****965-6366**

The goal of the Victim Witness Assistance Program is to provide direct services to victims of crime. These services include responding to the emotional and physical needs of crime victims, assist victims of crimes to stabilize their lives after victimization, assist victims to understand and participate in the criminal justice system, and to provide victims with information and referrals for services.

**VOTER REGISTRATION****965-1690**

The County Registrar, located at 110 Rosedale Avenue, Covington serves the residents of the County, including the Towns of Iron Gate and Clifton Forge. The Registrar maintains records of registered voters for each election district, accepts voter registration applications, transfers registrations, and certifies petitions for candidates of elective offices.

**WATER****863-6650**

***For Emergencies After Hours Call 9-1-1***

The Public Works Department provides water to the following areas: Altamont, Brentwood, Callaghan, Clearview Estates, Clearwater Park, Cliftondale Park, Dunbrack Road, Mallow, Intervale, Jackson Heights, Low Moor, Oak-



tification, and the DARE program. The Sheriff's Office also investigates crimes, assists other emergency personnel, serves court papers, testifies in Court, provides traffic control, and transports criminals.

### **SOCIAL SERVICES**

**540-444-7100**

The Department of Social Services, located at 110 Rosedale Avenue in Covington, is comprised of two sections which deliver services to the citizens of Alleghany County and the City of Covington. These two units are Benefit Programs and Services.

The Benefit Programs are those programs for which persons must meet certain Federal, State, and Local requirements to qualify for assistance. These programs include Food Stamps, Medicaid, Temporary Assistance for Needy Families (TANF), General Relief, Auxiliary Grants, and TANF-Working Parent Program.

The Services Unit programs include, but are not limited to, employment services for families receiving TANF, supportive day care services, family counseling, foster care and adoption services, adult protective and spousal abuse services, nursing home and adult home prescreening and referral, and child protective services (child abuse and neglect) including the provision of 24-hour per day on-call duty for investigation and crisis resolution.

### **STATE AND FEDERAL REPRESENTATIVES**

#### State:

Delegate Terry Austin	540/254-1500
Senator R. Creigh Deeds	434/296-5491

#### Federal:

Congressman Ben Cline	202/225-5431
Senator Tim Kaine	202/224-4024
Senator Mark Warner	202/224-2023

Alleghany County has two State representatives in the General Assembly. Delegate Terry Austin, P.O. Box 400, Buchanan, VA 24066, represents the County in the House of Delegates. Senator Creigh Deeds, P.O. Drawer D, Hot Springs, VA 24445 represents the County in the State Senate. The County is represented by Ben Cline in the U. S. House of Representatives and by Senators Tim Kaine and Mark Warner in the U. S. Senate.

### **SUBSTANCE ABUSE**

**See Community Services - 965-2100**

### **TAXES**

**Treasurer - 863-6630**

**Commissioner of the Revenue - 863-6640**

Tax assessments are processed by the Commissioner of the Revenue Office, and tax payments are made to the Treasurer's Office. State income tax assistance is available in the Commissioner of the Revenue's Office.

No one is refused service for an inability to pay.

Offices: Mental Health	965-2100
Intellectual Disabilities	863-1620
Life Skills Center	862-2972
Substance Abuse	965-2100
Parent & Infant (Project Impact)	863-1620
Prevention Services	965-2100
Adult Day Care	862-2972

### **COUNTY ATTORNEY**

**863-6600**

The County Attorney is appointed by the Board of Supervisors and is responsible for legal matters involving the County. Civil duties include advising and representing the Board, Board appointed commissions, County departments, and County employees in their official capacities, drafting and/or preparing County ordinances, and defending or bringing action in which the County is a party. All communications to the County Attorney should be made through the County Administrator's Office.

### **DIRECTOR OF PUBLIC SAFETY**

**863-6600**

The Director of Public Safety is located in the County Administrator's Office at 9212 Winterberry Avenue, Suite C, Covington and is primarily responsible for the Enhanced-911 system located in the Alleghany County Sheriff's Office. Additional responsibilities include management of the Local Emergency Planning Committee, disaster plans, addressing, and the safety of all citizens in the County.

### **ECONOMIC DEVELOPMENT CORPORATION, ALLEGHANY HIGHLANDS**

**862-0936**

The Alleghany Highlands Economic Development Corporation was formed to market the region to locating and expanding businesses. The following are represented on the Corporation Board of Directors: County of Alleghany, City of Covington, Towns of Clifton Forge and Iron Gate, business representatives, Mountain Gateway Community College (MGCC), Chamber of Commerce, and a citizen. Offices are located at 9212 Winterberry Avenue, Covington, VA 24426 and the fax number is 862-0937.

### **EROSION AND SEDIMENT CONTROL**

**863-6650**

The County Public Works Department conducts the Erosion and Sediment (E & S) Control plan review and inspections. E & S guidelines are consistent with the State's minimum requirements. No land disturbing activity or building permit for construction can begin without an approved E & S plan. Applications and additional information can be obtained at the Public Works Department, 9212 Winterberry Avenue, Suite A, Covington or by calling the Erosion & Sediment Control Administrator.

**EXTENSION SERVICE****862-0369 or 862-0375**

The Alleghany unit of Virginia Cooperative Extension helps people improve their lives by providing research-based educational resources through a network of educators from Alleghany County, Northwest Extension District, Virginia Tech, and Virginia State University. This team responds to the needs of individual, families, groups, and organizations with educational programs in the three broad areas of agriculture and natural resources, family and consumer sciences, and 4-H youth development. Visit the VCE website at <http://www.ext.vt.edu/offices/> and click on 'Alleghany' for local information. The local office is located at 450 W. Main Street, Suite 200, Covington, VA 24426. The fax number is 862-0376.

**FLOOD****863-6650**

Questions regarding flood zones, flood ways, or flood plains should be directed to the Zoning Administrator in the Public Works Department, 9212 Winterberry Avenue, Suite A, Covington.

**GAME WARDEN****965-1770**

The local Game Warden is employed by the State Game and Inland Fisheries Commission. The Game Warden enforces all game, fish, and boating laws and has full police powers. The Game Warden may be contacted through the Alleghany County Sheriff's Office.

**GENERAL DISTRICT COURT****965-1720**

The General District Court is a court of limited jurisdiction. It has exclusive original jurisdiction over civil cases in which the amount of money involved does not exceed \$4,500.00 and shares jurisdiction with the Circuit Court in civil cases where the amount involved is more than \$4,500.00, but less than \$25,000.00. This court also considers certain misdemeanor charges and all traffic infractions. Preliminary hearings in felony cases are held in this Court to determine whether there is sufficient evidence to certify same to Circuit Court for a Grand Jury hearing. Although this Court does not conduct jury trials, all cases are heard before a Judge. Proceedings for certification for involuntary admission to a public or private mental health facility are also held in this Court. For more information go to the following website: [www.courts.state.va.us](http://www.courts.state.va.us).

**GENERAL DISTRICT COURT CLERK'S OFFICE & JUVENILE AND DOMESTIC RELATIONS COURT CLERK'S OFFICE****965-1720**

This office issues warrants, detention orders, commitments to detention facilities, admits to bail upon recognizance persons charged with crimes, issues summons, subpoenas for witnesses, writs of fieri facias, writs of possession, civil warrants, garnishments, abstracts of judgments, collects fines, costs, maintains court dockets and the financial accounts of the Courts. This office also coordinates hearings for commitments to a mental health facility and provides general procedural information about court proceedings. For more information go to the following website: [www.courts.state.va.us](http://www.courts.state.va.us).

**ROADS****962-4206 - Covington Shop**

The Virginia Department of Transportation is responsible for the maintenance of all roads in the County, except for the Town of Clifton Forge and the City of Covington. Any questions or complaints regarding road maintenance in the County should be referred to the Covington office located near the Interstate 64 interchange for Mallow. Once a year, the Resident Engineer presents a listing of road projects for inclusion into the Six Year secondary budget and a detailed report on the Six Year Improvements Plan. Any requests for Rural Additions and/or extensions into the road system need to be directed to the Supervisor of that particular district. Road maintenance concerns and related matters may also be presented to the VDOT Resident Engineer by calling (540) 462-6990, reported to the County Supervisor representing that area, or to the County Administrator's Office.

**SCHOOLS****863-1800**

The Alleghany Highlands Public School System is managed by a superintendent, administrative staff, and school principals. Policy matters are handled by the Alleghany Highlands Public School Board. The School Board Office is located at 100 Central Circle, Low Moor and meets on the second Monday of each month.

**Elementary Schools**

Callaghan Elem. School  
Mountain View Elem. School  
Sharon Elem. School  
Jeter-Watson Elem. School

**Secondary Schools**

Covington Middle School  
Alleghany High School

**Technical School**

**Community College**  
Mountain Gateway Comm. College  
Jackson River Tech. Center

**SEWER****863-6650*****For Emergencies After Hours Call 9-1-1***

The Public Works Department provides sewer service in the following areas: Altamont, Brentwood, Cherokee, Clearview Estates, Clearwater Park, Cliftondale Park, Indian Valley, Intervale, Jackson Heights, Low Moor, Mallow, Oakwood Forest, Rosedale, Selma, Valley Ridge, Westgate, Westwood, and Wilson Creek. A new service tap fee is \$3,000.00. Owner and tenant accounts require a deposit.

**SHERIFF'S OFFICE****965-1770****Jail 965-1776*****For Emergencies Call 9-1-1***

The Sheriff's Office is responsible for law enforcement, courtroom security, and operation of the jail. In addition, the Sheriff's Office provides citizens in Alleghany County and Covington with a variety of law enforcement and safety programs on topics such as substance abuse, drinking and driving, bicycle safety, crime prevention, child fingerprinting and iden-

**PLANNING/SUBDIVISION/LAND DIVISION 863-6650**  
All questions regarding planning, zoning, subdivision, and land division requirements should be directed to the County Planner at the Public Works Department, 9212 Winterberry Avenue, Suite A, Covington.

**PLANNING COMMISSION 863-6650**  
The Planning Commission makes recommendations to the Board of Supervisors on citizen requests concerning subdivisions, land use, and other planning related requests. The Planning Commission meets on the second Wednesday of each month. Agenda items should be given to the Commission Secretary or the County Planner in the County Public Works Department.

**PURCHASING 863-6600**  
The Accounts Payable Clerk serves as the central collection point for all purchase requisitions from various departments and is responsible for the issuance of appropriate purchase orders. Vendors and sales representatives wishing to do business with the County should also contact this individual.

**RECYCLING 863-6600**  
The County has partnered with the City of Covington and Towns of Clifton Forge and Iron Gate for recycling in the Alleghany Highlands. Recycling drop off locations are in Covington and Clifton Forge.

See the TRANSFER STATION section for more recycling information.

**REFUSE COLLECTION 863-6650**  
The Public Works Department is responsible for the collection of all residential garbage for Alleghany County and the Town of Clifton Forge. Refuse is to be placed in bags or cans at the edge of the State-maintained road or street. There is an \$90 annual fee for this once-a-week pick-up which includes access to the transfer station.

The County will also pick up rear load dumpsters once a week for an \$90 annual fee. Additional pick-ups are \$85.00 per ton. Weekly commercial pick-ups without a dumpster have an \$90 annual fee. Additional collections within the same week are charged a \$40.00 an hour rate.

Arrangements for a dump truck/trailer to be left overnight at any County residence can be made through the County Public Works Department. The fee is \$125.00 each trip (one day) and \$50.00 for each additional day. If the County needs to use a backhoe to safely load the trucks, an additional \$65.00 per load will be added.

See the TRANSFER STATION section for more information.

**HEALTH DEPARTMENTS Covington - 962-2173  
Clifton Forge - 862-4131**

The Alleghany County/Covington Health Department is located at 321 Beech Street in Covington. The Clifton Forge Health Department is located at 322 Jefferson Avenue in Clifton Forge. Both Health Departments serve citizens of Alleghany County, Covington, and Clifton Forge from 8:00 a.m. to 4:30 p.m., Monday through Friday.

The Health Department is concerned with the availability of pure drinking water, sanitary public eating places, septic systems, and the control of communicable diseases. This Department issues permits for restaurants, wells and septic systems, birth and death certificates, and provides a variety of clinics and health education. Fees may be charged for services based on a schedule of income levels.

**HOUSING REPAIRS 863-6600**  
There are currently no housing repair programs available through the County.

**INTELLECTUAL DISABILITIES See Community Services—863-1620**

**JUVENILE AND DOMESTIC RELATIONS DISTRICT COURT 965-1720**  
The Juvenile and Domestic Relations Court hears cases involving delinquents, juveniles accused of traffic violations, abused or neglected children or spouses, adults accused of child abuse, adults involved in disputes over custody, support or visitation, foster care, and court ordered medical treatment. It hears all offenses committed by one member of the family against another member of the family and the trial of all criminal warrants in which one member of the family is complainant against another member of the family. All cases in this Court are heard before a Judge. For more information go to the following website: [www.courts.state.va.us](http://www.courts.state.va.us).

**JUVENILE PROBATION 965-1710**  
The Juvenile Probation Department, also known as the Court Services Unit, reviews complaints and determines if they are appropriate for referral to the Juvenile & Domestic Relations District Court. It serves the Court and facilitates the rehabilitation or treatment of those juveniles who come before the Court. The Juvenile Probation Department also processes petitions for the custody, support, and visitation of children who come within the jurisdiction of the Juvenile & Domestic Relations District Court for Alleghany County and the City of Covington. Petitions for protective orders in cases of abuse between family or household members are also filed in the office of the Court Services Unit.

**LIBRARIES****Covington - 962-3321**

The Alleghany Highlands Regional Library located at 406 West Riverside Avenue in Covington is open to the public from 9:30 a.m. to 5:30 p.m. on Monday, Wednesday, and Friday; 9:30 a.m. to 8:30 p.m. on Tuesday and Thursday; and 9:30 a.m. to 2:30 p.m. on Saturday's. During June and July, a summer reading program is offered for children and a Pre-School Story Hour is held every week between October and April. Other programs and services include: Books-By-Mail, monthly book discussion club, Friends of the Library organization, books, magazines, videocassettes, DVD's audio-tapes, microfilm, microfiche, newspapers, Internet, wireless access, a non-circulating collection of general reference material, as well as local genealogy and history books. Internet access is available to library patrons. Community space is available for public use. Library cards are free to residents of Alleghany County and Covington. The library web site is [www.ahrilib.org](http://www.ahrilib.org).

**Clifton Forge - 863-2519**

The Clifton Forge Public Library, located at 535 Church Street in Clifton Forge, is open to the public from 10:00 a.m. to 7:00 p.m. on Monday and Thursday; from 10:00 a.m. to 5:00 p.m. on Tuesday, Wednesday, and Friday; and 10:00 a.m. to 1:00 p.m. on Saturday. The Library conducts Summer Reading Programs from June to August. Also, the Library provides a Pre-School Story Hour for children ages 3 to 5 at 10:00 a.m. each Tuesday and registration is required. Other programs and services include: author visits, story tellers, beading, library tours, small quilt show in June, inter-library loans, community outreach, large print materials for the visually impaired, copy machine, fax, Internet, and wireless access. Library cards are free to all residents of Clifton Forge, Covington, and Alleghany County. The Library Board meets at 6:00 p.m. on the first Monday of each month and the Friends of the Clifton Forge Public Library meets quarterly at 6:00 p.m. on the third Monday. Public attendance is welcome. The library web site is [www.cliftonforgelibrary.org](http://www.cliftonforgelibrary.org).

**LICENSES****863-6630**

Payment for business licenses, motor vehicle license fee, and dog licenses can be made in the Treasurer's Office at the County Governmental Complex, 9212 Winterberry Avenue, Suite F, Covington.

**MAGISTRATES****965-1778 or 965-1770**

Magistrates are authorized to issue arrest, civil, and search warrants, temporary mental detention orders, to admit bail or commit to jail persons charged with offenses, to administer oaths and take acknowledgments, and to act as conservators of the peace. They also have the same power as District Courts to issue warrants and subpoenas within the district in which they have jurisdiction. Magistrates operate under the supervision of the Chief Circuit Court Judge.

**MENTAL HEALTH****See Community Services—965-2100****MOBILE/MANUFACTURED HOMES****863-6650**

Information regarding special use applications and placement of mobile/manufactured homes within Alleghany County can be obtained through the Public Works Department at 9212 Winterberry Avenue, Suite A, Covington.

**PARKS AND RECREATION****863-6622**

Alleghany County Parks and Recreation offers a variety of activities for people of all ages. Year round programs are offered for Senior Citizens throughout the County with transportation provided. Youth athletic programs are also offered seasonally, as well as special events. If you have any suggestions for new programs, please give us a call. Many of our programs/events are listed below:

Athletics

Football	Ages 8-13 in grade 7 and under
Cheerleading for Football	Ages 8-13 in grade 7 and under
Flag Football	Ages 6 and 7
Basketball (Girls)	Ages 7-13 in grade 7 and under
Basketball (Boys)	Ages 7-13 in grade 7 and under
Teen League Basketball	Ages 13-15
Soccer	Call for more details

Senior Citizens Programs

Boiling Springs Diners Club	Covington Senior Center
Sharon Diners Club	Falling Spring Senior Center
Dunlap Seniors	
Van transportation.	

Special Events

Kids Day & Bike Rodeo	All ages
Kids Fishing Day	Ages 6-15
Senior Fishing Day	55 and older

**PERSONNEL****863-6600**

Applications for advertised County job openings can be obtained through the Human Resources Technician in the County Administrator's Office. Job openings can also be viewed on the website at: <https://www.co.alleghany.va.us/employment/>. This office is also responsible for the posting of vacancy announcements, advertisements, initial screening, and the filing of all personnel-related records. Employee benefits, workers' compensation, OSHA, and FLSA reporting requirements are also handled through this office.