

At a regular meeting of the Board of Supervisors, Alleghany County, Virginia held on Tuesday, October 7, 2025 at 7:00 p.m. in the Alleghany County Governmental Complex, Covington, Virginia, thereof:

PRESENT: G. Matt Garten, Chairman
James M. Griffith, Vice-Chairman
Stephen A. Bennett
Shannon P. Cox
Gregory A. Dodd
Ronald S. Goings

and Ken McFadyen, County Administrator
Suzanne T. Adcock-Nicely, Director of Finance
Jonathan Fitch, 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 adjourned 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 September 2, 2025.

PUBLIC HEARING AND APPROVAL - JONES & JONES ASSOCIATES ARCHITECTS (ON BEHALF OF HIGHLAND GATEWAY REAL ESTATE) REZONING:

Public Hearing was held to consider an application from Richard L. Jones of Jones & Jones Associates Architects PC, on behalf of Highland Gateway Real Estate LLC, to Rezone three lots which total approximately 8 acres located at 203 Interstate Drive in the Mallow area of the Covington District from a Business B-1 zone classification to a Residential R-2 zone classification to operate an independent living facility. The property is further identified as Tax Map 57, Parcels 65, 65B and 65C. The property is in a "Highway Mixed Use" area as contained in the Comprehensive Plan.

The Chairman announced that this public hearing was advertised in the Virginian Review on Wednesday, September 24, 2025 and Wednesday, October 1, 2025 in accordance with the Code of Virginia. He then called the public hearing to order.

Ms. Beth Stull, County Planner, reviewed the staff report which is as follows:

STAFF REPORT

Case Number: RZ-95
Name of Petitioner(s): Richard Jones, Jr. - Jones & Jones Assoc. Architects PC
Public Hearing Dates: September 10, 2025 (PC), October 7, 2025 (BOS)
Staff Reviewer: Elizabeth Stull, County Planner/Zoning Administrator

SUMMARY OF REQUEST

Richard L. Jones of Jones & Jones Associates Architects PC, representing Highland Gateway Real Estate LLC, has submitted an application to rezone three adjoining parcels totaling approximately eight acres, located at 203 Interstate Drive. The request is to change the zoning classification from Business B-1 to Residential R-2 in order to establish an independent living facility. These parcels are identified as Tax Map 57, Parcels 65, 65B and 65C.

In October 2018, a special use permit was approved to operate an assisted living facility located at 203 Interstate Drive. Construction of the additional 2 story building was completed in November 2021. The facility never opened to the public due to the lack of backup power required by the State.

County Code states, if any use or activity is discontinued for a period exceeding two years after November 1, 1988, it shall be deemed abandoned, and any future use shall conform to the requirements of this chapter.

The site has no one living or working in it currently, though it was previously developed as a hotel/motel. The surrounding land uses are mixed. To the north across I-64 and to the east, properties are zoned B-1. To the south, zoning transitions to Residential R-2, which would make this rezoning consistent with nearby residential designations. The property is already served by a commercial entrance connecting to Interstate Drive and Mallow Road. It is also fully connected to public utilities including water, sewer, electricity, telephone, and cable. Refuse collection will be provided by Alleghany County.

The property lies within a Highway Mixed Use designation in the Comprehensive Plan, which envisions these areas as transitional zones between the highway corridor and surrounding rural or residential areas. They are intended to support commercial, industrial, and civic uses with direct access to major transportation routes.

Supporting infrastructure is adequate. Existing parking facilities meet Article 23 off-street requirements, while screening and

buffering are already in place and parking and lighting are already available on site. The property is not within a designated flood hazard area, as confirmed by FEMA Panel 51005C0213D. In addition, VDOT has reviewed the project for Traffic Impact Analysis (TIA) compliance and has provided no concerns or comments.

The Planning Commission held its public hearing on September 10, 2025. Following review and discussion, the Commission unanimously voted to recommend approval of the rezoning request to the Board of Supervisors. Should the rezoning be granted, future development would remain subject to building permits and compliance with the Uniform Statewide Building Code, along with all applicable local, state, and federal regulations.

Attachments to this report include a zoning and property map, flood maps, an adjoining property owner list, the site plan, and documentation of TIA compliance.

Dr. Goings asked if the reason why the original special use permit from 2018 was approved and then not occupied was due to the back-up power issue. Ms. Stull replied that they applied at that time for an “assisted living facility”, but could not open until they had backup power installed as required by the State. This request is for an independent living facility which does not require backup power.

Mr. Richard Jones, Jones & Jones Associates Architects, stated that the staff report covered everything and he would be glad to answer any questions.

Mr. Bennett commented that there is a demand for this type of facility.

Mr. Jones stated that individuals living there would not have medical needs and it would be more of an apartment facility.

Mr. Garten stated that he understands this is would be an independent living facility for those age 55 and over. Mr. Jones commented that is correct.

There being no one else who wished to speak, the Chairman declared the public hearing closed.

On motion of Mr. Griffith, seconded by Dr. Goings, that the Board waive its policy of not acting on a public hearing on the same night.

Unanimously adopted by the following roll call vote:

Stephen A. Bennett	Yes
Shannon P. Cox	Yes
Gregory A. Dodd	Yes
Ronald S. Goings	Yes
Cletus W. Nicely	Absent
James M. Griffith	Yes
G. Matt Garten	Yes

On motion of Mr. Bennett, seconded by Dr. Goings, that the following resolution be adopted:

WHEREAS, an application was received from Richard L. Jones of Jones & Jones Associates Architects PC, on behalf of Highland Gateway Real Estate LLC to rezone three lots which total approximately 8 acres located at 203 Interstate Drive in the Mallow area of the Covington District from a Business B-1 zone classification to a Residential R-2 zone classification to operate an independent living facility. The property is further identified on the Real Property Identification Maps as Map 57, Parcels 65, 65B and 65C; and

WHEREAS, a Notice to the Public advertising a public hearing on this rezoning application was advertised once a week for two successive weeks in the Virginian Review on September 24, 2025 and October 1, 2025, and adjoining property owners were notified in writing by certified mail on September 12, 2025; and

WHEREAS, a public hearing was held by the Alleghany County Planning Commission on September 10, 2025 and took action to recommend approval of the rezoning to the Board of Supervisors; and

WHEREAS, a public hearing was held by the Alleghany County Board of Supervisors on October 7, 2025; and

WHEREAS, the Zoning Administrator prepared a staff report that was presented to the Board of Supervisors at the public hearing. A copy of the report is part of the official minutes of that meeting; and

WHEREAS, the Board did consider the items addressed in The Code of the County of Alleghany, Virginia, Chapter 66-Zoning, Article XV-Administration and Enforcement, Section 66-481-Rezoning Procedures in reviewing this request. The items were also addressed in the staff report prepared for the Board; and

WHEREAS, the property is located in a Highway Mixed Use Area as contained in the Alleghany County Comprehensive Plan; and

WHEREAS, any future development on the property will require compliance with all applicable local, state, and federal regulations;

NOW, THEREFORE, BE IT RESOLVED by the Alleghany County Board of Supervisors that the rezoning request submitted by Richard L. Jones of Jones & Jones Associates Architects PC, on behalf of Highland Gateway Real Estate LLC be approved as requested.

Unanimously adopted by the following roll call vote:

Stephen A. Bennett	Yes
Shannon P. Cox	Yes
Gregory A. Dodd	Yes
Ronald S. Goings	Yes
Cletus W. Nicely	Absent
James M. Griffith	Yes
G. Matt Garten	Yes

PUBLIC HEARING AND APPROVAL - JONES & JONES ASSOCIATES ARCHITECTS (ON BEHALF OF HIGHLAND GATEWAY REAL ESTATE) FOR A SPECIAL USE PERMIT FOR AN INDEPENDENT LIVING FACILITY:

Public Hearing was held to consider an application from Richard L. Jones of Jones & Jones Associates Architects PC, on behalf of Highland Gateway Real Estate LLC, for a Special Use Permit to operate an independent living facility in a Residential R-2 zone classification on three lots which total approximately 8 acres located at 203 Interstate Drive in the Mallow area of the Covington District of Alleghany County. The property is further identified as Tax Map 57, Parcels 65, 65B and 65C.

The Chairman announced that this public hearing was advertised in the Virginian Review on Wednesday, September 24, 2025 and Wednesday, October 1, 2025 in accordance with the Code of Virginia. He then called the public hearing to order.

Ms. Beth Stull, County Planner, reviewed the staff report which is as follows:

STAFF REPORT

Case Number:	SU-137
Name of Petitioner(s):	Richard Jones, Jr. - Jones & Jones Assoc. Architects PC
Public Hearing Date:	October 7, 2025 (BOS)
Staff Reviewer:	Elizabeth Stull, County Planner/Zoning Administrator

SUMMARY OF REQUEST

The applicant, Richard L. Jones of Jones & Jones Associates Architects PC, on behalf of Highland Gateway Real Estate LLC, has submitted a request for a special use permit to operate an independent living facility at 203 Interstate Drive. The subject property, identified as Tax Map 57 Parcels 65, 65B, and 65C, consists of approximately eight acres. The property was formerly developed as a hotel/motel, and the site is already paved and landscaped to support existing facilities.

The property is located within a "Highway Mixed Use" designation under the Comprehensive Plan. This designation is intended for areas that serve as a transition between highway corridors and rural areas, and is appropriate for various commercial, industrial, or civic uses requiring access to major transportation routes. The proposed independent living facility is considered consistent with this designation.

The site has just been rezoned to Residential R-2, where an independent living facility requires a special use permit. Surrounding properties to the north across I-64 and to the east are zoned Business B-1, while properties to the south are zoned Residential R-2.

Access to the site is provided via Interstate Drive and Mallow Road. Public water and sewer service is available, and other utilities such as electricity, phone, and cable are readily accessible. Refuse collection will be handled by Alleghany County. Off-street parking is sufficient to meet the needs of the proposed facility and exterior lighting is already installed.

VDOT reviewed the request and determined that a Traffic Impact Analysis was not required. The facility is not located within

a flood hazard area, as confirmed by FEMA Flood Insurance Rate Map Panel 51005C0213D.

Staff has determined that the proposed use would represent a less intensive use of the property compared to its previous operation as a hotel/motel, thereby reducing potential impacts such as traffic and noise on adjoining properties.

Screening and buffering are already in place on-site; however, per code requirements, any off-street parking area exceeding 10,000 square feet and located less than 100 feet from a residential district or existing residential dwelling must provide a minimum ten-foot buffer along sides adjacent to those residential areas.

At this time, only one inquiry has been received regarding the special use. The adjoining property owner at 3023 Mallow Road expressed concern about the overgrowth within the buffer area between their property and the proposed independent living facility. The current overgrowth has not been properly maintained and has caused damage to the neighboring property. (see photos supplied)

1. Pages 1-6 are evidence of the overgrowth.
2. Pages 7-12 are evidence of the damage to the neighbor's property.

Sec. 46-3(b) Property owners of vacant developed or undeveloped lots within platted subdivisions or other areas zoned for residential, business, commercial, or industrial use—including parcels with existing buildings or improvements—are required to cut grass, weeds, and other vegetation on their property whenever such growth exceeds ten inches in height.

If the request is approved, the applicant must also commence use or construction within six months of approval.

Mr. Griffith commented that if the special use permit is approved, then the property (brush, etc.) would need to be cleaned up. Mrs. Cox added that the mold on the neighbors garage (as shown in the pictures) should be addressed too.

Mr. Patrick Vess, 3023 Mallow Road, stated that they would like the brush taken care of and a privacy fence or something put up to keep it from growing back up. He mentioned that there is a lot of poison ivy which his wife is allergic to. He commented that a branch fell and cracked his hot tub and damaged his gutter. He stated that he has cleaned up what he can of the overgrowth and would be glad to help the owner. He commented that he is all for the business going in for the jobs and taxes it would create.

Mrs. Courtney Vess, 3023 Mallow Road, added that one of the trees at the property line looks like it could fall on their house.

Mr. Richard Jones commented that the owner has scheduled getting the brush under control next week.

Mr. Jerry Wolfe, 3009 Mallow Road, stated that he was concerned about the request and did not want the type of people that stay at his hotel living there, but if it is for people over 55 then he is fine with the request.

Mr. Garten commented that he has walked through the restaurant, break room, salon and offices onsite at the facility and was impressed with the improvements made. He mentioned that an independent living facility goes along with the housing study that was recently completed.

Mr. Howard Crush, 3026 Mallow Road, asked how many units the facility would have. Mr. Jones replied that there could be 70-76 units available.

Mrs. Carolyn Jones, 503 Bird Farm Road, stated that she is interested in finding a place to live like this as her seven room house is too big for her to take care of. She commented that she could move elsewhere, but would be giving up a lot and costs are exorbitantly high. She mentioned that she knows a number of individuals that would also like to live in an independent living facility. She did suggest having walk-in showers and adding closets.

Mr. Bennett commented that he and Mrs. Jones discussed this when it was announced that Fralin was building the apartments and they got lots of calls from people wanting to move in. He mentioned that if there are 75 units then that would mean 75 houses would be available in the area for others looking for housing. He commented that this area also needs to have a PUD (planned unit development).

There being no one else who wished to speak, the Chairman declared the public hearing closed.

On motion of Mr. Bennett, seconded by Mr. Griffith, that the Board waive its policy of not acting on a public hearing on the same night.

Unanimously adopted by the following roll call vote:

Stephen A. Bennett	Yes
Shannon P. Cox	Yes
Gregory A. Dodd	Yes
Ronald S. Goings	Yes
Cletus W. Nicely	Absent
James M. Griffith	Yes
G. Matt Garten	Yes

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

WHEREAS, Richard L. Jones of Jones & Jones Associates Architects PC, on behalf of Highland Gateway Real Estate LLC, has applied under a Residential R-2 zone designation to operate an independent living facility on three lots which total approximately 8 acres located at 203 Interstate Drive in the Mallow area of the Covington District of Allegheny County. The property is further identified on the Real Property Identification Maps as Map 57, Parcels 65, 65B and 65C; and

WHEREAS, a Notice to the Public advertising a public hearing on this Special Use Permit application was advertised once a week for two successive weeks in the *Virginian Review* on September 24, 2025 and October 1, 2025, and adjoining property owners were notified in writing by certified mail on September 12, 2025; and

WHEREAS, a public hearing was held by the Allegheny County Board of Supervisors on October 7, 2025; and

NOW, THEREFORE, BE IT RESOLVED by the Allegheny County Board of Supervisors that the Special Use Permit request under a Residential R-2 zoning designation be granted to Richard L. Jones of Jones & Jones Associates Architects PC, on behalf of Highland Gateway Real Estate LLC, to operate an independent living facility on three parcels which total approximately 8 acres located at 203 Interstate Drive in the Mallow area of the Covington District of Allegheny County with the understanding that all local, State, and Federal regulations must be adhered to.

Unanimously adopted by the following roll call vote:

Stephen A. Bennett	Yes
Shannon P. Cox	Yes
Gregory A. Dodd	Yes
Ronald S. Goings	Yes
Cletus W. Nicely	Absent
James M. Griffith	Yes
G. Matt Garten	Yes

PUBLIC HEARING AND APPROVAL - AMENDMENT TO THE BUDGET FOR FY26 (CARRY FORWARDS AND OUTSTANDING ENCUMBRANCES):

Public Hearing was held to consider an amendment to the County Operating Budget for Fiscal Year 2025-26. The amendment is needed due to carry forwards in the amount of \$6,353,254.00 and outstanding encumbrances in the amount of \$1,314,891.15 from the Fiscal Year 2024-25 budget. The total budget amendment is \$7,668,145.15.

The Chairman announced that this public hearing was advertised in the *Virginian Review* on Wednesday, October 1, 2025 in accordance with the Code of Virginia. He then called the public hearing to order.

Ms. Adcock-Nicely stated that this public hearing is held in October of each year and is familiar to the Board. She commented that a majority of carry forward dollars are to build capital in order to make large purchases (i.e. garbage trucks, etc.) and others are ongoing projects. She mentioned that the outstanding encumbrances include contracts designated for specific purposes which have been encumbered and carried into the next fiscal year. These items were obligated in the previous year, but not completed during that time.

There being no one else who wished to speak, the Chairman declared the public hearing closed.

On motion of Mr. Griffith, seconded by Dr. Goings, that the Board waive its policy of not acting on a public hearing on the same night.

Unanimously adopted by the following roll call vote:

Stephen A. Bennett	Yes
Shannon P. Cox	Yes
Gregory A. Dodd	Yes
Ronald S. Goings	Yes
Cletus W. Nicely	Absent
James M. Griffith	Yes
G. Matt Garten	Yes

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

BE IT RESOLVED that the Alleghany County Board of Supervisors, after holding a public hearing on October 7, 2025 to amend the FY25-26 budget, hereby approve the carry forward and appropriation of the following from Fiscal Year 2024-25 to the Fiscal Year 2025-26 budget (including appropriate revenue line items):

General Operating	\$3,558,339
VATI Grant - Broadband	\$2,235,673
Career EMS	\$ 62,373
CIP	\$ 423,244
AHEDC	<u>\$ 73,625</u>
TOTAL CARRY FORWARDS	\$6,353,254

BE IT FURTHER RESOLVED by the Board that the following funds be budgeted and appropriated in the FY 2025-26 budget to cover outstanding encumbrances at the end of FY 2024-25:

General Operating	\$ 422,040.26
COVID-19	\$ 10,566.78
CIP	\$ 6,776.50
Water/Sanitary Operating	\$ 434,097.26
AHEDC	<u>\$ 441,410.35</u>
TOTAL OUTSTANDING ENCUMBRANCES	\$1,314,891.15

Unanimously adopted by the following roll call vote:

Stephen A. Bennett	Yes
Shannon P. Cox	Yes
Gregory A. Dodd	Yes
Ronald S. Goings	Yes
Cletus W. Nicely	Absent
James M. Griffith	Yes
G. Matt Garten	Yes

PUBLIC COMMENT (5 MINUTE TIME LIMIT):

Mrs. Carolyn Jones, 503 Bird Farm Road, spoke regarding the high cost of her water/sewer bill and not utilizing the \$5,000 gallons a month with just her in the home.

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

Ms. Susan Hammond, VDOT Resident Engineer, gave an update on the following VDOT activities:

Maintenance

- *Ditched through Rich Patch to Potts Creek including Rt. 220S. In the last month crews have ditched over 50 miles.*
- *Replaced pipe on Rt. 613.*
- *Patched potholes County-wide.*
- *Cut brush on Rts. 220S, 269, 850, 664, 637, 661, and 606.*
- *Stabilized bank on Rt. 666.*
- *Last round of mowing underway in west end of County. Interstate fence to fence mowing to start this month.*
- *Laid plant-mix on Rts. 220 and 687.*
- *Continuing to ditch Rt. 616 and started work on Vine Patch Rd.*
- *Still signing up snow contractors.*
- *Rt. 770 slope repair to be completed and reopened by the end of this week.*
- *Bridge work on I-64 between Clifton Forge exits should be complete in the next two weeks.*
- *Bridge work on Rt. 42 should be completed by the end of November.*

Mr. Bennett asked what type of material was used on the two interstate bridges. Ms. Hammond replied that it is a lightweight patch with an anti-skid surface.

Mr. Dodd asked what would it take to fix the bridge in Clifton Forge on Ridgeway Street. Ms. Hammond replied that they

are assisting the Town in making an application for funding for a deck rehabilitation.

Mr. Bennett mentioned that the paving that was done in Clifton Forge looks really good.

Mr. Garten asked if there is an update on the Rayon bridge replacement in Covington. Ms. Hammond replied the project is still on schedule for the design phase and in the next month or so they will begin right of way negotiations. She mentioned that the alignment of the bridge will shift and the existing bridge will remain open while construction of the new bridge is going on. She commented that the only impact to traffic will be when the approaches are tied in on the other side which will cause temporary closures that will be advertised.

Mrs. Cox thanked Ms. Hammond for the work being done at Vine Patch Road and for the quick response. She mentioned that the property owners have been responsive too.

APPROVE SUPPLEMENTAL APPROPRIATIONS IN FY26 (VIRGINIA 9-1-1 SERVICES BOARD GRANT AND INSURANCE PROCEEDS):

Ms. Adcock-Nicely stated that a public hearing was held at the last meeting as the total amount of the supplemental appropriations exceeded 1% of the adopted budget. She mentioned that the large supplemental appropriation for the tennis court project is not included in the resolution in the agenda packet. She commented that the supplemental appropriations that are being considered are for the insurance proceeds received for repair of the Jackson River Scenic Trail due to a large rain event and grant funding received from the Virginia 9-1-1 Services Board.

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

BE IT RESOLVED that the Alleghany County Board of Supervisors budget and approve the following supplemental appropriations in FY26:

1.	<u>Parks and Recreation - JRST Insurance Recoveries:</u>	
	<u>Revenue Account</u>	
	Insurance Proceeds/Vehicles (11000000-415212)	\$28,170.00
	<u>Expenditure Account</u>	
	Professional Services (11071400-530002)	\$28,170.00
2.	<u>Virginia 9-1-1 Services Board (NG911 Funding Grant):</u>	
	<u>Revenue Account</u>	
	E911 State Grant (11000000-424425)	\$150,000.00
	<u>Expenditure Account</u>	
	E911 State Grant (11035090-530207)	\$150,000.00

Unanimously adopted by the following roll call vote:

Stephen A. Bennett	Yes
Shannon P. Cox	Yes
Gregory A. Dodd	Yes
Ronald S. Goings	Yes
Cletus W. Nicely	Absent
James M. Griffith	Yes
G. Matt Garten	Yes

SHERIFF KYLE MOORE - QUARTERLY UPDATE:

Sheriff Kyle Moore handed out and reviewed a quarterly update (July - September 2025) on miscellaneous activities. The information is a part of the records of this meeting. Items reviewed included number of complaints answered by dispatchers, civil process papers served, criminal arrests, incident based reports, traffic summons issued, jail transports, inmate information (population/number processed), Crisis Intervention Team transports, fire/EMS calls dispatched, summary of psychiatric visits, and medical summary. Information not on the update that he mentioned included VDOT inmate crew reimbursement, recent COVID issues at the jail, animal control calls (505), and animals that were seized and taken to the Humane Society (48 cats and 27 dogs). He added that cameras are to be installed in vehicles starting Monday.

Mr. Griffith asked about the number of State inmates in our jail. Sheriff Moore responded that they average about ten a month. He commented Captain Fisher works hard with the Department of Corrections and we have a great working

relationship with Blue Ridge Regional Jail (BRRJ). He stated that we are able to take inmates to BRRJ that are awaiting transportation to the Department of Corrections and they will transport them for us and do not charge us.

APPROVE AMENDMENTS TO THE CLASSIFICATION PAY PLAN:

Mr. McFadyen stated that there is a memo in the agenda packet from him to the Board. He reviewed the memo which is as follows:

Attached is Alleghany County's current salary scale for all approved positions, denoting the salary range, job title, and location or department where the position is assigned.

Currently, we have a vacancy in the Director of Public Works position; we have had an Interim Director during the calendar year 2024. County Administration is preparing to advertise the Director of Public Works position. In reviewing the role and responsibilities for this position, I believe the position and Department of Public Works would be better served to focus solely on water, wastewater, and solid waste operations. This refocusing of the Director of Public Works position would require shifting general services (facilities and fleet) and community development (planning, zoning, and building inspections) to their own respective departments.

This re-structuring would further require the creation of a Director of Community Development position and subsequent budgeting to be able to fill this role. This new position is shown as an addition to the salary scale under Community Development. Please keep in mind that a Director of Community Development should take on the added responsibilities of housing redevelopment and attracting new housing to the County, which has been and should continue to be a County priority.

The attached salary scale document has tracked, red-lined edits showing which departments the current Public Works employees would be re-assigned, specifically to General Services and Community Development. In many instances, Public Works positions remain unchanged. No current employee is recommended to lose employment with the County; one vacant position, the Fleet Maintenance Supervisor, is proposed to be eliminated with those duties consolidated within the Facility/Fleet Maintenance Supervisor position. The General Services Manager position is recommended to be elevated to a Director position and there is an employee in this position, which would result in a promotion for this employee. An additional change is to re-title the Accounts Payable Clerk to Accounting Specialist position, with no change in salary scale, in Finance and Administration. Any fiscal impact of these position adjustments would be offset by savings from vacant positions or through an appropriation of contingency. Additional work will need to be done with budgeting before the Director of Community Development position could be advertised.

Please let me know of any questions and comments. Thank you.

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

BE IT RESOLVED that the Alleghany County Board of Supervisors approve revisions and additions to the Classification Pay Plan to be effective October 15, 2025.

Unanimously adopted by the following roll call vote:

Stephen A. Bennett	Yes
Shannon P. Cox	Yes
Gregory A. Dodd	Yes
Ronald S. Goings	Yes
Cletus W. Nicely	Absent
James M. Griffith	Yes
G. Matt Garten	Yes

APPROVE WAIVING THE BUILDING PERMIT AND TIPPING FEES FOR THE TOWN OF CLIFTON FORGE AT 608 MAIN STREET:

Mr. McFadyen stated that there is a letter in the agenda packet from Mr. Chuck Unroe, Town Manager. The memo is as follows:

This letter is to serve as a request for the building permit fee of \$416.16, as well as the tipping fees at the Transfer Station for approximately 4 tons of demo waste associated with the removal and replacement of rotted framing and roofing material on the building located at 608 Main Street in Clifton Forge. This is a blighted building that is owned by the Town of Clifton Forge, purchased with a grant from the Alleghany Foundation as part of our Eastern Gateway Revitalization Project it is being repaired and stabilized through a Virginia Housing Grant. Once stabilization and roofing are complete, we have a mixed-use investor looking at the property. Any assistance that Alleghany County can give us on this project will be appreciated.

*/s/ Thank you in advance,
Charles W. "Chuck" Unroe
Town Manager*

Mr. McFadyen recommended approving a waiver of fees up to \$1,000.

Dr. Goings commented that this will be a much needed improvement.

On motion of Dr. Goings, seconded by Mr. Dodd, that the following resolution be adopted:

BE IT RESOLVED that the Allegheny County Board of Supervisors approve waiving up to \$1,000 for the building permit fees (\$416.16) and the tipping fees at the Island Ford Transfer Station (approximately 4 tons) for the Town of Clifton Forge in relation to a Virginia Housing Grant project at 608 Main Street, Clifton Forge.

Unanimously adopted by the following roll call vote:

Stephen A. Bennett	Yes
Shannon P. Cox	Yes
Gregory A. Dodd	Yes
Ronald S. Goings	Yes
Cletus W. Nicely	Absent
James M. Griffith	Yes
G. Matt Garten	Yes

DISCUSS RECOMMENDATION TO THE CIRCUIT COURT JUDGE FOR AN INDIVIDUAL TO REPLACE MR. SHAWN SIMMONS ON THE BOARD OF ZONING APPEALS:

Mr. Garten stated that a replacement needs to be made for Mr. Shawn Simmons (Falling Spring District) on the Board of Zoning Appeals whose term expires October 31, 2025. Terms are for 5 years and Mr. Simmons does not wish to be reappointed. He commented that this appointment is from his district and he is working on finding a replacement.

This item will be placed on the next regular meeting agenda.

COUNTY ADMINISTRATOR'S REPORT:

Mr. McFadyen handed out and gave a report on the following items. The report and attachments are a part of the records of this meeting:

- A. *The Allegheny Highlands Economic Development Corporation is inviting the community's manufacturing employers to the inaugural "Allegheny Highlands Manufacturing Round Table." The program for the meeting includes representatives from the Virginia Economic Development Partnership to talk with our manufacturers about State-level incentives and support programs to assist them with capital expansions, job creation, and worker retraining.*
- B. *We are finalizing an agreement with the Virginia Institute of Government to facilitate a Board of Supervisors planning session during mid-November or early December. Details will be forwarded to the Board and participants later this month.*
- C. *We held the pre-construction walk-through meeting for the interior demolition work at the Wells Fargo building adjacent to the courthouse. The physical work of the project is scheduled to begin late October.*
- D. *County staff attended an emergency management meeting for Gathright Dam, coordinated by the US Army Corps of Engineers. The Emergency Operations Plan and Hazard Mitigation Plan updates have been drafted and should be presented to the Board of Supervisors for consideration by the end of the calendar year.*
- E. *Dominion has performed a thorough inspection of the electrical system of the Rosedale building.*
- F. *The Board of Supervisors regular November meeting will be held on Wednesday, November 5th due to Election Day on the 4th.*

Please let us know of any questions or comments. Thank you for your time and support.

Mr. McFadyen stated that there is also an email attached to the report regarding an incident that occurred when the trash trucks were out on their daily run on Indian Draft Road where the crew happened to see a gentleman who had an accident and was pinned underneath a riding lawnmower. He commented that the trash crew was able to get the lawnmower off of him and if they had not noticed it is hard to tell how long the gentleman could have been pinned before someone saw him. He stated that the individual called Public Works to tell them about this and expressed how thankful he was for the crew helping him out. He mentioned that the employees who assisted were Mr. Robert McCoy, Mr. Josh Bryant and Mr. Mitch Underwood.

He added that an invitation to the Clifton Forge Shrine Club Fall Foliage Festival opening ceremonies is also attached to the report.

BOARD MEMBER COMMENTS (INQUIRIES/REPORTS):

Miscellaneous

Mr. Dodd thanked everyone for coming to the meeting. He commented that he would appreciate support in the election

from those that vote at the Clifton Forge Armory.

Mr. Bennett stated that, as mentioned earlier, the pavers did a great job in Clifton Forge.

Mrs. Cox thanked the three gentlemen from the Public Works crew that helped the citizen and mentioned that this maybe could be considered with other hero awards. She commented to the Sheriff that there have been complaints on Potts Creek regarding mailboxes being torn down. She also mentioned complaints since she has been on the Board regarding trucks from West Virginia going up 311 north utilizing jake brakes as well as speeding. She stated that she is not sure what could be done.

Sheriff Moore commented to Mrs. Cox that she should ask individuals to report broken mailboxes and to not touch them so officers can check for evidence. He commented that there is not a noise ordinance in effect in the County to enforce utilization of jake brakes. He mentioned that there have been many complaints over 30 years regarding trucks speeding and he will have his officers to continue checking in that area.

Mr. Bennett stated that several years ago the law changed and newer trucks have engine retarders on them which do not have the noise of jake brakes; however, the older ones are grandfathered.

Mrs. Cox commented that she is excited about the new independent living facility for those 55 and up. She mentioned that in eight days she will be in that category.

Dr. Goings stated that he has been on the Board for four years and this is his last few months on the Board. He commented that he dug up an old campaign speech he used in which he mentioned items he would like to see accomplished which included improving education and health care, more jobs, workforce, supporting local businesses to stay open and incentives for new businesses, buying local, etc. He mentioned that a solution he had was to see more people involved in government and attend meetings. He mentioned that at the Board of Supervisors candidate forum there were five candidates present with only three citizens showing up to ask questions. He commented that another candidate forum will be held on Thursday for School Board candidates and the citizens need to attend and get interested. He thanked Mrs. Stull for her hard work. He stated that Halloween is later this month and the Shriner's Fall Festival event is coming up. He mentioned that his mother-in-law passed away yesterday and that she had been extremely ill for the last year and a half.

Mr. Griffith thanked everyone for coming to the meeting. He seconded that Ms. Stull is a very busy person. He commented that what Mr. McFadyen has put together is a catalyst from the housing summit, economic summit, etc. He wished everyone a happy Halloween.

Mr. Garten thanked Ms. Ann Gardner, Commonwealth Attorney, and Ms. Kim Halterman, Superintendent of Schools, for being present. He also thanked Mrs. Carolyn Jones for her comments as there is a need for independent living facilities in the area. He asked all to watch out for the trick-or-treaters and to vote.

ADJOURNMENT:

On motion of Mr. Bennett, seconded by Mr. Griffith, that the meeting be adjourned at 8:10 p.m. Motion carried.

G. Matt Garten
Chairman