

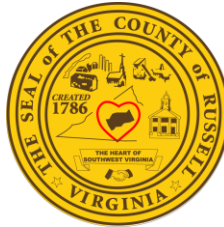
RUSSELL COUNTY
BOARD OF SUPERVISOR'S MEETING
AGENDA – JANUARY 3, 2017

Board Room

Regular Meeting

6:00 PM

Russell County Governmental Center
Lebanon, Virginia 24266



CALL TO ORDER – Clerk of the Board

ROLL CALL – Clerk of the Board

INVOCATION – Pastor Randy Cross – Mill Creek Baptist Church

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

APPROVAL OF AGENDA

PUBLIC HEARING

1. RC Water Ordinance

ORGANIZATIONAL MEETING

1. Election of Chairman
2. Election of Vice-Chairman
3. Appointment of Clerk of Board and Deputy Clerk
4. Appointment of Emergency Management Director and Assistant Director
5. Appointment of the BOS Budget/Finance Committee
6. Adoption of Robert's Rules of Order

7. 2017 Board of Supervisors Regular Meeting Schedule

PRESENTATIONS (Limited to 5 minutes)

NEW BUSINESS

- 1. Approval of Minutes. Consider approval of the minutes of the following meeting of the Russell County Board of Supervisors.....B-1
 - a. Unapproved minutes of December 7, 2016
 - b. Unapproved minutes of December 13, 2016
 - c. Unapproved minutes of December 26, 2016
- 2. Approval of Expenditures. Consider approval of expenditures presented for payment.....B-2
- 3. Approval of 2017 Authorized Payments. Authorization of the list of routine monthly payments for delegated authorization.....B-3

CITIZEN'S COMMENT PERIOD (Limited to 3 minutes)

CONSTITUTIONAL OFFICER REPORTS AND REQUESTS

COUNTY ATTORNEY REPORTS AND REQUESTS

- Adoption of By-Laws of Russell County.....C-1

COUNTY ADMINISTRATOR REPORTS AND REQUESTS

REPORTS

- 1. 2017 Richmond Legislative MeetingD-1
- 2. RC Animal Shelter VDACS Inspection.....D-2

REQUESTS

- 3. Authorization of 2017 Budget Meeting Schedule.....D-3
- 4. Authorization of VDOT Resolution for Speed Limit Reduction on Rte. 82.....D-4
- 5. Authorization of Appointment of Lonzo Lester, Financial Agent for Workforce Investment Board (WIB), and Vicki Porter, Alternate

MATTERS PRESENTED BY THE BOARD

ADJOURNMENT

COUNTY AGENCY / BOARD REPORTS:

- Treasurer’s Report.....E
- RC IDAF
- RC PSAG
- Castlewood W&SH
- RC Tourism.....I
- RC Planning CommissionJ
- Conference Center.....K
- RC Fitness Center.....L
- RC Transportation & Safety.....M
- RC Cannery Reports.....N



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item
Presenters - Chairman

Meeting: 1/3/17 6:00 PM

Public Hearing

1. **RC Water Ordinance**

Staff Recommendation:

Board Discretion.

Suggested Motion:

Motion Required.

ATTACHMENTS:

- RC Water Ordinance

WATER
SECTION 1 – IN GENERAL

A. Definitions.

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

Applicant. The individual, group of individuals, partnership, firm, association, institution, corporation, political subdivision or agency making application for the establishment of a new water system or expansion of an existing water system.

Complex. More than three single family dwelling units.

Connection. A tap into the water distribution main for the purpose of supplying water to a potential user.

Connection fee. A charge payable to the county or authorized representative for connection to a county water system.

Connector. The person connecting or connected to a water system.

Housing development or complex. Includes but is not limited to multi-family units, apartments and mobile home sites.

Multi-family units. Two (2) or more single family units in one structure.

Potable water. Water which does not contain pollution, contamination, excessive minerals or infection, and is considered satisfactory for domestic consumption.

Single family residential unit. A group of rooms, including cooking accommodations, occupied as a single housekeeping unit.

Supply. Water from subsurface and surface sources, or water from the extension of an existing water system.

Utility director means the County Administrator or his designee that is authorized to enforce its water and sewer rules and regulations, and the provisions of the sewer use standards.

Water main. A conduit used for the purpose of conveying water from a supply to a point where an individual user may make connection for service or to a dead end.

Water system. All well lots, wells or other supply, pumping stations, treatment plants, water mains and storage facilities, valves, fire hydrants, and all other appurtenances, excluding the private individual water service lines from the property side of the water meter to its destination.

B. Penalties.

Any person violating any provision of this chapter shall be guilty of a misdemeanor and may be punished by a fine of not less than twenty-five dollars (\$25.00) nor more than five hundred dollars (\$500.00) or by imprisonment in jail for not less than thirty (30) days nor more than six (6) months, or by both, and each day of violation shall be a separate offense. The county may apply to an appropriate court for an injunction or other legal process to prevent or stop any practice in violation of this chapter.

SECTION 2 – WATER SYSTEMS

A. Generally.

1. No applicant shall supply water in the County until the water system has been approved by the director. Should any water system be disapproved by the director, written notice of the reasons therefor shall be given to the applicant. If no action is taken within ninety (90) days from the date the application is filed with the County, then such application shall be deemed to be approved.
2. Where an applicant has previously established a water system and proposes to expand such system in the county, the applicant shall, prior to approval, agree to either:
 - a. Where an existing supply exists, sell water to the County for a specified rate; convey to the County the new system, exclusive of any supply or storage facility together with appurtenant real estate, at no cost to the County; convey at the cost of construction the expanded supply and storage facility together with the appurtenant real estate and pay a connection fee in accordance with the schedule of current charges for initial water connections; or
 - b. Where a new supply is to be developed, build and convey to the County at no cost, the complete internal distribution system within the area to be served; convey to the County at cost all well lots on which are located existing wells utilized in the system, wells or other supply, treatment plant, storage facilities and all appurtenant real estate. The County shall have the option to participate with the applicant in developing a new supply by paying one-half ($\frac{1}{2}$) the cost of drilling, test pumping and chemical analysis, such costs to be reimbursed to the applicant from connection fees if the supply is determined by the director to be adequate for County use. The County shall pay all costs in developing

storage facilities. The applicant shall pay a connection fee in accordance with the schedule of current charges for initial water connections.

- c. In either a. or b. above, the applicant shall convey the established water system to the County if the parties can vconcur on a fair market value for such system. Should the parties be unable to agree on such value, the County reserves the right of condemnation of the established water system.
 - d. In lieu of a. and b. above, the applicant may convey, at no cost to the County, the existing water system, the original supply, and the new water system that will serve the expanded area and pay a connection fee equal to the actual cost of the meters.
3. Where an applicant desires to establish a new water system for areas within the County which are served by the County or not served at all, the applicant shall, prior to approval, agree to either:
- a. Extend mains and laterals to connect with the existing County-owned water system at no expense to the County and provide sufficient storage for his purposes, which storage facility shall meet state standards; or provide a complete water system to serve the new area, convey the water distribution system within such new area to the County at no cost, and convey all supply and treatment facilities and other appurtenances to the County at cost and pay the existing connection fee.
 - b. Construct and convey at no cost to the County, the water distribution system within the area to be served, convey all supply and treatment facilities and other appurtenances to the County at cost, and participate with the County in developing a new well by paying one-half the cost of drilling, test pumping and chemical analysis, such cost to be reimbursed to the applicant from connection fees if the supply is determined by the director to be adequate for County use, and pay connection fees in accordance with the schedule of current charges for initial water connections. The County shall pay all costs incurred in developing storage facilities.
 - c. In lieu of a. and b., the applicant may convey, at no cost to the County, the new water system which will serve the

expanded area and pay a connection fee equal to the actual cost of the meters.

The requirements contained in paragraphs (1) and (2) above may be waived by the County.

B. Application; Compliance with Provisions.

Except as hereafter noted, the application for a new water system or for the extension of an existing water system shall be made in writing, shall state in detail the type of water supply, the number, nature and location of connections proposed to be served and shall be accompanied by scale drawings showing location and capacity of pumping stations, treatment plants and storage facilities, and pipe sizes and materials of the proposed water distribution facilities; including mains, valves, fire hydrants and other appurtenances together with such other information as the director may require.

It shall be unlawful for any person to begin construction of a water system in a new subdivision or expansion of a water system in an existing subdivision, housing development or complex prior to submission and approval of the plans for the water system therein having been obtained from the director. No new water system or extension of an existing water system in the County serving or being capable of serving three (3) or more living units shall be operated until all provisions of this chapter are complied with by the applicant, except when such system is in an agricultural zone where the total development will consist of less than fifteen (15) units or in residentially zoned areas with lot minimums of forty thousand (40,000) square feet and one hundred fifty (150) feet of road frontage, and the total development will be less than fifteen (15) lots.

C. Connection Required.

1. All buildings located within the county where the County-owned water system is at the lot line, or within the street or easement adjoining such lot line, or as required by the concurring resolution under § 15.2-5137 of the Code of Virginia, shall be connected with such system.
2. The connection fee shall be in accordance with the current schedule of charges for initial water connections. The owner or tenants occupying such buildings shall use the County-owned system for water consumed or used in and about the premises on which such

- buildings are located.
3. Buildings constructed and occupied prior to the date of the adoption of this ordinance shall be exempted from the requirement to connect to such system.

D. Defacing Equipment; Illegal Use of Water.

No person shall deface or injure any house, well, valve wheel, fire plug or other fixture connected with or pertaining to the water system. No person shall tamper with or place any material on the meter, meter box or valve of a water main or service pipe; or obstruct access to any fixture connected with the water system; or remove, open or injure any pipe, fire hydrant, meter, meter box or valve. The owner of the premises shall be responsible for the water obtained illegally from the owner's service connection.

SECTION 3 - CROSS-CONNECTIONS

A. Definitions.

Air gap. The unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet supplying pure water to a tank, plumbing fixture, or other device and the rim of the receptacle.

Auxiliary water system. Any water system on or available to the premises other than the waterworks. These auxiliary waters may include water from another county's waterworks; or water from a source such as wells, lakes, or streams; or process fluids; or used water. They may be polluted or contaminated or objectionable, or constitute a water source or system over which the county does not have control.

Backflow. The flow of contaminants, pollutants, process fluids, used water, untreated waters, chemicals, gases, non-potable waters into any part of a waterworks.

Backflow prevention device. Any approved device, method, or type of construction intended to prevent backflow into a waterworks.

Consumer. The owner or person in control of any premises supplied by or in any manner connected to a waterworks.

Contamination. Any introduction into pure water of micro-organisms, wastes, wastewater, undesirable chemicals, or gases.

Cross-connection. Any connection or structural arrangement, direct or indirect, to the waterworks whereby backflow can occur.

Degree of hazard. This is a term derived from an evaluation of the potential risk to health and the adverse effect upon the waterworks.

Double gate—double check valve assembly. An approved assembly

composed of two (2) single, independently acting check valves including tightly closing shut-off valves located at each end of the assembly and petcocks and test gauges for testing the water-tightness of each check valve.

Health hazard. Any condition, device, or practice in a waterworks or its operation that creates, or may create, a danger to the health and well-being of the water consumer.

Pollution. The presence of any foreign substance (chemical, physical, radiological, or biological) in water that tends to degrade its quality so as to constitute an unnecessary risk or impair the usefulness of the water.

Process fluids. Any fluid or solution which may be chemically, biologically, or otherwise contaminated or polluted which would constitute a health, pollution, or system hazard if introduced into the waterworks. This includes, but is not limited to:

- (1) Polluted or contaminated waters;
- (2) Process waters;
- (3) Used waters originating from the waterworks which may have deteriorated in sanitary quality;
- (4) Cooling waters;
- (5) Contaminated natural waters taken from wells, lakes, streams, or irrigation systems;
- (6) Chemicals in solution or suspension; and
- (7) Oils, gases, acids, alkalis, and other liquid and gaseous fluids used in industrial or other processes, or for fire fighting purposes.

Pure or potable water. Water fit for human consumption and use that is sanitary and normally free of minerals, organic substances, and toxic agents in excess of reasonable amounts for domestic usage in the area served and normally adequate in supply for the minimum health requirement of the persons served.

Reduced pressure principle back-flow prevention device. A device containing a minimum of two (2) independently acting check valves together with an automatically operated pressure differential relief valve located between the two (2) check valves. During normal flow and at the cessation of normal flow, the pressure between these two (2) checks shall be less than the supply pressure. In case of leakage of either check valve, the differential relief valve, by discharging to the atmosphere, shall operate to maintain the pressure between the check valves at less than the supply pressure. The unit must include tightly closing shut-off valves located at each end of the device, and each device shall be fitted with properly located test cocks. These devices must be of the approved type.

Service connection. The terminal end of a service line from the

waterworks. If a meter is installed at the end of the service, then the service connection means the down-stream end of the meter.

System hazard. A condition posing any actual, or threat of, damage to the physical properties of the waterworks or a consumer's water system.

Waterworks. All structures and appliances used in connection with the collection, storage, purification and treatment of water for drinking or domestic use and the distribution thereof to the public or residential consumers as set forth in Title 62.1, Chapter 4, Section 62.1-45a, 1950 Code of Virginia, as amended.

B. General.

No applicant or customer shall install or maintain a water service connection to any premises where cross-connections are abated or controlled by the county, nor shall the applicant or customer install or maintain any connection whereby water from an auxiliary water system may enter a waterworks or customer's water system unless the auxiliary water system and the method of connection and use of such system shall have been approved by the county.

C. Cross-Connections – Corrections Thereof.

The county, to protect the public water system from contamination or pollution due to backflow or back-siphoning through the water service connection, if in the judgment of the county, a cross-connection does or may exist, shall have the right to require the necessary control devices to be installed by the applicant or customer at his expense, to insure the protection of the county system. The county shall also designate at least one (1) agent to act as the cross-connection inspection, who will review, approve, inspect, and re-inspect cross-connection control installations. The county shall keep on record a result of all tests, inspections, and re-inspections of all devices controlling cross-connections.

The customer shall install all necessary devices required by the county and shall maintain these devices in good working condition, and shall make the premises open for inspections by the county and shall furnish all necessary information required to make proper inspections.

D. Applicants for Water Service.

All applicants for water service for developments other than single-family residential shall include with the application the necessary building and plumbing plans showing all information required by the county for the

review and approval process.

E. Properties Requiring Cross-Connection Protection and Types of Protection.

Generally, all properties connected to the county water system shall have approved cross-connection or backflow prevention devices installed on each water service line where, in the judgment of the county, a health, pollution, or system hazard may exist to the waterworks. The county shall designate the type of protection and device required for each service depending on the degree of hazard that exists or may exist. The degree of hazard shall be determined by the county upon review of the application and shall inform the applicant as to what devices are required. In some cases, the county may have to inspect the existing or proposed plumbing system when completed to determine the exact device required.

Generally, properties meeting the following description shall have the associated control devices:

- (1) Premises having an auxiliary water system, unless such auxiliary system is accepted as an additional source by the county and the source is approved by the state health department shall have "a safe air gap" which shall be at least two (2) times the inside diameter of the water inlet pipe, but shall not be less than one (1) inch.
- (2) Premises on which any substance is handled in such a manner as to create an actual or potential hazard to a waterworks (this shall include premises having sources or systems containing process fluids or water originating from a waterworks which are no longer under the control of the county), shall have an air gap or an approved reduced pressure principle backflow preventer.
- (3) Premises having internal cross-connections that, in the judgment of the county, or the state health department, may not be easily correctable or intricate plumbing arrangements which make it impracticable to determine whether or not cross-connections exist, shall have adequate protection devices to properly protect against a potential cross-connection and the degree of hazard determined by the county.
- (4) Premises where, because of security requirements or other prohibitions or restrictions, it is impossible or impractical to make a complete cross-connection survey, shall have adequate protection devices to properly protect against a potential cross-connection and the degree of hazard determined by the county.
- (5) Premises having a repeated history of cross-connections being established or re-established, shall have adequate protection devices to

properly protect against the degree of hazard determined by the county.

(6) Premises having fire protection systems utilizing combinations of sprinklers, fire loops, storage tanks, pumps, anti-freeze protection, or auxiliary water, shall have an approved air gap.

(7) Systems having direct connections from waterworks with no pumps or storage facilities, no connections to other water supplies, no anti-freeze or other chemicals added to the fire system, and all sprinkler heads discharging to the atmosphere are not required to have positive protective devices, although the owner may wish to install a check valve to keep the sprinkler system filled at all times.

(8) Systems having direct connections to the waterworks plus one or more of the following: Approved storage tanks, fire pumps taking suction from approved storage tanks, and with all facilities served by the waterworks must be provide an air gap, an approved double gate-double check valve assembly, or a reduced pressure principle backflow preventer (reduced pressure device). Storage facilities must meet the requirements for pure water storage and the water in the tank must be maintained in pure water condition.

(9) Systems having direct connections to the waterworks similar to "G" and with an auxiliary supply within 1700 feet of the pump connection must provide an air gap, a double gate-double check valve assembly, or a reduced pressure device depending on the quality of the auxiliary supply. A pump connection adjacent to a river, pond, or other raw water sources requires an air gap. An auxiliary source from an approved water supply requires either of the two (2) mechanical devices.

(10) Systems having direct connections to the waterworks and inter-connections with auxiliary supplies such as pumps taking suction from raw water sources, exposed storage tanks, industrial water supplies, connections to unapproved groundwaters, or where anti-freeze or other chemicals are added must provide an air gap.

(11) Systems having direct connections to the waterworks from buildings having combined industrial and fire systems either with or without storage tanks or pump connections must provide an air gap.

(12) Systems having direct connections to waterworks serving lawn sprinkler or irrigation systems must provide an air gap, double gate-double check assembly, or a reduced pressure device. If the sprinkler or irrigation system is also connected to an auxiliary source, an adequate design must be provided to prevent backflow.

(13) Premises having booster pumps connected to the waterworks shall be equipped with a low pressure cut-off device to shut off the booster pump

when the pressure in the waterworks drops to a minimum of 10 PSI gauge.

F. Approved Devices.

All backflow and cross-connection prevention devices shall be of the approved type and shall have been tested by a recognized testing laboratory or evaluation agency and be of satisfactory materials and approved by the county and state health department. A list of all approved devices shall be kept by the county.

G. Location of Devices.

All cross-connection and backflow protection devices shall be located as approved by the county during review and approval of application, and shall provide adequate room and access for inspections and testing.

H. Inspections, Re-inspections and Testing.

The county shall make thorough inspections and operational tests at least annually of backflow and cross-connection prevention devices. Where private storage facilities are provided, the county may take water samples monthly to be tested to verify that the water remains of satisfactory bacteriological quality.

If, upon inspection by the county, any device or facility does not pass inspections and testing, it shall be immediately corrected by the customer. Results of any testing and inspections made by the county shall be available for inspection to the customer and the county shall notify, in writing, the customer of any device or facility that fails testing or inspection.

I. Disconnection; Termination of Service.

Where any cross-connection or backflow prevention devices have not been installed, removed, bypassed, or where devices have not passed inspections or tests and corrective action is not being taken to restore the device in proper working order, the county may deny or discontinue service to the premises. The county may also discontinue service to property with protective devices, if the county system's pressure is lowered to 10 PSI gauge or if the customer denies access to the premises for inspection or testing.



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Items
Chairman

Meeting: 1/3/17 6:00 PM

Organizational Meeting

- 1. Election of Chairman**
- 2. Election of Vice-Chairman**
- 3. Appointment of Clerk of Board and Deputy Clerk**
- 4. Appointment of Emergency Management Director and Assistant Director**
- 5. Appointment of the BOS Budget/Finance Committee**
- 6. Adoption of Robert's Rules of Order**
- 7. 2017 Board of Supervisors Regular Meeting Schedule**

Staff Recommendation:

Board Discretion.

Suggested Motion:

Motions Required.

ATTACHMENTS:

- 2017 Board of Supervisors Regular Meeting Schedule



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item B-1
Presenter: Chairman

Meeting: 1/3/17 6:00 PM

Approval of Minutes

Request approval of the minutes from the following meeting:

- **December 7, 2016 Board Minutes**
- **December 13, 2016 Board Minutes**
- **December 26, 2016 Board Minutes**

STAFF RECOMMENDATION(s):

Board discretion

SUGGESTED MOTION(s):

Motion to approve Board Minutes.

ATTACHMENTS:

- Board Minutes

December 07, 2016

A regular monthly meeting of the Russell County Board of Supervisors was held on Wednesday, December 07, 2016 at 3:00 pm at the Russell County Government Center in Lebanon, Virginia.

The Clerk called the meeting to order.

Roll Call by the Clerk:

Tim Lovelace
Lou Wallace
Carl Rhea
David Eaton
Steve Breeding
Rebecca Dye
Mark Mitchell

Lonzo Lester, Clerk

Invocation by Randy Williams, Commissioner of the Revenue followed by Pledge of Allegiance to the Flag.

APPROVAL OF THE AGENDA

Motion made by Mark Mitchell second David Eaton and duly approved by the Board of Supervisors to approve the agenda as amended with the addition of a Planning Commission appointment and Closed Session.

The vote was:

Aye: Mark Mitchell, David Eaton, Tim Lovelace, Lou Wallace, Steve Breeding, Rebecca Dye and Carl Rhea
Nay: None

Presentations

Steve Givens, Russell County Medical Center gave the Board an update on the hospital including the addition of surgery and oncology. He also stated that they will be offering additional services soon, the hospital is undergoing some cosmetic updates as well. He added that the infection rate is very low at RCMC.

Brian Ferguson, Solid Waste Department gave a power point presentation on the current operations of the solid waste haul since the County took control. He stated that everything is running smoothly and the savings are right on track.

New Business

APPROVAL OF THE NOVEMBER 07, 2016 MINUTES

Motion made by Mark Mitchell, second Tim Lovelace and duly approved by the Board of Supervisors to approve the November 07, 2016 minutes as presented and dispense with the reading thereof.

The vote was:

Aye: Mark Mitchell, Tim Lovelace, Carl Rhea, Lou Wallace, Steve Breeding, David Eaton and Rebecca Dye
Nay: None

APPROVAL OF GENERAL COUNTY INVOICES

Motion made by Tim Lovelace, second Lou Wallace and duly approved by the Board of Supervisors to approve general county invoices in the amount of \$1,065,426.05 including withholdings and reoccurring.

The vote was:

Aye: Mark Mitchell, Tim Lovelace, Carl Rhea, Lou Wallace, David Eaton, Rebecca Dye and Steve Breeding
Nay: None

Committee Appointments

ROGER SWORD APPOINTED TO THE PLANNING COMMISSION

Motion made by Mark Mitchell, second David Eaton and duly approved by the Board of Supervisors to appoint Roger Sword to the Russell County Planning Commission for a (4) four year term said term ending December 31, 2020.

The vote was:

Aye: Mark Mitchell, David Eaton, Lou Wallace, Rebecca Dye, Steve Breeding, Carl Rhea and Tim Lovelace
Nay: None

FRED SAYERS APPOINTED TO THE CUMERLAND MOUNTAIN COMMUNITY SERVICES BOARD

David Eaton nominated Fred Sayers

Motion made by Mark Mitchell, second Tim Lovelace and duly approved by the Board of Supervisors that nominations cease and Fred Sayers be appointed to the Cumberland Mountain Community Services Board for a (3) three year term, said term ending December 31, 2019.

The vote was:

Aye: Mark Mitchell, Tim Lovelace, Lou Wallace, Carl Rhea, David Eaton, Rebecca Dye and Steve Breeding
Nay: None

CHARLENE BLANESHIP, DOUG LESTER, HAROLD D.THOMAS AND BETTY S. HESS REAPPOINTED TO THE DRILL COMMUNITY CENTER BOARD

Motion made by David Eaton, second Mark Mitchell and duly approved by the Board of Supervisors to reappoint Charlene Blankenship, Rachel Helton, Doug Lester, Harold Dean Thomas and Betty Sue Hess to the Drill Community Center Board for (2) two year terms, said terms ending December 31, 2018.

The vote was:

Aye: David Eaton, Mark Mitchell, Steve Breeding, Lou Wallace, Carl Rhea, Tim Lovelace and Rebecca Dye
Nay: None

Citizens Comment

Reggie Childers, Lebanon stated that the Clinch River has been designated by four municipalities as a blue way. This County has seventy miles of the Clinch River, access points are a problem and need to be doubled.

Donna Meade, Russell County Health Care Coalition thanked the Board for all their support of the family health exposition which was held at the Russell County Conference Center. The event had over 300 people in attendance.

John Wallace, Stone Mountain Road asked the Board for any help he could get on his road.

The Chairman closed citizens comment period.

Constitutional Officer Reports and Requests

Randy Williams, Commissioner of the Revenue thanked the members of the Board for treating them fairly.

Rick Thompson, Treasurer informed the Board that the employee insurance account was getting low as claims are averaging around \$100,000 per month. He stated that this could become a serious issue if the trend continues.

County Attorney Reports and Requests

Matt Crum discussed the Water Ordinance and the provision that exempts structures/buildings that were constructed prior to the enactment of the ordinance. He stated that this is not a mandatory exemption. There has to be a concurring resolution with the public service authority. A resolution was passed by a prior Board on water and sewer, but when the ordinance was passed it only included sewer.

The Chairman tabled the Water Ordinance pending further review.

County Administrator Reports and Requests

APPROVAL OF A RESOLUTION ENACTING A BURN BAN ON NOVEMBER 09, 2016

Motion made by Mark Mitchell, second Carl Rhea and duly approved by the Board of Supervisors to approve a Resolution enacting a burn ban on November 09, 2016.

The vote was:

Aye: Mark Mitchell, Carl Rhea, Tim Lovelace, Lou Wallace, David Eaton, Steve Breeding and Rebecca Dye

Nay: None

APPROVAL TO RESCIND THE BURN BAN RESOLUTION

Motion made by Mark Mitchell, second Carl Rhea and duly approved by the Board of Supervisors to rescind the Burn Ban Resolution effective immediately.

The vote was:

Aye: Mark Mitchell, Carl Rhea, Lou Wallace, Tim Lovelace, David Eaton, Steve Breeding and Rebecca Dye

Nay: None

APPROVAL OF A RESOLUTION IN SUPPORT OF DROUGHT RELIEF

Motion made by Rebecca Dye, second Tim Lovelace and duly approved by the Board of Supervisors to approve a Resolution in support of drought relief for Russell County.

The vote was:

Aye: Rebecca Dye, Tim Lovelace, Lou Wallace, Carl Rhea, David Eaton, Steve Breeding and Mark Mitchell

Nay: None

APPROVAL TO CERTIFY THE ABSTRACT OF VOTES FOR THE NOVEMBER 08, 2016 ELECTION

Motion made by Mark Mitchell, second David Eaton to certify the Abstract of Votes for the November 08, 2016 election.

The vote was:

Aye: Mark Mitchell, David Eaton, Lou Wallace, Tim Lovelace, Carl Rhea, Rebecca Dye and Steve Breeding

Nay: None

BOARD MEETING SET FOR TUESDAY, JANUARY 03, 2017

Motion made by Tim Lovelace, second Mark Mitchell and duly approved by the Board of Supervisors to set the board meeting for Tuesday, January 03, 2017 at 6: 00 pm due to the New Year's Day holiday.

The vote was:

Aye: Tim Lovelace, Mark Mitchell, Lou Wallace, Carl Rhea, David Eaton, Rebecca Dye and Steve Breeding

Nay: None

APPROVAL OF DECEMBER 21, 2016 AS THE PAYROLL DATE FOR COUNTY EMPLOYEES

Motion made by David Eaton, second Tim Lovelace and duly approved by the Board of Supervisors to set the payroll date for December 21, 2016.

The vote was:

Aye: David Eaton, Tim Lovelace, Lou Wallace, Carl Rhea, Steve Breeding, Rebecca Dye and Mark Mitchell

Nay: None

APPROVAL OF HOLIDAY PAY FOR PART TIME EMPLOYEES

Motion made by Mark Mitchell, second Tim Lovelace and duly approved by the Board of Supervisors to authorize holiday pay (Thanksgiving Day and Christmas Day) for part time employees.

The vote was:

Aye: Mark Mitchell, Tim Lovelace, Lou Wallace, Carl Rhea, Steve Breeding, Rebecca Dye and David Eaton

Nay: None

APPROVAL TO EXTEND CANNERY OPERATIONS TO JANUARY 03, 2017 TO BE UNDER THE COORDINATION OF THE COUNTY ADMINISTRATOR

Motion made by Tim Lovelace, second Carl Rhea and duly approved by the Board of Supervisors to extend the cannery operations to January 03, 2017 under the coordination of the County Administrator to minimize costs.

The vote was:

Aye: Tim Lovelace, Carl Rhea, Lou Wallace, David Eaton, Steve Breeding, Rebecca Dye and Mark Mitchell

Nay: None

APPROVAL TO AUTHORIZE THE USE OF DMV FUNDS FOR ANIMAL STERILIZATION

Motion made by Lou Wallace, second Carl Rhea and duly approved by the Board of Supervisors to authorize the use of DMV funds for animal sterilization and transfer \$375.00 to the Friends of the Russell County Animal Shelter.

The vote was:

Aye: Lou Wallace, Carl Rhea, David Eaton, Steve Breeding, Mark Mitchell, Rebecca Dye and Tim Lovelace

Nay: None

APPROVAL TO AUTHORIZE A CSA SUPPLEMENT PENDING BUDGET COMMITTEE REVIEW

Motion made by Mark Mitchell, second Rebecca Dye and duly approved by the Board of Supervisors to approve the authorization of the Russell County CSA funding supplement pending the budget committee review.

The vote was:

Aye: Mark Mitchell, Rebecca Dye, Carl Rhea, Lou Wallace, David Eaton, Steve Breeding and Tim Lovelace

Nay: None

APPROVAL OF A RESOLUTION OF SUPPORT FOR THE CIGARETTE TAX CODE AMENDMENT

Motion made by David Eaton, second Lou Wallace and duly approved by the Board of Supervisors to authorize a Resolution of support for the Cigarette Tax Code Amendment.

The vote was:

Aye: David Eaton, Lou Wallace, Carl Rhea, Tim Lovelace, Steve Breeding, Rebecca Dye and Mark Mitchell

Nay: None

APPROVAL OF A LEASE AGREEMENT WITH PEOPLE, INC FOR PROPERTY IN DANTE, VIRGINIA

Motion made by Lou Wallace, second Mark Mitchell and duly approved by the Board of Supervisors to approve a lease agreement with People, Inc. for property in Dante, Virginia for playground equipment and park.

The vote was:

Aye: Lou Wallace, Mark Mitchell, Tim Lovelace, Carl Rhea, Steve Breeding, Rebecca Dye and David Eaton

Nay: None

APPROVAL OF SOLID WASTE DISPOSAL SITE SCHEDULE

Motion made by Tim Lovelace, second Mark Mitchell and duly approved by the Board of Supervisors to change the solid waste disposal site schedule to schedule A (listed in the Board packet) and extend the hours on Wednesdays to 7:00 pm at all super sites.

The vote was:

Aye: Tim Lovelace, Mark Mitchell, Lou Wallace, David Eaton, Steve Breeding and Rebecca Dye

Nay: None

Abstain: Carl Rhea

CLOSED SESSION

Motion made by Mark Mitchell, second and duly approved by the Board of Supervisors to enter into closed session to go into closed session pursuant to Virginia code 2.2-3711 for discussion concerning a prospective business or industry, land acquisition, actual or probable litigation and personnel matters.

The vote was:

Aye: Mark Mitchell, David Eaton, Tim Lovelace, Lou Wallace, Carl Rhea, Steve Breeding and Rebecca Dye

Nay: None

APPROVAL TO RETURN TO REGULAR SESSION

Motion made by David Eaton second Mark Mitchell and duly approved by the Board of Supervisors to return to regular session.

The vote was:

Aye: Mark Mitchell, David Eaton, Carl Rhea, Lou Wallace, Tim Lovelace, Rebecca Dye and Steve Breeding

Nay: None

CERTIFICATION OF CLOSED SESSION

Pursuant to § 2.2-3712(D) of the Code of Virginia 1950, as amended each member of the Board of Supervisors upon the Roll Call certifies that to the best of their knowledge (i) only public business matters lawfully exempted from the open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters that were identified in the motion(s) by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board of Supervisors.

Any member of the Board of Supervisors who believes that there was a departure from the requirements of clauses (i) and (ii) above shall so state prior to the vote, indicating the substance of the departure that, in his or her judgment, has taken place.

Are there any who believe a departure has taken place? Seeing none, if you agree that the matters heard, discussed or considered during the closed meeting were pursuant only to the motion(s) by which the closed meeting was convened, please signify by saying aye or yes.

Tim Lovelace – AYE
Lou Wallace – AYE
Carl Rhea – AYE
David Eaton – AYE
Rebecca Dye - AYE
Steve Breeding – AYE
Mark Mitchell – AYE

APPROVAL OF BURN BAN LIFT RESCINDED

Motion made by Mark Mitchell, second Carl Rhea and duly approved by the Board of Supervisors to rescind the vote lifting the burn ban.

The vote was:

Aye: Mark Mitchell, Carl Rhea, Lou Wallace, Tim Lovelace, David Eaton, Steve Breeding and Rebecca Dye
Nay: None

APPROVAL TO ADJOURN

Motion made by Mark Mitchell, second David Eaton and duly approved by the Board of Supervisors to adjourn.

The vote was:

Aye: Mark Mitchell, David Eaton, Lou Wallace, Tim Lovelace, Carl Rhea, Rebecca Dye and Steve Breeding
Nay: None

Clerk of the Board

Chairman

December 13, 2016

An adjourned meeting of the Russell County Board of Supervisors was held on Tuesday, December 13, 2016 at 4:30 pm at the Russell County Government Center in Lebanon, Virginia.

The Clerk called the meeting back to order.

Roll Call by the Clerk:

Present:

Tim Lovelace
Carl Rhea
David Eaton
Steve Breeding
Rebecca Dye
Mark Mitchell

Lonzo Lester, Clerk

Absent:

Lou Wallace

APPROVAL TO OBSERVE THE SOLID WASTE SCHEDULE IN EFFECT IN OCTOBER 2016

Motion made by Mark Mitchell, second Tim Lovelace and duly approved by the Board of Supervisors to approve the solid waste site schedule that was in effect in October 2016 which will be reviewed by the Solid Waste Committee for final approval.

The vote was:

Aye: Mark Mitchell, Tim Lovelace, Carl Rhea, Steve Breeding, Rebecca Dye and David Eaton

Nay: None

APPROVAL TO AMEND THE WATER ORDINANCE

Motion made by David Eaton, second Tim Lovelace and duly approved by the Board of Supervisors to direct the County Attorney to amend the proposed Water Ordinance to incorporate the provisions under code section 15.2-5137 referencing service availability and mandatory connections.

The vote was:

Aye: David Eaton, Tim Lovelace, Carl Rhea, Steve Breeding, Rebecca Dye and Mark Mitchell

Nay: None

Clerk of the Board

Chairman

December 26, 2016

A special called meeting of the Russell County Board of Supervisors was held on Monday, December 26, 2016 at 10:00 am at the Russell County Government Center in Lebanon, Virginia.

The Clerk called the meeting to order.

Roll Call by the Clerk of the Board:

Present:

Tim Lovelace
Lou Wallace
Carl Rhea
David Eaton
Steve Breeding
Mark Mitchell

Absent:

Rebecca Dye

APPROVAL OF A CONTRACT WITH L & L CONSTRUCTION CO., INC.

Motion made by Carl Rhea, second Tim Lovelace and duly approved by the Board of Supervisors to enter into a contract with L & L Construction Co., Inc. for the purchase of land at 1192 Cleveland Road, Lebanon, Virginia for the construction of a solid waste site and potential animal shelter.

The vote was:

Aye: Carl Rhea, Tim Lovelace, David Eaton, Steve Breeding, Lou Wallace

Nay: None

Abstain: Mark Mitchell

Other Board Matters:

The Board discussed the success of the Community Work Program and the possibility of hiring a part time employee.

APPROVAL TO ADJOURN

Motion made by Mark Mitchell, second David Eaton and duly approved by the Board of Supervisors to adjourn.

The vote was:

Aye: Mark Mitchell, David Eaton, Lou Wallace, Carl Rhea, Tim Lovelace and Steve Breeding

Nay: None

Clerk of the Board

Chairman



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item B-2
Presenter: Chairman

Meeting: 1/3/17 6:00 PM

Approval of Expenditures

Request approval of the County's December 2016 Monthly Expenditures:

STAFF RECOMMENDATION(s):

County's December 2016 Monthly Expenditures are in compliance with budget and operational services.

SUGGESTED MOTION(s):

Motion to approve County's December 2016 Monthly Expenditures.

ATTACHMENTS:

- December 2016 Monthly Expenditures

DUE DATE INV DATE VENDOR INVOICE CLASS GROSS AMT NET AMOUNT G/L ACCOUNT P.O.#

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT	NET AMOUNT	G/L ACCOUNT	P.O.#
1/03/2017	11/21/2016	A & A ENTERPRISES	54830		824.40	824.40	4100-031020-5410-	
1/03/2017	11/09/2016	ALSCO	LR0X721809		199.44	199.44	4100-072010-3008-	
1/03/2017	10/24/2016	AMAZON	1308998751559	10	21.05	21.05	4100-073010-5411-	
1/03/2017	10/31/2016	AMAZON	147425194502	10	7.72	7.72	4100-073010-5411-	
1/03/2017	10/31/2016	AMAZON	154045535197	10	13.00	13.00	4100-073010-5411-	
1/03/2017	10/31/2016	AMAZON	154046800670	10	13.68	13.68	4100-073010-5411-	
1/03/2017	11/04/2016	AMAZON	164048970515	10	157.39	157.39	4100-073010-5411-	
1/03/2017	10/31/2016	AMAZON	180876181623	10	7.72	7.72	4100-073010-5411-	
1/03/2017	11/20/2016	AMAZON	288987292462	10	127.01	127.01	4100-073010-5411-	
1/03/2017	11/30/2016	AMAZON	288989265362	10	22.37	22.37	4100-073010-5411-	
1/03/2017	11/02/2016	AMAZON	421598884248	10	53.46	53.46	4100-073010-5411-	
1/03/2017	12/05/2016	AMAZON	5838159858	10	17.89	17.89	4100-073010-5411-	
1/03/2017	11/04/2016	AMAZON	79538984338	10	40.28	40.28	4100-073010-5411-	
1/03/2017	11/02/2016	AMAZON	79538994316	10	18.94	18.94	4100-073010-5411-	
1/03/2017	12/21/2016	AMERICAN LEGION	2016-002		500.51	500.51	4100-043020-5407-	
1/03/2017	11/04/2016	APPLE BOOKS	105947-	10	435.00	435.00	4100-073010-5411-	
1/03/2017	12/12/2016	APPLE BOOKS	106178		337.59	337.59	4100-073010-5411-	
1/03/2017	12/15/2016	AT & T	12152016		88.90	88.90	4100-073010-5411-	
1/03/2017	12/15/2016	AT & T	12152016		426.49	426.49	4100-031020-5203-	
1/03/2017	10/17/2016	BAKER & TAYLOR	5014303358	10	47.95	47.95	4100-073010-5411-	
1/03/2017	10/17/2016	BAKER & TAYLOR	5014303359	10	47.73	47.73	4100-073010-5411-	
1/03/2017	10/17/2016	BAKER & TAYLOR	5014303360	10	64.03	64.03	4100-073010-5411-	
1/03/2017	10/31/2016	BAKER & TAYLOR	5014318315	10	15.66	15.66	4100-073010-5411-	
1/03/2017	10/31/2016	BAKER & TAYLOR	5014318316	10	16.84	16.84	4100-073010-5411-	
1/03/2017	10/31/2016	BAKER & TAYLOR	5014318317	10	16.84	16.84	4100-073010-5411-	
1/03/2017	10/31/2016	BAKER & TAYLOR	5014318318	10	51.16	51.16	4100-073010-5411-	
1/03/2017	11/21/2016	BAKER & TAYLOR	5014341688	10	253.83	253.83	4100-073010-5411-	
1/03/2017	11/21/2016	BAKER & TAYLOR	5014341689	10	16.75	16.75	4100-073010-5411-	
1/03/2017	11/21/2016	BAKER & TAYLOR	5014341690	10	16.75	16.75	4100-073010-5411-	
1/03/2017	11/21/2016	BAKER & TAYLOR	5014341691	10	25.85	25.85	4100-073010-5411-	
1/03/2017	11/21/2016	BAKER & TAYLOR	5014341692	10	71.64	71.64	4100-073010-5411-	
1/03/2017	11/28/2016	BLEVINS SEPTIC	30373		343.31	343.31	4100-073010-5411-	
1/03/2017	12/12/2016	BLEVINS, AMANDA	12122016		940.39	940.39	4100-042010-5413-	
1/03/2017	11/08/2016	BLUE RIDGE CHRY	53637		300.00	300.00	4100-072030-3009-	
1/03/2017	12/14/2016	BLUE RIDGE TRAV MEMBERSHIP			60.00	60.00	4100-031020-5408-	
1/03/2017	12/13/2016	BONANZA RESTAUR	261119		2,994.90	2,994.90	4100-081040-3007-	
1/03/2017	11/22/2016	BREEDING, SUSAN REIMB			500.00	500.00	4100-011010-5413-	
1/03/2017	11/22/2016	BREITMANN, KATE	11222016		211.28	211.28	4100-081040-3007-	
1/03/2017	12/14/2016	BRISTOL HERALD	20000591459	16	98.60	98.60	4100-072030-3009-	
1/03/2017	12/09/2016	BUILDING SYSTEM	36550		75.00	75.00	4100-073010-5411-	
					187.20	187.20	4100-094010-7056-	
					3,300.00	3,300.00		
					3,300.00	3,300.00		

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
1/03/2017	12/16/2016	003816 CAMPBELL PRINT	37130		425.00	425.00	4100-012010-5401-	
1/03/2017	12/09/2016	003898 CARD SERVICES C	12092016		3,612.41	3,612.41	4100-031020-5503-	
1/03/2017	12/28/2016	003438 CASTLEWOOD WASTE	DECEMBER-16		18,990.04	18,990.04	4100-043020-5103-	
1/03/2017	12/15/2016	003569 CLARK PRINT SHO	3631		147.11	147.11	4100-035010-5401-	
1/03/2017	1/03/2017	000142 CLERK OF CIRCUIT	NOTARY RECORD		30.00	30.00	4100-021060-5401-	
1/03/2017	12/21/2016	001601 COLLINS WATER	12212016		16.47	16.47	4100-022010-5401-	
1/03/2017	12/21/2016	001601 COLLINS WATER	12212016		10.98	10.98	4100-012130-5401-	
1/03/2017	12/21/2016	001601 COLLINS WATER	12212016		32.94	32.94	4100-012010-5401-	
1/03/2017	12/21/2016	001601 COLLINS WATER	12212016		21.96	21.96	4100-034010-5401-	
1/03/2017	12/21/2016	001601 COLLINS WATER	12212016		21.96	21.96	4100-012100-5401-	
1/03/2017	12/01/2016	004082 COUNTRY BOY CUS	1128		104.31	104.31	4100-031020-5408-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167584		153.47	153.47	4100-012100-5203-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167584		381.66	381.66	4100-012010-5203-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167584		72.74	72.74	4100-034010-5203-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167584		369.33	369.33	4100-012090-5203-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167584		330.31	330.31	4100-012130-5203-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167584		109.21	109.21	4100-035050-5203-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167584		50.00	50.00	4100-072010-5203-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167638		217.49	217.49	4100-022010-5401-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167638		172.35	172.35	4100-099000-5000-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167638		221.80	221.80	4100-021060-5203-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167638		412.21	412.21	4100-021020-5203-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167638		143.81	143.81	4100-021010-5203-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167638		39.86	39.86	4100-022020-5401-	
1/03/2017	12/15/2016	002488 CPC/BVU OPINET	2167638		173.37	173.37	4100-021050-5203-	
1/03/2017	12/28/2016	003765 CRUM MATTHEW B	DECEMBER 2016		2,847.61	2,847.61	4100-011010-3002-	
1/03/2017	12/16/2016	000171 CUMBERLAND FLAT	0000846-IN		5,930.00	5,930.00	4100-042010-3002-	
1/03/2017	12/15/2016	003403 DAVIS KLAY	381348		54,760.57	54,760.57	4100-031020-3005-	
1/03/2017	12/08/2016	000839 DIVISION OF MOT	16343160	10	30.00	30.00	4100-012090-5401-	
1/03/2017	11/15/2016	000198 DOMINION OFFICE	72286	10	325.00	325.00	4100-073010-5401-	
1/03/2017	12/06/2016	000198 DOMINION OFFICE	72975	10	50.89	50.89	4100-073010-5401-	
1/03/2017	11/01/2016	000198 DOMINION OFFICE	71672	10	11.79	11.79	4100-073010-5401-	
1/03/2017	11/11/2016	000198 DOMINION OFFICE	72029		39.90	39.90	4100-099000-5000-	
1/03/2017	11/30/2016	000198 DOMINION OFFICE	72693		39.90	39.90	4100-099000-5000-	
1/03/2017	11/30/2016	000198 DOMINION OFFICE	72694		17.79	17.79	4100-032050-5401-	
1/03/2017	12/02/2016	000198 DOMINION OFFICE	72856		21.99	21.99	4100-021060-5401-	
1/03/2017	12/02/2016	000198 DOMINION OFFICE	72858		37.25	37.25	4100-031030-5401-	
1/03/2017	12/02/2016	000198 DOMINION OFFICE	72869		67.96	67.96	4100-012010-5401-	
1/03/2017	12/07/2016	000198 DOMINION OFFICE	72929		124.93	124.93	4100-012010-5401-	
1/03/2017	12/07/2016	000198 DOMINION OFFICE	72973		12.79	12.79	4100-021020-5401-	
1/03/2017	12/07/2016	000198 DOMINION OFFICE	73168		6.89	6.89	4100-032050-5401-	
1/03/2017	12/09/2016	000198 DOMINION OFFICE	73220		34.00	34.00	4100-012010-5401-	
1/03/2017	12/09/2016	000198 DOMINION OFFICE	73220		21.99	21.99	4100-012010-5401-	

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
1/03/2017	10/20/2016	000198 DOMINION OFFICE	71126		43.24	43.24	4100-022010-5401-	
1/03/2017	10/26/2016	000198 DOMINION OFFICE	71345		6.29	6.29	4100-012100-5401-	
1/03/2017	11/15/2016	000198 DOMINION OFFICE	72279		135.98	135.98	4100-012090-5401-	
1/03/2017	11/21/2016	000198 DOMINION OFFICE	72360		39.90	39.90	4100-022010-5401-	
1/03/2017	11/22/2016	000198 DOMINION OFFICE	72517		39.90	39.90	4100-012090-5401-	
1/03/2017	11/23/2016	000198 DOMINION OFFICE	72520		222.99	222.99	4100-013010-5401-	
1/03/2017	11/30/2016	000198 DOMINION OFFICE	72685		4.68	4.68	4100-022010-5401-	
1/03/2017	12/07/2016	000198 DOMINION OFFICE	72691		2.29	2.29	4100-012090-5401-	
1/03/2017	12/08/2016	000198 DOMINION OFFICE	72977		39.81	39.81	4100-012100-5401-	
1/03/2017	12/08/2016	000198 DOMINION OFFICE	73205		13.32	13.32	4100-012100-5401-	
1/03/2017	12/09/2016	000198 DOMINION OFFICE	73206		10.24	10.24	4100-042400-5401-	
1/03/2017	12/09/2016	000198 DOMINION OFFICE	73207		29.88	29.88	4100-022010-5401-	
1/03/2017	12/12/2016	000198 DOMINION OFFICE	73332		39.90	39.90	4100-012010-5401-	
1/03/2017	12/13/2016	000198 DOMINION OFFICE	73336		19.26	19.26	4100-021060-5401-	
1/03/2017	12/14/2016	000198 DOMINION OFFICE	73438		3.98	3.98	4100-013020-5401-	
1/03/2017	12/13/2016	000198 DOMINION OFFICE	73447		535.29	535.29	4100-012090-5401-	
1/03/2017	12/15/2016	000198 DOMINION OFFICE	73508		49.89	49.89	4100-032050-5401-	
1/03/2017	12/15/2016	000198 DOMINION OFFICE	73509		8.79	8.79	4100-035050-5401-	
1/03/2017	12/16/2016	000198 DOMINION OFFICE	73534		5.32	5.32	4100-012090-5401-	
1/03/2017	12/16/2016	000198 DOMINION OFFICE	73535		16.29	16.29	4100-012010-5401-	
1/03/2017	12/15/2016	000198 DOMINION OFFICE	73537		39.90	39.90	4100-022010-5401-	
1/03/2017	12/16/2016	000198 DOMINION OFFICE	73540		35.97	35.97	4100-021060-5401-	
1/03/2017	12/16/2016	000198 DOMINION OFFICE	73554		140.67	140.67	4100-042400-5414-	
1/03/2017	12/20/2016	000198 DOMINION OFFICE	73679		92.00	92.00	4100-012010-5401-	
1/03/2017	12/21/2016	000198 DOMINION OFFICE	73681		20.28	20.28	4100-021060-5401-	
1/03/2017	12/20/2016	000198 DOMINION OFFICE	73758		19.98	19.98	4100-021060-5401-	
1/03/2017	11/14/2016	000198 DOMINION OFFICE	72214		345.29	345.29	4100-031020-5401-	
1/03/2017	11/30/2016	000198 DOMINION OFFICE	72692		14.79	14.79	4100-031020-5401-	
1/03/2017	12/02/2016	000198 DOMINION OFFICE	72858		8.96	8.96	4100-031020-5401-	
1/03/2017	12/07/2016	000198 DOMINION OFFICE	72927		29.79	29.79	4100-031020-5401-	
1/03/2017	12/09/2016	000198 DOMINION OFFICE	73190		41.98	41.98	4100-031020-5401-	
1/03/2017	12/09/2016	000198 DOMINION OFFICE	73219		6.69	6.69	4100-031020-5401-	
1/03/2017	12/12/2016	000198 DOMINION OFFICE	73330		7.79	7.79	4100-031020-5401-	
1/03/2017	12/20/2016	000198 DOMINION OFFICE	73670		8.79	8.79	4100-032050-5401-	
1/03/2017	12/20/2016	000198 DOMINION OFFICE	73754		75.00	75.00	4100-021020-5401-	
1/03/2017	12/27/2016	000198 DOMINION OFFICE	73847		1.79	1.79	4100-012010-5401-	
1/03/2017	11/30/2016	003938 DRAPER ADEN ASS	2016110417		2,684.88	2,684.88 *	4100-042010-3090-	
1/03/2017	12/31/2016	003484 DSS	18712		4,600.70	4,600.70 *	4100-032050-3002-	
1/03/2017	12/20/2016	003957 EUROFIN LANCAS	IV10490556		4,475.00	4,475.00 *	4100-042010-3090-	
1/03/2017	12/28/2016	001445 FISHER AUTO PAR	397-217493		405.00	405.00 *	4100-042010-3090-	
1/03/2017	12/28/2016	001445 FISHER AUTO PAR	397-217496		484.54	484.54	4100-042400-5408-	
1/03/2017	10/25/2016	000978 FOGLEMAN'S CARP	11148		119.95	119.95	4100-042400-5408-	
1/03/2017	12/15/2016	002207 G & K SERVICES	1262892687		604.49	604.49 *	4100-071040-5605-	
1/03/2017	12/01/2016	002207 G & K SERVICES	1262887043		1,925.00	1,925.00 *	4100-043020-3008-	
1/03/2017	12/22/2016	003704 GALESON	1415858		9.42	9.42	4100-043020-3008-	
1/03/2017	12/08/2016	000854 GALL'S, LLC	6579789		18.84	18.84 *	4100-031030-5413-	
					144.40	144.40 *	4100-031030-5413-	
					70.00	70.00	4100-031020-5409-	
					70.00	70.00 *	4100-031020-5409-	

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT	NET AMOUNT	G/L ACCOUNT	P.O.#
1/03/2017	12/21/2016	001862 GREAT AMERICA I	19883322		263.22	263.22 *	4100-012100-3006-	
1/03/2017	11/04/2016	004084 H & H AUTO REPA	302		65.00	65.00 *	4100-031020-5408-	
1/03/2017	12/12/2016	004163 HAMILTON, AMY	12122016		570.00	570.00 *	4100-072030-3009-	
1/03/2017	11/23/2016	002539 HEART OF APPALA	201611235		2,500.00	2,500.00 *	4100-091000-8030-	
1/03/2017	1/01/2017	003555 HUMPHREY GLENDA	01012017		80.00	80.00 *	4100-013010-1003-	
1/03/2017	12/13/2016	000320 IAAO	MEMBER DUES		190.00	190.00 *	4100-011010-5801-	
1/03/2017	12/12/2016	003439 IGO TECHNOLOGY	10488		144.95	144.95	4100-032050-5203-	
1/03/2017	12/12/2016	003439 IGO TECHNOLOGY	10488		800.00	800.00	4100-032050-5203-	
1/03/2017	12/22/2016	003866 INNOVATIVE TECH	1165		944.95	944.95 *		
1/03/2017	12/22/2016	003866 INNOVATIVE TECH	1166		380.00	380.00	4100-072030-3009-	
1/03/2017	12/22/2016	003866 INNOVATIVE TECH	1166		3,037.50	3,037.50	4100-012300-3005-	
1/03/2017	12/22/2016	003866 INNOVATIVE TECH	1171		1,355.00	1,355.00	4100-071040-5605-	
1/03/2017	12/22/2016	003866 INNOVATIVE TECH	1173		50.00	50.00	4100-072010-3009-	
1/03/2017	12/22/2016	003866 INNOVATIVE TECH	1174		90.00	90.00	4100-042400-3009-	
1/03/2017	12/22/2016	003866 INNOVATIVE TECH	1180		65.00	65.00	4100-031020-3005-	
1/03/2017	11/22/2016	004237 INTERNATION GRE	580049		4,977.50	4,977.50 *		
1/03/2017	11/22/2016	004237 INTERNATION GRE	580055		5,695.00	5,695.00	4100-094010-8027-	
1/03/2017	12/28/2016	000337 JOHNSON PEST CO	949		11,390.00	11,390.00 *	4100-094010-8027-	
1/03/2017	12/28/2016	000337 JOHNSON PEST CO	950		458.00	458.00	4100-043020-3004-	
1/03/2017	12/13/2016	004143 KAHLBAU, SHAWN	121322016		916.00	916.00 *		
1/03/2017	12/06/2016	003245 KENDALL ELECTRI	S105392283.001		210.00	210.00	4100-072030-3009-	
1/03/2017	12/06/2016	003245 KENDALL ELECTRI	S1053934589.001		210.00	210.00 *		
1/03/2017	12/23/2016	002142 KESTNER MAX	1026		156.61	156.61 *		
1/03/2017	12/23/2016	002142 KESTNER MAX	1044		92.26	92.26	4100-043020-5407-	
1/03/2017	10/14/2016	000367 LEBANON BLOCK &	171790		64.35	64.35	4100-043020-5407-	
1/03/2017	10/14/2016	000367 LEBANON BLOCK &	171807		7.96	7.96	4100-043020-5407-	
1/03/2017	10/18/2016	000367 LEBANON BLOCK &	172274		11.94	11.94	4100-043020-5407-	
1/03/2017	10/18/2016	000367 LEBANON BLOCK &	172368		4.95	4.95	4100-043020-5407-	
1/03/2017	10/20/2016	000367 LEBANON BLOCK &	172717		11.95	11.95	4100-043020-5407-	
1/03/2017	11/03/2016	000367 LEBANON BLOCK &	174919		15.75	15.75	4100-043020-5407-	
1/03/2017	11/09/2016	000367 LEBANON BLOCK &	175787		2.24	2.24	4100-043020-5407-	
1/03/2017	11/16/2016	000367 LEBANON BLOCK &	176789		34.89	34.89	4100-043020-5407-	
1/03/2017	11/17/2016	000367 LEBANON BLOCK &	177129		4.39	4.39	4100-043020-5407-	
1/03/2017	11/22/2016	000367 LEBANON BLOCK &	177745		26.99	26.99	4100-043020-5407-	
1/03/2017	11/22/2016	000367 LEBANON BLOCK &	177748		3.98	3.98	4100-043020-5407-	
1/03/2017	11/28/2016	000367 LEBANON BLOCK &	178251		65.70	65.70	4100-042400-5407-	
1/03/2017	12/15/2016	000367 LEBANON BLOCK &	180686		197.30	197.30	4100-094010-8027-	
1/03/2017	11/08/2016	000367 LEBANON BLOCK &	175537		36.05	36.05	4100-042400-5407-	
1/03/2017	11/14/2016	000367 LEBANON BLOCK &	176422		6.08	6.08	4100-031020-5409-	
1/03/2017	11/18/2016	002228 LOWE TERRY	REIMB. HEALTH		24.49	24.49	4100-031020-5409-	
1/03/2017	12/16/2016	003367 MAIL FINANCE	P6292728		454.66	454.66 *		
1/03/2017	12/16/2016	003367 MAIL FINANCE	P6292728		85.00	85.00 *	4100-043020-3009-	
1/03/2017	12/16/2016	003367 MAIL FINANCE	P6292728		170.43	170.43	4100-012010-3005-	
1/03/2017	12/16/2016	003367 MAIL FINANCE	P6292728		170.43	170.43 *		

INVOICE 586336

VENDOR 003481 MEADE TRACTOR

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	C/L ACCOUNT	P.O.#
1/03/2017	8/22/2016	003481 MEADE TRACTOR	586336		8.76	8.76	4100-043020-5408-	
1/03/2017	12/13/2016	004145 MILLER, CYNTHIA	12132016		195.00	195.00	4100-072030-3009-	
1/03/2017	12/13/2016	004144 MONK, BARBARA J	12132016		345.00	345.00	4100-072030-3009-	
1/03/2017	12/16/2016	002808 MSE COMPANIES	162617		5,100.00	5,100.00	4100-043020-5408-	
1/03/2017	12/12/2016	002808 MSE COMPANIES	163592		359.63	359.63	4100-094010-8065-	
1/03/2017	11/15/2016	002304 MUMPOWER SIGN S	264198		5,459.63	5,459.63	4100-031020-5408-	
1/03/2017	11/01/2016	003123 O'REILLY AUTO P	1943-148903		293.41	293.41	4100-031020-5408-	
1/03/2017	11/01/2016	003123 O'REILLY AUTO P	1943-148906		356.68	356.68	4100-031020-5408-	
1/03/2017	11/02/2016	003123 O'REILLY AUTO P	1943-148981		31.98	31.98	4100-031020-5408-	
1/03/2017	11/02/2016	003123 O'REILLY AUTO P	1943-149154		19.99	19.99	4100-031020-5408-	
1/03/2017	11/02/2016	003123 O'REILLY AUTO P	1943-149157		57.04	57.04	4100-031020-5408-	
1/03/2017	11/03/2016	003123 O'REILLY AUTO P	1943-149353		184.21	184.21	4100-031020-5408-	
1/03/2017	11/03/2016	003123 O'REILLY AUTO P	1943-149359		144.22	144.22	4100-031020-5408-	
1/03/2017	11/07/2016	003123 O'REILLY AUTO P	1943-150093		24.62	24.62	4100-031020-5408-	
1/03/2017	11/09/2016	003123 O'REILLY AUTO P	1943-150434		9.99	9.99	4100-031020-5408-	
1/03/2017	11/13/2016	003123 O'REILLY AUTO P	1943-151119		29.62	29.62	4100-031020-5408-	
1/03/2017	11/14/2016	003123 O'REILLY AUTO P	1943-151297		30.47	30.47	4100-031020-5408-	
1/03/2017	11/15/2016	003123 O'REILLY AUTO P	1943-151358		71.05	71.05	4100-031020-5408-	
1/03/2017	11/15/2016	003123 O'REILLY AUTO P	1943-151524		45.54	45.54	4100-031020-5408-	
1/03/2017	11/16/2016	003123 O'REILLY AUTO P	1943-151529		9.38	9.38	4100-031020-5408-	
1/03/2017	11/22/2016	003123 O'REILLY AUTO P	1943-152516		700.00	700.00	4100-031020-5408-	
1/03/2017	11/28/2016	003123 O'REILLY AUTO P	1943-153398		3.99	3.99	4100-031020-5408-	
1/03/2017	11/28/2016	003123 O'REILLY AUTO P	1943-153404		327.94	327.94	4100-031020-5408-	
1/03/2017	1/01/2016	002917 PATRICK KENNETH	01012016		970.93	970.93	4100-013010-1003-	
1/03/2017	12/01/2016	000494 PITNEY BOWES	3302247202		886.00	886.00	4100-021060-5201-	
1/03/2017	12/01/2016	000494 PITNEY BOWES	3302247202		196.50	196.50	4100-021060-5201-	
1/03/2017	11/05/2016	002546 POWERS FENCE &	1707		196.50	196.50	4100-031020-5201-	
1/03/2017	12/09/2016	002546 POWERS FENCE &	5501		393.00	393.00	4100-031020-5407-	
1/03/2017	12/12/2016	002546 POWERS FENCE &	5504		40.52	40.52	4100-043020-5407-	
1/03/2017	12/07/2016	000456 PRISTINE SPRING	216922		4,379.29	4,379.29	4100-094010-8065-	
1/03/2017	12/07/2016	000456 PRISTINE SPRING	216916		160.35	160.35	4100-094010-8065-	
1/03/2017	12/28/2016	003016 PURCHASE POWER	12282016		4,580.16	4,580.16	4100-021060-5201-	
1/03/2017	12/13/2016	004244 RCCTC	12132016		113.15	113.15	4100-031020-5401-	
1/03/2017	11/22/2016	002812 RICOH AMERICAS	5045741782	10	31.34	31.34	4100-021060-5201-	
1/03/2017	12/02/2016	002812 RICOH AMERICAS	9733335	10	31.34	31.34	4100-011010-5413-	
1/03/2017	12/16/2016	002812 RICOH AMERICAS	22243616		2,850.00	2,850.00	4100-011010-5413-	
1/03/2017	12/16/2016	002812 RICOH AMERICAS	22243617		61.26	61.26	4100-073010-5401-	
1/03/2017	12/16/2016	002812 RICOH AMERICAS	22243618		86.94	86.94	4100-073010-3002-	
1/03/2017	12/16/2016	002812 RICOH AMERICAS	22243619		162.23	162.23	4100-012090-3005-	
1/03/2017	12/16/2016	002812 RICOH AMERICAS	22243618		162.22	162.22	4100-012130-3005-	
1/03/2017	12/16/2016	002812 RICOH AMERICAS	22243619		41.67	41.67	4100-022010-5415-	
1/03/2017	12/01/2016	002174 RUSSELL COUNTY	LOVE SIGN		159.44	159.44	4100-031020-3005-	
1/03/2017	10/31/2016	002174 RUSSELL COUNTY	LOVE SIGN		673.76	673.76	4100-081040-3007-	
1/03/2017	10/31/2016	002174 RUSSELL COUNTY	LOVE SIGN		200.00	200.00	4100-081040-3007-	
1/03/2017	10/31/2016	002174 RUSSELL COUNTY	LOVE SIGN		2,000.00	2,000.00	4100-081040-3007-	
1/03/2017	10/31/2016	002174 RUSSELL COUNTY	LOVE SIGN		2,200.00	2,200.00	4100-081040-3007-	

DUPLICATE	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
1/03/2017	12/01/2016	SECURITY ELECTR	90.00	90.00	4100-094010-7056-	
1/03/2017	12/15/2016	SHRED-IT USA	36.01	36.01	4100-021060-5401-	
1/03/2017	12/15/2016	SHRED-IT USA	18.00	18.00	4100-012090-5401-	
1/03/2017	12/15/2016	SHRED-IT USA	18.00	18.00	4100-012090-5401-	
1/03/2017	12/15/2016	SHRED-IT USA	18.02	18.02	4100-012010-5401-	
1/03/2017	11/15/2016	SGN SHOP OF SO	210.00	210.00	4100-042400-5414-	
1/03/2017	12/09/2016	SGN SHOP OF SO	300.00	300.00	4100-042400-5413-	
1/03/2017	12/20/2016	SGN SHOP OF SO	385.00	385.00	4100-094010-8065-	
1/03/2017	9/15/2016	SOUTHWEST VIRGI	663,519.47	663,519.47	4100-033010-3009-	
1/03/2017	10/03/2016	SUPPLYWORKS	130.18	130.18	4100-043020-5405-	
1/03/2017	11/21/2016	SUPPLYWORKS	35.90	35.90	4100-043020-5405-	
1/03/2017	11/21/2016	SUPPLYWORKS	959.44	959.44	4100-043020-5405-	
1/03/2017	11/28/2016	SUPPLYWORKS	18.00	18.00	4100-043020-5405-	
1/03/2017	11/28/2016	SUPPLYWORKS	5.38	5.38	4100-043020-5405-	
1/03/2017	10/19/2016	T'S COUNTRY STO	1,148.90	1,148.90	4100-043020-5405-	
1/03/2017	11/02/2016	THE LEBANON NEW	76.73	76.73	4100-011010-3007-	
1/03/2017	11/02/2016	THE LEBANON NEW	86.70	86.70	4100-011010-3007-	
1/03/2017	11/09/2016	THE LEBANON NEW	100.80	100.80	4100-011010-3007-	
1/03/2017	11/16/2016	THE LEBANON NEW	15.30	15.30	4100-011010-3007-	
1/03/2017	11/23/2016	THE LEBANON NEW	15.30	15.30	4100-011010-3007-	
1/03/2017	11/23/2016	THE LEBANON NEW	15.30	15.30	4100-011010-3007-	
1/03/2017	11/30/2016	THE LEBANON NEW	340.50	340.50	4100-013020-3007-	
1/03/2017	11/10/2016	THE LIBRARY OF	211.11	211.11	4100-073010-3002-	
1/03/2017	12/09/2016	THE SHERWIN-WIL	405.87	405.87	4100-094010-7056-	
1/03/2017	11/30/2016	THERMCO	878.62	878.62	4100-043020-3004-	
1/03/2017	11/30/2016	THERMCO	115.00	115.00	4100-043020-3004-	
1/03/2017	12/01/2016	THERMCO	813.37	813.37	4100-043020-3004-	
1/03/2017	12/07/2016	THERMCO	65.00	65.00	4100-043020-3004-	
1/03/2017	12/08/2016	THERMCO	3,604.76	3,604.76	4100-043020-3004-	
1/03/2017	10/10/2016	THERMCO	1,361.51	1,361.51	4100-043020-3004-	
1/03/2017	12/16/2016	THERMCO	115.00	115.00	4100-043020-3004-	
1/03/2017	12/16/2016	THERMCO	846.94	846.94	4100-043020-3004-	
1/03/2017	12/16/2016	THERMCO	102.50	102.50	4100-043020-3004-	
1/03/2017	12/22/2016	THERMCO	362.26	362.26	4100-043020-3004-	
1/03/2017	12/16/2016	TOP LINE ADVERT	100.00	100.00	4100-031020-5410-	
1/03/2017	12/16/2016	TOP LINE ADVERT	130.00	130.00	4100-031020-5410-	
1/03/2017	12/16/2016	TOP LINE ADVERT	404.00	404.00	4100-031020-5410-	
1/03/2017	12/28/2016	TREASURER OF VI	634.00	634.00	4100-021060-5401-	
1/03/2017	12/16/2016	TREASURER OF VI	135.00	135.00	4100-043020-5405-	
1/03/2017	11/18/2016	TREASURER OF VI	140.00	140.00	4100-035030-3001-	
1/03/2017	11/18/2016	TREASURER OF VI	20.00	20.00	4100-035030-3001-	
1/03/2017	11/18/2016	TREASURER OF VI	20.00	20.00	4100-035030-3001-	
1/03/2017	11/18/2016	TREASURER OF VI	40.00	40.00	4100-035030-3001-	



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item B-3
Presenter: Chairman

Meeting: 1/3/17 6:00 PM

Approval of Pre-Authorized Expenditures

Request authorization of the County's Pre-Authorized Payment of Monthly Expenditures:

The list of general expenditures the Board approves annually to ensure the County complies with the Virginia Procurement Act which requires all expenditures to be within 30 days or within the terms of the contracts. The expenditures are monthly operational expenditures or approved contracts:

- Utilities
- Credit Card Payments
- Facility/Park/Vehicle Maintenance
- Withholding payments (payroll)
- Debt service
- Contracts

STAFF RECOMMENDATION(s):

Board Discretion.

SUGGESTED MOTION(s):

Motion to authorize the County's Pre-Authorized Payment of Monthly Expenditures.

ATTACHMENTS:

- None



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item
Presenters - Attorney

Meeting: 1/3/17 6:00 PM

County Attorney Reports

1. **RC Water Ordinance**
2. **RC By-Laws**

Staff Recommendation:

Board Discretion.

Suggested Motion:

Motion Required.

ATTACHMENTS:

- RC By-Laws

By Laws

Russell County

- Adopted May 5, 2014

Article I

Russell County Board of Supervisors, Officers & Their Selection

A. There shall be seven (7) members of the Board of Supervisors, six (6) elected for four-year terms by citizen vote of each of the six (6) Districts of Russell County and one (1) member elected at-large by the entire County for four years.

B. The Officers of the Board of Supervisors shall consist of a Chairman and Vice Chairman, each of whom shall serve for a term of one (1) calendar year.

C. Nomination of Officers shall be made from the Board at the first meeting of each calendar year. Election of Officers shall follow immediately.

D. A standing Budget/Finance Committee shall be appointed by the newly elected Board Chairman. This committee shall consist of two (2) Board members and two (2) staff members.

Article II

Duties of Officers

A. The Chairman shall:

- (1) Preside at all meetings;
- (2) Work closely with the County Administrator on day to day matters, approve appropriate financial documents, and approve the agenda for all meetings;
- (3) Carry out such other duties as assigned by the Board.

B. The Vice-Chairman shall act in the absence or inability of the Chairman to act.

C. The Budget/Finance Committee shall be responsible for preparation of the annual County budget and for presentation during a regular or special Board meeting before a vote is taken on the Budget each year. Other financial matters shall be considered by this committee before presentation to the full Board.

Article III

Agenda Preparation Policy

A. The County Administrator shall prepare an agenda for each regular meeting of the Board of Supervisors. Supervisors, staff, and others may submit to the County Administrator items for the agenda at any time prior to Noon Wednesday of the week preceding the regular meeting to which such item relates. Emergency items will be added as an amendment to the agenda.

B. Copies of the agenda shall be made available electronically for each Supervisor by close of business on Tuesday prior to the Board meeting and an agenda complete with a packet of materials for the Board members and News Media serving the County and the public not later than close of business on Thursday preceding the meeting to which it relates.

Article IV

Meetings

A. The time and place of Board Meetings shall be set from time to time by resolution of the Board in conformance with State Law. The regular meeting schedule shall be set at the organizational meeting held in January each year.

B. Minutes from the previous meeting shall be delivered to the Board members with the agenda prior to the next meeting. Unless requested by a Board member, the minutes will not be read and will be approved upon motion and vote of the Board.

C. Order of Business

(1) Commencement of Meetings:

At the time established in accordance with Article IV (A) of these By-Laws for the commencement of regular meetings or at the hour specified for continued or special meetings, the Chairman shall call the meeting to order and shall direct the clerk to note the absence of any Board members by roll call. A quorum shall be required for commencement of any meeting.

(2) Agenda:

An agenda shall be prepared by the County Administrator in accordance with Article III under these By-laws. The proposed agenda shall be adopted by the Board at each meeting. The agenda will include under New Business "Reports from Designated Standing Committees". Should the chairman or any member of the Board have a matter which he or she feels needs to be brought to the attention of the Board but which is not on the agenda, or if there is an amendment to the order of the agenda, he or she may make a motion that an addition or amendment be made to the agenda. Such amended agenda must be approved by a majority of the Board members present.

D. Presentations:

Matters to be presented to the Board may be arranged by persons prior to the meetings and placed on the Agenda. The County Administrator must be notified by Wednesday of the week prior to the Board meeting. Any materials to be used for the presentation must be provided and included in agenda packet. Additional materials presented at the Board meeting must be approved by the Chairman prior to dissemination. These presentations are strongly encouraged to be limited to five (5) minutes and when four (4) minutes has elapsed, the Chairman may instruct the speaker that one (1) minute is remaining.

E. Quorum & Method of Voting

A majority of the members of the Board of Supervisors shall constitute a quorum of the Board. All questions submitted to the Board for decision shall be determined by voice vote of a majority of the supervisors voting on any such questions, unless otherwise provided by law. The name of each member voting and how he or she voted must be recorded. Roll Call votes may be requested by any Board member.

F. Procedure for Roll Call of Board Members

(1) The Members of the Board of Supervisors shall cast votes in district order on a rotating basis per meeting.

(2) The Chairman of the Board of Supervisors shall cast the last vote.

(3) The Chairman/Clerk shall restate all motions before a vote is taken and the result of the

vote shall be announced following each vote.

G. General Rules of Procedure

The Board's Parliamentary Procedures shall be Robert's Rules of Order, Newly Revised, 11th edition, specifically to include Section 49, Conduct of Business in Boards, pages 486 – 488, in all matters not covered by the Board's bylaws, to the extent compatible with law and the historical practices of the Board. The County Attorney, or his or her designee, shall act as Parliamentarian to the Board. Any questions involving the interpretation or application of Robert's Rules shall be addressed to the County Attorney. The Board may amend, by Resolution, the rules as it deems appropriate. The following rules shall apply:

- (1) Members are not required to obtain the floor before making motions or speaking, which they can do while seated.
- (2) All motions require a second except for nominations for appointments to other boards, authorities or commissions.
- (3) There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.
- (4) Informal discussion of a subject is permitted while no motion is pending.
- (5) The Chairman can speak in discussion without leaving the chair, can vote on all questions, but cannot make motions unless by consent of a majority of Board members present.
- (6) No Board member is required to vote on any issue. If any Board member determines, prior to the calling of any issue before the Board, that he, because of conflict or otherwise, will abstain from voting on such issue, he shall announce such intention at the time the issue comes before the Board and shall not participate in the discussion on such issue or question. An abstention shall be counted for the purpose of determining a quorum. An abstention defeats a motion requiring a unanimous vote.
- (7) In the incidence of a tie vote, the issue voted upon by the Board is dead and therefore voted down.
- (8) If a primary or substitute motion is made at a Board meeting where at least six (6) members are present and the motion is voted on and fails, the same or a substantively similar motion cannot be reconsidered by the Board within the following twelve (12) months except by a primary or substitute motion made by a member of the Board who voted on the prevailing side where there are no less than six (6) Board members present, and only if two-thirds (2/3) of the Board members present vote to reconsider the action previously decided.
- (9) Only Board members and the Parliamentarian shall have standing to raise noncompliance with these General Rules of Procedure, and only during the current meeting at the time of violation. Failure of the Board to comply with these General Rules of Procedure shall not invalidate any action taken by the Board.

H. Member Absenting Himself from Meeting Prior to Adjournment

After the name of any member of the Board has been recorded as present at any meeting of the Board, he shall not absent himself from the remainder of the meeting prior to adjournment unless by consent of the Board.

I. Board to Sit with Open Doors

The Board of Supervisors shall sit with open doors and all persons conducting themselves in an orderly manner may attend the meetings; however, the Board may hold closed sessions as permitted by law and when deemed necessary by a majority vote of the Board.

A consent agenda shall be introduced by a motion "to approve" by any Board member, and shall be considered by the Board as a single item. There shall be no debate or discussion by any member of the Board regarding any item on the consent agenda. The Clerk or his/her designee shall provide a brief written summary or memo on each item included in the consent agenda. Upon request of any Board member who wishes to question or discuss an item, that item shall be removed from the Consent Agenda. This item shall be transferred onto the agenda for consideration.

J. Citizens Comment Period

Rules for Citizen Comment Period

To ensure that the affairs of the Board and its committees may be conducted in an orderly manner, to ensure that all persons desiring to address the Board on matters pertinent to it are afforded an opportunity to do so, to permit persons in attendance to observe and hear the proceedings of the Board without distraction, and to permit to the fullest extent the Board to conduct County business with minimal disruption, the following rules are established.

(1) Each person desiring to speak during the Citizens' Comment period on the agenda must provide name and address prior to their comments.

(2) Each speaker is strongly encouraged to limit remarks to a period of three (3) minutes per comment period; when two (2) minutes have passed the speaker may be reminded that there is one (1) minute remaining.

(3) Speakers may not donate their time to other speakers.

(4) Speakers will not be permitted to use audiovisual materials or other visual displays, but may present written and photographic materials to the Board members.

(5) Comments must be confined to matters germane to the business of the Board of Supervisors and shall not be cumulative or repetitive.

(6) Speakers should address the Board with decorum – loud, boisterous, and disruptive behavior, obscenity, and vulgarity should be avoided as well as other words or acts tending to evoke violence or deemed to be a breach of the peace.

(7) The Citizens' Comment period is not intended to be a question and answer period or time for dialogue with County officials. Questions which are raised during a comment period may at the discretion of the Board be responded to by County officials after sufficient time for appropriate investigation.

(8) Speakers shall remain at the podium while addressing the Board.

(9) Speakers shall not be interrupted by audience comments, calls/whistles, laughter, or other gestures. Individuals in the audience who do not abide by this policy after a warning will be asked to leave the meeting.

(10) Expressive activities including, but not limited to, petitioning, picketing, displaying signs and posters, solicitation, demonstrating, pamphlet distribution, and conducting polls shall not be permitted within the Governmental Center Building or in any other building that the Board is meeting.

These rules do not preclude persons from delivering to the Board or its Clerk written materials including reports, statements, exhibits, letters, or signed petitions or to prohibit persons from presenting oral or written comments on any subject germane to the business of the Board to individual Board members or to the Board through its Clerk outside the context of the public meeting.

K. Agenda Item Procedure

The following guidelines shall be followed for comment addressed to specific agenda items:

(1) In order to prevent obvious questions from consuming Board Meeting time, the Chairman and/or designated person(s) will advise the speaker if a matter is to be considered during some other time during the meeting.

Article V

Procedure for Dealing with Items Not on the Agenda

A. All matters not on the agenda must be raised during citizens comment period. Any matter not on the agenda shall not be considered unless approved for consideration by the majority of the Board present in accordance with Article IV, C (2).

B. For any special meeting, the business to be discussed shall be stated in the call for such meeting. The Chairman or Administrator shall prepare a written agenda listing all items to be considered for every special meeting. No other business shall be discussed or acted upon unless approved for consideration by the majority of the Board present in accordance with Article IV, C (2).

Article VI

Public Hearings

A. All public hearings will be advertised in accordance with the Virginia Code. Public hearings may be postponed, continued or canceled at the discretion of the Board.

B. In addition to those required by law, the Board at its discretion may hold public hearings when it decides that a hearing will be in the public interest.

C. The case before the Board shall be summarized by the Chairman or designated person(s). If there is expected to be many speakers on the issue, interested parties wishing to speak must sign the register at the rear of the room prior to the start of the hearing. Each person wishing to speak will be called to the podium by the Chairman or designated person(s) in the order such person signed the register and must state his or her name and address for the record. Generally, each citizen should be provided an opportunity to speak. Each speaker shall be limited to three (3) minutes, unless waived by the Board.

D. Board Members shall limit their comments in public hearings to insure participation by the public without Board interference.

Article VII

Appointment of Committees

Appointments to committees of the Board may be made by the Chairman. Appointments to other authorities, boards, and commissions, shall be made only by member motion adopted by a majority of the full Board. Prior to consideration of the nomination, the nominee shall be notified to determine his or her willingness to serve and to determine if he or she meets the qualifications for such appointment.

Article VIII

Duties of the County Administrator

The County Administrator shall:

- A. Prepare the agenda for each meeting for approval in conformance with the agenda preparation procedure outlined in these bylaws.
- B. Keep a written record of all business transacted by the Board.
- C. Administer the financial control procedures of the County.
- D. Advise and inform the Board on all matters affecting County government.
- E. Execute all formal documents authorized by the Board of Supervisors.
- F. Provide and supervise all staff services directly under the control of the Board of Supervisors.
- G. The County Administrator shall be responsible for all personnel management of the County. Department Directors, Coordinators, Supervisors or Managers will be hired and dismissed with the consent of a majority of the Board of Supervisors.
- H. Prepare an annual operating budget for the County government in accordance with guidelines established by the State auditor's office for approval by the Board of Supervisors. He shall be responsible for maintaining adequate financial and accounting records on all County business under his control.
- I. Serve as the Board's representative in all circumstances where the Chairman, Vice Chairman, or a majority of the Board Members are not available.
- J. Perform all other duties delegated by the Board as required by law.

Article IX

Amendments

A. The Bylaws may be amended by a recorded majority vote of the entire membership of the Board provided that written notice has been given to all members of the Board and a copy of the proposed amendment is sent with the notice, prior to said meeting.

B. The Bylaws may be suspended in whole or in part only upon the unanimous vote of Board members present, relating to any matter before it.



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item C-1 – C-4
Presenter: Administrator

Meeting: 1/3/17 6:00 PM

County Administrator Reports & Requests

The County Administrator Reports & Request for January 2017:

REPORTS

1. **2017 Richmond Legislative Meeting**
2. **RC Animal Shelter VDACS Inspection Report**

REQUESTS

3. **Authorization of 2017 Budget Meeting Schedule**
4. **Authorization of VDOT Resolution for Speed Limit Reduction on Rte. 82**
5. **Authorization of Appointment of Lonzo Lester, Financial Agent for Workforce Investment Board and Vicki Porter, Alternate**

STAFF RECOMMENDATION(s):

Board Discretion.

SUGGESTED MOTION(s):

Board Discretion.

ATTACHMENTS:

- Various



VIRGINIA DEPARTMENT
OF AGRICULTURE AND
CONSUMER SERVICES

DIVISION OF ANIMAL & FOOD INDUSTRY SERVICES
OFFICE OF ANIMAL CARE & EMERGENCY RESPONSE
P.O. BOX 1163
RICHMOND, VA 23218
804-692-4001

ANIMAL FACILITY INSPECTION REPORT

Facility Name/ID: <i>Russell County Animal Shelter</i>		Inspection Date: <i>12/20/16</i> <input checked="" type="checkbox"/> Unannounced <input type="checkbox"/> Scheduled
Facility Physical Address: <i>458 Haker Drive Lebanon, VA 24266</i>	Facility Mailing Address: <i>P.O. Box 1208 Lebanon VA 24266</i>	Facility Telephone Number: <i>276-889-8098</i>
Facility Email Address: <i>rcas@russellcountyva.us</i>		Facility Fax Number: <i>276-415-9746</i>
Type of Facility: <input type="checkbox"/> Private Animal Shelter <input checked="" type="checkbox"/> Public Animal Shelter <input type="checkbox"/> Other:	Owned By: <input type="checkbox"/> Humane Society <input type="checkbox"/> City: <input checked="" type="checkbox"/> County: <i>Russell Co.</i> <input type="checkbox"/> Other:	Operated By: <input type="checkbox"/> Humane Society <input type="checkbox"/> City: <input checked="" type="checkbox"/> County: <i>Russell Co.</i> <input type="checkbox"/> Other:
Weekly Hours of Public Access: <i>Mon - Fri: 11:00a - 4:00p Sat: 12:00p - 4:00p</i>		Other Facility Details (inc. contractual agreements):
Facility Supervisor: <i>Odell Musick, ACO</i>		
Responsible Party: <input checked="" type="checkbox"/> Executive - Local Governing Body <input type="checkbox"/> President - Organization Board of Directors <input type="checkbox"/> Establishment Owner <input type="checkbox"/> Other:	Responsible Party Name and Address: <i>Lorzo Lester, County Administrator Russell County P.O. Box 1208 Lebanon VA 24266</i>	

- Attachments:
- ANIMAL FACILITY INSPECTION FORM - SHELTER REGULATIONS
 - ANIMAL FACILITY INSPECTION FORM - ANIMAL CARE
 - ANIMAL FACILITY INSPECTION FORM - OPERATIONS
 - ANIMAL FACILITY INSPECTION FORM - ANIMAL TRANSPORT

Inspected By State Veterinarian's Representative:	
Name <i>Sherry Helsell</i>	Signature <i>Sherry Helsell</i>
Title <i>Animal Shelter Inspector</i>	



VIRGINIA DEPARTMENT
OF AGRICULTURE AND
CONSUMER SERVICES

DIVISION OF ANIMAL & FOOD INDUSTRY SERVICES
OFFICE OF ANIMAL CARE AND EMERGENCY RESPONSE
P.O. BOX 1163
RICHMOND, VA 23218
804-692-4001

ANIMAL FACILITY INSPECTION FORM – SHELTER REGULATIONS

Facility Name/ID:

Russell County Animal Shelter

Date: *12/20/16* Time: *9:15a*

Inspector Initials: *SKH*

REQUIREMENT	NSF	F	COMMENTS
2 VAC 5-111-20 General Provisions—Suitability Animals are maintained in a manner that protects them from theft, injury, escape, and exposure to harmful substances. Enclosures safely house animals and allow for adequate separation of animals according to species, sex, age, and temperament.	✓		Critical <input type="checkbox"/>
2 VAC 5-111-20 General Provisions—Temperature/Ventilation All enclosures maintained at a temperature comfortable for each animal. Each enclosure provides adequate ventilation for each animal.	✓		Critical <input type="checkbox"/>
2 VAC 5-111-20 General Provisions—Maintenance and Sanitation Facility and enclosures are clean, dry, and sanitary. All animals removed from enclosure before cleaning; or confined in enclosure in a way that keeps animal dry and free from exposure to cleaning agents. All enclosures are thoroughly dry before animal placed within. All enclosures cleaned with disinfectant or germicidal agent.	✓		Critical <input type="checkbox"/>
2 VAC 5-111-20 General Provisions—Drinking Water Drinking water is available to all animals at all times, unless otherwise ordered by a licensed veterinarian. Water receptacles kept in a sanitary condition, and are secured in a fixed position or are of a non-tip design.	✓		Critical <input type="checkbox"/>
2 VAC 5-111-20 General Provisions—Appropriate Feeding and Food Storage All animals adequately and appropriately fed according to species and age. Feed stored in a manner that prevents spoilage, infestation, and contamination. All food utensils and receptacles properly cleaned between uses.	✓		Critical <input type="checkbox"/>
2 VAC 5-111-20 General Provisions—Cage Specific Requirements Each animal provided access to resting platform, bedding, or perch as appropriate to its species, age, and condition. All enclosures have solid floors.	✓		Critical <input type="checkbox"/>
2 VAC 5-111-30 Provision of Veterinary Treatment—Protocols and Provisions Facility follows licensed veterinarian's protocols for determining need for veterinary treatment, control of infectious or contagious diseases, and management of neonates and medically compromised animals. <u>Facility has a marked isolation room</u> and maintains enclosures to properly and safely house neonates and medically compromised animals.	✓		<i>Isolation Room, not marked and maintained, *Correction initiated at time of inspection.</i> Critical <input type="checkbox"/>
2 VAC 5-111-40 Housing of Animals Subject to a Holding Period Enclosure or any portion thereof used to house an animal during the holding period is entirely constructed of materials that are durable, non-porous, impervious to moisture, and able to be thoroughly cleaned and disinfected.	✓		Critical <input type="checkbox"/>
2 VAC 5-111-40 Housing of Animals Subject to a Holding Period Enclosure or any portion thereof used to house an animal during the holding period that is part of the structural integrity of the building has a <u>surface material</u> that is durable, non-porous, impervious to moisture, and able to be thoroughly cleaned and disinfected.	✓		<i>Outdoor Section of Run - porous concrete</i> Critical <input type="checkbox"/>
2 VAC 5-111-40 Housing of Animals Subject to a Holding Period All structures contained within an enclosure or portion thereof shall be constructed of materials that are durable, non-porous, impervious to moisture, and able to be cleaned and disinfected, or are discarded or laundered daily.	✓		<i>*Corrective action initiated -</i> Critical <input type="checkbox"/>
2 VAC 5-111-40 Housing of Animals Subject to a Holding Period Enclosure and all structures therein used to house an animal subject to a holding period are thoroughly cleaned and disinfected before use by a different animal.	✓		<i>Leaky construction planned.</i> Critical <input type="checkbox"/>

NSF = No Significant Findings F = Findings

Critical findings are those which cause animal death, serious injury, or egregious suffering.

REVIEWED WITH:

Signature

[Signature]

Name

Louise L...

Title

County Administrator



VIRGINIA DEPARTMENT
OF AGRICULTURE AND
CONSUMER SERVICES

DIVISION OF ANIMAL & FOOD INDUSTRY SERVICES
OFFICE OF ANIMAL CARE AND EMERGENCY RESPONSE
P.O. BOX 1163
RICHMOND, VA 23218
804-692-4001

ANIMAL FACILITY INSPECTION FORM – ANIMAL CARE

Facility Name/ID:

Russell County Animal Shelter

Date: 12/2/16 Time: 9:15a

Inspector Initials: SKH

REQUIREMENT	NSF	F	COMMENTS
§3.2-6503 Adequate Feed Each animal provided adequate feed as defined in §3.2-6500 (sufficient, nutritive, accessible, easily consumed, provided in a sanitary manner at suitable intervals, at least daily).	✓		Critical <input type="checkbox"/>
§3.2-6503 Adequate Water Each animal provided adequate water as defined in §3.2-6500 (clean, fresh, potable, drinkable temperature, sufficient volume, at suitable intervals to maintain normal hydration).	✓		Critical <input type="checkbox"/>
§3.2-6503 Adequate Shelter Each animal provided adequate shelter as defined in §3.2-6500 (suitable, safe, protects from weather extremes, properly lighted, properly cleaned, enables animal to be clean and dry, provides a solid resting surface).	✓		Critical <input type="checkbox"/>
§3.2-6503 Adequate Space Each animal provided adequate space as defined in §3.2-6500 (allows each animal to stand, sit, lie, turn about, make all normal body movements in a comfortable, normal position, and interact safely with other animals).	✓		Critical <input type="checkbox"/>
§3.2-6503 Adequate Exercise Each animal provided adequate exercise as defined in §3.2-6500 (opportunity for the animal to move sufficiently to maintain normal muscle tone and mass for the age, species, size, and condition of the animal).	✓		Critical <input type="checkbox"/>
§3.2-6503 Adequate Care, Treatment, and Transportation Each animal provided adequate care as defined in §3.2-6500 (good animal husbandry, handling, production, management, confinement, feeding, watering, protection, shelter, transport, veterinary care, and euthanasia when necessary).	✓		Critical <input type="checkbox"/>
§3.2-6503 Veterinary Care Each animal provided veterinary care as defined in §3.2-6500 when needed to prevent suffering, impairment of health, disease progression, or disease transmission.	✓		Critical <input type="checkbox"/>

Number of Dogs on Site: 14	Number of Cats on Site: 3	Number of Other Companion Animals on Site: 0
Number of Runs: 26	Number of Cages: 2	Number of Animal Caregivers: 2 F/T 2 P/T

COMMENTS: (20 indoors, 6 2 part indoor - outdoor)
+ 1 outdoor run

NSF = No Significant Findings F = Findings
Critical findings are those which cause animal death, serious injury, or egregious suffering.

REVIEWED WITH: Signature

Name Lonzo Lester

Title County Administrator



VIRGINIA DEPARTMENT
OF AGRICULTURE AND
CONSUMER SERVICES

DIVISION OF ANIMAL & FOOD INDUSTRY SERVICES
OFFICE OF ANIMAL CARE AND EMERGENCY RESPONSE
P.O. BOX 1163
RICHMOND, VA 23218
804-692-4001

ANIMAL FACILITY INSPECTION FORM - OPERATIONS

Facility Name/ID:

Russell County Animal Shelter

Date: *12/20/16* Time: *9:15a*

Inspector Initials: *SPH*

REQUIREMENT	NSF	F	COMMENTS
§3.2-6557 Custody Record Availability Custody record is readily available for each animal in facility.	✓		Critical <input type="checkbox"/>
§3.2-6557 Custody Record Completeness Custody record includes: date of custody, date of the making of the record, species, color, breed, sex, age, weight, reason for custody, location where custody was taken, owner if known, license/tag/tattoo/collar or other identification, and disposition.	✓		* disposition to be updated on Sec. Records Critical <input type="checkbox"/>
§3.2-6546 Animal Identification A reasonable effort is made to determine whether each animal has a collar, tag, license, tattoo, or other identification. A reasonable effort is made to identify and notify the owner.	✓		Critical <input type="checkbox"/>
§3.2-6546 Holding Period Each animal is held for the required holding period.	✓		Critical <input type="checkbox"/>
§3.2-6546 Reasonable Access Facility is accessible to the public at reasonable hours during the week.	✓		Critical <input type="checkbox"/>
§3.2-6546 Animal Disposition Each animal is disposed by humane euthanasia, adoption, or transferred to a lawfully operating animal shelter or other releasing agency.	✓		Critical <input type="checkbox"/>
§3.2-6546 Animal Adoption No more than two animals (or one family of animals) released to any one person in a 30-day period. Each adopter has signed a statement specifying that he/she has never been convicted of animal cruelty, neglect, or abandonment.	✓		Critical <input type="checkbox"/>
§3.2-6574 Animal Sterilization Before release, adopter of each dog or cat signs an agreement to have the animal sterilized within 30 days (unless already sterilized).	✓		Critical <input type="checkbox"/>
§3.2-6575 Sterilization Agreement Agreement contains: the date of agreement, names addresses and signatures of both the releasing agency and the new owner, description of the animal, the date by which sterilization is required, and a bold statement detailing the requirements of this law.	✓		Critical <input type="checkbox"/>
§3.2-6546 Euthanasia Method Euthanasia is conducted using only methods prescribed by the State Veterinarian (State Veterinarian's Directive 79-1).	✓		Critical <input type="checkbox"/>
§3.2-6546 Euthanasia Competency Euthanasia is performed by a competency certified person under the general supervision of a licensed veterinarian, or performed by a licensed veterinarian, in accordance with State Veterinarian's Directive 79-1.	✓		Critical <input type="checkbox"/>
§3.2-6546 Staff Signed Statements Directors, operators, staff, and caregivers have each signed a statement specifying that he/she has never been convicted of animal cruelty, neglect, or abandonment.	✓		Critical <input type="checkbox"/>

NSF = No Significant Findings F = Findings

Critical findings are those which cause animal death, serious injury, or egregious suffering.

REVIEWED WITH:

Signature

[Signature]

Name

Louisa Lester

Title

Facility Administrator

RUSSELL COUNTY

BOARD OF SUPERVISOR'S BUDGET MEETINGS

Russell County Governmental Center
Lebanon, Virginia 24266



RUSSELL COUNTY BOARD OF SUPERVISORS FISCAL YEAR 2017 BUDGET MEETING SCHEDULE

Date	Activity
01/06/17	Letter of Budget Requests to Departments, Offices, & Agencies
01/27/17	Dead-line for Departmental Budget Requests
02/17/17	Budget Expenditures Compiled
02/28/17	Revenue Projections Compiled
03/02/17	Budget Committee Workshop
03/09/17	Budget Committee Workshop
03/23/17	Full Board of Supervisors Budget Work Session
04/06/17	Advertise Public Hearing for Budget and Tax Rates
04/13/17	Advertise Public Hearing for Budget and Tax Rates
04/20/17	Hold Public Hearing on FY 2017 Budget and Tax Rates
05/01/17	Approve Budget at Regular May Meeting
06/12/17	Dead-line for First Half Real Property Tax Payments

Russell County Virginia
"The Heart of Southwest Virginia"

Tim Lovelace
District 1

Rebecca Dye
District 6

Lou Ann Wallace
District 2

Steve Breeding, Chairman
District 5

Mark Mitchell
At-Large

Carl Rhea
District 3

David Eaton, Vice-Chairman
District 4

Lonzo Lester
County Administrator

RESOLUTION

SPEED LIMIT REDUCTION ON ROUTE 82 (Cleveland Road)

At a regular meeting of the Board of Supervisors of Russell County held in Lebanon, Virginia this 3rd day of January, 2017 it was duly moved and seconded that:

WHEREAS, State Primary Route 82, Cleveland Road, in Russell County Virginia, is traveled by motorists at a high rate of speed creating a hazard at the intersection of Route 82 (Cleveland Road) and Route 640 (River Mountain Road) at the County's Lebanon Disposal Site along with the Glade Hollow Little League Baseball Fields that endangers children and residents health, lives, and property, as well as other motorists traveling through said area,

NOW, THEREFORE, BE IT RESOLVED, this Board requests that the Virginia Department of Transportation change and post speed limits from 55 miles per hour to 35 miles per hour in the above mentioned area.

RESOLVED this 3rd day of January, 2017, by the following vote:

Recorded vote: _____

Moved: _____

Steve Breeding, Chairman

Seconded: _____

Russell County Board of Supervisors

Yeas: _____

Nays: _____

ATTEST:

Lonzo Lester, County Administrator

MONTHLY BANK BALANCES

November 30, 2016

Regular Account	4,950,467.77
Honaker Library Donations	4.93
IDA Debt Reduction	1.00
Employee Insurance	629,248.43
Employee Claims Account	1,000.00
Knox Coal Insurance Fund	414.84
Russell Co. Housing Fund	4,424.36
School Textbook	45,092.04
Sheriff Domestic Violence	2,396.08
Sheriff Seized Assets	26,073.34
Sheriff Restitution	16,212.97
Sheriff Federal Justice Forfeited Assets	16,581.88
Sheriff Forfeited Assets	10,577.31
Comm Attorney Fed Justice Forfeited Assets	115,340.80
Comm Attorney Forfeited Assets	31,139.41
Federal Comm Attorney Forfeited Assets	1,029.92
Sheriff Federal Forfeited Assets	20,057.63
Commonwealth Attorney Abandoned Property	500.00
SSI Recipients	14,885.35
First Sentinel Bank	3,472.16
Bank of Honaker	28,982.51
New Peoples Bank	132,580.30
Certificates of Deposit General	49,575.00
Treasurer's Money Market	3,475,664.52
Certificate of Deposit Library Donations	24,788.80
Certificates of Deposit Knox Creek Ins.	240,027.19
Certificate of Deposit Employee Insurance	1,056,187.57
Total Cash In Bank	10,896,726.11
Cash In Office	2,254.71
Petty Cash	100.00
TOTAL CASH	10,899,080.82

ACCOUNT	DATE	November 30, 2016
	DEBIT	CREDIT
Cash in Office	2,254.71	
Cash in Bank	10,896,726.11	
Petty Cash	100.00	
General Fund		7,710,963.41
Sheriff In State Trip		21,617.20
Sheriff Dare Fund		100.00
Sheriff Seized Assets		26,073.34
Sheriff Restitution		16,212.97
Sheriff Forfeited Assets		10,577.31
Comm Attorney Forfeited Assets		31,139.41
Federal Comm Atty Forfeit Assets		1,029.92
Honaker Library Donations		24,788.80
Russell County Housing Fund		4,424.36
Sheriff Federal Forfeited Assets		20,057.63
Sheriff Domestic Violence		2,396.08
Comm Attorney Abandoned Prop		500.00
Comm Attorney Fed Justice		115,340.80
Sheriff Fed Justice Forfeited		16,581.88
Social Services		(50,319.32)
Swva Asap		9,883.30
Coal Road Improvement		89,924.48
CSA		(502,803.13)
School Fund		1,235,843.17
School Food		(155,088.94)
School Textbook		45,092.04
Regional Adult Education		257,183.69
Litter Fund Trash Pickup		(8,886.16)
Current Credit		(875.86)
Current Debit		14.44
Title XX		11,321.05
SSI Recipients		14,885.35
Damage Stamp Fund		2,823.98
IDA Debt Reduction		1.00
Valley Heights		36,434.43
Dante Sewer		49,575.00
Employee Health Insurance		1,685,436.00
Knox Coal Insurance		240,442.03
Employee Insurance Claims		1,000.00
Law Library		41,144.93
Special Welfare		50,293.76
Housing Fund #2		7,400.00
Russell Co Health & Fitness		17,611.24
Cannery		(28,545.37)
WIB		(152,513.40)
Total	10,899,080.82	10,899,080.82

November 10, 2016

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on November 10, 2016, at 5:30 P.M. at Bonanza Family Restaurant, Main Street, Lebanon, Virginia.

MEMBERS

PRESENT: Becki Joyce, Chairman
Roger Sword, Vice Chairman
Richard Lockridge
Jarred Glass, Member
Ernie McFaddin, Member
Carlton Elliott, Member
David Mullins, Member
Scott Gilmer, Member

ABSENT Mike Hincer, Member

STAFF: Katie Patton, Attorney

GUESTS: Dr. Brown, Superintendent Russell County Schools
Carl Knoblock, US Small Business Administration

The Chairman called the meeting to order at 5:40P.M.

Secretary called the roll and recorded the roll call.

The Chairman welcomed Jarred Glass to the board

PUBLIC COMMENT

Dr. Brown, Superintendent introduced himself to the IDA board and expressed his interest to serve Russell County to improve the quality of life. Dr. Brown further stated the gap between graduation and being part of the workforce needs to be closed. He also informed the IDA of the Virginia School Quality Profile web site.

APPROVAL OF MINUTES

Upon motion made by Roger Sword, second by Ernie McFaddin and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of October 13, 2016 meeting.

The Vote was:

Yea: R. Sword, J. Glass, C. Elliott, E. McFaddin, R. Lockridge, S. Gilmer, D. Mullins

Nay: None

Absent: M. Hinchler

FINANCIAL REPORT

Financial report was presented by Carlton Elliott

Upon motion made by Scott Gilmer, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the Financial Report of November 10, 2016 as presented.

The Vote was:

Yea: R. Sword, J. Glass, C. Elliott, E. McFaddin, R. Lockridge, S. Gilmer, D. Mullins

Nay: None

Absent: M. Hinchler

U.S. SMALL BUSINESS ADMINISTRATION

Carl Knoblock with US Small Business Administration presented strategies for recruiting industries.

ATTORNEY'S REPORT

The attorney advised the IDA to amend the by-laws allowing the next meeting date, place, and time be set in the meeting.

Upon motion made by Richard Lockridge, second by David Mullins and duly approved by the Industrial Development Authority of Russell County, Virginia amending the by-laws to state the next regular monthly meeting date, time, and place be set at the conclusion of the current meeting.

The Vote was:

Yea: R. Sword, J. Glass, C. Elliott, E. McFaddin, R. Lockridge, S. Gilmer, D. Mullins

Nay: None

Absent: M. Hinchler

COMMITTEE REPORT

Becki Joyce reported updates have been made to the web site and the IDA now has a facebook page and a linkedin page.

The daycare project is now waiting on a response from the bank's attorney.

Roger Sword reported the work on the automatic doors at the DSS office has not been completed.

The chairman appointed Ernie McFaddin to get proposals on installing automatic doors on the DSS facility.

Ernie McFaddin requested the IDA assist the Town of Honaker in completing an engineering study of the David's Grocery building for a possible business incubator. The cost for the Study is \$1,200.00.

Upon motion made by Ernie McFaddin, second by Roger Sword, and duly approved by the Industrial Development Authority of Russell County, Virginia to have an engineering study for repair feasibility of the David's Grocery building in Honaker. The cost of the study is \$1,200.00.

The Vote was:

Yea: R. Sword, J. Glass, C. Elliott, E. McFaddin, R. Lockridge, S. Gilmer, D. Mullins

Nay: None

Absent: M. Hinchler

NEW BUSINESS

The board discussed the need for the secretary to have the authority to sign checks.

Upon motion made by Scott Gilmer, second by Ernie McFaddin, and duly approved by the Industrial Development Authority of Russell County, Virginia to allow the secretary of the IDA to have authority to sign checks.

The Vote was:

Yea: R. Sword, J. Glass, C. Elliott, E. McFaddin, R. Lockridge, S. Gilmer, D. Mullins
Nay: None
Absent: M. Hinchler

DMME requested the IDA sign a rider to the lease not allowing firearms on the property they lease in the government center.

Upon motion made by Carlton Elliott, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Chairman to sign the lease rider with DMME.

The Vote was:

Yea: R. Sword, J. Glass, C. Elliott, E. McFaddin, R. Lockridge, S. Gilmer, D. Mullins
Nay: None
Absent: M. Hinchler

CLOSED SESSION

Upon motion made by Scott Gilmer, second by Ernie McFaddin and duly approved by the Industrial Development Authority of Russell County, Virginia to go into Closed Session as permitted by, VA Code#2.2-3711 (7) Legal Counsel.

The Vote was:

Yea: R. Sword, J. Glass, C. Elliott, E. McFaddin, R. Lockridge, S. Gilmer, D. Mullins
Nay: None
Absent: M. Hinchler

RECONVENE TO PUBLIC SESSION

Upon motion made by Scott Gilmer, second by Ernie McFaddin, and duly approved by The Industrial Development Authority of Russell County, Virginia, the Chairman called the meeting back into regular session and requested the "Certification Motion after reconvening in Public Session".

The Vote was:

Yea: R. Sword, J. Glass, C. Elliott, E. McFaddin, R. Lockridge, S. Gilmer, D. Mullins

Nay: None

Absent: M. Hinchler

CERTIFICATION AFTER RECONVENING IN PUBLIC SESSION

The Industrial Development Authority of Russell County, Virginia hereby certifies that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed under the provision of the Virginia Freedom of Information Act cited in that motion.

The Roll Vote Was:

Becki Joyce	Yes	Ernie McFaddin	Yes
Carlton Elliott	Yes	Davis Mullins	Yes
Scott Gilmer	Yes	Roger Sword	Yes
Mike Hinchler	Absent	Jarred Glass	Yes
Richard Lockridge	Yes		

ACTION FROM CLOSED SESSION

Upon motion made by Ernie McFaddin, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Attorney to send a letter to the Tobacco Commission requesting an extension on the terms of the Steel Fab grant.

The Vote was:

Yea: R. Sword, J. Glass, C. Elliott, E. McFaddin, R. Lockridge, S. Gilmer, D. Mullins

Nay: None

Absent: M. Hinchler

ADJOURNMENT

Upon motion made by Scott Gilmer, second by Roger Sword, and duly approved by the Industrial Development Authority of Russell County, Virginia setting the next regular monthly meeting for December 8, 2016 at 5:30 PM located at Bonanza Family Restaurant, Lebanon VA.

The Vote was:

Yea: R. Sword, J. Glass, C. Elliott, E. McFaddin, R. Lockridge, S. Gilmer, D.

Mullins

Nay: None

Absent: M. Hinchler

Upon motion made by David Mullins, second by Carlton Elliott, and duly approved by the Industrial Development Authority of Russell County, Virginia to adjourn this meeting at 9:50 PM.

The Vote was:

Yea: R. Sword, J. Glass, C. Elliott, E. McFaddin, R. Lockridge, S. Gilmer, D.

Mullins

Nay: None

Absent: M. Hinchler

RUSSELL COUNTY P.S.A.
 Monthly Meeting - The Board of Director
 December 19, 2016
AGENDA

1. Call to Order
2. Welcome
3. Visitors: Rita Baker & Danny Stanley - T&L
4. Pledge of Allegiance
5. Minutes of October, 2016
6. Financial Report – Harvey Hart

General Acct (Register: 1010)	Nov. 2016	Check #	18793	100030	\$ 103,793.10
Environmental Waste Acct. (Register 1060)	Nov. 2016	Check #	120	121	\$ 102,568.53
Long Term Operating Debt Acct	Nov. 2016	Check #		1103	\$ 547.94

7. Profit & Loss Review
8. Water Loss Review
9. Past due Water Customers Review

PROGRESS REPORT ON WATER PROJECTS:

1. Tunnel Hill – 2nd phase of project – laying 12-inch line for Honaker
2. Rt. 656 East Extension - project started Sept, 2016

New Business:

- A. Engineering -
- B.

Old Business:

Meeting Adjourned – Next board meeting January 16, 2016 - 6:00 pm Lebanon office.

RUSSELL COUNTY PUBLIC SERVICE AUTHORITY
 Monthly Meeting of the Board of Directors

November 28, 2016

MEMBERS PRESENT

Carter McGlothlin
 Clifford Hess
 Donnie Christian
 Steve Newberry
 James Kiser
 Harvey Hart
 Visitor's: Rita Baker and Danny Stanley with T&L

MEMBERS ABSENT

Larry McGlothlin

Meeting called to order by Carter McGlothlin at 6:02 p.m.

Prayer: Donnie Christian

Pledge of Allegiance: James Kiser

Minutes – October, 2016 reviewed by Board – Motion approved by Clifford Hess, second by Steve Newberry, Passed Yes-5 – No-0

Adjournment – Motion made by Donnie Christian, second by Steve Newberry at 6:55 pm

Financial Report:

Financial Report given by Harvey Hart.

Motion to approve by Steve Newberry, second by Clifford Hess – Motion passed Yes-5; No-0

Amendments to Agenda:

Operations Acct	Oct. 2016	Check #	18715	18792
Environmental Waste Acct.	Oct. 2016	Check#	120	121
Long Term Debt Acct	Oct. 2016	Check #		1103

REVIEWED:

CHECKS: – Given by Harvey Hart – Reviewed by Board

PROFIT AND LOSS: – Given by Harvey Hart – Reviewed by Board

WATER LOSS: – Given by Harvey Hart – Reviewed by Board

PAST DUE ACCT: – Reviewed by Board

Donnie Christian made motion, second by Clifford Hess to discuss with Attorney and Accountant about setting up another Past Due Account and have a "cut-off" amount of \$125.00

PROJECT UPDATE:

Route 656 East Extension – Material received and project started

Tunnel Hill – Laying 12-inch line for Honaker

I-Pearl Radio Read Meters – All bids in September 15, 2016

NEW PROJECTS:

Waiting on funding:

Fincastle

Route 603

Tank to Arrowhead Subdivision

Russell County Trash Sites

NEW BUSINESS:

Donnie Christian made motion, second by James Kiser to trade 2005 Ford F-250 pickup (Trk. # 8) to Russell County; RCPSA will receive Ford Explorer from County, motion passed, Yes-5 – No-0.

Steve Newberry made motion, second by James Kiser for Christmas bonus of \$500.00 per employee.

OLD BUSINESS:

Next Board meeting December 19, 2016 6:00 p m – Lebanon office

- November 21, 2016 regular meeting rescheduled to November 28, 2016

Carter McGlothlin
Chairman RCPSA

NOVEMBER 14, 2016

A regular monthly meeting of the Castlewood Water & Sewage Authority Board of Directors was held at the Castlewood Water Authority Building in St Paul, Virginia on Monday, November 14, 2016.

PRESENT:

Darrell Johnson, Chairman
Darrell Puckett, Member
James Kiser, Member
Bill Wampler, Member
Gary Dotson, Member
Brad Patton, Member
Roy Markham, Executive Director
Stephen Mullins, Counsel
Angela Church
Mike Owens
Crossroads

ABSENT:

CALLED TO ORDER:

Called to order by Darrell Johnson, Chairman @ 6:00 P.M.
Roy Markham led the prayer, Darrell Johnson followed with the Pledge of Allegiance.

APPROVAL OF BOARD MEETING AGENDA

Motion

Motion by James Kiser, member, and second by, Darrell Puckett, member and duly approved by all Board of Directors to approve the agenda for the meeting of November 14, 2016.

AYE: Darrell Johnson, James Kiser, Bill Wampler, Darrell Puckett, Gary Dotson, Brad Patton.

NAY: None

PUBLIC COMMENTS

Edward & Phyllis Killion of 226 Victoria Street requested their sewer deposit be refunded because they said on their June bill, there was a notice saying that the sewer project was over. The Authority informed them the notice was stating the Castlewood Sewer Phase IA, has been completed. Their residence is in Castlewood Sewer Phase 1B. The project is still in ongoing.

Pam Combs of Combs Road off of Back Valley Road requested water be brought to 2 residence. She was told that they would run the numbers for cost to determine if it would be feasible to do the project.

Velma House of Sawmill Hollow, requested an adjustment for a leak on her water heater. She wanted the adjustment to take her bill to the minimum which is \$53.00. She was told that we have a formula that we use to give a leak adjustment, and we have to use that, but we can take the sewer adjustment back to \$26.50 since the leak did not involve going into the sewer.

Cross Roads

1. Service Meters/Master Meters/SCADA - Approximately 1000 new service meters have been installed to date out of approximately 1800. Contractor for the telemetry portion has been working on towers for the scada system and built the final rebar cage for the foundation this weekend. We are trying to arrange meetings with the property owners for final locations of the towers.
2. Dante to St. Paul Sewer - DEQ conference call on November 13 to provide a project update. VMRC JPA permit application has been completed and received. Railroad permit is being prepared. We have preliminary plans for the force main line from Dante to St. Paul to be submitted this week along with the PER amendment to DEQ.
3. Castlewood Sewer (Westview) - Redesign complete, contacted all property owners regarding needed easements. Stephen is finalizing easement preparation. Rural Development has indicated we need to be complete with construction by March 2017. Expect to advertise first of December.
4. Castlewood Sewer (Phase 1B) - Meeting held with the Russell County Administrator and Board of Supervisors, VDH, RD and DEQ to discuss the current ordinance and enforcement policy. Outcome of that

meeting appears that the Board of Supervisors will amend and strengthen their current connection ordinance. Board of Supervisors took action at their last board meeting on the sewer portion, water put on hold till next month. We still plan to target the areas in Couch's Bottom, Greystone and Memorial Drive in the next couple months for interest.

5. Lake Bonaventure to South Clinchfield Line Replacement - Finalizing plans for preparation of materials list. We received the categorical exclusion on the environmental permit from VDH. Need to supply updated equipment and labor cost information to VDH for approval of force account request. At that point we can solicit bids for materials.

6. Heralds Valley Water Line - Plans and specs are complete for the project. Budget for materials for the project is around \$50,000. Roughly \$4,500 per connection assuming approximately 11 connections. Anticipate submitting an application to Coalfields Water Development Fund for construction funds, those applications are due October 20.

7. Water Plant Improvements and Memorial Drive to Trout Farm Road line replacement funding offer received from VDH. Project was awarded 100% principal forgiveness (grant). Engineering procurement has been forwarded to VDH, initial VDH project meeting held October 17 at 3:00 at VDH office in Abingdon.

8. Carbo Water Treatment Plant PER - PER and Environmental Report submitted to Rural Development September 21. We received and are addressing comments from their review.

Roy Markham

1. Spear Head Trails has notified us that they are no longer interested in renting our building to store their equipment.
2. The security cameras have been ordered.
3. We have 1380 of the radio meters installed with 1037 activated.
4. We would like to have a community meeting for the Dante to St. Paul sewer project customers here at the office on November 21 at 6 pm. This will give the potential customers in the project area the ability to ask questions concerning line routes, user agreements, rates, etc.
5. Last month when we voted to waive the deposit for customers that had been with us for 5 years or longer, we did not mention specifically who that applied to. Does the board wish this policy to cover all customers including renters?
6. I have a VRWA board meeting in Beuna Vista this coming Friday. I will do the same as always, leave Thursday afternoon, spend the night and return on Saturday. I will also take my personal vehicle.
7. We want to invite all board members to our thanksgiving dinner this coming thursday at 12:00.

BOSTIC, TUCKER & COMPANY, P.C.

Motion

Motion made by James Kiser, member, and second by Bill Wampler, member and duly approved by all Board of Directors to accept the proposal from Bostic, Tucker & Company for accounting services, as stated in the proposal. Fee is \$1850.00 month and shall be in effect for 12 continuous months beginning on December 2016.

AYE: Darrell Johnson, James Kiser, Bill Wampler, Darrell Puckett, Gary Dotson, Brad Patton.

NAY: None

PERSONNEL POLICY-- JURY DUTY CHANGE

Motion

Motion made by James Kiser, member, and second by Brad Patton, member and duly approved by all Board of Directors to authorize Stephen Mullins to make changes in the personnel policy concerning jury duty. The employee will receive their regular pay from CWSA and can keep the compensation they receive from being on jury duty, providing they come in to work if dismissed early from jury duty.

AYE: Darrell Johnson, James Kiser, Bill Wampler, Darrell Puckett, Gary Dotson, Brad Patton.

NAY: None

CHRISTMAS BONUS

Motion

Motion made by Bill Wampler, member, and second by James Kiser, member and duly approved by all Board of Directors to approve a Christmas bonus for CWSA employees. It will be the same as last year.

AYE: Darrell Johnson, James Kiser, Bill Wampler, Darrell Puckett, Gary Dotson, Brad Patton.

NAY: None

INTERIM CHIEF OPERATOR POSITION

Motion

Motion made by James Kiser, member, and second by Brad Patton, member and duly approved by all Board of Directors to authorize Roy Markham to delegate a interim position for chief operator.

AYE: Darrell Johnson, James Kiser, Bill Wampler, Darrell Puckett, Gary Dotson, Brad Patton.

NAY: None

APPROVAL OF BOARD MINUTES

Motion

Motion made by Bill Wampler, member, and second by Darrell Puckett, member, and duly approved by all Board of Directors to approve the minutes of the October 2016 board meeting.

AYE: Darrell Johnson, James Kiser, Bill Wampler, Darrell Puckett, Gary Dotson, Brad Patton.

NAY: None

APPROVAL OF ACCOUNTS PAYABLE

Motion

Motion made by Darrell Puckett, member, and second by James Kiser, member, and duly approved by all Board of Directors to approve accounts payable for October 2016, with the addition of the add-ons.

AYE: Darrell Johnson, James Kiser, Bill Wampler, Darrell Puckett, Gary Dotson, Brad Patton.

NAY: None

APPROVAL OF ACCOUNTS RECEIVABLE

Motion

Motion made by Gary Dotson, member, and second by Darrell Puckett, member, and duly approved by all Board of Directors to approve accounts receivable for October 2016.

AYE: Darrell Johnson, James Kiser, Bill Wampler, Darrell Puckett, Gary Dotson, Brad Patton.

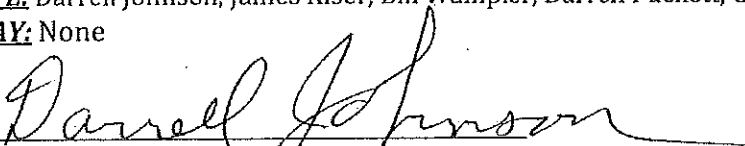
NAY: None

ADJOURN

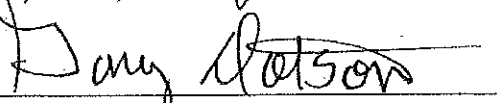
The meeting was adjourned at 8:35 p.m. Motion made by Bill Wampler, member and second by Brad Patton, member to adjourn and duly approved by all board members.

AYE: Darrell Johnson, James Kiser, Bill Wampler, Darrell Puckett, Gary Dotson, Brad Patton.

NAY: None



Darrell Johnson, Chairman



Gary Dotson, Secretary /Treasurer

MINUTES

Russell County Tourism Committee
Regular Monthly Meeting
December 13, 2016 @ 11:30 AM
Vincent's Vineyard

Members Present: Alice Meade, Kim Short, Betsy Gilmer, Jackie Hubbard, Jennifer Chumbley, Jeff Hess, Jim Lyttle, Ann Monk, Susan Hilton, Kathy Stewart

Guests:

Ex-Officio:

Meeting called to order by Alice Meade

Motion to approve agenda by Jennifer Chumbley, second by Ann Monk, motion passed.

Motion to approve previous meeting minutes by Jim Lyttle, second by Jackie Hubbard, motion passed.

Jackie Hubbard provided tourism committee with a brochure update. The brochure subcommittee met to discuss layout, and it was suggested to include local dining in the brochure; however, there were concerns that businesses may close. Color examples were provided to the tourism committee and Jackie Hubbard spoke about open source colors which could provide copyright difficulty and ways to provide permission to use colors. Jim Lyttle spoke about the dark background colors which could provide reading difficulty specially to color blind individuals. It was agreed that the printer quality for the example affected the colors. Locals events such as 4th of July for each town will be included and more pictures are needed with a write up for each item included. Some previous descriptions were suggested to be changed because if you are not from Russell County, it may not be clear. Third party websites will be avoided by providing a direct link to experiencerussell.com and then linking to other websites from there. Lodging will not be included in the brochure. It was also discussed if we should ask for donations from business to produce the brochure. January 3rd is the date for revisions. Jim Lyttle spoke about adding fire towers, and events like equestrian to the brochure as well as the fairgrounds.

Betsy Gilmer updated the committee on the LOVE sign which is ready, and awaiting payment and final destination. There are marketing requirements for the grant to be paid, which will need to be followed. Committee discussed promotional options such as WCYB, Bristol Herald Courier, and a reception and/or ribbon cutting.

Kim Short gave an update on the MLP Grant, which was submitted for \$10,000 including partners Town of Lebanon, Russell County Fair Association, Vincent's Vineyard and Russell County Tourism Committee.

Jeff Hess updated the committee on new 2017 grants that maybe available for music events where the money would be paid to the musicians and bands. Angela Wiggins will be handling these grants.

Jennifer Chumbley will need more time for the HOA re-writing.

Jim Lyttle gave the Mendota Fire Tower update, and plans for a March clean up. Hand tools, brush cutters, and possibly sulfuric acid will be needed to clear path and clean graffiti from rocks. Lebanon High and Castlewood High students will participate as well as Keep SW VA Beautiful, Upper Tennessee Roundtable and Russell County Tourism Committee. Students will be able to receive their community

service credits for the cleanup. The other two fire towers on Big A and Hazel Mountain will need to be addressed also.

Kim Short spoke about attending the Blue Ridge Travel Meeting in Fort Chiswell and membership option. The cost is \$500 per year for membership which provides many benefits such as website, social media, and regional partners. Currently we are the only surrounding county not involved. Susan Hilton made a motion to join Blue Ridge Travel Association, Jim Lyttle seconds, motion passed.

Jim Lyttle spoke about the local distillery in Lebanon which is Stone Mountain Distilling. They are the only local, legal Moonshine Distillery in Russell County and are currently selling their product through local ABC stores. If the store does not have the product in stock, you may request it. The owners are hoping to open a tasting room soon, and will need a letter of community support. They currently purchase local products to use, and are beneficial to the community. Jim Lyttle will speak to the owners about coming to the next committee meeting.

Rotary Club will be having their annual Murder Mystery in February.

Meeting Adjourned.

Next regular meeting date is January 17, 2016 at Vincent's Vineyard beginning at 11:30 am..

THE RUSSELL COUNTY TRANSPORTATION AND SAFETY COMMISSION MET AT THE BONANZA RESTURANT IN LEBANON VA. ON DECEMBER 13, 2016

MEMBERS PRESENT:

EUGENE FERGUSON HENRY STINSON BARBARA COX EMORY ALTIZER
GARY DOTSON TONY MAXFIELD BILL ROBINSON MIKE OQUINN
JOHNNY JESSEE TIM LOVELACE SUPR.

VISITORS: FROM V.D. O.T. JEFF BUCHANNAN MIKE MUSIC

GUARD RAILS:

- GUARD RAIL CONCERNS THROUGHOUT THE COUNTY__ EMERGENCY AREA'S BEING REPAIRED FIRST
- MOLLS CREEK JUST OFF RT. 71S AT THE ENTERANCE DOWN TO CREEK LEVEL APPROXIMATELY 400FT. NEEDS TO BE GUARD RAILED
- RT. 613 WARNING SIGNS TO BE INSTALLED PAST OAK GROVE SCHOOL ON CREEK SIDE PER VDOT INSTEAD OF RAILS NOT ENOUGH ROOM
- DANTE AT BUNCH TOWN WARNING SIGNS TO BE INSTALLED ALONG CONCRETE WALL NOT ENOUGH ROOM TO INSTALL GUARD RAILS PER VDOT
- RT 608/678 AT THE NEW BRIDGE NEED GUARD RAILS INSTALLED ESPECIALLY ON THE UPPER END

SHOULDER REPAIR AND POT HOLES:

- ALTIZER DRIVE NEEDS PATCHED TO VDOT RIGHT OF WAY
- RT. 58 WEST BOUND AT THE CASTLEWOOD RED LIGHT ROAD HOOVED UP
- DANTE ROCKY HOLLOW PAVEMENT MISSING IN ROADWAY
- RT. 683 AT TROUT POND POT HOLE HAS BEEN PAVED BUT LEFT MORE RUFF ON BOTH LANES THAN BEFORE. RAISED UP TOO HIGH
- RT. 65S AT THE BUFFALO INTRRSECTION ROAD LEFT RUFF AFTER RECENT PAVING
- RT.603 POT HOLES NEAR DENNISON CHAPEL CHURCH
- RT. 645 HOLE PATCHES HAVE BEEN TORN OUT

- HORTON'S RIDGE SEVERAL POT HOLES
- CLEVELAND CHURCH HOUSE HILL POT HOLES
- RT. 671 FLATS CIRCLE HOLE IN ROAD BELOW THE LOG HOUSE
- RT. 678 UPPER COPPER CREEK NEEDS GRADED AND GRAVEL
- RT.676 CLINCH MTN. ROAD SEVERAL POT HOLES

SCHOOL BUS SAFETY AND OTHER CONCERNS:

- JOHN SIMS HILL NEEDS LINES PAINTED
- RT. 67 UPPER END NEEDS LINES PAINTED
- RT. 623 BOSTIC HOLLOW OFF MILLER CREEK NEEDS GRAVELS WHERE SCHOOL BUS TURNS
- RT. 622 ART DRAWN ON THE HIGHWAY MOST HAS BEEN COVERED UP
- RT.662 SPRING CITY NEAR INTERSECTION 749 A GARAGE HAS BEEN BUILT IN A CURVE CAUSING A SITE PROBLEM DAY AND NIGHT. OUTSIDE LIGHT IS VERY BRIGHT
- DANTE BRIDGE AT BUNCHTOWN VERY BUMPY
- RT. 58 WEST BOUND NEEDS A SCHOOL BUS STOP SIGN JUST PAST STOP & SHOP

ITEMS REPORTED FIXED:

- CASTLEWOOD PIPE PLUGGED AT MUD HOLE STORE
- RT. 613 POT HOLES NEAR JIM WEBB'S
- DANTE LOWER BEAR WALLOW DITCH HAS BEEN PULLED
- HONAKER ELM ST NEAR TASTEE FREEZE TREE REMOVED
- HONAKER NEAR SOUTHERN STATES BRUSH HAS BEEN REMOVED
- RT. 67/80 INTERSECTION A CONCERN FOR A FLASHING WARNING LIGHT HAS BEEN REPORTED VDOT HAS LOOKED INTO THIS MATTER AND REPORTS ONLY ONE ACCIDENT. THEY ARE LOOKING INTO INSTALLING NON-FLASHING SIGNS

NEXT MEETING WILL BE JAN. 10 2016. WE THANK ALL WHO ARE INVOLVED IN
KEEPING OUR ROADS SAFE AND FOR OUR QUEST PARTICAPTION. **SAFETY**
MATTERS !!!! PREPARED BY GARY DOTSON 12/26/2016

RUSSELL COUNTY CONFERENCE CENTER

December 1, 2016

The following is a list of the Russell County Conference Center events for the month of December.

Date	Event	Event Type	Space
12/01/16	Co Op Annual Meeting Sabrina Fleenor	Community Event	Full \$100
12/02/16	Myle's Birthday Kaitlin Dodi	Individual Event	Full \$100
12/03/16	TruPoint Bank Christmas Dinner	Individual Event	Full \$185
12/04/16	UMWA Christmas Dinner	Individual Event	Full \$200
12/06/16	Girl Scouts Kim Yates	Individual Event	Full \$100
12/08/16	DSS Christmas Party Angel Gilbert	Individual Event	Full \$100
12/11/16	Family Dinner Glenda Wilson	Individual Event	1/2 \$75
12/12/16	Woodman of Life	Individual Event	Full \$100
12/13/16	Employee Appreciation Dinner Lonzo Lester	Individual Event	Full FREE -\$520

12/15/16	Farm Bureau Christmas Dinner Bruce Warner	Individual Event	Full \$170
12/16/16	United Mine Workers	Individual Event	Full \$100
12/17/16	Family Christmas Dinner Lynn Kiser	Individual Event	Full \$160
12/18/16	Family Christmas Dinner Martha Horne	Individual Event	Full \$100
12/23/16	Family Christmas Dinner Carl Hamilton	Individual Event	Full \$150
12/31/16	We Care New Year's Eve Party	Community Event	Full FREE -\$100

(Total: \$2,260.00)

- \$620

Final Total = \$1,640

RUSSELL COUNTY CONFERENCE CENTER

2016 Yearly Report

• January.....	\$470.00
• February.....	\$950.00
• March.....	\$1,250.00
• April.....	\$600.00
• May.....	\$1,000.00
• June.....	\$675.00
• July.....	\$620.00
• August.....	\$995.00
• September.....	\$1,340.00
• October.....	\$4,240.00
• November.....	\$2,170.00
• December.....	\$1,640.00

Total = \$15,950.00

Russell County Health & Fitness

December 2016

Membership						
	July	August	September	October	November	December
Members / Class Packages	66	87	92	93	92	101
Pay Per Class	35	33	16	11	5	18
Total Engagement	101	120	108	104	97	119

Sales			
Sales Month to Date *	\$ 2,114.73	\$ 2,207.00	\$ 2,887.19
		\$ 3,542.35	\$ 2,039
			\$ 2,542.64

Payroll			
Instructor / Trainer Payroll	\$1,359	\$1,226	\$1,661
		\$2,143	\$1,625
			\$1,455

* Reporting from 12/1-12/28

* Key card system is working flawlessly and drawing more members

* Newspaper article released announcing the new 24 hour access

* County employee discount flyer distributed to employees and into school system

* Sponsored Facebook post announcing 24 hour access reached 4,451 people