

**MINUTES**

An organizational meeting of the Buchanan County Board of Supervisors was held on the 8<sup>th</sup> day of January 2024 starting at 6:00 o'clock p.m. in the Board of Supervisors Meeting Room, 3<sup>rd</sup> floor of the Buchanan County Government Center, 4447 Slate Creek Road, Grundy, Virginia 24614. **This meeting was conducted by electronic communication (Zoom). The media and public were invited to participate.**

**PRESENT:** Jeff Cooper  
G. Roger Rife  
Trey Adkins  
Craig Stiltner  
Tim Hess  
David Rose  
Lee Dotson

Robert Craig Horn, County Administrator  
L. Lee Moise, County Attorney

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The meeting was called to order with Prayer and Pledge of Allegiance.

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**IN RE: ELECTION OF CHAIRMAN**

At this time, Robert Craig Horn, County Administrator, asked for nominations for chairman.

Craig Stiltner nominated G. Roger Rife as chairman with no other nominations for chairman, upon motion by Craig Stiltner seconded by Tim Hess and with a roll call vote of seven (7) yeas, Jeff Cooper, David Rose, G. Roger Rife, Lee Dotson, Trey Adkins, Craig Stiltner, Tim Hess and zero (0) nays nominations for election of chairman were closed.

Upon motion by Jeff Cooper seconded by Craig Stiltner with a roll call of seven (7) yeas, Jeff Cooper, Lee Dotson, G. Roger Rife, David Rose, Trey Adkins, Craig Stiltner, Tim Hess and zero (0) nays, G. Roger Rife was elected as Chairman for the Buchanan County Board of Supervisors for the calendar year 2024.

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**IN RE: ELECTION OF VICE-CHAIRMAN**

At this time, G. Roger Rife asked for nominations for Vice-Chairman, Craig Stiltner nominated Jeff Cooper and with no other nominations, upon motion by Craig Stiltner seconded by Tim Hess and with a roll call vote of seven (7) yeas, Jeff Cooper, David Rose, G. Roger Rife, Lee Dotson, Trey Adkins, Craig Stiltner, Tim Hess and zero (0) nays, nominations for election of vice-chairman were closed.

Upon motion by Tim Hess seconded by Craig Stiltner with a roll call of seven (7) yeas, Jeff Cooper, David Rose, G. Roger Rife, Lee Dotson, Trey Adkins, Craig Stiltner, Tim Hess and zero (0) nays, David Rose, was elected Vice-Chairman for the Buchanan County Board of Supervisor’s for the calendar year 2023.

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**IN RE: CONSIDER ADOPTION OF PARLIAMENTARY PROCEDURES-ROBERTS RULES OF ORDER**

After a general discussion by the board upon motion by Craig Stiltner seconded by Jeff Cooper and with a roll call vote of seven (7) yeas, Jeff Cooper, David Rose, G. Roger Rife, Lee Dotson, Trey Adkins, Craig Stiltner, Tim Hess and zero (0) nays, this board did hereby approve Parliamentary Procedure – Roberts Rule of Order.

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**IN RE: CONSENT AGENDA**

After a general discussion by the board upon motion by Jeff Cooper seconded By Craig Stiltner and with a roll call vote of seven (7) yeas, Jeff Cooper, David Rose, G. Roger Rife, Lee Dotson, Trey Adkins, Craig Stiltner, Tim Hess and zero (0) nays, this board did hereby approve the following Consent Agenda:

- a. Approving minutes for December 4<sup>th</sup>, 2022;
- b. Ratifying payroll after review;
- c. Ratifying the payment of bills by Resolution adopted on January 9<sup>th</sup>, 2023. (Including the Buchanan County Head Start ratified bill list and bill list)
- d. Approving and issuing payment for a coyote claim in the amount of \$50.00 to Greg Rife (1 Claim).

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**IN RE: CONSIDER APPROVING TO AMEND THE ORDINANCE REGARDING BOUNTY FOR COYOTE CLAIMS**

After a general discussion by the board upon motion by Craig Stiltner seconded by Trey Adkins with a roll call vote of seven (7) yeas, Jeff Cooper, David Rose, G. Roger Rife, Lee Dotson, Trey Adkins, Craig Stiltner, Tim Hess and zero (0) nays, this board did hereby approve to amend the bounty for coyotes claims from \$50 per claim to \$100 per claim, which will include **both male and female coyote claims** for the **next six months**. The following is the changes to the Buchanan County Ordinance Chapter 22, Animals:

**CHAPTER 22, ANIMALS  
ARTICLE III, BOUNTY FOR COYOTES**

“AN EMERGENCY AMENDED ORDINANCE TO ESTABLISH PAYMENT OF A BOUNTY FOR COYOTES IN ACCORDANCE WITH SECTION 15.2-926.1 OF THE CODE OF VIRGINIA (1950), AS AMENDED.”

**Section - Killing of Coyotes Permitted: Bounty Established: Procedures for Claims:**

- A.** The killing of **both** female and male coyotes within the boundaries of Buchanan County, Virginia, is hereby authorized for bounties upon the following conditions: Upon proper proof (person presenting carcass must verify that carcass was killed upon land owned by person claiming the bounty with claim filed under oath) a bounty of **One-Hundred Dollars (\$100.00)** shall be paid by the County, from available funds, for each female and male coyote killed within the boundaries of the County. The entire coyote carcass shall be presented at the County Sanitary Landfill or County Garage to County's designated agent before payment of the bounty.
- B.** All bounty payment(s) shall be contingent upon the furnishing of such identifying information as requested by the County's designated agent and the Board of Supervisors shall be the approving authority for payment of all claims presented.

**Section - Available Funds Not to Exceed \$5,000.00:**

The total dollar amount of bounties to be paid under this ordinance shall not exceed the sum of Five Thousand Dollars (\$5,000.00) per fiscal year (July 1<sup>st</sup> to June 30<sup>th</sup>), except by additional appropriation by the Board.

**Section - Unlawful Acts; Penalties:**

It shall be unlawful for any person to present a false claim or to receive any money on a false claim under this ordinance which act shall constitute a Class One Misdemeanor, punishable by a fine not to exceed \$2,500.00 and/or confinement in jail for a period not to exceed one year.

- C.** **This Emergency Ordinance was adopted by the board of supervisors on January 8<sup>th</sup>, 2024,**
- D.** This Ordinance is adopted pursuant to the authority vested in the Board of Supervisors by Sections 15.2-1425, 15.2-1426, 15.2-1427 and 15.2-926.1 Code of Virginia, 1950, as amended.
- E.** This Ordinance repeals any Ordinance of Buchanan County which is in conflict with the provisions hereof but only to the extent that such Ordinance is in conflict herewith.

**This emergency amended ordinance** was adopted on the 8<sup>th</sup> day of January, 2024.

Moved by: Craig Stiltner  
 Seconded by: Trey Adkins  
 Yeas: Seven  
 Nays: Zero

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Chairman of the  
 Buchanan County Board of Supervisors

ATTEST:

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Robert Craig Horn, County Administrator

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**IN RE: PUBLIC COMMENTS**

Mike Hatfield, Investigator for the Buchanan County Sheriff's Office stated he was recently notified that the LOLE grant had been approved for the Buchanan County Sheriff's Office. The total amount of the grant is \$3,718.00 with no local match. This is

a reimbursable grant, which has to be spent first and then the money will be refunded.

After a general discussion by the board upon motion by Tim Hess seconded by Jeff Cooper with a roll call vote of seven (7) yeas, Jeff Cooper, David Rose, G. Roger Rife, Lee Dotson, Trey Adkins, Craig Stiltner, Tim Hess and zero (0) nays, this board did hereby approve an additional appropriation in the amount of \$3,718.00 to the Buchanan County Sheriff’s Office for a grant awarded by the Virginia Department of Criminal Justice Services (DCJS) for the Local Law Enforcement (LOLE) Grant Program for the sheriff’s department.

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**IN RE: PUBLIC COMMENTS**

Sandy Weekley, Extension Agent informed the board there are three (3) high school seniors that will be going to the state capital as representatives for Buchanan County. Also, the extension office will be holding a canning class within the next few weeks.

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**IN RE: MARCUS STILTNER, COAL HAUL ROAD ENGINEER –  
CONSIDER ADOPTING A RESOLUTION OF SUPPORT FOR  
THE BOOTH BRANCH BRIDGE REPLACEMENT PROJECT  
UNDER THE VDOT STATE OF GOOD REPAIR PROGRAM**

Marcus Stiltner, Coal Haul Road Engineer requested the board to adopt a resolution in support of Booth Branch Road/Bridge still being in the State of Good Repairs in the Virginia Department of Transportation Program.

After a general discussion by the board upon motion by Lee Dotson seconded by David Rose and with a roll call vote of seven (7) yeas, Tim Hess, Lee Dotson, G. Roger Rife, Trey Adkins, Jeff Cooper, David Rose, Craig Stiltner and zero (0) nays, this board did hereby adopt the following Resolution regarding Booth Branch Bridge repairs:

**RESOLUTION**

**IN RE: BOOTH BRANCH BRIDGE**

The Board of Supervisors of Buchanan County, in regular meeting on the 8<sup>th</sup> day of January, 2024, adopted the following:

The Buchanan County Board of Supervisors supports the continuation and ultimate completion of the Booths Branch Bridge State of Good Repair project, VDOT project Number 0000-013-951, UPC 111429, per the Project Administrative Agreement between VDOT and Buchanan County, executed on March 30, 2018. This project is a Locally-Administered project.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Resident Engineer of the Virginia Department of Transportation.

Recorded Vote

A Copy Teste:

Moved By: Lee Dotson

Seconded By: David Rose

Yeas: Seven

Nays: Zero

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Robert C. Horn, County Administrator

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**IN RE: GENERAL DISCUSSION REGARDING ABES FORK ROAD**

Craig Stiltner, Rocklick District Supervisor asked Marcus Stiltner, Coal Haul Road Engineer if 1056 Abes Fork Road near Conaway is in Virginia or Kentucky. Also, is it a county or state road?

Marcus Stiltner, Coal Haul Road Engineer stated he would check on this and let him know.

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**IN RE: CONSIDER RATIFYING THE STATEMENT OF GRANT AWARD (SOGA) FROM VIRGINIA DEPARTMENT OF CRIMINAL JUSTICE SERVICES FOR THE V-STOP GRANT FOR THE BUCHANAN COUNTY SHERIFF’S OFFICE**

After a general discussion by the board upon motion by Craig Stiltner seconded by Jeff Cooper with a roll call vote of seven (7) yeas, Tim Hess, Lee Dotson, G. Roger Rife, Trey Adkins, Jeff Cooper, David Rose, Craig Stiltner and zero (0) nays, this board did hereby ratify the Statement of Grant Award (SOGA) from Virginia Department of Criminal Justice Services for the V-STOP Grant for the Buchanan County Sheriff’s Office.

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**IN RE: CONSIDER APPOINTMENT OF THE COAL HAUL ROAD AND GAS IMPROVEMENT ADVISORY COMMITTEE MEMBER (1)**

After a general discussion by the board upon motion by Tim Hess seconded by Jeff Cooper and with a roll call vote of seven (7) yeas, Tim Hess, Lee Dotson, G. Roger Rife, Trey Adkins, Jeff Cooper, David Rose, Craig Stiltner and zero (0) nays, this board did hereby appoint Craig Stiltner to the Buchanan County Coal Haul Road Committee for 2024.

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**IN RE: CONSIDER APPOINTMENTS OF THE BOARD OF SUPERVISORS INSURANCE COMMITTEE (2)**

After a general discussion by the board upon motion by Jeff Cooper seconded by Trey Adkins and with a roll call vote of seven (7) yeas, Trey Adkins, Tim Hess, David Rose, Jeff Cooper, G. Roger Rife, Lee Dotson, Craig Stiltner and zero (0) nays, this

board did hereby appoint Lee Dotson and Craig Stiltner to the Board of Supervisors Insurance Committee for 2024.

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**IN RE:            CONSIDER APPOINTMENTS OF THE BOARD OF  
SUPERVISORS PERSONNEL COMMITTEE**

After a general discussion by the board upon motion by Trey Adkins seconded by Jeff Cooper and with a roll call vote of seven (7) yeas, Tim Hess, Jeff Cooper, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Trey Adkins and zero (0) nays, this board did hereby appoint all seven board of supervisors to the personnel committee for 2024.

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**IN RE:            CONSIDER APPOINTMENT OF THE BOARD OF  
SUPERVISORS' EMERGENCY SERVICES DIRECTOR**

After a general discussion by the board upon motion by Craig Stiltner seconded by Tim Hess and with a roll call vote of seven (7) yeas, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper, Trey Adkins and zero (0) nays, this board did hereby reappoint Robert C. Horn as the Emergency Services Director for Buchanan County.

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**IN RE:            CONSIDER BOARD OF SUPERVISORS' VIRGINIA COALFIELD  
ECONOMIC DEVELOPMENT AUTHORITY (VCEDA) MEMBER,  
IF THE CHAIRMAN DOES NOT WANT TO SERVE**

After a general discussion by the board upon motion by Craig Stiltner seconded by Jeff Cooper and a roll call vote of seven (7) yeas, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper, Trey Adkins and zero (0) nays, board did hereby appoint G. Roger Rife, Chairman for the Buchanan County Board of Supervisors to the Virginia Coalfield Economic Development Authority (VCEDA) as representative for Buchanan County.

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**IN RE:            CONSIDER APPOINTMENT TO THE BUCHANAN COUNTY  
PLANNING COMMISSION**

After a general discussion by the board upon motion by Jeff Cooper seconded by Trey Adkins and a roll call vote of seven (7) yeas, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper, Trey Adkins and zero (0) nays, this board did hereby appoint G. Roger Rife to the Buchanan County Planning Commission.

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**IN RE: CONSIDER APPOINTMENTS AND/OR REAPPOINTMENTS TO THE CUMBERLAND PLATEAU PLANNING DISTRICT COMMISSION (CPPDC) EXECUTIVE BOARD**

After a general discussion by the board upon motion by Jeff Cooper seconded by Craig Stiltner and a roll call vote of seven (7) yeas, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper, Trey Adkins and zero (0) nays, this board did hereby reappoint G. Roger Rife and Tim Hess to the Cumberland Plateau Planning District Commission Executive Board of Directors for a four (4) year term.

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**IN RE: CONSIDER APPOINTMENT AND/OR REAPPOINTMENT TO THE BUCHANAN COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY BOARD OF DIRECTORS FOR THE PRATER AND NORTH GRUNDY DISTRICTS**

After a general discussion by the board upon motion by David Rose seconded by Tim Hess and a roll call vote of seven (7) yeas, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper, Trey Adkins and zero (0) nays, this board did hereby reappoint Alisha O'Quin, Prater District Representative to the Buchanan County Industrial Development Authority Board of Directors for a four (4) year term beginning February 1<sup>st</sup>, 2024.

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**IN RE: CONSIDER ADOPTING A RESOLUTION REGARDING THE APPOINTMENT AND/OR REAPPOINTMENT FOR THE CLERK FOR THE BUCHANAN COUNTY BOARD OF SUPERVISORS**

After a general discussion by the board upon motion by Craig Stiltner seconded by Jeff Cooper and a roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this board did hereby adopt the following resolution regarding the appointment and/or reappointment for the Clerk for the Buchanan County Board of Supervisors:

**RESOLUTION**

**THEREFORE, BE IT RESOLVE** that Buchanan County Board of Supervisors does hereby appoint and/or reappoint Robert C. Horn as Clerk for the Buchanan County Board of Supervisors, until such power has been revoked by the Board of Supervisors.

Adopted this the 8<sup>th</sup> day of January 2024 by a vote of seven for and zero against.

Recorded Vote:  
Moved by: Craig Stiltner  
Seconded by: Jeff Cooper  
Yeas: Seven  
Nays: Zero

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Chairman of the Buchanan County Board of Supervisors

ATTEST:

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Robert Craig Horn, County Administrator

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**IN RE:            CONSIDER ADOPTING A RESOLUTION AUTHORIZING THE  
                         CHAIRMAN OF BOARD OF SUPERVISORS, THE TREASURER,  
                         AND COUNTY ADMINISTRATOR OF BUCHANAN COUNTY,  
                         VIRGINIA TO ENDORSE CHECKS, BANK DRAFTS AND  
                         OTHER FINANCIAL INSTRUMENTS ON BEHALF OF  
                         BUCHANAN COUNTY**

After a general discussion by the board upon motion by Tim Hess seconded by Craig Stiltner and a roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this board did hereby adopt the following resolution authorizing the Chairman of Board of Supervisors, the Treasurer, and County Administrator of Buchanan County, Virginia to Endorse Checks, Bank Drafts and other Financial Instruments on behalf of Buchanan County.

**RESOLUTION**

**WHEREAS**, the Buchanan County Board of Supervisors do hereby authorize the Chairman of the Buchanan County Board of Supervisors, the Treasurer and County Administrator of Buchanan County, Virginia to endorse checks, bank drafts, and other financial instruments on behalf of Buchanan County, Virginia in accordance with applicable state statutes.

Adopted this the 8<sup>th</sup> day of January 2024 by a vote of seven for and zero against.

Recorded Vote:  
Moved by: Tim Hess  
Seconded by: Craig Stiltner  
Yeas: Seven  
Nays: Zero

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Chairman of the Buchanan County  
Board of Supervisors

ATTEST:

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Robert Craig Horn, County Administrator

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**IN RE:            CONSIDER ADOPTING A RESOLUTION SETTING MEETING  
                         SCHEDULE FOR THE BOARD OF SUPERVISORS, ADOPTION  
                         OF HOLIDAYS AND A PAY SCHEDULE FOR THE YEAR 2024**

After a general discussion by the board upon motion by Craig Stiltner seconded by Jeff Cooper and a roll call vote of seven (7) yeas, Trey Adkins, J. Carroll Branham, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this



board did hereby adopt the following Resolution setting meeting schedule for the Board of Supervisors, adoption of holidays, and a pay schedule for the year 2024.

**RESOLUTION**

**IN RE: Buchanan County Board of Supervisors Regular Board Meetings, Employees Pay Schedule and Setting the County Holiday Schedule for year 2024**

**THEREFORE, BE IT RESOLVED**, the Buchanan County Board of Supervisors hereby sets the regular board meetings, pay schedule for Buchanan County employees and sets the county’s holiday schedule as per Exhibit “A”:

Meetings are the first Monday of each month except March, July and September, 2024 (Code of Virginia, Section 15.2-1416), starting times set for 5:00 p.m.

|                          |  |
|--------------------------|--|
| February 5 <sup>th</sup> | August 5 <sup>th</sup>                       |
| March 11 <sup>th</sup>   | September 9 <sup>th</sup> (due to Labor Day) |
| April 1 <sup>st</sup>    | October 7 <sup>th</sup>                      |
| May 6 <sup>st</sup>      | November 4 <sup>th</sup>                     |
| June 3 <sup>rd</sup>     | December 2 <sup>nd</sup>                     |
| No meeting in July 2024  | January 6 <sup>th</sup> , 2025               |

Approved pay schedule for year 2024

**FIRST HALF OF THE YEAR**

Friday, January 12<sup>th</sup>  
Wednesday, January 31<sup>st</sup>  
Thursday, February, 15<sup>th</sup>  
Thursday, February 29<sup>th</sup>  
Friday, March 15<sup>th</sup>  
Thursday, March 28<sup>st</sup>  
Monday, April 15<sup>th</sup>  
Tuesday, April 30<sup>th</sup>  
Wednesday, May 15<sup>th</sup>  
Friday, May 31<sup>st</sup>  
Friday, June 14<sup>th</sup>  
Friday, June 28<sup>th</sup>

**SECOND HALF OF THE YEAR**

Monday, July 15<sup>th</sup>  
Wednesday, July 31<sup>st</sup>  
Thursday, August 15<sup>th</sup>  
Friday, August 30<sup>th</sup>  
Friday, September 13<sup>th</sup>  
Monday, September 30<sup>th</sup>  
Tuesday, October 15<sup>th</sup>  
Thursday, October 31<sup>st</sup>  
Friday, November 15<sup>th</sup>  
Tuesday, November 26<sup>th</sup>  
Friday, December 13<sup>th</sup>  
Monday, December 30<sup>th</sup>

This resolution was adopted on the 8<sup>th</sup> day of January 2024.

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Chairman of the Buchanan County  
Board of Supervisors

**ATTEST:**

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Robert Craig Horn, County Administrator

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**IN RE: CONSIDER ADOPTING A RESOLUTION REGARDING THE AUTHORIZATION OF WARRANTS FOR THE PAYMENT OF BILLS AND CLAIMS THAT FALL DUE BEFORE THE BOARD OF SUPERVISOR’S NEXT REGULAR BOARD MEETING**

After a general discussion by the board upon motion by Tim Hess seconded by Craig Stiltner with a roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this

board did hereby adopt the following Resolution regarding the authorization of warrants for the payment of bills and claims that fall due before the board of supervisor's next regular board meeting.

**RESOLUTION**

**IN RE: AUTHORIZATION OF WARRANTS  
FOR THE PAYMENT OF BILLS AND CLAIMS THAT  
FALL DUE BEFORE THE BOARD OF SUPERVISOR'S  
NEXT REGULAR BOARD MEETING**

**BE IT RESOLVED**, by the Buchanan County Board of Supervisors that pursuant to Va. Code section 15.2-1243(A) that the County Administrator may sign warrants to be drawn on the county treasurer, payable out of county funds for payment of bills and claims owed by the County that will fall due before the Board of Supervisors' next regular meeting. All such warrants shall be signed by the County Administrator and counter-signed by the Chairman of the Board of Supervisors after said bills or claims have been approved by the County Administrator. Said bill and claim payments shall be reviewed, approved and ratified by the Board of Supervisors at the Board of Supervisors next regular meeting.

This Resolution was adopted by the Buchanan County Board of Supervisors on this the 8<sup>th</sup> day of January 2024.

Moved by: Tim Hess  
Seconded by: Craig Stiltner  
Yeas: Seven  
Nays: Zero

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Chairman of the  
Buchanan County Board of Supervisors

ATTEST:

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Robert Craig Horn, County Administrator

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**IN RE: CONSIDER ADOPTING A RESOLUTION REGARDING  
WORKERS' COMPENSATION FOR THE BOARD OF  
SUPERVISORS**

After a general discussion by the board upon motion by Jeff Cooper seconded by Craig Stiltner with a roll call vote of seven (7) yeas, Trey Adkins, J. Carroll Branham, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this board did hereby adopt the following Resolution regarding workers' compensation for the Board of Supervisors.

**RESOLUTION**

**IN RE: WORKERS' COMPENSATION**

**BE IT RESOLVED**, Members of the Buchanan County Board of Supervisors are hereby authorized to be included as employees for the purposes of the Workers'

Compensation Act of the Commonwealth of Virginia and entitled to all coverage provided under said Act.

Adopted on this the 8<sup>th</sup> day of January, 2024 by a vote of seven for and zero against.

\_\_\_\_\_  
Chairman of the  
Buchanan County Board of Supervisors

Recorded vote

Moved by: Jeff Cooper  
Seconded by: Craig Stiltner  
Yeas: Seven  
Nays: Zero

ATTEST:

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Robert Craig Horn, County Administrator

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**IN RE:            CONSIDER ADOPTING A RESOLUTION AUTHORIZING  
SPECIAL WARRANTS FOR PAYMENT OF CONSTRUCTION  
CONTRACTS**

After a general discussion by the board upon motion by Jeff Cooper seconded by David Rose with a roll call vote of seven (7) yeas, Trey Adkins, J. Carroll Branham, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this board did hereby adopt the following Resolution authorizing special warrants for the payment of construction contracts.

**RESOLUTION**

**IN RE: AUTHORIZATION OF SPECIAL WARRANTS FOR  
PAYMENT OF CONSTRUCTION CONTRACTS**

**BE IT RESOLVED**, by the Buchanan County Board of Supervisors that pursuant to Va. Code section 15.2-1243(B) that special warrants may be drawn on the county treasurer, payable out of county funds for payment on contracts of construction projects according to the terms of such contracts. All such special warrants shall be signed by the clerk of the Board of Supervisors and counter-signed by the Chairman of the Board of Supervisors. Said contract payments shall be reviewed and approved by the Board of Supervisors at the Board of Supervisors next regular meeting.

This Resolution was adopted by the Buchanan County Board of Supervisors on this the 9<sup>th</sup> day of January 2023 by a roll call.

Moved by: Jeff Cooper  
Seconded by: David Rose  
Yeas: Seven  
Nays: Zero

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Chairman of the  
Buchanan County Board of Supervisors

ATTEST:

\_\_\_\_\_  
Robert Craig Horn, County Administrator

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**IN RE:            CONSIDER ADOPTING A RESOLUTION AUTHORIZING THE  
                         COUNTY ADMINISTRATOR TO PAY BUDGETED  
                         CONTRIBUTIONS IN THE SAME MANNER AS BILLS FALLING  
                         DUE BETWEEN BOARD OF SUPERVISORS MEETINGS**

After a general discussion by the board upon motion by Tim Hess seconded by Jeff Cooper with a roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this board did hereby adopt the following Resolution authorizing the County Administrator to pay budgeted contributions in the same manner as bills falling due between board of supervisors meetings.

**RESOLUTION**

**RE: AUTHORIZE THE COUNTY ADMINISTRATOR TO PAY BUDGETED  
CONTRIBUTIONS IN THE SAME MANNER AS BILLS FALLING DUE  
BETWEEN BOARD OF SUPERVISORS MEETINGS**

**WHEREAS**, the County Administrator currently is authorized to pay bills that fall due between meetings of the Board of Supervisors with the payment of said bills being ratified by the Board of Supervisors at its next regular, special called or continued meeting; and

**WHEREAS**, the Board of Supervisors now wishes to authorize the County Administrator to pay budgeted contributions up to \$20,000 in the same manner as bills falling due between meetings of the Board of Supervisors with the Board of Supervisors ratifying the payment of said budgeted contributions at the next Board of Supervisors meeting; and

**NOW THEREFORE BE IT RESOVED**, that the Buchanan County, Va. Board of Supervisors hereby authorizes the County Administrator to pay budgeted contributions up to \$20,000 that are requested between Board of Supervisors meetings in the same manner as paying bills falling due between Board of Supervisors meetings with the Board of Supervisors ratifying the payment of said budgeted contributions at its next Board of Supervisors meeting.

This resolution was adopted on the 8<sup>th</sup> day of January, 2024.

RECORDED VOTE:

Moved by: Tim Hess  
Seconded by: Jeff Cooper  
Yeas: Seven  
Nays: Zero

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Chairman of the  
Buchanan County, Va. Board of Supervisors

ATTEST:

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Robert Craig Horn, County Administrator

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**IN RE:            CONSIDER ADOPTING THE SOLE SOURCE NOTICE AND  
RESOLUTION REGARDING THE AWARD AND APPROVAL OF  
ACCEPTANCE OF QUOTE IN THE AMOUNT OF \$19,762.30  
FROM EAGLEVIEW FOR A FULL CHANGE DETECTION  
SOLUTION FOR THE BUCHANAN COUNTY BOARD OF  
SUPERVISORS**

After a general discussion by the board upon motion by Tim Hess seconded by David Rose with a roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this board did hereby adopt the following Sole Source Notice and Resolution regarding the award and approval of acceptance of quote in the amount of \$19,762.30 from Eagleview for a full change detection solution for the Buchanan County Board of Supervisors.

**NOTICE**

**RE: AWARD AND APPROVAL OF ACCEPTANCE OF QUOTE FROM  
EAGLEVIEW FOR A FULL CHANGE DETECTION SOLUTION FOR THE  
BUCHANAN COUNTY BOARD OF SUPERVISORS**

PLEASE TAKE NOTICE:

- 1) Due to issues of the unavailability of other vendors, it has been determined that Eagleview is the only one source practicably available to provide a full change detection solution for the Buchanan County Board of Supervisors; and
- 2) The Buchanan County, Va., Board of Supervisors will consider a Resolution and award and accept Eagleview's quote in the amount of \$19,762.30 for the full change detection solution from Eagleview as the only one source practicably available for the Buchanan County Board of Supervisors at its January 8<sup>th</sup>, 2024 board meeting to be held in the Board of Supervisors meeting room on the third floor of the Buchanan County Government Center, 4447 Slate Creek Road, Grundy, Virginia.

PLEASE CONDUCT YOURSELF ACCORDINGLY.

Issued by directive of the County Administrator this 8<sup>l</sup> day of January, 2024.

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Robert Craig Horn, County Administrator  
Buchanan County, Virginia

**RESOLUTION**

**RE: DETERMINATION OF A SOLE SOURCE VENDOR FOR PURCHASE OF FULL CHANGE DETECTION SOLUTION**

WHEREAS, prior to the issuance of an invitation to bid for the purchase of full change detection solution it has been determined that Eagleview is a sole source for the purchase of full change detection solution and such equipment, including the Eagleview software, as software and flyover data are not practicably available from any other vendor; see the e-mail dated December 7, 2023 from John Atkinson which is attached and made a part of this resolution as Exhibit "A"; and

WHEREAS, as part of this sole source procurement with Eagleview, the County Administrator and Chairman are authorized to sign Eagleview's Agreement for the Change Finder Project as approved as to form by the County Attorney; and

NOW THEREFORE, it is resolved by the Board of Supervisors, it has been determined that Eagleview is a sole source for the purchase of full change detection solution and such equipment, including the Eagleview, software; and is the only one source practicably available as the Eagleview software and flyover data of the County are not available from any other vendor; that a purchase order needs to be issued to Eagleview for a total of \$19,762.30 for the full change detection solution pursuant to the attached budget proposal and from Eagleview, which is attached and made a part of this resolution as Exhibit "B"; and the County Administrator and Chairman are hereby authorized to sign the Agreement for the Change Finder Project as approved as to form by the County Attorney.

This resolution was adopted this the 8<sup>th</sup> day of January 2024 by the Buchanan County, Va., Board of Supervisors.

Recorded Vote:  
Moved by: Tim Hess  
Seconded by: David Rose  
Yeas: Seven  
Nays: Zero

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Chairman of the  
Buchanan County, Va. Board of Supervisors

ATTEST:

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Robert Craig Horn, County Administrator

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**IN RE: CONSIDER APPOINTMENT AND/OR REAPPOINTMENT TO THE VIRGINIA COALFIELDS EXPRESSWAY AUTHORITY (CFX) BOARD OF DIRECTORS**

After a general discussion by the board upon motion by Jeff Cooper seconded by Tim Hess and with a roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this board did hereby reappoint Philip Cook to the Coalfield Expressway Board of Directors.

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**IN RE: CONSIDER APPOINTMENT AND/OR REAPPOINTMENT TO THE CUMBERLAND PLATEAU REGIONAL HOUSING AUTHORITY (CPRHA) BOARD OF COMMISSIONERS**

After a general discussion by the board upon motion of Craig Stiltner seconded by Tim Hess with a roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig

Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this board did hereby reappoint Mr. James Horn to the Cumberland Plateau Regional Housing Authority Board of Commissioners for a four-year term beginning January 8<sup>th</sup>, 2024.

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**IN RE:            CONSIDER APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN BUCHANAN COUNTY AND THE SOUTHWEST REGIONAL RECREATION AUTHORITY AND AUTHORIZE THE COUNTY ADMINISTRATOR TO EXECUTE THE MOU UPON APPROVAL AS TO FORM BY THE COUNTY ATTORNEY**

After a general discussion by the board upon motion by Craig Stiltner seconded by Jeff Cooper and with a roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this board did hereby approve the Memorandum of Understanding between Buchanan County and the Southwest Regional Recreation Authority, aka, Spearhead Trails and authorized the chairman and county administrator to execute the Memorandum of Agreement with approval as to form by the county attorney. A copy of this Memorandum of Agreement is located in the Buchanan County Administrator Office for review.

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**IN RE:            CONSIDER APPROVING ADDITIONAL APPROPRIATIONS**

After a general discussion by the board upon motion by Craig Stiltner seconded by Jeff Cooper and with a roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, G. Roger Rife, David Rose, Tim Hess, Jeff Cooper and zero (0) nays, this board did hereby approve the following additional appropriations:

- Additional appropriation in the amount of \$275.00 to Rocklick Park and Recreation, account number 71040-5604-06;
- Additional appropriation in the amount of \$575.00 to William P. Harris Park, account number 71040-6022-02;
- Additional appropriation in the amount of \$450.00 to William P. Harris Park, account number 71040-6022-02;
- Additional appropriation in the amount of \$75.00 to Commissioner of Revenue, (office supplies) account number 12090-6001.

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**IN RE:            CONSIDER ADOPTING RESOLUTIONS FOR THE RATIFICATION OF THE ACCEPTANCE OF TWO (2) DEEDS REGARDING THE ACQUISITION OF PROPERTY AS PART OF THE U.S. ARMY CORPS OF ENGINEERS NON-STRUCTURAL PROJECT**

After a general discussion by the board upon motion by Craig Stiltner seconded by Jeff Cooper and with a roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, David Rose, Tim Hess, Jeff Cooper, G. Roger Rife and zero (0)

nays, this board did hereby adopt following Resolutions for the ratification of the following acceptance deeds for the acquisition of property as part of the U.S. Army Corps of Engineers Non-Structural Project.

- Acceptance of deed by and between Clevinger Enterprises/Robert Chad Clevinger to Buchanan County, Virginia;
- Acceptance of deed by and between Holly Stacy Potter, Nathan and Elizabeth Bess Stacy, husband and wife to Buchanan County, Virginia.
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**RESOLUTION**

**IN RE: ACCEPTANCE OF DEED BY AND BETWEEN CLEVINGER ENTERPRISES, LLC/ROBERT CHAD CLEVINGER TO BUCHANAN COUNTY, VIRGINIA**

**BE IT RESOLVED**, by the Buchanan County Board of Supervisors that we approve acceptance of the property described in that Deed recorded in the Buchanan County Circuit Court Clerk’s Office, Instrument Number 230001566 between Clevinger Enterprises, LLC/Robert Chad Clevinger and Buchanan County, Virginia. This deed is a General Warranty Deed with the U.S. Army Corps of Engineers. Levisa Fork River Valley, Buchanan County Non-Structural Project Tract NO. 3422.

This Resolution was adopted by the Buchanan County Board of Supervisors on this the 8<sup>th</sup> day of January, 2024 by a roll call vote of seven for and zero against.

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Chairman of the  
Buchanan County Board of Supervisors

ATTEST:

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Robert Craig Horn, County Administrator

**RESOLUTION**

**IN RE: ACCEPTANCE OF DEED BY AND BETWEEN HOLLY STACY POTTER, NATHAN AND ELIZABETH BESS STACY, HUSBAND AND WIFE TO BUCHANAN COUNTY, VIRGINIA**

**BE IT RESOLVED**, by the Buchanan County Board of Supervisors that we approve acceptance of the property described in that Deed recorded in the Buchanan County Circuit Court Clerk’s Office, Instrument Number 230001567 between Holly Stacy Potter, Nathan and Elizabeth Bess Stacy, husband and wife and Buchanan County, Virginia. This deed is a General Warranty Deed with the U.S. Army Corps of Engineers. Levisa Fork River Valley, Buchanan County Non-Structural Project Tract NO. 3008.

This Resolution was adopted by the Buchanan County Board of Supervisors on this the 8<sup>th</sup> day of January, 2024 by a roll call vote of seven for and zero against.

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Chairman of the  
Buchanan County Board of Supervisors



ATTEST:

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Robert Craig Horn, County Administrator

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**IN RE:            CONSIDER APPROVING CONTRIBUTIONS AND TO ISSUE  
PAYMENT**

After a general discussion by the board upon motion by Craig Stiltner seconded by Jeff Cooper and the following roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, David Rose, Tim Hess, Jeff Cooper, G. Roger Rife and zero (0) nays, this board did hereby approve a contribution in the amount of \$3,304.34 to Clinch Independent Living Services, Inc. from Rocklick District Highways, Streets and Bridges account.

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**IN RE:            CONSIDER APPROVING A CONTRIBUTION TO HURLEY  
YOUTH SPORT, INC.**

After a general discussion by the board upon motion by Craig Stiltner seconded by Jeff Cooper and the following roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, David Rose, Tim Hess, Jeff Cooper, G. Roger Rife and zero (0) nays, this board did hereby approve a contribution in the amount of \$5,000.00 to Hurley Youth Sport, Inc. from the Knox District account.

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**IN RE:            CONSIDER APPROVING A REFUND IN THE AMOUNT OF  
\$2,813.46 TO SUNCOKE ENERGY FOR TAXES THAT HAVE  
ALREADY BEEN PAID**

After a general discussion by the board upon motion by Trey Adkins seconded by Craig Stiltner and the following roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, David Rose, Tim Hess, Jeff Cooper, G. Roger Rife and zero (0) nays, this board did hereby approve a refund in the amount of \$2,813.46 to SunCoke Energy for taxes that have already been paid.

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**IN RE:            CONSIDER APPROVING THE IRS STANDARD MILEAGE  
RATES FOR 2024**

After a general discussion by the board upon motion by Trey Adkins seconded by Craig Stiltner and the following roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, David Rose, Tim Hess, Jeff Cooper, G. Roger Rife and zero (0) nays, this board did hereby approve the IRS Standard Mileage Rates for 2024 at 0.67 per cents for every mile of business travel driven.

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**IN RE: CONSIDER CLOSED SESSION**

There was no closed session.

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**IN RE: CONTINUED PUBLIC HEARING – 6:30 P.M. - TO HEAR PUBLIC COMMENTS CONCERNING A PROPOSED OPTION FOR EASEMENT AND RIGHT-OF-WAY BY A SURFACE USE RIGHT-OF-WAY AGREEMENT WITH SAVION, LLC/BUCHANAN COUNTY SOLAR PROJECT, LLC. FOR POWER LINE CROSSING IN KNOX MAGISTERIAL DISTRICT OWNED BY BUCHANAN COUNTY**

Roger Rife, Chairman opened the public hearing for comments.

L. Lee Moise, County Attorney stated during the CNX Settlement in 2009, CNX conveyed property to the County which is now being considered for the powerline right of way for the Solar project; the property (622 acres) had restrictions for what the property could be used for according to the agreement. The deed from CNX to the County for the property provided the property would be used by the county exclusively for an all-terrain vehicle (ATV) park for the first twenty (20) years and then afterwards generally public use, he commented. The property was also encumbered by a timber deed at the time of conveyance to the County.

We are waiting to hear from the CNX attorney to see if the restrictions could be waived so that the County can grant Savion, LLC a surface use right of way agreement for a powerline right of way on the property to server the solar energy project Savion is proposing to construct in Knox District, stated Mr. Moise.

Upon motion by David Rose seconded by Trey Adkins and with a roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, David Rose, Tim Hess, Jeff Cooper, G. Roger Rife and zero (0) nays, this board did hereby approve to close the public hearing.

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**IN RE: CONSIDER APPROVING THE SURFACE USE AGREEMENT AND RIGHT-OF-WAY EASEMENT AND OPTION AGREEMENT BETWEEN BUCHANAN COUNTY AND SAVION, LLC ON BEHALF OF BUCHANAN COUNTY SOLAR PROJECT, LLC. AND AUTHORIZE THE CHAIRMAN AND COUNTY ADMINISTRATOR TO EXECUTE THE EASEMENT AND AGREEMENT UPON APPROVAL BY THE COUNTY ATTORNEY**

This issue was tabled, no action taken at this time.

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**IN RE: CONSIDER A SALARY INCREASE FOR JEREMY LESTER, SANITATION DEPARTMENT EMPLOYEE**

After a general discussion by the board upon motion by Craig Stiltner seconded by Trey Adkins and the following roll call vote of seven (7) yeas, Trey Adkins, Lee

Dotson, Craig Stiltner, David Rose, Tim Hess, Jeff Cooper, G. Roger Rife and zero (0) nays, this board hereby approve a salary increase in the amount of \$2,500.00 for Jeremy Lester, sanitation department employee.

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**IN RE:            CONSIDER APPROVING TWO DOCUMENTS REGARDING THE HUNTS FORK WATERLINE EXTENSION PROJECT**

After a general discussion by the board upon motion by Trey Adkins seconded by David Rose and the following roll call vote of seven (7) yeas, Trey Adkins, Lee Dotson, Craig Stiltner, David Rose, Tim Hess, Jeff Cooper, G. Roger Rife and zero (0) nays, this board hereby approve a letter to Dr. Tamarah Homes, Associate Director of the Department of Housing and Community Development regarding the ARC Hunt's Fork Waterline Extension Project, #20-07A Contract Extension Request. Also, authorized the county administrator to execute the Contract Amendment #1 for supplemental funding through the Community Development Block Grant #20-20-15, Hunts Fork Waterline Extension Project.

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**IN RE:            ADJOURNMENT**

After a general discussion by the board upon motion by Jeff Cooper seconded by Craig Stiltner and with a roll call vote of seven (7) yeas, Lee Dotson, G. Roger Rife, Tim Hess, Jeff Cooper, David Rose, Trey Adkins, Craig Stiltner and zero (0) nays, this board did hereby approve to adjourn the meeting.

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G. Roger Rife, Chairman of the  
Buchanan County Board of Supervisors

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Robert Craig Horn, County Administrator