

**CRAIG COUNTY BOARD OF SUPERVISORS
JANUARY 8th, 2026 AT 6:00 P.M.
CRAIG COUNTY COURTHOUSE**

**AT A REGULAR MEETING of the Craig County Board of Supervisors conducted on
the 8th day of JANUARY 2026 at 6:00 p.m. in the Craig County Court House
Courtroom.**

PRESENT:

Jesse Spence, Chair
Jordan Labiosa-Vice Chair
Carl Bailey-Supervisor
Brian Lipes-Supervisor
Keith Dunbar-Supervisor

Dan Collins – Clerk
Amy Bryson-Deputy Clerk

OPEN MEETING

The meeting was called to order at 6:00 p.m. by Mr. Spence. The invocation was given by Mr. Lipes, followed by the Pledge of Allegiance.

REQUESTS TO POSTPONE, ADD TO OR CHANGE THE ORDER

- A. VIII. NEW BUSINESS, E. - Consider Motion on Memorandum of Understanding between Statewide Agencies Radio Systems (STARS) and Craig County, Virginia
- B. VIII. NEW BUSINESS, F. - Consider a Motion on the Craig County Emergency Services Standard Administrative Policy Disbursement of County Recognition Funds to Volunteers.

REORGANIZATION

- A. Election of the Chairman: Mr. Spence asked for nominations from the Board, Mr. Bailey nominated Mr. Spence, seconded by Mr. Dunbar. The voting was as follows: Mr. Labiosa, yes, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes and Mr. Spence, abstain.
- B. Election of the Vice Chairman: Mr. Spence nominations for Vice Chair, Mr. Bailey nominated Mr. Labiosa, Mr. Dunbar, seconded. Voting was as follows, Mr. Labiosa, abstain, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes and Mr. Spence, yes.
- C. Appointment of Clerk, Zoning Administrator, and Subdivision Agent to the Board of Supervisors: Mr. Spence made a motion to nominate Mr. Collins as Clerk, Zoning Administrator, and Subdivision Agent to the Board of Supervisors, seconded by Mr. Bailey. Voting was as follows: Mr. Labiosa, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes and Mr. Spence, yes.
- D. Adopt Roberts Rules of Order: Mr. Spence asked if the Board wished to adopt the Roberts Rules of Order: Mr. Dunbar made a motion to adopt the Roberts Rules of Order, seconded by Mr. Bailey. Voting was as follows: Mr. Labiosa, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes and Mr. Spence, yes.

R26-01

AT A REGULAR MEETING OF
THE BOARD OF SUPERVISORS OF CRAIG COUNTY
HELD AT THE COURTHOUSE
THE 8th OF JANUARY 2026

A RESOLUTION ESTABLISHING THE REGULAR MEETING SCHEDULE FOR THE CRAIG COUNTY BOARD OF SUPERVISORS FOR CALENDAR YEAR 2026

BE IT RESOLVED by the Board of Supervisors of the Craig County as follows:

1. For calendar year 2026, regular meetings of the Board shall be held on the first Thursday of each month, commencing at 6:00 p.m. All regular meetings shall be held in the Circuit Court Courtroom of the Courthouse in New Castle:

February 5th, 2026 May 7th, 2026 August 6th, 2026 November 5th, 2026

March 5th, 2026 June 4th, 2026 September 3rd, 2026 December 3rd, 2026
April 2nd, 2026 July 2nd, 2026 October 1st, 2026 January 7th, 2027

2. Should the day established by the Board as the regular meeting day fall on any legal holiday, the meeting shall be held on the next following Thursday, without action of any kind by the Board.

3. Should the Chairman or Vice Chairman, if the Chairman is unable to act, find and declare that weather or other conditions are such that it is hazardous for members to attend the regular meeting, then the regular meeting shall be held on the next following Thursday. Such findings shall be communicated to the members of the Board and the media as promptly as possible. All hearings and other matters previously advertised shall be conducted at the rescheduled meeting and no further advertisement shall be required.

4. Regular meetings, without further public notice, may be adjourned from day to day or from time to time or from place to place, not beyond the time fixed for the next regular meeting, until the business before the governing body has been completed.

ON MOTION OF BOARD MEMBER, Mr. Labiosa, to adopt this Resolution and carried by the following votes:

Ayes: 5

Nays: 0

Absent: 0

A copy teste:

By: _____
Jesse Spence, Chair Board of Supervisors
Craig County, Virginia

CONSENT ITEMS

R26-02

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE ON THURSDAY, JANUARY 8th, 2026

RESOLUTION APPROVING AND CONCURRING IN CERTAIN ITEMS SET FORTH ON THE BOARD OF SUPERVISORS AGENDA FOR THIS DATE DESIGNATED AS THE CONSENT ITEMS

BE IT RESOLVED by the Board of Supervisors of Craig County, Virginia, as follows:

1. That the certain section of the agenda of the Board of Supervisors for December 4th, 2025, designated as the Consent Items be, and hereby is, approved and concurred in as to each item separately set forth in said section designated Items 1 through 2, inclusive, as follows:
 1. Approval of minutes – December 4th, 2025
 2. Claims and Warrants
2. That the Clerk to the Board is hereby authorized and directed where required by law to set forth upon any of said items the separate vote tabulation for any such item pursuant to this resolution.

The Board of Supervisors of Craig County, in a regular meeting on the 8th day of January, 2026 adopted this Resolution.

Mr. Spence asked for a motion on R26-02. Mr. Bailey made a motion, seconded by Mr. Dunbar to approve Resolution R26-02. Voting was as follows: Mr. Labiosa, yes, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

BRIEFINGS

- A. Andrew Thorpe, Assistant Resident Engineer, for Brian Blevins, VDOT, - No Land Development projects, and no permit issued 11/04/2025 to 12/22/2025. A TE work order was requested for curve warning signs along Route 42 (Cumberland Gap Road). It is currently under review and may take several weeks to determine the additional signage if any is warranted. Route 42 Truck concerns – A through truck restriction on 42 could pose issues without a viable alternative route, and push trucks onto even less desirable roadways. Currently reviewing previous crash reports to determine frequency and details of issues on the mountain. Exploring feasibility of contacting GPS providers. Route 311 Crosswalk in New Castle – This section of Route 311 is on the 2026 resurfacing schedule which will include an updated, high visibility crosswalk. Also moving forward with installation of enhanced ADA ramps at crosswalk. Design sketch under development. Route 311 School Bus Stop – Reviewing recommendations from traffic engineering. We have a solution and will reach out to you in detail and will move the sign. Hand patching on Route 42 (Cumberland Gap Road). Shoulder work and culvert cleaning on 311 (Paint Bank Road) in Potts Mountain Area. County wide grading and stabilizing. Pipe replacements on Route 617 (CC Mountain Road). Mow trimming on Route 42 (Cumberland Gap Road) and Route 624 (Big Mountain Road). Cutting brush out of intersection and around signs on Route 42 (Cumberland Gap Road), Toure 311 (Paint Bank Road), and Route 615 (Craig Creek Road). Clean pipes on Route 658 (Dicks Creek Road) and Route 632 (Johns Creek Road). Grading on Rout 687 (Draft Road), Route 664 (Wrights Branch Rad), Route 604 (Sage Brush Road), and Route 605 (Red Brush Road). Countywide dead animal removal is a challenge at this time of year and countywide snow removal. Mr. Dunbar asked if there were any new developments on the bridge on 621. Mr. Thorpe said they did go out and put in some patch material, yet the temperatures is hard for asphalt, the plan, in the spring will look at adding asphalt. Mr. Dunbar thanked Mr. Thorpe and did let him know about the school bus stop sign on 311 that had come down. Mr. Thorpe will investigate it. Mr. Lipes thanked Mr. Thorpe for the guard rail extension above 624 and thank you for the warning signs. The board thanked Mr. Thorpe.
- B. Trace Bellasai, Broadband Information Technology-No report
- C. Dr. Jason Wheeler, Superintendent Craig County Schools – Dr. Wheeler introduced Coach Fisher congratulating him on a historic football season who is asking to share a wish list of items for the Football program, these items are for the weight room and shred machine. School related, Dr. Wheeler thanked VDOT for their work in the beginning of December. Also, for the bus/stop sign. Ms. Abbey Wiegel and Eric Lowes with Shcneider Electric, who reviewed the summery project for the new boiler system for Craig County Schools with the board last month. Allie and Eric, addressed the electric water heater, based that the water heater is a new system, best interest of the school is maintaining the system since it is fairly new. The efficiency and predictions of a savings of in or around \$14,000. Mr. Spence asked if the is they were able to allocate funds for the project next month would that keep them on schedule

for this summer. Based on conversations with contractors/stakeholders/price fluctuations, they can hold till February which is in the same time line as the county. Dr. Wheeler thanked the board as there were no other questions.

- D. Woody Lipps, Craig Botetourt Scenic Trail-Mr. Lipps welcomed Mr. Lipes to the Board of Supervisors, the slide show of the trail tour was postponed from the last meeting and will be put on the new website. The presentation of the trail that is a virtual tour and shows the history and the building of the trail. Mr. Lipps gave an update on the meeting with VDOT regarding mitigation measures for some needed areas of the trail, trees, fencing, and such are great examples. Mr. Lipps thanked Supervisor Labiosa for participating in the meeting and being present. Mr. Lipps discussed the value of mitigation measures for homeowners and trail users creating a defined area of the trail. Mr. Lipps discussed Pathfinders and the work they have done on the trail in litter pick up. Pathfinders has removed more tires, trash, metal debris than this trail will ever produce. Mr. Dunbar and Mr. Collins thanked Mr. Lipps on his great work on the trail.
- E. Michelle Poff, 4-H Extension Senior Agent, Unit Coordinator and Jonathon Stanely, Associate Agriculture and Natural Resource Agent- Ms. Michelle Poff 4-H Extension Senior Agent, Unit Coordinator has updated the board on the year in review. The report includes Community and Special interests' clubs, shooting stars/archery, horse clubs, Kindling Foxes and New Castle Senior Club.

Junior 4-H Camp and other Summer Programs for example working with the Forestry Services learning about wildlife and habitat opportunities.

School Enrichment Programs-3rd, 4th, and 5th graders programs 1124 students attended with surrounding counties who participated in a natural resources field day at VT. We did a program with Mountain Castle Soil & Water Conservation District and learned about water conservation. Students learned to connect with their water shed, and went to VT at the biological engineering lab on how to test well water there for families. Local programs are Facebook and locations are at the school of the forestry station.

Jonathon Stanley, Agriculture and Natural Resource Agent-Mr. Stanley has been active in professional development and adding more experienced agents while building programs locally for the county. Mr. Stanley has been active on giving apple grafting classes and poultry classes. He is working closely with county producers on concerns regarding grazing, animal services and providing guidance on those concerns. He has visited farms and worked on soil and forage samples and provided recommendations based on the results. He has also been assigned to cover the Botetourt and Roanoke counties until those positions can be filled, recently he worked in Botetourt County adding fecal samples for VQA Caves and detailing results and well as suggesting worming protocol. Mr. Stanley has a newsletter he sends out regularly and promotes programs on Facebook.

APPOINTMENTS

NONE

OLD BUSINESS

NONE

NEW BUSINESS

Motion to Accept Board of Supervisors Budget Schedule 2026

Mr. Spence asked for a motion to accept the Board of Supervisors Budget Meeting Schedule for 2026. Mr. Spence asked for a motion, Mr. Dunbar made the motion, seconded by Mr. Labiosa. Voting was as follows: Mr. Labiosa, yes, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

R26-03

A RESOLUTION AMENDING THE FISCAL YEAR 2025-2026 BUDGET

WHEREAS, the Craig County Board of Supervisors (CCBoS) adopted the 2025-2026 Budget on May 1, 2025 for planning purposes, and

WHEREAS, the County of Craig has received additional funding from the Opioid Settlement in the amount of \$9,748, which will be place into the Opioid Fund, and

WHEREAS, the Craig County Sheriff Office has received Seizure funds in the amount of \$177 which will be placed into the sheriff seizure account fund for the Sheriff Office, and

WHEREAS, the County of Craig has also been awarded a Grant from the Commonwealth of Virginia, Virginia Department of Environmental Quality in the total amount of \$11,612, County will receive \$9,953 and the Town of New Castle will receive 1,659, which will be used for the prevention of litter in Craig County, now

THEREFORE BE IT RESOLVED, by the Board of Supervisors of Craig County that the Fiscal Year 2025-2026 budget is hereby amended as follows:

REVENUE

State

3-100-024030-0002	Litter Grant	11,612
3-115-024010-0005	State Seizure Funds	177

Federal

3-217-033080-0001	Opioid Settlement	<u>9,748</u>
	Total Rev	21,537

EXPENSES

Community Dev

4-100-081220-5674	litter co 9953/town 1659	11,612
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Sheriff Seizure

4-115-031200-5898	Seizure funding	177
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Opioid Fund

4-217-011010-0001	Opioid funds	<u>9,748</u>
	Total Exp	21,537

BE IT FURTHER RESOLVED, that the sum of **\$21,537** be appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 8th day of January 2026 adopted this resolution.

Mr. Spence asked for a motion on R26-03. Mr. Bailey motioned, seconded by Mr. Dunbar. Voting was as follows: Mr. Labiosa, yes, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

**A RESOLUTION AMENDING
THE FISCAL YEAR
2025-2026 BUDGET**

WHEREAS, the Craig County Board of Supervisors (CCBoS) adopted the 2025-2026 Budget on May 1st 2025, for planning purposes, and

WHEREAS, the Craig County Public School has submitted and been awarded a grant from the Commonwealth of Virginia, Department of Emergency Management in the total amount of \$503,000 and

WHEREAS, this program provides funding for local governments to secure a permanent stand-by generator for emergency shelters for the citizens across the Commonwealth, and Craig County Emergency Services uses the Craig County Public Schools as our shelter for citizens in Craig, and

WHEREAS, there is a local match which will be provided by the County of Craig in the amount of \$165,990, in order to receive the Commonwealth funding of \$337,010, and

WHEREAS, the County of Craig will transfer the amount of \$165,990 from the County Capital Improvement Funds of LATCF funding to the School for the purchase of the generator, now

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Craig County that the Fiscal Year 2025-2026 budget is hereby amended as follows:

REVENUE
Fund 205 CCPS

LOCAL

3-205-041050-0300	Transfer from County	\$165,990
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STATE

3-205-024100-0090	Other State	<u>\$337,010</u>
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Total Rev \$503,000

EXPENSES
Fund 205 CCPS

Operation and Maintenance		
4-205-064200-8200-9-1	Capital Outlay	\$503,000

BE IT FURTHER RESOLVED, that the sum of **\$503,000** is appropriated as described above. The Board of Supervisors of Craig County, in a regular meeting on the 8th day of January 2026, adopted this resolution.

Mr. Spence asked for a motion on R26-04. Mr. Dunar made a motion, seconded by Mr. Bailey to approve Resolution R26-04 Voting was as follows: Mr. Labiosa, yes, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

R26-05

**A RESOLUTION AMENDING
THE FISCAL YEAR
2025-2026 BUDGET**

WHEREAS, the Craig County Board of Supervisors (CCBoS) adopted the 2025-2026 Budget on May 1, 2025, for planning purposes, and

WHEREAS, the Craig County Courthouse for several years has had issues with the inside front walls on the structure with plaster bubbling and cracking and

WHEREAS, the County Maintenance Official has had several experts review the walls and prepare quotes for repairs, it was determined that poor roof drainage and moisture coming through the brick walls is creating the damage, and

WHEREAS, the cost for the corrections were a total of \$81,800 presently in the FY 25-26 budget maintenance had already budgeted \$25,000 for roof liner repairs, but with the recommendations received the amount of \$56,800 needs to be added to the current budget maintenance line item for completion, and

WHEREAS, the additional amount of \$2,594 for a change order is needed for the cost of additional sealing on the front brick of the courthouse these funds

will be taken from reserve general fund balance and will be placed into the Maintenance of Properties Department for the final total of repairs, now

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Craig County that the Fiscal Year 2025-2026 budget is hereby amended as follows:

REVENUE

Fund Balance

3-100-041999-0000	use of fund balance	2,594
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EXPENSES

Maintenance of Properties

4-100-043100-3329	Roof Repairs courthouse	2,594
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BE IT FURTHER RESOLVED, that the sum of **\$2,594** is appropriate as described above. The Board of Supervisors of Craig County, in a regular meeting on the 8th day of January, adopted this resolution.

Mr. Spence asked for a motion on R26-05. Mr. Labiosa made a motion, seconded by Mr. Bailey, to approve Resolution R26-05. Voting was as follows: Mr. Labiosa, yes, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

MOTION

MEMORANDUM OF UNDERSTANDING BETWEEN STATEWIDE AGENCIES RADIO SYSTEMS (STARS) and CRAIG COUNTY VIRGINIA

Mr. Collins briefed the board, memorandum of understanding between statewide agencies radio systems (STARS) and Craig County on equipment and tower agreement. Mr. Spence asked for a Motion, Mr. Bailey motioned, seconded by Mr. Dunbar. Voting was as follows: Mr. Labiosa, yes, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

MOTION

CRAIG COUNTY EMERGENCY SERVICES STANDARD ADMINISTRATIVE POLICY DISBURSEMENT OF COUNTY RECOGNITION FUNDS to VOLUNTEERS

Mr. Collins briefed the board on a new item for the current year. Mr. Lipps and Mr. Humphries helped with the policy. This is a form of thank you to our volunteers recognizing their work to county residence in the time of need. Mr. Dunbar asked for an abstention and Mr. Lipes asked for abstention. Mr. Spence asked for a Motion, Mr. Labiosa motioned, seconded by Mr. Bailey. Voting was as follows: Mr. Labiosa, yes, Mr. Lipes, abstain, Mr. Dunbar, abstain, Mr. Bailey, yes, Mr. Spence, yes.

INFORMATION

- A. Treasurer's Report
- B. Statement of Economic Interests
- C. Board Letter to US Cellular Services
- D. Preserve Craig Update

REPORTS AND INQUIRIES

Mr. Collins reported that the tower site agreement has been finalized.

Mr. Collins reviewed the general fund with the board, also mentioning upcoming projects like the radio tower and other projects. He discussed different options of funding regarding the school and PILT, and the discussed the building when the layout has been finalized and a RFP will be sent after. He discussed Tax Credits regarding the building when complete.

Mr. Spence, Mr. Dunbar spoke about contingency fund balance and different options on possible terms with upcoming projects.

Mr. Collins and the Board talk about the radio project, Mr. Labiosa spoke about PILT funds and support for funding that has been inconsistent for the school programs. Mr. Labiosa discussed different loan options with the county and the school.

Mr. Collins and Mr. Dunbar talked about the Opioid funds, needs and availability of the money.

Mr. Labiosa is providing first responder portraits for the county on January 29th and the 30th at the school. Please RSVP

Mr. Labiosa mentioned the special year for our football team, the coach and staff unlike any other season with community pride throughout the county in support. Mr. Labiosa is proposing an investment to continue community pride for example, financial support to the team showing support for Craig County's Athletic program at the school. Mr. Labiosa asked for a motion proposing the board give a financial option of \$9,000.00 contribution. Mr. Spence would like to amend that motion to \$15,000.00 from the board to contribute to the new gym equipment needed.

MOTION

School Gym New Equipment \$15,000.00

Mr. Labiosa motioned \$15,000.00 from the fund balance to purchase a piece of equipment for the high school gym. Mr. Spence seconded the motion, Voting was as follows: Mr. Labiosa, yes, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

HEAR THE PUBLIC

Mr. Spence opened Hear the Public.

Ms. Susan Edwards, 1004 Craig Woods Road, New Castle- Ms. Edwards updated the board that Roanoke City Council is pursuing the Berglund Center to be a casino. Ms. Edwards is concerned as there are already casinos in the area, Greenbrier being a destination place. She is asking if the board would reach out to the Roanoke City Council not in support of the casino. The concern is the best and highest use for a property and a negative impact to localities from this type of industry. The property was taken by eminent domain from black communities used as a urban renewal and doesn't support this pursuit. Please reach out to her if you would like more details.

Gerrie VanDyke, 8148 Little Mountain Road, New Castle-Ms. VanDyke would like to thank board for their support to the school. She would also like to thank everyone who participated as sponsors for the Craig County Community Christmas, they were able to support 60 families and 132 children who were able to have Christmas, receive food, she is thankful for the support.

Dr. Jason Wheeler, Superintendent of Craig County School District, thanked the board for their support.

CLOSED SESSION

Mr. Spence asked for a motion to go into closed session for real estate matters. Mr. Dunbar made a motion, seconded by Mr. Bailey, to approve the motion. Voting was as follows: Mr. Labiosa, yes, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

CERTIFICATION OF CLOSED MEETING HELD IN CONFORMITY

R26-06

**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF
CRAIG COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY
COURTHOUSE ON THURSDAY, JANUARY 8th , 2025**

**RESOLUTION CERTIFYING THE CLOSED MEETING WAS HELD IN
CONFORMITY WITH THE CODE OF VIRGINIA**

WHEREAS, The Board of Supervisors of Craig County, Virginia has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Board of Supervisors of Craig County, Virginia, that such closed meeting was conducted in conformity with Virginia Law.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Craig County, hereby certifies that, to the best of each member's knowledge;

1. Only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting which this certification resolution applies; and
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Board of Supervisors of Craig County, Virginia

Mr. Spence asked for a motion on R26-06. Mr. Labiosa made a motion, seconded by Mr. Bailey to approve Resolution R26-06. Voting was as follows: Mr. Labiosa, yes, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

ACTION AS A RESULT OF CLOSED MEETING

MOTION

PSA TOWER SITE FOR EMERGENCY SERVICES

Mr. Spence discussed the purchase agreement for the Tower Site with the New Castle PSA for 1.10 acres of land and a tower relating to emergency services for the amount of \$5,601.72. Mr. Spence asked for a motion to accept the agreement. Mr. Dunbar made a motion, seconded by Mr. Lipes to approve the motion. Voting was as follows: Mr. Labiosa, yes, Mr. Lipes, yes, Mr. Dunbar, yes, Mr. Bailey, yes, Mr. Spence, yes.

ADJOURN

Mr. Spence adjourned the meeting at 7:25 pm.

_____, CHAIRMAN
CRAIG COUNTY BOARD OF SUPERVISORS

_____, CLERK
CRAIG COUNTY BOARD OF SUPERVISOR
