

THE FRANKLIN COUNTY BOARD OF SUPERVISORS HELD THEIR REGULAR MONTHLY MEETING ON TUESDAY, FEBRUARY 26TH, 2008 AT 6:00 P.M., IN THE BOARD OF SUPERVISORS MEETING ROOM IN THE COUNTY COURTHOUSE.

THERE WERE PRESENT: Charles Wagner, Chairman
Wayne Angell, Vice-Chairman
Leland Mitchell
David Hurt
David Cundiff
Russ Johnson

ABSENT: Bobby Thompson

OTHERS PRESENT: Richard E. Huff, II, County Administrator
Larry Moore, Asst. County Administrator
Christopher L. Whitlow, Asst. County Administrator
B. J. Jefferson, County Attorney
Sharon K. Tudor, CMC, Clerk

Chairman Charles Wagner called the meeting to order.

PUBLIC COMMENT:

- Thad Montgomery/Public Safety's Purchase of Utility Trailer for Animal Control

Mr. Montgomery requested clarification on the utility trailer for animal control recently purchased. Chairman Wagner stated it was a utility trailer which meets FEMA federal requirements to be used during a possible evacuation to carry animals to a shelter. Chairman Wagner stated this was the driving force behind purchasing the trailer for public safety.

Chairman Wagner stated Mr. Bobby Thompson, Blue Ridge District Supervisor, was not able to be present this evening, due to the events taking place at Ferrum College earlier today.

Chairman Charles Wagner recessed the meeting for the previously advertised public hearings as follows:

PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately **6:00 P.M.**, on **Tuesday, February 26th, 2008**, in the Meeting Room located in the Courthouse, Rocky Mount, Virginia to consider proposed ordinance amendments titled **Chapter 13: Article II. Outdoor Occasion Ordinance Governing Racetracks**. The proposed ordinance amendment shall read as follows:

Section 13-29. Prohibited acts.

It shall be unlawful to:

- (1) Operate between the hours 12:00 midnight and 9:00 a.m. **on any day** and before 1:00 p.m. on Sundays.
- (2) Run practices more than ~~two (2)~~ **five (5) five** days per week **being Tuesday through Saturday inclusive, with such practice times not to exceed 8 hours in any day.** ~~Or operate during more than two (2) consecutive days regardless of whether it is in the same week and hours of practice shall be limited to a total of six (6) hours which shall be six (6) consecutive hours on each of the two (2) practice days set out above.~~ **Practices shall not begin earlier than 9 a.m. and shall end no later than ½ hour before dark.**
- (3) **Run a race on more than two (2) days in one (1) week and Sunday racing shall be limited to no more than two (2) Sundays in a season.**
- (4) ~~(3)~~ Operate without the permit as outlined in this article.
- (5) (4) Receive a permit for or operate a raceway in any fashion that does not have a fence or other barrier sufficient to prevent vehicular access of any nature to the track area.
- (6) (5) Operate after having been notified that any of the provisions required by the application requirements of section 13-29.2 are no longer in compliance according to the approving authority.

(Res. No. 25-03-90, § 13-29, 3-19-90; Res. No. 24-02-91, 2-19-91; Amend. of 12-17-02(1))

❖ **The present ordinance limits racing activity to no more than two (2) per week.**

Richard Gluth, Promoter, stated he had been remiss in meeting with neighbors regarding the

proposed and advertised amendments to the existing ordinance. Mr. Gluth stated he had met with neighbors on Saturday and would like for the Board to cancel the previously advertised public hearing and re-advertise the following proposed language:

(PROPOSED) Sec. 13-29. Prohibited acts.

It shall be unlawful to:

- (1) Operate between the hours 12:00 midnight and 9:00 a.m. and before 1:00 p.m. on Sundays.
- (2) Run practices more than two (2) days per week or operate during more than two (2) consecutive days regardless of whether it is in the same week and hours of practice shall be limited to a total of (6) hours which shall be six (6) consecutive hours on each of the two (2) practice days set out above, with the exception that when traveling racing associations are scheduled for a Saturday race, practice shall be limited to two (2) days in the preceding Monday – Friday time period. Such practice will be limited to six (6) hours daily. In the event that a “special event” race is rained out, such race may be held on Sunday. This rain out provision is limited to two (2) races per season.
- (3) Operate without the permit as outlined in this article.
- (4) Receive a permit for or operate a raceway in any fashion that does not have a fence or other barrier sufficient to prevent vehicular access of any nature to the tract area.
- (5) Operate after having been notified that any of the provisions required by the application requirements of section 13-29.2 are no longer in compliance according to the approving authority.

(Res. No. 25-03-90, § 13-29, 3-19-90; Res/ Mp/ 24-02-91. 2-19-91; Amend. Of 12-17-02(1))

(RESOLUTION #18-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to cancel the previously advertised public hearing and re-advertise the aforementioned proposed amendments to Chapter 13-29 for the March 25th, 2008 meeting.

MOTION BY: Wayne Angell
 SECONDED BY: David Cundiff
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, & Wagner
 ABSENT: Thompson

2008 OUTDOOR OCCASION PERMIT/R.G. RACING, LLC

(RESOLUTION #19-02-2008)

BE IT THEREFORE RESOLVED by the Board of Supervisors to approve the 2008 Outdoor Occasion Permit/ R. G. Racing, LLC in accordance with County Code Chapter 13-29.

MOTION BY: Wayne Angell
 SECONDED BY: Leland Mitchell
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, & Wagner
 ABSENT: Thompson

PETITION of Ronald Barnette and Diana Barnette, as Petitioners, and Owner, Randall L. Turner, requesting to rezone property consisting of a total of ± 4.31 acres, currently zoned A-1, Agricultural District and B-2, Business District General, to all B-2, Business District General, with possible proffers, for the purpose of a heating and air conditioning business with associated sheet metal shop; concurrent with a Special Use Permit. The future land use map of the adopted 2025 Comprehensive Plan for Franklin County designates the area as Agriculture Forestry/Rural Residential, and does not designate a density range. The intended land use is B-2, Business District General with no density range prescribed. The property is located on State Route 680, Edwardsville Road, in the Boone Magisterial District of Franklin County and is identified on Franklin County Real Estate Tax Records as Tax Map # 11, Parcel #'s 90.2A and 90.3A. (Case # R 07-12-01; revised R 08-02-01)

Lisa Cooper, Senior Planner, presented the rezone and special use permit petitions.

Brook Cundiff, Realtor and Diana Barnett, Petitioner, presented Mrs. Barnett’s rezone and special use petitions.

PETITION of Ronald Barnette and Diana Barnette, as Petitioners, and Owner, Randall L. Turner, requesting a Special Use Permit, with possible conditions, consisting of a total of ± 4.31 acres, currently zoned A-1, Agricultural District and B-2, Business District General, for the purpose of heating and air conditioning with associated sheet metal shop concurrent with a Rezone Request. The future land use map of the adopted 2025 Comprehensive Plan for Franklin County designates the area as Agriculture Forestry/Rural Residential, and does not designate a density range. The intended land use is B-2, Business District General with no density range prescribed. The property is located on State Route 680, Edwardsville Road, in the Boone Magisterial District of Franklin County and is identified on Franklin County Real Estate Tax Records as Tax Map # 11, Parcel #'s 90.2A and 90.3A. (Case # U 07-12-01; revised U 08-02-01)

(RESOLUTION #20-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to delay action on the Barnette petitions until all pertinent materials are submitted due to an incomplete petition and to delay action until the scheduled Board meeting for March 18th, 2008.

MOTION BY: David Hurt
 SECONDED BY: Russ Johnson
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, & Wagner
 ABSENT: Thompson

PUBLIC NOTICE

The County of Franklin will hold a public hearing on **Tuesday, February 26, 2008**, at approximately **6:00 P.M.**, in the Board of Supervisor’s Meeting Room to consider proposed amendments to **Section 20-18** of the Franklin County Code increasing the gross income and combined net worth provisions of the *Exemption for Elderly Persons and the Totally and Permanently Disabled Ordinance as follows:*

Franklin County
Combined Gross Income \$25,000 (first \$3,500 exempt)
Combined Net Worth \$80,000
Relief
Plan/Exemption

<u>Income</u>	\$0- \$12,000	\$12,001- \$25,000	\$25,001- \$35,000	\$ 35,001 \$50,000	\$50,001 \$80,000
\$0 - 9,000	90%	80%	70%	50%	35%
9,001 – 12,000	75%	65%	50%	30%	20%
12,001 - 15,000	65%	55%	40%	20%	10%
15,001 - 18,000	55%	45%	30%	10%	10%
18,001 - 25,000	45%	35%	20%	10%	10%

No one spoke for or against the proposed amendments.

(RESOLUTION #21-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to approve the aforementioned amendments to Section 20-18 as advertised.

MOTION BY: David Hurt
 SECONDED BY: Russ Johnson
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, & Wagner
 ABSENT: Thompson

PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately **6:00 P.M.**, on **Tuesday, February 26th, 2008**, in the Meeting Room located in the Courthouse, Rocky Mount, Virginia to consider proposed ordinance amendments titled **Chapter 5: Building Regulations**. The proposed ordinance amendments consist of the following sections to amend, clarify and increase building permit fees:

- Section 5-2 Permit for mobile homes.**
- Section 5-3. Removal, repair, etc., of dangerous structures.**
- Section 5-4. Establishment of setback lines.**
- Section 5-22. Adopted; applicability; filing of copies; penalty provisions.**
- Section 5-26. Permit exemption**
(Sections 5-2, 5-3, 5-4, 5-22, & 5-26 reflect proposed textual changes)

Section 5-27. Permit fees (Proposed Amendments As Follows)

Description	Existing Fees	Proposed Fees
Additions	When square footage is added to an existing building or structure, the fee shall be established as the same rate for the use group of the structure involved, and in no case less than the minimum fee for the use group.	
Plan Review fee	n/a	10% of building permit fee
All use groups other than Residential	\$0.11/sq ft.* \$50.00* minimum	\$0.15/sq ft.* \$65.00 * minimum
Alterations	\$5.00/\$1,000* \$50.00* minimum	\$10.00/\$1,000* \$65.00* minimum
Amusement Device	n/a	\$65.00*
Board of Building Code Appeals	n/a	\$250.00*
Boat Docks	\$0.11/sq ft.* \$50.00* minimum	\$0.15/sq ft.* \$65.00* minimum
Business Institutional Building Industrial Building & Assembly Building	\$0.11/sq ft.* \$50.00* minimum	\$0.15/sq ft.* \$65.00 * minimum
Commencing Work without a Permit Fee	n/a	A sum equal to twice the normal permit fee up to a maximum of \$2,500.00
Demolition	\$50.00*	\$65.00*
Distribution terminal and bulk plant facility license	\$150.00*	\$150.00*
Electrical - Change in Service 0 -400 amps 401 amps & over	\$50.00* \$75.00* + \$10.00/100 amps*	\$65.00* \$65.00* + \$10.00/100 amps*
Elevators	n/a	\$65.00*
Manufactured Homes Single-wide Double-wide Triple-wide	\$100.00* \$150.00* \$150.00*	\$150.00* \$200.00* \$250.00*
Mechanical 0-\$15,000.00 \$15,001.00 – up	\$50.00* \$50.00* + \$5.00*/\$1,000	\$65.00* \$65.00* + \$10.00*/\$1,000
Moving/Relocation	\$100.00*	\$100.00*
Permit Cancellation Fee (prior to commencement of inspection)	80% of original fee refunded	Refund of 100% fee less the administrative fee of \$65.00

Permit Renewal	\$50.00*	\$65.00 or 10% of the original permit, whichever is greater (to cover administrative costs) 1) Permit may be issued for 12 months per USBC 2) First permit issued before renewal - no charge 3) Future permits renewal fee applies
Plumbing	\$0.05 flat fee/sq ft.* \$40.00* minimum	\$10.00/\$1,000 \$65.00* minimum
Refunds for unexpired permits	80% of Permit Fee	In the case of revocation, abandonment or discontinuance; refunds for the portion of the work that was not completed will be made after written application to the Building Official. A minimum of \$65.00 retained.
Re-inspection Fee	\$25.00*	\$45.00*
Residential Buildings and Additions	\$0.11/sq ft.* \$50.00 * minimum	\$0.15/sq ft.* \$65.00 * minimum
Signs (with or without electricity)	\$50.00	\$65.00* flat fee
Storage Tanks 100 - 10,000 gallons 10,001 - 25,000 gallons 25,001 and over	\$50.00* \$75.00* \$125.00*	\$65.00* \$90.00* \$140.00*
Swimming Pool	\$50.00*	\$65.00*
Tent & Membrane structures over 900 sq ft	n/a	\$65.00*
Towers & Antennas	\$100.00*	\$100.00*
* State surcharge required by §36-139 of the Code of Virginia (1.75% currently)		
(Fee is rounded to the next dollar)		

Larry Moore, Assistant County Administrator, shared with the Board errors had occurred during the publication for the scheduled public hearing. Mr. Moore stated the Board could pull the areas where the errors had occurred (Section 5-4. Establishment of Setback Lines, Permit Renewal, Refunds for Unexpired Permits, & Towers & Antennas) General discussion ensued.

(RESOLUTION #22-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to delay the advertised public hearing for Chapter 5: Building Regulations due to advertising errors, therefore, authorizing staff to re-advertise for the March 26th, 2008 public hearing.

MOTION BY: David Hurt
 SECONDED BY: David Cundiff
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, & Wagner
 ABSENT: Thompson

PDR COMMITTEE UPDATE ON PRIORITIES

Scott Martin, Director of Commerce & Leisure Services, stated the Board of Supervisors appointed a five-member citizen committee to provide direction and advice for implementation of a pilot purchase of development rights program. The Board requested that the committee first

identify the resources and areas in the County that have a conservation value significant enough to justify the allocation of limited public dollars to assure preservation. This prioritization plan was to be developed and brought back to the Board for consideration prior to contacting individual landowners regarding their interest in participating in conservation efforts through this voluntary program. This process is moving rapidly as the matching state funds secured for the PDR program must be encumbered by June 2008.

The Conservation committee met twice, had 100% attendance at both meetings, and has prepared a conservation prioritization plan for the PDR effort. The Committee presents the attached plan for the Board's action at Tuesday's meeting. If the Board concurs with this prioritization system and approach, the Committee will next meet and begin the process of contacting land owners in the conservation areas of concern to determine if they are willing to participate in a voluntary PDR program.

Report Methodology

The Conservation Committee directed staff to employ GIS to map out conservation values in the County. All values were treated as equal. The values selected for analysis correspond with the BOS approved ordinance that determined the public values to be served by this program. They are:

- Establishing and preserving open-space and the rural character of the county;
- Preserving farm and forest land;
- Conserving and protecting water resources and environmentally sensitive lands, waters and other natural resources;
- Conserving and protecting biodiversity and wildlife and aquatic habitat;
- Assisting in shaping the character and direction of the development of the community;
- Improving the quality of life for the inhabitants of the county;
- Promoting recreation and tourism through the preservation of scenic and historical resources

These values are captured and included in landscape review using the following data layers:

Conservation Value Layers

Historic Architecture – Historic districts and historic places, buffered 45 feet to show up on raster map all sites were ranked as 5.

Area above 2000 Feet- All areas above the 2000 foot contour. The raster cells were ranked a 5.

Ridge Lines – USGS points for Mountains and ridges were used to find the ridge lines and then draw them in using DEM and Hill shades. This was then buffered 250 feet to help it show up on the raster. Areas were ranked a 5.

Century Farms - The points were buffered 750 feet to better show the farm area. They are farms that have been in the same family for over 100 years. They were ranked a 5.

Watershed Integrity – The watershed integrity model represent important terrestrial features that should be conserved for water quality integrity based on the best available data. Slope, source water protection zones, streams, shoreline, floodplain, ecological cores, and index of terrestrial integrity were all used to create this model.

VaNLA Cores - Virginia Natural Landscape Assessment, unfragmented natural habitat with at least 100 acres of interior conditions.

Forest Economics – The forest econ model represents valuable forest land. Layers used to create this model include soil productivity, forest land fragmentation, wetland features, riparian features, natural heritage resource data, slope, wild land-urban interface, forest land use taxation, preserved areas, forest cover map.

Ag Model – This model is to show where important agricultural areas are in Virginia based on suitable lands, prime farmland soils, and historic farm resources.

Natural Heritage Resource Data – *Conservation sites, stream conservation units, karst (Caves) features, and general locations* are mapped by Natural Heritage biologists using aerial photography, specimen records and field data. Buffered 250 feet to get water ways, ranked 3-5.

Parcels surrounding parks, recreation, or conserved area - All parcels that were within 100 feet of current parks owned by the county, state, or federal government, blue ways, proposed blue ways, or conservation easements

Endangered Species – Presence of endangered species and habitat relied upon by these listed species

Black Out Layers (Areas Scheduled for Development Not Conservation)

Developed Town Parcels – all town parcels that were less than 2 acres or had a building value greater than \$20,000 were excluded.

Village Center Buffers – This is the layer from the Future Land Use Map. It is the village points buffered ½ Mile.

Commercial and Industrial Properties – all parcels zoned for commercial, industrial or business.

I73 Proposed – The proposed approved route was buffed 2000 feet per conversations with VDOT rep.

West Lake Overlay district – The approved Westlake overlay district from planning and zoning.

Each of the layers was based on a five point scale. Historic Architecture, Area above 2000 feet, ridge lines, and century farms, had all the features ranked a five. For Natural Heritage Resource data the state used a ranking system of 1-5. Staff clipped that and just used the top three categories and ranked the 3-5. For watershed integrity, the state again used a 1-5 scale, this time it was clipped and the top two categories were retained. The same was done for both the forest economics model and the productive agricultural resources model.

Summary

The attached map displays the result of this analysis. The darker shaded areas reflect regions with the highest conservation values. The Conservation Committee reviewed the data and recommend that the Board focus its PDR conservation efforts on the following natural system complexes.

Tier One

(Initial Focus and Evaluation)

Bald Knob
Jacks Mountain
Cahas Mountain & Naff Valley
Grassy Hill

Tier Two

(Secondary Focus)

Linville Mountain
Blue Ridge
Chestnut Mountain and Creek
Turkeycock Mountain

Staff will present the data and the summary recommendations for conservation priorities to the BOS at Tuesday's meeting. It is vital to think in a broad scale for these areas. Staff has not dived into the parcel level analysis for site specific conservation strategies.

At Tuesday's meeting, staff will request BOS approval of this conservation strategy and then seek authority to begin the next level of review that includes parcel review and analysis within each one of the prioritized areas above. The next step would be making contact with landowners in these areas that have parcels with significant resource values. BOS assistance will be greatly helpful and appreciated when making these initial contacts.

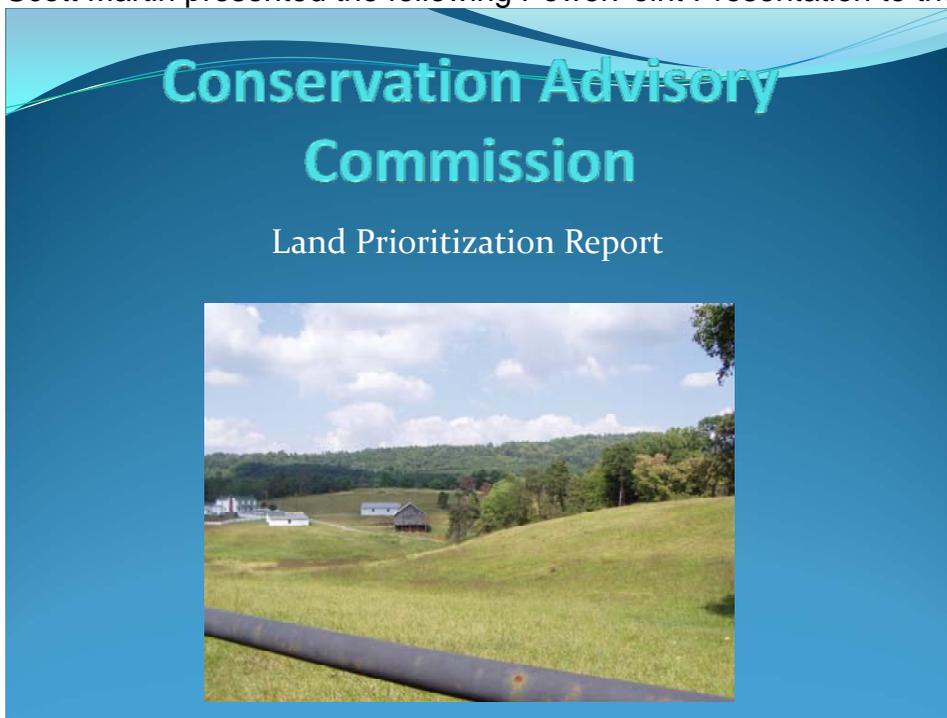
Huge thanks to our GIS team for pulling this together. As far as I know, this is the first time we've used GIS analysis to help guide land use discussions in our County. The ability to bring layers up and down off a projector and discuss with a citizen committee in a meeting was exceptionally beneficial. Our hope is that the effort here to map conservation values within the County proves valuable across a range of land use decisions and considerations.

Should you have any questions, please feel free to give me a call over the weekend, (540-263-0431) or drop me an e-mail, smartin@franklincountyva.org.

Scott D. Martin, Director
 Franklin County Commerce & Leisure Services
 40 East Court Street
 Rocky Mount, Virginia 24151
 540-483-3030 (ph)
 540-483-3035 (fx)
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www.franklincountyva.org

Franklin County - Your Natural Setting for Opportunity

Scott Martin presented the following PowerPoint Presentation to the Board:



GIS Analysis

Include

- Establishing and preserving open-space and the rural character of the county;
- Preserving farm and forest land;
- Conserving and protecting water resources and environmentally sensitive lands, waters and other natural resources;
- Conserving and protecting biodiversity and wildlife and aquatic habitat;
- Assisting in shaping the character and direction of the development of the community;
- Improving the quality of life for the inhabitants of the county; and
- Promoting recreation and tourism through the preservation of scenic and historical resources

Eliminate

- I-73 Corridor
- Commercial or Industrial Zones
- Overlay Districts
- Village Centers
- Town And Developed Sites



Conservation Goals



Franklin County Natural Features

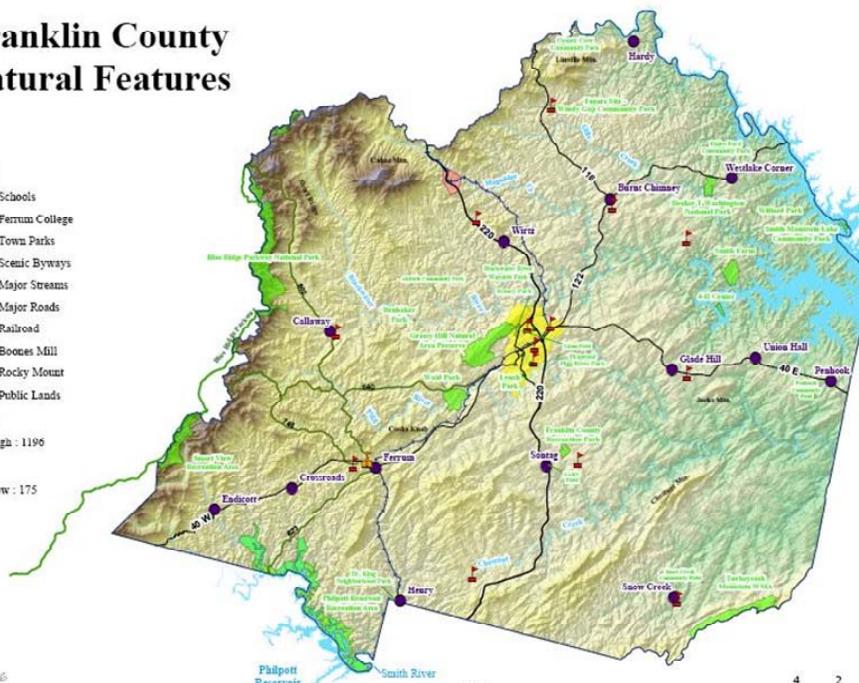
Legend

- Schools
- Ferrum College
- Town Parks
- Scenic Byways
- Major Streams
- Major Roads
- Railroad
- Boones Mill
- Rocky Mount
- Public Lands

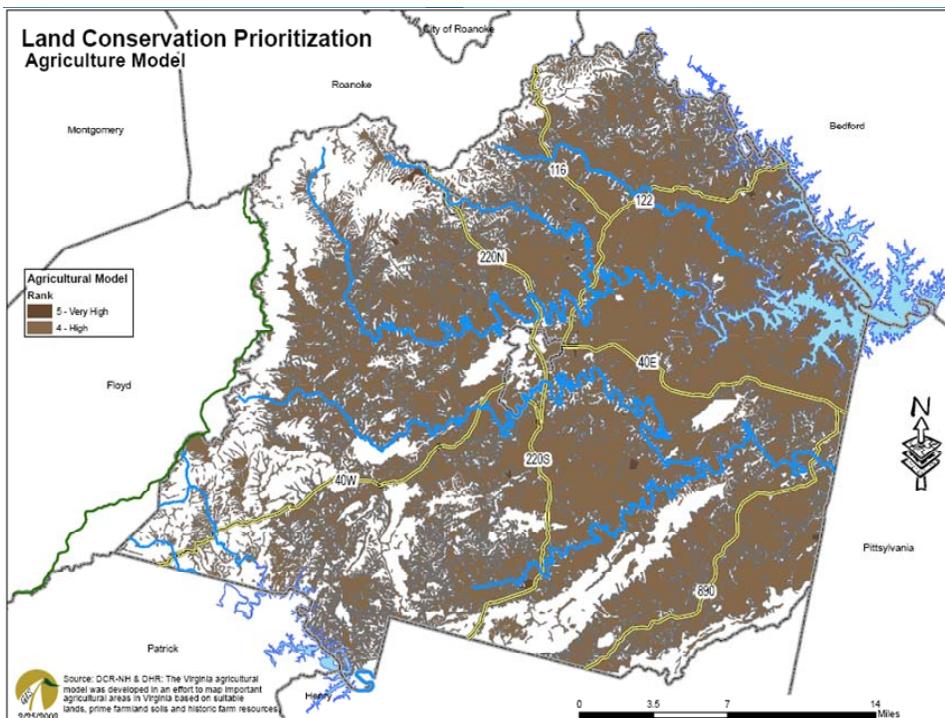
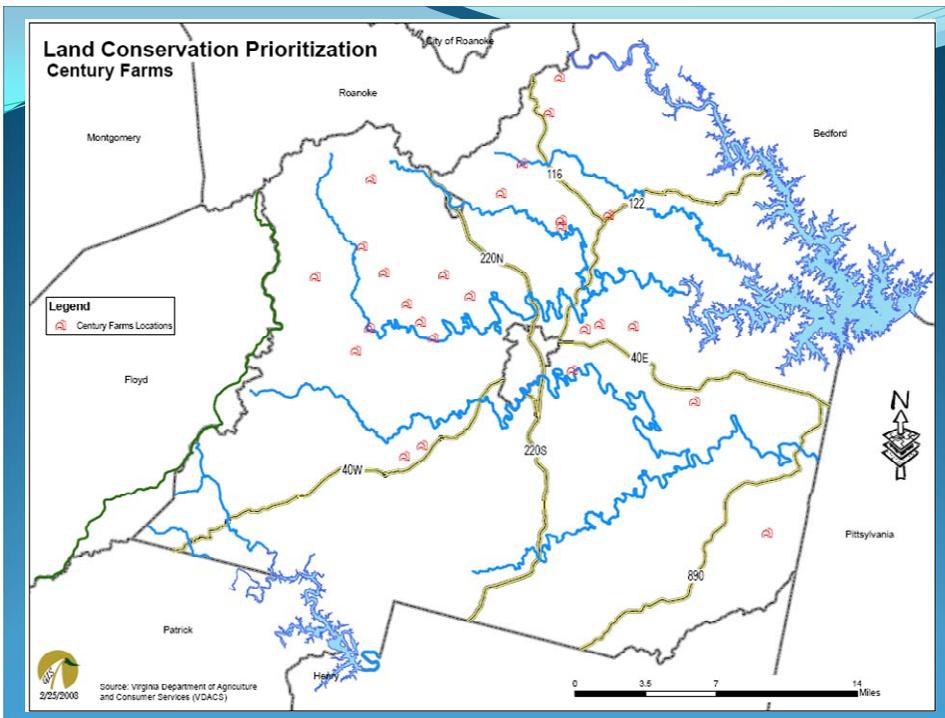
Elevation

High: 1196
Low: 175

GIS
11/28/06

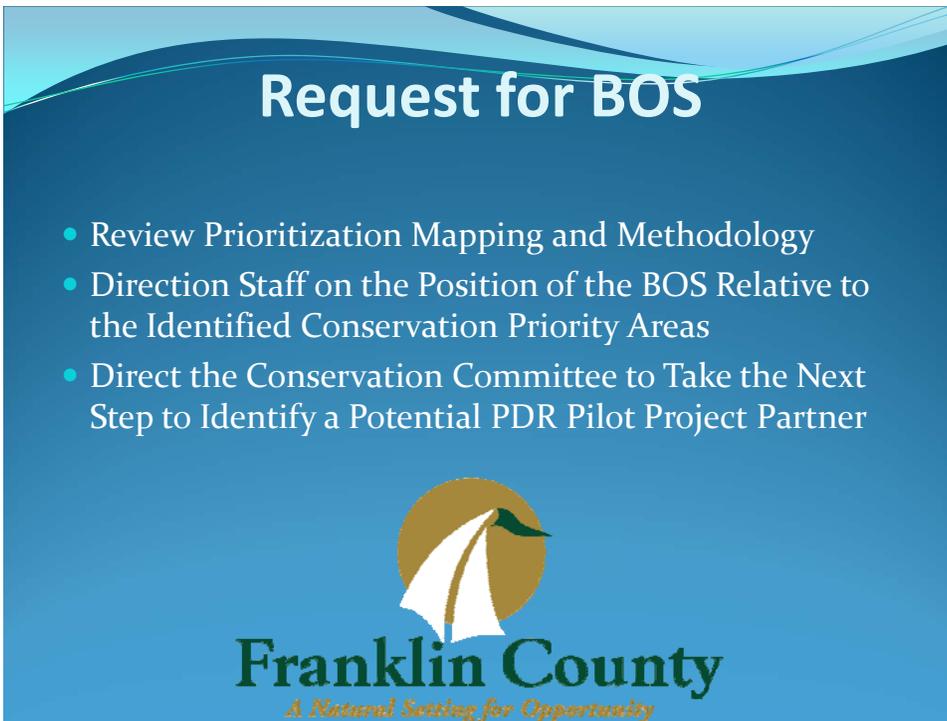


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Priority Conservation Areas

- Cahas Mountain and Naff Valley
- Jacks Mountain
- Grassy Hill Conservation Complex (including Bald Knob)
- Linville Mountain
- Blue Ridge Crest and Slope Complex
- Chestnut Creek and Mountain Watershed
- Turkeycock Mountain & Snow Creek Watershed



The Board concurred with staff’s recommendation to continue with the conservation strategy and authorize staff to begin the next level of review that includes parcel review and analysis within each one of the prioritized aforementioned areas.

6-YEAR SECONDARY ROAD PLAN WITH VDOT

Tony Handy, VDOT, Resident Administrator, presented the Board with a draft copy of the 6-Year Secondary Road Plan for open discussion.

SSYP FY2009-2014 (Working) Available Funding

	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	Total
Unpaved roads	\$0	\$0	\$0	\$56,926	\$56,193	\$152,629	\$265,748
State funds	\$0	\$0	\$364,131	\$879,416	\$768,883	\$844,252	\$2,856,682
Federal funds	\$0	\$0	<u>\$0</u>	<u>\$0</u>	<u>\$1,068,389</u>	<u>\$1,068,389</u>	<u>\$2,136,778</u>
Total			\$364,131	\$936,342	\$1,893,465	\$2,065,270	\$5,259,208

General discussion ensued.

The Board will submit 2-3 prioritized projects to VDOT for consideration on the 6-Year Plan with the Board. Mr. Handy will bring a draft plan back to the Board during their March 18th, 2008 meeting.

(RESOLUTION #23-02-2008)

BE IT THEREFORE RESOLVED, by the Board to request a Closed Meeting in Accordance with 2.2-3711, a-1, Personnel, of the Code of Virginia, as Amended.

MOTION BY: Russ Johnson
 SECONDED BY: David Cundiff
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, & Wagner
 ABSENT: Thompson

MOTION: Leland Mitchell
 SECOND: David Cundiff

RESOLUTION: #24-02-2008
 MEETING DATE February 26th, 2008

WHEREAS, the Franklin County Board of Supervisors has convened an 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(d) of the Code of Virginia requires a certification by this Franklin County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Franklin County Board of Supervisors hereby certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were

identified in the motion convening the closed meeting were heard, discussed or considered by the Franklin County Board of Supervisors.

VOTE:

AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, & Wagner

NAYS: NONE

ABSENT DURING VOTE: Thompson

ABSENT DURING MEETING: Thompson

Chairman Wagner adjourned the meeting.

CHARLES WAGNER,
CHAIRMAN

RICHARD E. HUFF, II
COUNTY ADMINISTRATOR