

**LENOWISCO Planning District Commission**  
Board of Directors Meeting – February 5, 2018

The LENOWISCO Planning District Commission Board of Directors met on Monday, February 5, 2018, in the conference room of the LENOWISCO Planning District Commission, Duffield, Virginia.

Those members present were: Mr. Joe Fawbush, Mr. Richard Leonard, Mr. Robert Adkins, Mr. Bobby Cassell, Mr. Nathan Cope, Mrs. Suzy Harrison, Mr. Joe Herron, Mr. Chad Hood, Mr. Robert Robbins, Mr. Robert Smith, and Mr. John Tull. Those members absent were: Mr. Charles Slemp and Mr. Marshall Tipton.

LENOWISCO staff members present were: Mr. Duane Miller, Executive Director; Ms. Zetta Ferguson, Director of Project Management; Ms. Rebecca Crockett, Director of Project Development; Mr. Frank Kibler, Senior Planner; and Mr. Jimmy Adkins, Regional Planner.

Other guests present were: Mrs. Freda Starnes, Scott County Administrator.

Chairman Joe Fawbush called the meeting to order. The invocation and pledge of allegiance followed.

The first order of business was approval of the agenda. On a motion made by Mr. Robert Robbins, duly seconded by Mr. Joe Herron, the Board unanimously approved the meeting agenda as presented.

The second order of business was approval of the minutes for the December 4, 2017, Board of Directors meeting. On a motion by Mr. Robert Robbins, duly seconded by Mr. Chad Hood, the Board unanimously approved the meeting minutes as presented.

The third order of business was the presentation of the financial report by Mr. Richard Leonard. Mr. Leonard discussed with the Board that all finances were in order. On a motion by Mr. Robert Robbins, duly seconded by Mr. Robert Smith, the Board unanimously approved the treasurer's report as presented.

The fourth order of business was an update by Mr. Jimmy Adkins on upcoming CDBG Project. Mr. Adkins presented the tentative slate of expected applications for 2018 CDBG funding cycle.

The fifth order of business was an update by Mr. Jimmy Adkins regarding SMARTSCALE. Mr. Adkins informed the Board in the upcoming months packages on candidate projects should be nearing completion and will be coordinating submission with each locality's administration in the coming months.

The sixth order of business was an update by Mr. Jimmy Adkins regarding the North Fork Holston River DEQ Project. Mr. Adkins notified the Board the expected outcomes of the project throughout the 2018 calendar year.

The seventh order of business was the Executive Director's report by Mr. Duane Miller, which included the following items:

1. Legislative Reception: Mr. Miller discussed several meetings with various agencies in Richmond, including VDOT, DHCD, VEDP, and VTRRC.
2. Upcoming Funding Rounds: Mr. Miller discussed the potential for additional federal funding sources for regional projects.
3. RIFA: Mr. Miller discussed the first meeting of the Lonesome Pine Regional Industrial Facilities Authority will be on March 2<sup>nd</sup>, hosted by Dickenson County.
4. Staff Adjustments: Mr. Miller announced the retirement of Ms. Zetta Ferguson whom will return as a part-time Office Manager. Also the hiring of Ms. Deana Stoddard in a part-time project management capacity.
5. Other Items of Interest: Mr. Miller introduced new Board member, Mr. Bobby Cassell. Mr. Miller advised two new Board members should be identified and appointed. Mr. Miller and Mrs. Suzy Harrison discussed the upcoming opening of the Western Front Hotel.

The final order of business was a public comment period opened by Chairman Fawbush.

Mr. John Tull thanked Mr. Frank Kibler for his work with the Town of Appalachia's Planning Commission.

Being no further public comments offered and the public comment period was subsequently closed.

There being no further business to discuss, Chairman Fawbush asked for a motion to adjourn. Mr. Joe Herron made a motion, duly seconded by Mr. John Tull, and followed with unanimous approval of the Board to adjourn the meeting at 6:30 p.m.

Respectfully submitted,



DUANE A. MILLER  
Secretary