

January 29, 2026  
County of Greene, Virginia

THE GREENE COUNTY BOARD OF SUPERVISORS MET ON THURSDAY, JANUARY 29, 2026, BEGINNING AT 5:30 P.M. IN PERSON IN THE COUNTY ADMINISTRATION BUILDING MEETING ROOM

Present were: Steve Catalano, Chair  
Tim Goolsby, Vice Chair  
Davis Lamb, Member  
Matthew Hartung, Member

Staff present: Cathy Schafrik, County Administrator  
Terry Beigie, Deputy Clerk/Grant Writer  
Melissa Meador, Director of Emergency Services  
Kelley Kemp, County Attorney  
Jim Frydl, Director of Planning and Zoning

RE: OPEN MEETING

The Chair called the meeting to order at 5:30 p.m.

RE: PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

The Chair opened the meeting with the Pledge of Allegiance followed by a moment of silence.

RE: CLOSED MEETING

The Board agreed by consensus to discuss the resignation of Mr. McGuigan as the At-Large Supervisor in open session, instead of holding a closed meeting. The Chair shared Mr. McGuigan's hand-written resignation letter, dated January 16, 2026, and hand delivered to the County Administration Office along with his key fob on January 21, 2026. Additionally, he cited the Virginia Code section 24.2-226 that makes the resignation not revocable after the date stated by the officer in the resignation.

RE: PROCESS FOR SELECTING INTERIM AT-LARGE SUPERVISOR MEMBER

The Chair outlined the process of appointing an interim supervisor, highlighting that interested people will fill out an appointment profile and resume submitted to the County Administration Office and hold interviews in a closed meeting for privacy of applicants and appoint a resident to the seat at a later meeting. He said a Writ of Special Election will be voted on by the Board at the Feb. 3, 2026, meeting, requesting a special election coincide with the General Election on Nov. 3, 2026.

Ms. Kemp discussed a new provision in the code that requires the Board to announce the names of those considered for appointment at a public meeting, suggesting Feb. 16, 2026, and having their appointment profiles and resumes available for review at the County Administration Office at least seven days prior to the vote on the appointment.

Ms. Schafrik outlined that applications will open on Jan. 29, 2026, and will be received until 4:30 p.m. on Feb. 12, 2026. The Board will hold interviews during a special meeting on Feb. 16, 2026, deliberate during closed meeting on Feb. 24, 2026, and appoint in open session at that meeting.

Mr. Hartung asked if the Board was required to interview everyone who applies. Ms. Kemp said the Board is not required to interview anyone by law.

Upon motion by Matthew Hartung, second by Davis and unanimous roll call vote, the Board directed staff to begin advertising the application process and prepare for the interviews as outlined by the County Administrator.

|                |                 |   |     |
|----------------|-----------------|---|-----|
| Recorded vote: | Steve Catalano  | - | Yes |
|                | Tim Goolsby     | - | Yes |
|                | Matthew Hartung | - | Yes |
|                | Davis Lamb      | - | Yes |

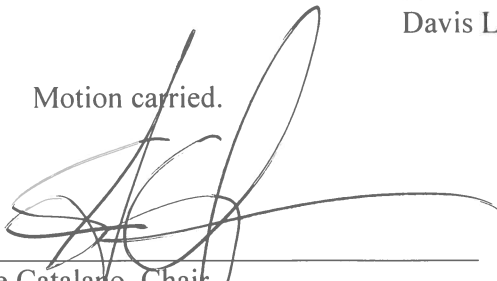
Motion carried.

RE: ADJOURN

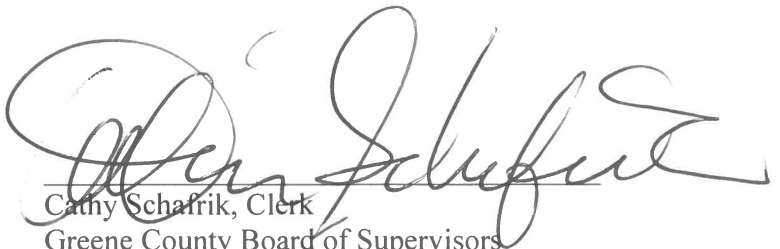
Upon motion by Tim Goolsby, second by Matthew Hartung and unanimous roll call vote, the Board meeting was adjourned.

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|----------------|-----------------|---|-----|
| Recorded vote: | Steve Catalano  | - | Yes |
|                | Tim Goolsby     | - | Yes |
|                | Matthew Hartung | - | Yes |
|                | Davis Lamb      | - | Yes |

Motion carried.



Steve Catalano, Chair  
Greene County Board of Supervisors



Cathy Schafrik, Clerk  
Greene County Board of Supervisors