

BOARD AGENDA
PULASKI COUNTY
1994
BOARD OF SUPERVISORS

Regular Meeting
Monday, October 24,
7:00 p.m.

ITEM
(Follow-up Action)_

KEY STAFF

1. Invocation
2. Additions to Agenda
3. Public Hearings:
 - a. -A request by Kim Linkous for an amendment to the zoning map from Residential (R3) to Residential (R2) to allow placement of a manufactured home on property identified on Pulaski County tax records as parcel 29-1-75, owned by Willard and Brenda Mills, located off Route 621, Brooklyn Road, in the Cloyd District.
(Approved - Notify applicant) Ms. Spence
 - b. -A request by Kimberly Ray for an amendment to the zoning map from Residential (R1) to Conditional Agricultural (A1) to allow placement of a second manufactured home on property identified on Pulaski County tax records as parcel 58-5-3 located off Route 611, Wilderness Road, in the Ingles District.
(Approved for eight month maximum - Notify applicant) Ms. Spence
 - c. -A request by Frank Church for a Conditional Use Permit to allow placement of No Wake Buoys on Peak Creek near property identified on Pulaski County tax records as parcel 073-1-104 located on the east side of Route 100, Possum Hollow Road, in the Draper District.
(Denied - Notify applicant) Ms. Spence
 - d. -Virginia Community Development Block Grant Application Water System Improvements Supporting Expansion of Volvo GM
(Resolution approving application adopted - File application) Mr. Huber
4. Highway Matters:
 - a. -Follow-up from previous Board meetings:
 1. -Request for No Parking Signs on Valley Road, Route 650
(Encourage Sheriff and VDOT to work Mr. Brugh (unless noted otherwise)

with citizens in community to reach
a workable agreement on signage)

2. -Request for Review of Unsafe
Traffic Situation at Intersection
of Route 114, Pepper's Ferry Boule-
vard, and Route 600, Belspring Road
(Under review by VDOT - Place on
November agenda) Ms. Hanks
3. -Route 656, Channel Road, Right-of-Way
Availability
(VDOT advised flexibility would be
used to adjust right-of-way to meet
adjacent property owners' concerns -
February 95 advertisement for con-
struction expected)
4. -Route 693, Julia Simpkins Road, Heavy
Truck Traffic Between Allisonia and
Boone Furnace
(VDOT reported the road was too narrow
for centerline striping - Restricting
truck traffic is also impractical -
No other action will be taken until
road can be upgraded)
5. -Morgan Farm Road, Route 625, Speed
Study Results
(VDOT study results allow additional
caution signs but no speed limit
posting - Send excerpt of minutes to
Mr. Owen Morgan) Ms. Hanks
6. -Request for Directional Signs on Inter-
state 81 to Draper Access for New
River Trail State Park
(VDOT reports current directional
signs on exit ramps are all that
is warranted)
- b. -Request for Speed Limit Posting on Route
603, Lake Ridge Drive
(VDOT to perform informal speed study so
citizens be advised of probable formal
speed study results - Schedule report
at November meeting) Ms. Hanks
- c. -Other Matters
(Supervisor Fariss requested viewing in
1995 an extension of Dallas Freeman Road,
Route 778 - Research abandoned status
of Route 778) Ms. Taylor
Mr. Coake
5. Citizen Comments
(VFW representative Bill Manning thanked Board
of Supervisors for Veteran's Memorial support)

6. Treasurer's Report
 Analysis of Dog License Sales
 (Review improved enforcement and conviction for
 unlicensed dogs) Mr. Mayberry/Mr.
 Morgan
7. Clarification of Agency Status for Friends of
 the Pulaski Theatre (FOPT)
 (Allow FOPT two additional years to determine
 feasibility of theatre restoration) Mr. Morgan
8. Reports from the County Administrator and
 Staff:
- a. -Appointments:
1. -Office on Youth
 (Appointed J. K. Fowlkes and Kenny Warden,
 with one to serve as member and the
 other as an alternate - Appointees can
 determine alternate and member status) Ms. Gregory
2. -New River Resource Authority
 (Reported Pulaski Mayor Graham is alternate
 for Pulaski Town Manager Combiths - Advise
 NRRRA) Ms. Hanks
- b. -Request for Residential Sewage Pump & Haul
 permit for Mr. Paul Bullion
 (Adopted policy prohibiting pump and haul of
 sewage as a permanent residential sewage
 disposal practice - Advise Mr. Bullion and
 New River Health District) Ms. Spence
- c. -Veteran's Memorial Status
 (Request Architectural Review Board approve
 modified memorial to retain eternal flame,
 eliminate display of old courthouse bell,
 postpone installation of sidewalk extensions
 until pedestrian patterns are known, and
 erect flagpole yardarm by VFW on patriotic,
 etc. occasions - Dismiss appeal to Circuit
 Court if these modifications are acceptable
 to Town of Pulaski) Mr. Morgan
- d. -Meeting with Legislators
 (Advise supervisors through weekly update of
 pending legislative issues to be discussed
 during Friday, November 4 Extension Service
 meeting with legislators) Mr. Morgan/Ms. Hanks
9. Items of Consent:
- a. -Minutes of September 26, 1994
 (Approved) Ms. Hanks
- b. -Accounts Payable
 (Approved) Ms. Spence

- c. -Transfers and Appropriations:
 - 1. -General Fund Transfers
(Approved) Ms. Burchett
 - 2. -General Fund Appropriations
(Approved) Ms. Burchett
- d. -Contracts and Change Orders:
 - 1. -CAB Roof Replacement Change Order #2
(Approved) Mr. Coake
 - 2. -Brick Courthouse Change Order #7
(Approved) Ms. Hanks
- e. -Ratification:
 - Emergency Home Repair Program Grant Agreement
(Approved) Ms. Hanks
- f. -Personnel Changes
(Reviewed)
- g. -Request for Proclamation by New River Valley Hospice, Inc.
(Adopted - Advise media) Ms. Hanks
- h. -Request from Fairview Home for Pulaski County's Portion of Funding for Installation of Smoke Detection System
(Approved expense of \$2,971.26 conditioned on confirmation that reserve funds are not available from Fairview District Home or Fairview Home, Inc. and that the State Fire Marshall is mandating this improvement, not merely recommending) Mr. Morgan
- i. -Senate Bill 2008 - 3% Increase for Retirees
(Approved increasing benefits to all county employees on the state retirement system - Advise VRS) Ms. Burchett
- j. -New River/Mount Rogers Private Industry Council - Dislocated Worker Program
(No action)
- k. -General Assembly Establishment of Small Claims Court
(Request Chamber of Commerce and Bar Association comment on advisability of creating Small Claims Court - Schedule a report or response on November Board of Supervisors agenda) Ms. Hanks
- l. -Endorsement of Constitutional Amendment 2
(Endorsed - Advise media) Ms. Hanks

- m. -Advertising Ordinances for industrial tax exemptions for November Public Hearing (Advertise on November 13 and 20 - Circulate draft ordinances to supervisors in November 10 weekly update)

Mr. McCarthy/Ms.

Hanks

- n. -New River Valley Emergency Squad Request for Building Assistance (Approved \$8,000 match of cash or in-kind services)

Mr. Crigger

- o. -Scott Street Plat Vacation requested by Robert W. and Kathryn M. Rutherford and Ms. Willie E. Saul between property identified on Pulaski County tax records as parcels 38-1-176 and 177 located

of Supervisors Meeting Room along with room
Burchett
re-decoration)

Ms. Hanks/Ms.

12. Executive Session - 2.1-344(A)

Personnel

Legal

(County Attorney to proceed with documentation
for utility agreement and boundary adjustment
with Town of Dublin for January 1995 imple-
mentation)

Mr. Morgan/Mr.

McCarthy

Land Acquisition/Disposition

(Pursue part cash, part in-kind sale arrange-
ment)

Mr. Morgan

Prospective Industry

(Seek purchase of five acres by IDA from Beach
Manufacturing and coordinate water and sewer
extension to new building site)

Mr. Huber

13. Adjournment

(To reconvene November 4 at 8:00 a.m. at New
River Community College Board Room - Request
Ms. Gregory attend regarding legislative
matters and to serve as temporary clerk)

Ms. Hanks

October 14, 1994

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Public Hearings

a. A request by Kim Linkous for an amendment to the zoning map from
Residential
(R3) to Residential (R2) to allow placement of a manufactured home on
property
identified on Pulaski County tax records as parcel 29-1-75, owned by
Willard and

Brenda Mills, located off Route 621, Brooklyn Road, in the Cloyd District.
- See enclosed recommendation of approval.

b. A request by Kimberly Ray for an amendment to the zoning map from Residential (R1) to Conditional Agricultural (A1) to allow placement of a second manufactured home on property identified on Pulaski County tax records as parcel 58-5-3 located off Route 611, Wilderness Road, in the Ingles District.

- See enclosed recommendation of denial due to spot zoning. Also enclosed is a letter of opposition from adjacent property owner Mrs. James G. Smith, Sr.

c. A request by Frank Church for a Conditional Use Permit to allow placement of No Wake Buoys on Peak Creek near property identified on Pulaski County tax records as parcel 073-1-104 located on the east side of Route 100, Possum Hollow Road, in the Draper District.

- See enclosed recommendation of denial due to lack of confirmation of a commercial activity. Also enclosed is an update to the applicant on Planning Commission recommendation. Enclosed is a letter of support from the applicant and from Jane V. Richardson & Jean C. Harrold.

d. Virginia Community Development Block Grant Application Water System Improvements

Supporting Expansion of Volvo GM - The Virginia Department of Housing and Community Development requires that the Board of Supervisors hold a public hearing specifically regarding individual funding applications for this program.

The proposed project would involve the extension of a new water lines along

Route 683 and Route 643 in order to improve the volume of water available to

Volvo GM. The cost of this project is tentatively estimated at \$375,000. The

application will need to be submitted by October 31 in order to be considered

for funding in the 1994 calendar year. See enclosed public hearing notice and proposed resolution.

JNM/gh

October 14, 1994

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Highway Matters

a. Follow-up from previous Board meetings:

1. Request for No Parking Signs on Valley Road, Route 650 - At the September meeting, the Board requested clarification of the circumstances under which the Highway Department would erect no parking signs around a private driveway entrance. It is my understanding that the department will consider erecting such signs when an enforcement agency, in this case, the Pulaski County Sheriff's Department, requests such signs be erected due to experiencing a problem with blockage of a private driveway. The presence of such signs make a violation easily enforceable, since a separate investigation on whether the offending vehicle is allowed by the affected

involved in review of posting driveways where blockage has been a problem.

2. Request for Review of Unsafe Traffic Situation at Intersection of Route 114, Pepper's Ferry Boulevard, and Route 600, Belspring Road - The resident engineer may have an update on this complaint. The Assistant County Administrator has noted a previous request for flashing signals

October 14, 1994

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Treasurer's Report - Analysis of Dog License Sales

The County Treasurer is preparing a report comparing previous year's sales for both veterinarian's office locations and the Treasurer's Office. In addition, Director of Fleet Maintenance and Operations Mayberry, who supervises the Animal Control employees, is preparing additional information regarding the comparison of dog license sales before and since the use of veterinarians for such sales. Two other factors that should be considered when viewing changes in the numbers of licenses sold are the extent to which animal control personnel are available to check in neighborhoods for licenses and the possible use of a annual reminder by mail to alert citizens of the need for license renewal. A further incentive to increase license sales may be offering multi-year purchases, as the Department of Motor Vehicles does with vehicle licenses.

JNM/gh

cc: The Honorable Rose Marie Tickle, Treasurer
Mr. H. Doug Mayberry, Director of Fleet Maintenance and Operations

October 14, 1994

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Clarification of Agency Status for Friends of the Pulaski Theatre (FOPT)

Mr. John Sadler, President of the Friends of the Pulaski Theatre, has requested an opportunity to meet with the Board to clarify the agency status for his organization.

At the September 27, 1993, Board of Supervisors meeting, the Board of Supervisors designated the Friends of the Pulaski Theatre as the county's agent for the renovation of the Pulaski Theatre, with a financial and business plan to be presented at the January, 1994, supervisors meeting. The agency designation was contingent upon the county attorney's approval in regard to any legal ramifications. The FOPT was unable to report last January; however, at the March 28, 1994, Board of Supervisors meeting, Mr. Sadler presented an update regarding progress made on fund-raising efforts. At that time he requested the Board fund \$10,000 for the theatre project. The Board agreed to take this matter under consideration with the fiscal year 1994-95 budget process. During the budget adoption, no funding was made available for the theatre. Administrative notes recommended that the FOPT be allowed, through the end of 1994 calendar year, to present a plan on the feasibility of the theatre's renovation and reopening.

Following the September, 1994, Board of Supervisors request that use of the theatre property as a potential parking lot be considered in overall planning for the courthouse improvements, I met with the FOPT Board of Directors. At that meeting, it

was indicated by FOPT that from three to twelve months would be useful in completing the feasibility study and determining whether it is appropriate to proceed with the theatre renovation.

Also since the September Board of Supervisors meeting, I have had contact with representatives of the Town of Pulaski Council and Architectural Review Board. Following a review of the Town of Pulaski Zoning Ordinance, particularly the historical preservation zone, it is my understanding that the town ordinance will require a period of twelve months notice prior to demolition of the theatre building. During that notice offers for purchase of the theatre at a fair market value are to be entertained.

If the FOPT were allowed an additional year to develop their feasibility plans and during that time the notice is made and the waiting period satisfied, then a decision sometime after the fall of 1995 could be scheduled regarding the best use of the theatre facility and grounds. Such a timetable could also allow postponement of using resources for additional parking on the courthouse block. The postponement could allow the best use of resources for both improved parking and any assistance with the theatre project. Since many businesses in the Town of Pulaski also have an interest in the availability of parking in the downtown area, this period may also allow an opportunity for sharing resources to meet the parking needs cooperatively.

JNM/gh

cc: Mr. John Sadler, President, FOPT
Ms. Lydia Hickam, Member, FOPT
Mr. Tom Combiths, Pulaski Town Manager

October 14, 1994

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from the County Administrator and Staff

a. Appointments:

1. Office on Youth - A vacancy exists which must be filled with a student from Pulaski County High School. Ms. Gregory has recommended Mr. J. K. Fowkes and Mr. Kenny Warden of Pulaski County High School to fill the vacancy. Only one vote will be allowed; however, the two individuals have agreed to serve only if they can work as a team.

2. New River Resource Authority - We are awaiting a response from the Town of Pulaski regarding a possible alternate to Town Manager Combiths. Since the Town Council has only one meeting in October, it is unlikely that a response will be forthcoming prior to the November supervisors meeting.

b. Request for Residential Sewage Pump & Haul permit for Mr. Paul Bullion -

Enclosed please find a letter summarizing this situation. This is the same letter that was presented to the supervisors at its September meeting. As requested by the Board, this matter was reviewed by the County Planning Commission at its October 4 meeting. The Commission recommends the Board of Supervisors not allow pump and haul as a permanent approach to residential sewage disposal.

c. Veteran's Memorial Status - Our office has been in contact with the Town of

Pulaski administration, as well as representatives of the Town Council and Architectural Review Board. I anticipate a proposal will be developed by the

October 24 meeting which will have been determined to be generally suitable to

the Town of Pulaski regarding the Veteran's Memorial. This proposal will be an alternative to appealing to the Circuit Court for approval of the plan currently adopted by the Board of Supervisors. Enclosed is information on the wording to be on the memorial monuments. Work on the non-controversial items of the memorial is scheduled to begin on Monday, October 17.

JNM/gh

October 14, 1994

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of September 26, 1994 - See enclosed.
- b. Accounts Payable - See enclosed.
- c. Transfers and Appropriations - See enclosed.
- d. Contracts and Change Orders - Ratification is requested of the enclosed change order for the County Administration Building roof replacement in the amount of \$1,500 for reuse of existing vent caps and replacement of a metal roof over the west entrance porch.
- e. Ratification:

Emergency Home Repair Program Grant Agreement - Additional funding of this

program in the amount of \$14,695 is requested to be accepted. See enclosed grant agreement.

f. Personnel Changes - Approval of the enclosed information presented by the Director of Management Services is requested.

g. Request for Proclamation by New River Valley Hospice, Inc. - Approval of the enclosed proclamation of National Hospice Month in November is requested.

h. Request from Fairview Home for Pulaski County's Portion of Funding for Installation of Smoke Detection System - Approval of the enclosed request for the county's share of the \$9,000 expense, at a cost of \$2,971.26 to the county is recommended, based on the following conditions: confirmation be made that reserve funds are not available within the Fairview District Home or Fairview Home, Inc. treasury for this expense; and confirmation that this matter is mandatory, not just a recommendation from the State Fire Marshall.

i. Senate Bill 2008 - 3% Increase for Retirees - Approval of an increase in benefits for the county's employees under the State Retirement System, which has been approved for all state funded positions, including those of the county's constitutional officers, is recommended. See enclosed memorandum from the Director of Management Services, as well as several related memos from the Virginia Retirement System.

j. New River/Mount Rogers Private Industry Council - Dislocated Worker Program - No action is recommended on the enclosed request to resist changes to the Private Industry Council. A general position of favoring the organizational structure that would best increase direct benefits to the workers is recommended.

k. General Assembly Establishment of Small Claims Court - It is recommended the Chamber of Commerce and the Bar Association be asked to comment on creating a small claims court (See enclosed.) A response by the November Board of Supervisors meeting can allow comment to be sent to the General Assembly for the 1995 Session.

- l. Endorsement of Constitutional Amendment 2 - Adoption of a resolution endorsing Constitutional Amendment 2 on the November ballot is recommended. See enclosed memo from the Virginia Association of Counties General Counsel, Flip Hicks, urging such action. The amendment would prevent an expensive duplication in voter registration practices for Virginia and Federal elections.
- m. Advertising Ordinances for industrial tax exemption for November Public Hearing
- The County Attorney plans to have draft copies of these ordinances to the Board of Supervisors in early November. This will allow advertising on November 13 and 20 for a hearing at the November 28 Board of Supervisors meeting on these matters. Of course, the language of these ordinances can be further edited and changed prior to any adoption following the public hearings.
- n. New River Valley Emergency Squad Request for Building Assistance - See enclosed request for \$8,000 to match a cash grant of a similar amount from the Town of Pulaski. We have recognized that the rescue squad's building is in poor shape. Already, county staff has assisted with remedying dangerous electrical wiring. A recommendation on use of the \$8,000 has been referred to the Emergency Medical Services Council that will meet on Tuesday, October 18. The recommendation of the Council can be presented to the Board of Supervisors prior to its October 24 meeting. In general, staff is recommending insuring a safe operating place for the short term at the current rescue squad building site; however, we recommend holding off on major additional investment in facilities until the study approved by the Board of Supervisors on overall emergency medical services can be undertaken.
- o. Scott Street Plat Vacation requested by Robert W. and Kathryn M. Rutherford and Ms. Willie E. Saul between property identified on Pulaski County tax records as parcels 38-1-176 and 177 located between Route 725, Carter Street, and Route 696, Crystal Lane, in the New River area of the Cloyd District. - This matter has been the subject of a community meeting and was reviewed by the

County Planning Commission at its October 4 meeting. The Commission recommends scheduling a hearing and approval of a plat vacation by the Board of Supervisors at its November meeting.

p. Sick Leave Policy Revision - Approval of the enclosed policy prepared by the Director of Management Services is requested. This policy was developed with the assistance of Attorney Debra Dobbins. It allows supervisory personnel to require an employee to submit a doctor's excuse for each day of absence and to require such submittals after three consecutive days of absence.

q. Building and grounds use approval by non-county agencies - Enclosed please find a building use form. The current policy is also enclosed. It allows use of county property on a non recurring basis, limited to no more than four times annually for community organizations. There is currently no restriction on organizations that are commercial in purpose. However, the restriction of no more than four times annually seems to have discouraged routine commercial use of county property. At the present time, no suggestion for changing the policy is recommended by staff.

r. VACO Annual Meeting Voting Delegates - See enclosed request for designation of voting delegates. It is recommended that Supervisor Vaughan be designated a voting delegate and that Supervisor Crawford be designated the alternate. Should all Board members not be able to attend the annual meeting on Tuesday, November 15, it is recommended that the County Administrator be designated to cast a proxy vote on behalf of the Board of Supervisors.

s. Registrar's Association Annual Meeting Attendance - See enclosed request from the General Registrar for \$582.36 for attendance at this meeting by the Registrar and members of the Electoral Board. Approval is recommended to the extent funds are budgeted.

t. VACO Legislative Program - Enclosed is the draft 1995 program. Please advise of any concerns to be voiced at the VACO annual meeting.

JNM/gh

October 14, 1994

TO: Board of Supervisors
FROM: Joseph N. Morgan, County Administrator
SUBJECT: Executive Session - 2.1-344(A)

An executive session pursuant to Section 2.1-344(A) of the 1950 Code of Virginia, as amended, is requested for discussion of the following:

Personnel

Appointments:

1. Office on Youth - A vacancy exists which must be filled with a student from Pulaski County High School. Ms. Gregory has recommended Mr. J. K. Fowkes and Mr. Kenny Warden of Pulaski County High School to fill the vacancy. Only one vote will be allowed; however, the two individuals have agreed to serve only if they can work as a team.
2. New River Resource Authority - See enclosed facsimile from Pulaski Town Manager Combiths advising the town's personnel committee will be recommending Mayor Graham as an alternate on the New River Resource Authority.

Legal

Town of Dublin/Pulaski County Public Service Authority Cooperative Utility

Use Agreement - See enclosed draft as prepared by the County Attorney. This was prepared along the terms previously reviewed by the Board of Supervisors and considered and concurred with by the Public Service Authority at its October meeting.

Veteran's Memorial Status - See enclosed response from the Pulaski Town Manager regarding the change in the memorial. It appears the changes would be well received by the town. Regarding the cost of gas service to the eternal flame, we may be able to offset this cost by no longer providing garbage pickup at the PSA expense for downtown trash receptacles.

Prospective Industry

Beach Manufacturing - See enclosed letter prepared by Mr. Huber explaining the current proposed terms to Beach Manufacturing for assistance with its building expansion. The form of the assistance will be the purchase of a five acre lot for \$50,000 in the Cougar Industrial Park. The \$50,000 purchase price will be used to extend water and sewer to the current building site. Engineering estimates regarding an additional \$200,000 needed to fully sewer the Cougar Park has been prepared by the County Engineer. The Community Development Block Grant application that is to be considered by the Board on October 24 will also fully extend water service through the park.

Land Acquisition/Disposition

Office on Youth - It is suggested Architect Douthat be offered a trade of services for purchase price for one-half services and one-half cash for a \$50,000 purchase of the old Office on Youth property.

JNM/gh