

BOARD AGENDA
PULASKI COUNTY
1995
BOARD OF SUPERVISORS

Regular Meeting
Monday, June 26,
7:00 p.m.

ITEM (Follow-up Action)	KEY STAFF
1. Invocation	
2. Additions to Agenda	
3. Public Hearings:	
a. -An Ordinance to impose a twenty percent fee for delinquent tax collection costs and attorney's fees pursuant to Section 58.1-3958 of the 1950 Code of Virginia, as amended (Approved - Send Mr. Campbell excerpt from minutes - Add to ordinance book - Notify court clerks)	Ms. Hanks
b. -Repeal of an ordinance imposing penalty for failure to file personal property (Ordinance repealed - Send Commissioner of Revenue excerpt from minutes - Delete from ordinance book - Notify court clerks)	Ms. Hanks
c. -A proposed application to the Department of Housing and Community Development for the designation of a portion of the county as a Virginia Enterprise Zone, which designation would serve to promote additional economic activity over a 20-year period through state and local tax incentives (Approved - Prepare appropriate application forms - Delete from order book)	Mr. Huber
d. -An amendment to the zoning map requested by Clarence Lawson from Residential (R1) to Agricultural (A1) to allow placement of a single-wide manufactured home as a second residence to be near his parents to care for them on property identified on Pulaski County tax records as parcel 080-001-0000-0039, owned by Katherine Moore, et al, located off Route 610, Case Knife Road, in the Robinson District. (Approved - Notify applicant)	Ms. Spence
4. Highway Matters:	
a. -Follow-up from Previous Board meetings: noted	Mr. Brugh (unless
1. -Formal speed study on Route 610,	otherwise)

- Case Knife Road, for first mile
beyond Pulaski Town limits
(Confirm VDOT is doing formal speed
study - Place on July agenda for
report by VDOT) Ms. Hanks
2. -Informal Speed Study, Intersection
of Routes 628, Hazel Hollow Road,
and 798, Falling Branch Road
(VDOT reported information on this
informal speed study is pending -
Place on July agenda for report by
VDOT) Ms. Hanks
3. -Request for Maintenance and Rural
Addition of State Route 755, Depot
Road
(VDOT reported request for road
maintenance will be addressed
this summer within existing budget -
Staff to confirm this road is not
being confused with Sayers Road) Ms. Taylor
4. -Request for Sight Distance Improve-
ments were needed on Route 114,
Peppers Ferry Boulevard, and
Route 1211, Riverbend Road
(VDOT reported completed)
5. -Request for Brush Cutting and
Cleaning Out of Ditches along
Route 621, Brooklyn Road, near
Riverlawn School in Fairlawn
(VDOT reported some work has been
done - Supervisor Sheffey
requests more work, especially
beyond Riverlawn School - Place
on July agenda for update by VDOT) Ms. Hanks
6. -Pothole Repairs on Route 798,
Falling Branch Road, in New
River near the train derailment
and also on Church Street
(VDOT reported these repairs are
still pending - Place on July agenda
for report by VDOT) Ms. Hanks
7. -Request for informal speed study
on Route 643, Thornspring Road,
at Cougar Express for possible
lowering of speed limit to
45 mph
(VDOT reported a speed limit of
40 mph is predicted - VDOT
requested to perform formal speed
study) Ms. Hanks

- 8. -Review of plans currently proposed for Route 738, Robinson Tract Road, to possibly alter plan to reduce cost of improvements on Route 728
(VDOT will report back at July meeting) Ms. Hanks
- 9. -Review of Possible straightening of curves on Route 693, Julia Simpkins Road, and cost of extending Route 781, Scott Road, to Route 693, up Mack's Mountain, rather than straightening Route 693
(VDOT will report back at July meeting) Ms. Hanks
- b. -Schedule of Six Year Update Hearing
(Place on July agenda for scheduling date for six year update public hearing) Ms. Hanks
- c. -FY 96 Secondary Construction and Unpaved Roads Allocation
(VDOT reported on increase of \$200,000 to \$300,000 in the allocation is expected)
- d. -Locust Street Right-of-Way
(Reported the county attorney is researching adequacy of the existing right of way, or whether additional right of way must be donated or otherwise acquired - Place on July agenda for report by the county attorney) Ms. Hanks
- e. -Dublin Area Railroad Crossing Closing
(Board opposed closing, but encouraged more information be obtained from the Town of Dublin, particularly regarding improving safety of existing crossings) Mr. Morgan
- f. -Volvo GM Heavy Truck Corporation, Dublin Assembly Plant, Industrial Access Road Resolution
(Approved) Mr. Huber
- g. -Speed Limit Reduction on Route 690, Shelburne Road
(Present VDOT with a resolution requesting posting of 45 mph) Ms. Hanks
- h. -Rt. 622, Dudley Ferry Road Maintenance
(VDOT will contact Mr. John Turner (639-1472) regarding this matter)
- i. -Little River Dam Road, Route 605, Flooding

(VDOT will contact Mr. James Nunley (731-9519) regarding this matter)

- j. -Annual Rural Addition Viewing
(Place on August agenda for setting of date to view rural additions) Ms. Hanks
- k. -Other Matters
 - (Mr. John Croteau commented on the need for Dallas Freeman Road, Rt. 778, to be on the rural addition listing - Confirm this road is currently in the system and has not been abandoned - Place on July agenda for further review) Ms. Taylor
Ms. Hanks
 - (Staff to work with VDOT to streamline form for entrance permits) Mr. Morgan
 - (Supervisor Fariss advised the supplemental six year road plan does not have Thomas Road (Kayoulah Lane) and Dallas Freeman Road, Route 778 Road, on list - Add to list) Mr. Huber/Ms. Taylor
 - (Ms. Jean Evans of Route 629, Highland Road, requested restoration of Neck Creek Bridge to standard conditions or to seek an alternative placement of any new bridge construction - VDOT to stake proposed location prior to meeting - Schedule meeting between Supervisor Sheffey and VDOT to address problem - Schedule report on July Supervisors agenda) Ms. Hanks
- 5. Citizen Comments
(Ms. Zola Lancaster expressed dissatisfaction with VDOT response on driveway widening form)
- 6. Treasurer's Report
(Reported - Liquidate Dana Corporation stock for Library Board) Ms. Burchett
- 7. Reports from the County Administrator & Staff:
 - a. -Appointments:
 - 1. -Recreation Commission
(Mr. Bob Piscura appointed - Notify Mr. Piscura) Ms. Hanks
 - 2. -Comprehensive Health Investment Project (CHIP) Coordinating Council
(Request Director of Social Services Wallis to provide a suggestion) Ms. Hanks
 - 3. -Planning District Commission
(Suggest replacement for Mr. Clyde Bruce - Add to July agenda) Mr. Morgan/Ms. Hanks

- 4. -Recycling Committee
(Appointed Dr. David Stanley - Send letter of appreciation to Jason Wilson for past participation - Add to July agenda the need for one additional appointee) Ms. Hanks
- 5. -PEP Finance Committee
(Mr. Danny Hardy appointed - Notify Mr. Hardy) Ms. Safewright
- b. -FY 96 Budget Adoption & Appropriations Resolution
(Approved - Director of Fleet Maintenance and Operations to check on behalf of Supervisor Crawford regarding state contract car purchases, specifically, whether Pulaski Motor Company can offer state contract prices) Mr. Mayberry
- c. -Joint Meeting with Town Councils, June 29
(Supervisor Crawford advised he would be unable to attend, and Supervisor Sheffey advised he may be late arriving at the meeting)
- d. -Request by Girls AAU Basketball Team for Funding
(Approved funding of \$1,200 - Prepare check) Ms. Spence
- e. -July 4 Veterans' War Memorial Dedication
(Board of Supervisors to lead parade - Arrange a video tape by Jess Shelton)
- f. -Hunting Dog Training on Surplus Corporate Center Land
(Approved renewal of the right to run hunting beagles for training on the back side of the Corporate Center, but no lease - Notify Robert Goad) Ms. Spence
- 8. Items of Consent:
 - a. -Minutes of May 26, 1995
(Approved) Ms. Hanks
 - b. -Accounts Payable
(Approved) Ms. Spence
 - c. -Transfers and Appropriations:
 - 1. -General Fund Transfers
 - 2. -General Fund Appropriations
(Approved) Ms. Burchett
 - d. -Contracts and Change Orders
(Approved support agreement that provides funding from the Economic Stimulus Program for the Volvo GM

- m. -Liability and Property Insurance
(Staff to forward recommendations to supervisors upon receipt - Awarded coverage to Selective Insurance for all coverages, except award of boiler and machinery coverage to Hartford, all is recommended by McNeary Insurance Consulting Services) Ms. Burchett
 - n. -Board Meeting Room Renovation
(Chairman White to work with staff to begin renovation of Board Room) Ms. Hanks/Ms. Burchett
 - o. -APCO Shell Building Assistance
(Approved application for a \$14,000, 3 year, 0% interest loan and a \$950 promotions grant from APCO for the development of a 80,000 square foot shell building) Mr. Huber
 - p. -Participation in and Appointment of Multi-Jurisdictional Community Corrections Board
(Approved appointment of individuals as recommended by staff - Notify appointees) Mr. Huber
9. Citizen Comments
(None)
10. Other Matters from Supervisors
(Obtain plaque for brick courthouse with same names as on Old Courthouse plaque) Ms. Safewright
- (Issue press release on efforts to remove lighthouses boathouses) Mr. Morgan
11. Executive Session - 2.1-344(A)
Personnel
(Authorize Commissioner of Revenue to implement staff transition plan due to retirement of Ms. Comer) Mr. Morgan/Ms. Burchett
- Legal
(Ratify Terran Kraft injunction) Mr. McCarthy
- (Cable TV franchise extended for 10 years to Adelphia Cable Communications) Mr. McCarthy
- Land Acquisition/Disposition
(Continue siting lake access on southside Claytor Lake, including APCo land lease) Mr. McCarthy/Mr. Morgan
- (Pursue regional jail site number 5) Mr. Huber

Prospective Industry

12. Adjournment

June 19, 1995

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Public Hearings

- a. An Ordinance to impose a twenty percent fee for delinquent tax collection costs and attorney's fees pursuant to Section 58.1-3958 of the 1950 Code of Virginia, as amended - See enclosed proposed ordinance and delinquent tax collection attorney Sam Campbell' letter re5o29 tnr2r Tji,0.0

State Income Tax Credits, Investment Tax Credits, Real Property Improvement Tax Credits, and Job Grants (the enclosed summary describes each of these incentives). State incentives would be matched by the following local incentives: Expedited Permitting Procedures, Rebate Of Water And Sewer Connection Fees, application for Foreign Trade Zone designation, and local tax benefits provided by the Pulaski Economic Stimulus Program.

d. An amendment to the zoning map requested by Clarence Lawson from Residential (R1) to Agricultural (A1) to allow placement of a single-wide manufactured home as a second residence to be near his parents to care for them on property identified on Pulaski County tax records as parcel 080-001-0000-0039, owned by Katherine Moore, et al, located off Route 610, Case Knife Road, in the Robinson District. - See enclosed related site information. The Planning Commission recommends approval.

JNM/gh

June 19, 1995

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Highway Matters

a. Follow-up from Previous Board meetings:

1. Informal speed study on Route 610, Case Knife Road, for first mile beyond

Pulaski Town limits - VDOT was requested to perform a speed study.
The resident engineer may have information to share.

2. Informal Speed Study, Intersection of Routes 628, Hazel Hollow Road, and 798, Falling Branch Road - VDOT was to refer this matter to the safety and traffic division. The resident engineer may have information to share.

3. Request for Maintenance and Rural Addition of State Route 755, Depot Road - The resident engineer may have information to share regarding the request for maintenance.

4. Request for Sight Distance Improvements where needed on Route 114, Peppers Ferry Boulevard, and Route 1211, Riverbend Road - The resident engineer may have information to share.

5. Request for Brush Cutting and Cleaning Out of Ditches along Route 621, Brooklyn Road, near Riverlawn School in Fairlawn - The resident engineer may have information to share.

6. Pothole Repairs on Route 798, Falling Branch Road, in New River near the train derailment and also on Church Street - The resident engineer may have information to share.

7. Request for informal speed study on Route 643, Thornspring Road, at Cougar Express for possible lowering of speed limit to 45 mph - VDOT was requested to perform an informal speed study. The resident engineer may have information to share.

8. Review of plans currently proposed for Route 738, Robinson Tract Road, to possibly alter plan to reduce cost of improvements on Route 728 - The resident engineer may have information to share on making spot improvements on the project and freeing up funds for use on other projects.

9. Review of Possible straightening of curves on Route 693, Julia Simpkins Road, and cost of extending Route 781, Scott Road, to Route 693, up Mack's Mountain, rather than straightening Route 693 - The resident engineer may

have information to share.

b. Schedule of Six Year Update Hearing - Enclosed is the VDOT Secondary Road Engineer's letter announcing annual update hearings. Also enclosed for supervisors is an updated chart of the Supervisors' Supplemental Six Year Secondary Road Plan and Six Year Secondary Road Plan. Due to conflicts, it is recommended the hearing be scheduled at the August supervisors' meeting.

c. FY 96 Secondary Construction and Unpaved Roads Allocation - Enclosed is correspondence from VDOT Commissioner Gehr providing a copy of the Final Estimated Secondary Construction and Unpaved Roads Allocation for FY 1995-96. The resident engineer can advise if this allocation of \$1,661,690 requires any change in the FY 96 priority list approved at the March 27 supervisors' meeting and if the allocation is above or below that expected.

d. Locust Street Right-of-Way - The county attorney is researching adequacy of the existing right of way, or whether additional right of way must be donated or otherwise acquired. He may have information to report.

e. Dublin Area Railroad Crossing Closing - I recently met with Norfolk Southern Railroad officials (including local resident E. W. Harless, Jr.), VDOT assistant resident engineer John Thompson, Dublin Mayor Keister, Police Chief Gwaltney, and manager Elander regarding safety improvements by closing one of the two rail crossings east of Dublin (Rt. 633, Cemetery Road, of Rt 617, Ruebush Road). There was also interest in closing a private crossing west of Dublin known as Cook's Crossing. Since requests have been before the Commonwealth Transportation Board for many years for four laning and other improvements of Route 11 between Dublin and Morgan's Cut, it may be such improvements would include a significant improvement to the intersections of: Rt. 11 - Lee Highway, Rt. 747 - Old Route 11, Rt. 617 - Ruebush Road, and the RAAP section of Bagging Plant Road. Plans are to determine funding available from either VDOT or the railroad that could address immediate safety needs and review the matter further at a meeting in Dublin on Thursday, August 3, at 9:30 a.m.

f. Volvo GM Heavy Truck Corporation, Dublin Assembly Plant, Industrial Access Road

Resolution - See enclosed resolution recommended for adoption. VGHT engineers

estimate that truck traffic will increase by 343 percent and passenger traffic by 15 percent.

g. Speed Limit Reduction on Rt. 690, Shelburne Road - Sheriff Dobbins has consulted

with VDOT and Delegate Baker and determined that posting of a 45 m.p.h. limit on

Rt. 690 is possible, due to continuing concerns over safety. A Board of

Supervisors resolution is needed requesting this posting.

h. Rt. 622, Dudley Ferry Road Maintenance - Mr. John Turner has requested

assistance in removing large trees from the VDOT right of way and with adding

stone to the unpaved road surface. Mr. Turner requests this be reviewed as a

maintenance matter. He is willing to provide assistance with the removal of the

trees, etc. He resides at 5968 Dudley Ferry Road (phone 639-1472).

He was

advised by Mr. Poff of VDOT to contact the Board of Supervisors.

i. Little River Dam Road, Rt. 605, Flooding - Mr. James Nunley of 7761 Little River

Dam Road (731-9519) requests VDOT review flooding during heavy rains. He

reports there is no culvert or drain pipe and is willing to pay for pipe if VDOT

will install.

j. Annual Rural Addition Viewing - The Board and resident engineer may want to set

a date for the viewing. Melody Taylor will be the key staff member to assist

the rural additions process. She will be on vacation from August 11 to 20.

JNM/gh

cc: Mr. J. D. Brugh, Resident Engineer

June 19, 1995

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from the County Administrator & Staff

a. Appointments:

1. Recreation Commission - Mr. Bob Piscura has agreed to serve. A formal appointment by the Board is requested.

2. Comprehensive Health Investment Project (CHIP) Coordinating Council - A appointee is needed to replace Terri Gregory. We have asked Director of Social Services Wallis to make a suggestion.

3. Planning District Commission - Mr. Clyde Bruce's term expires June 30, 1995. He is eligible for reappointment. See enclosed background from Planning District Executive Director Rundgren.

4. Recycling Committee - Dr. David Stanley has agreed to serve in this capacity. Ms. Judy Furr has declined, as enclosed.

5. PEP Finance Committee - It is recommended the Danny Hardy representing First National Bank of Christiansburg be appointed to the Pulaski Encouraging Progress Finance Committee. With this bank planning to locate in the county, his appointment will continue to represent all local financial institutions on the committee.

b. FY 96 Budget Adoption & Appropriations Resolution - Enclosed is the budget adoption and appropriations resolution for the upcoming fiscal year. The following modifications are recommended:

Reduce the Pulaski Office on Youth budget to \$36,000, due to anticipated reduced state funding and change in programming, which should make \$24,000 more local

funds available;

Increase the Literacy Volunteers of America contribution by \$1,378, subject to a commitment for these volunteers to work to supply the PCOY Clothing Closet with donated childrens books, which will meet a PCOY objective to supply families with reading materials for disadvantaged youth.

Increase the New River Community Sentencing allocation by \$543, to allow full match of state funds for the Victim/Witness Assistance program, subject to a commitment by this agency to work with the PCOY to refer youth for community sentencing to assist PCOY programs and goals, including a possible program to help restore the Draper Mountain overlook through use of community service work time.

Increase the Board of Supervisors reserve for employees reaching full pay to allow some adjustments to insure the pay plan adopted in 1993 is implemented over the five year period planned. Any adjustment of individual employees pay from this account will require separate action by the board.

c. Joint Meeting with Town Councils, June 30 - Any items for discussion at the joint meeting should be identified. Plans are for presentation of the emergency medical services study. A related item mentioned by Sheriff Dobbins is coordinated dispatching. Also, the Recreation Commission is recommending a study of cost allocation between the town and counties for recreation services.

d. Request by Girls AAU Basketball Team for Funding - See enclosed recommendation from the Recreation Commission for a \$3,000 contribution, but requesting no recreation budget funds be shared. The enclosed minutes mention a \$300 per child contribution for the History Day participants. That contribution was \$200 per child for three students. Based on the larger size of the basketball team, a donation of less than \$200 per child is suggested. One idea is to offer, in addition to any contribution, to pay each player up to \$50 each to assist with serving during the July 4 War Memorial festivities. We will ask team

representative John Wenrich for an update on fund-raising success toward the \$12,000 goal before the June 26 Supervisors meeting.

e. July 4 Veterans' War Memorial Dedication - A final plan can be reviewed, to make any adjustments the board desires.

f. Hunting Dog Training on Surplus Corporate Center Land - Mr. Robert Goad has requested renewal of the right to run hunting beagles for training on the back side of the Corporate Center. This type of use has been allowed at no charge to citizens on a non-exclusive basis. Similar use is hunting permits at the old Cloyd's Mt. landfill and model airplane flying at the New River Industrial Park. Renewal on a non-exclusive basis is recommended. Mr. Goad indicated an interest in leasing the property. Since there is active industrial development in this area, I do not recommend a lease; however, if the board desires a lease, I believe it will require requesting proposals or sealed bids to allow open competition.

JNM/gh

June 19, 1995

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of May 26, 1995 - See enclosed.
- b. Accounts Payable - See enclosed.
- c. Transfers and Appropriations:

1. General Fund Transfers - A listing of transfers will be presented prior to the June 26 meeting.

2. General Fund Appropriations - A listing of appropriations will be presented prior to the June 26 meeting.

d. Contracts and Change Orders:

Approval is needed of the enclosed support agreement that provides funding from the Economic Stimulus Program for the Volvo GM Heavy Truck expansion.

e. Ratification - Ratification of the following change orders (enclosed) in the amounts specified is requested:

1. NRV Airport Corporate Center Contract I - (\$7,147.95)
2. NRV Airport Corporate Center Contract II - (\$2,000.00)
3. NRV Airport Corporate Center Contract I - Certificate of Substantial Completion
4. Courthouse Renovation Change Order #9 - \$2,898.50

f. Personnel Changes - See enclosed update from the Director of Management Services.

g. Jefferson Building Closing - New River Community Action Agency has relocated the Head Start classes to the church across from the Jefferson building. NRCAA will also move the Bright Stars class, for which the Board of Supervisors sponsored a recent successful grant application. Losing this tenant eliminates forty-five percent (45%) of the rental revenue from the building. Housing the Head Start program was also a primary reason for continuing to occupy the building. Recovery of the \$4,500 rent from NRCAA is unlikely from another tenant. Heating only a portion of the building would not be practical. Therefore, I recommend other tenants be given notice the building may close after September. Agencies subject to dislocation are: Free Clinic, Comprehensive Health Investment Project, New River Health District Home Health Nurses, Adult Education, D'Ardenne Associates, Mexi-Billy Salsa, PCOY and Western Temporary Services. I

recommend a plan be developed for submission to the Board of Supervisors by August regarding the future use of the building. One aspect that should be considered is making the property available to assist existing industry in the nearby area.

h. Phase II Dublin Interceptor Inspection Agreement - Approval of the enclosed agreement is requested. It has been reviewed by the county attorney and county engineer. Both recommend adoption. It was adopted June 12 by the PSA Board of Directors. Enclosed are the comments provided by the county attorney. The agreement will allow continued evaluation of any sewer main deteriorations in the Dublin interceptor, which extends from the site of the former Dublin sewer treatment plant, east of Dublin, to the New River Pump Station, at the site of the former Fairlawn sewer lagoon.

i. Policy on Health Insurance Benefits for Permanent Part Time Employees - Adoption of the enclosed policy, as prepared by the Director of Management Services, is recommended. It allows employees working at least three-quarters of a full work week that are funded for an entire fiscal year to participate in fringe benefits on a pro-rated basis.

j. Emergency Home Repair Grant Application - Authorization is requested to seek continued funding, at no cost to the county, for this program. It will be implemented through the New River Community Action agency, with the assistance of Housing Administrator Melody Taylor.

k. July 3 State Holiday Observance - Since Governor Allen has declared July 3 an additional state holiday, and the courts and constitutional officers will be observing the holiday, I recommend Board of Supervisors and PSA employees be extended the same holiday. See enclosed order from Governor Allen.

l. Ordinance to Prohibit Parking in Handicapped Spaces - Supervisor Sheffey has been requested to add this prohibition to the current parking ordinance for the Radford Shopping Plaza. The county attorney could prepare an ordinance for all

handicapped spaces on public property and those on private property, where requested, for enforcement by the property owner. It is recommended the ordinance be effective on a temporary basis on July 1, 1995, and adopted permanently after a public hearing at the July 24 Board of Supervisors meeting.

m. Liability and Property Insurance - The Director of Management Services is receiving proposals for insurance coverage. She will forward the recommendations of our insurance consultant as soon as received.

n. Board Meeting Room Renovation - Renovation of the County Administration Building is nearing completion and it is appropriate to focus on renewal of the Board of Supervisors meeting room. The room was last upgraded twenty-one years ago. It is recommended Chairman White work with the staff to complete a plan for renovation that can be presented to the entire board by August.

JNM/gh

June 19, 1995

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

An executive session is requested pursuant to Section 2.1-344(A) of the 1950

Code of Virginia, as amended, to discuss personnel, legal, land acquisition/disposition, and prospective industry matters as they may occur, including the following:

1. Claytor Lake Access Acquisition - Enclosed is an option prepared by the county attorney, based on terms suggested by the Board at its May meeting; however, it now appears the property owner has another offer for this site. I have talked with the prospective buyer and APCO to advise them of zoning controls. It appears the buyer would offer public access at the site. His family had operated the site on a commercial basis prior to the current owner/operator. I suggest the county encourage APCO to require public access in return for not requesting APCO to lease the property to the county. The Board might want to ask APCO to lease the property to the county and sublease it to this developer. Any expansion of the current marina and campground at the site would be limited to fifty percent more than the current numbers without a rezoning.

2. Commissioner of Revenue Personnel - Enclosed is correspondence regarding the vacancy expected due to the retirement of Jean Comer. Authorization is requested to work with the Commissioner to arrange for Ms. Comer's retirement, while at the same time providing for a transition to engage a replacement employee, preferably one like Mr. Hall that can bring revenue enhancement skills through auditing.

3. Brick Courthouse Plaque - As a matter that may affect the privacy of some individuals, direction from the board is requested regarding wording for any plaque to be installed for the renovated building and whether it should be installed before, after or during the proposed September 16 dedication ceremony. The original building has a plaque indicating the Board of Supervisors, Circuit Court Clerk, architect and contractor. The plaque for the Old Courthouse includes Board of Supervisors and the Courthouses Committee.

4. Regional Jail Location - Enclosed is a report describing the feasibility of

three possible sites for the regional jail. Selection of a primary site by the Board of Supervisors is requested at this time to allow the submittal of a state funding request by a July 1, 1995 deadline. Deferral until late fall of a zoning request has been obtained to allow the Board maximum flexibility in taking any official action at this time. A map of these options will be included in Friday's weekly memo.

JNM/gh