

FOLLOW-UP

BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS

Regular Meeting
Monday, August 24, 1998
7:00 p.m.

| ACTION | KEY STAFF |
|--------|-----------|
|--------|-----------|

1. Invocation

2. Public Hearing:
 - ◆ A request by **Loretta and Julie Mitchell** for rezoning from Commercial (CM1) to Residential (R1) of property owned by **George Allen Mitchell (Decd)**, identified as tax map parcel 082-001-0000-0042, 3.9 acres, located on the east side of McAdam Crossing Dr. (Rt. 769), Draper District (Approved – Notify applicant) Ms. Jenkins

3. Additions to Agenda

4. Highway Matters:
 - a. Follow-up from Previous Board meeting:
 1. Waiting List Update

(Board to schedule work session for 9/15 or 9/17 to prioritize waiting list – Staff to contact supervisors by 9/4 to determine best meeting date & time - Send waiting list to School Board and request prioritization relating to school bus routes – Develop criteria for prioritization of waiting list – Criteria should include: traffic count, school bus access, accident history, road width, pavement status, road geometrics, pavement status, etc. - Invite VDOT resident engineer to meeting)

Mr. Huber
Ms. Hanks

 2. Rt. 626, Hazel Hollow Road, Replacement of Rumble Strips

(VDOT advised completed)

 3. Rt. 1131, Mountain View Drive No Parking Signs and Patching

(VDOT advised completed)

 4. Rt. 658, Delton Road, Installation of Delineators

(VDOT advised completed)

5. Rt. 693, Fariss Mines Road, Flooding Along Reed Island Creek
(VDOT advised completed)
6. Draper Mountain Overlook Signs
(VDOT advised signs have been ordered)
7. New River Industrial Park Access Road
(VDOT advised road construction approved - Right-of-way and easement issues need clarification with county engineer) Mr. Coake
8. Lakeland Subdivision Entrance Improvements at State Park Entrance
(VDOT advised that due to private road status, road is not eligible to be brought into the system as a rural addition - Citizen representative Bill Cunningham advised to refer request to State Park Superintendent Richard Johnson re: right-of-way acquisition across State Park – Extension would be a private expense)
9. Request for Speed Limit Signs and Notice of Deaf Resident Signs– Rt. 600, Dry Branch Road
(VDOT advised no speed limit posting allowed due to varying conditions of unpaved road – Resident requesting notice of deaf signs to be advised to contact John Jones of VDOT and sign can be considered for deaf children under a certain age – Advise resident making request) Ms. Hanks
10. Response to I-81 Plans
(VDOT advised plans are ongoing – Staff to refer plans to Planning Commission for review with comprehensive plan inclusion) Ms. Jenkins
11. Rt. 600 Bridge Replacement – Fire Department Truck Weights
(VDOT advised construction scheduled for advertisement in fall of 2000)
12. Rt. 643, Cougar Trail Road, between Rt. 11, Lee Highway, and Rt. 611, Newbern Road, Additional Turning Lanes Study
(VDOT will review and report back at a future meeting)

13. Paving Schedules
(Presented schedules)

- b. Request for Speed Limit Posting – Rt. 1051, Aldrin Street
(Approved posting at 25 mph – Notify resident making request) Ms. Hanks
- c. Request for School Bus Stop Sign – Rt. 682, Newbern Road
(VDOT advised signs are only put up at the request of the school administration and VDOT concurrence, if no visible stop site is feasible – Refer this and other similar future requests to school system) Ms. Hanks
- d. Request for Improvements to Route 704, Greenhouse Road, Due to Poor Visibility
(Mr. Bobby Grubb presented petition requesting improvements, including guardrail on Route 665, Simpkinstown Road, at sharp curve and Route 605, Little River Dam Road, at steep hill, as well as numerous areas for ditch cleaning – Send resident engineer petition and request cost estimate on intersection improvements – Place update on September agenda) Ms. Hanks
- e. Request for Route 693, Max Creek Bridge Replacement
(Presented – Plan tour for Supervisor Fariss and Chairman Sheffey when county attorney arranges Max Creek road tour
– Advise Hoover Color the matter is being reviewed –
– Consider industrial access road assistance – Advise Hoover Color of statue) Mr. Morgan/
Mr. Huber/
Mr. McCarthy
- f. Board of Supervisors Concerns
(Supervisor Conner requested an update or presented concerns re: the following road matters:
◆ Route 807, Hatcher Road, washout;
◆ Rt. 100, Cloyd’s Mountain, construction status – VDOT advised construction to begin 9/9/98;
◆ Route 601, Little Creek – VDOT advised to be advertised in September;
◆ Rt. 618, Eugene Street – VDOT advised completed;
◆ I81 pavement deterioration – VDOT advised will be repaved on south bound lane by 11/98)

(Supervisor White requested filling of hole on Route 812, Pepperell Way, at Bond Cote)

(Supervisor Cook requested an update or presented concerns re: the following road matters:

- ◆ Old Route 100 potholes between Route 611 and Rt. 672;
- ◆ Surface treating at Draper I-81 interchange to elementary school;
- ◆ Rt. 658, Delton Road, rock protrusion remedy promised before winter;
- ◆ Rt. 712, Water Tank Road paving excellent, but campground culverts stopped up – VDOT advised culverts are located on private property)

(Supervisor Fariss noted washboarding need repair on most dirt roads)

(Supervisor Sheffey requested an update or presented concerns re: the following road matters:

- ◆ Route 755, Depot Road, brush cutting and ditch work needed and prefers action before September 14 – VDOT advised will need to wait;
- ◆ Route 600, Parrott River Road,
- ◆ brush and ditch work – VDOT advised will need to wait)

g. Citizens Concerns

(Angie Gillespie requested speed limit reduction and posting on Rt. 640, Brookmont Road where special use permit is being requested – VDOT advised does not qualify for statutory 25 mph speed limit reduction and posting – VDOT requested to perform informal speed study)

(Ed Hoggatt commented re: status of Rt. 600, Belspring Road, temporary bridge and ford over Back Creek, noting the bridge can be by-passed by heavy loads)

(Don Williams presented documented history on Rt. 655, Max Creek Road)

5. Treasurer's Report
(Presented)

6. Citizens' Comments

(Jessie Mitchell expressed opposition to water and apartments near McAdam – Staff advised neither was under consideration)

- 6a. Crockett Trailer Court Water Extension
 (Approved request by Hoite Sullivan for an extension of water mains to allow individual metering of the mobile homes on the Town of Pulaski system – Send excerpt of minutes to Mr. Sullivan and Town of Pulaski) Ms. Hanks
7. Magistrate’s Furnishing
 (Linda Sutherland presented request for additional budget items – Ms. Sutherland’s concerns were addressed via correspondence from the county administrator dated August 17, 1998)
8. Reports from the County Administrator & Staff:
- a. Key Activity Timetable
 (Supervisor Fariss requested staff prepare a map showing recent work proposed on Allisonia New River Trail access – Staff will not be able to respond due to withdrawal of offer to donate a site)
- (Supervisor Cook requested an update on county entrance sign status – Include status report from Mr. Spangler in 9/11 weekly memo) Ms. Hanks
- b. Appointments – Agency on Aging
 (Reappointed Elaine Powell for a term ending September 30, 1999 with Joe Morgan appointed as alternate – Notify Agency on Aging) Ms. Hanks
9. Items of Consent:
- a. Minutes of July 27, 1998
 (Approved) Ms. Hanks
- b. Accounts Payable
 (Approved) Ms. Spence
- c. Appropriations and Transfers
1. Internal Service Fund Transfers #2 - \$46,148.81
 2. General Fund Appropriations #2 - \$3,098.00; #3 - \$24,860.85; and #4 - \$3,300.00
 3. VPA Appropriation #1 - \$85,807 (No local funds)
 4. VPA Appropriation #2 - \$60,000 (Local funds)
 (Approved) Ms. Burchett

- d. Ratification:
 - 1. Contracts
 - 2. Change Orders
 - ◆ Rt. 660 Water Line Project Change Order #8 - \$1,924.08
(Approved) Mr. Coake
 - 3. Agreements
 - ◆ Delinquent Prevention & Youth Development Act
(Ratified) Mr. Akers
 - 4. Other
 - a. Grant Application for NRV Criminal Justice Services Board and Regional Task Force on Juvenile Detention
(Ratified)
 - b. Addition to Fleet - Impounded Vehicle
(Approved) Mr. Mayberry
- e. Personnel Changes
(Reviewed)
- f. Purchasing Policy Amendments
(Approved – Amend policy and distribute amendments to affected employees, via *Grapevine* newsletter) Ms. Burchett
- g. Approval of Transfer and Assignment of Franchise to Interlink Communications Partners from Scott Cable Co.
(Approved resolution, subject to concurrence with Pulaski County Telecommunications Advisory Committee, at its meeting on September 29) Mr. Huber
- h. Crockett Trailer Court Water Extension
(Action previously taken under item 6a above)
- i. Fairview Home Finances
(Staff to pursue a feasibility study and invite other localities to participate) Mr. Morgan/
Ms. Burchett
- j. Randolph Park Design
(Authorized proceeding with comprehensive design and bidding) Mr. Morgan/
Mr. Coake

- k. Inspections Staffing
(Approved filling vacancy per recommendation of county administrator) Mr. Morgan

- l. Tool Allowance for Mechanics
(Director of Fleet Maintenance to provide report on what private business practices are in place for tool allowance – Place update in September 11 weekly memo) Mr. Mayberry
Ms. Hanks

- 10. Citizen Comments
(Mr. Ed Hoggatt expressed concerns re: special solid waste pickup delays)

- 11. Other Matters from Supervisors
(Supervisor White expressed concern re: dumps along roadsides not being collected, some of which may be legitimate put outs of residential large items – Refuse collection supervisor to check and provide report back to county administration – Place request for additional large item collection truck and staff on PSA 9/14 agenda) Mr. Vest
Ms. Hanks

- (Supervisor Sheffey noted frequent lack of pick up of large items and the need to enforce with a one week minimum pickup – Prepare an action plan) Mr. Vest/
Mr. Morgan

- (Supervisor Conner expressed concern over American Electric Power's (AEP) denial to refund amount for Claytor Lake water withdrawal)

- (Supervisors Conner and Cook requested county attorney to contact AEP to seek reconsideration of denial, as well as provide status of Smith Mountain lake for similar situation) Mr. McCarthy

- (Supervisor White expressed concern over poor wording on phone bill charge for public rights-of-way for local governments when charge was initiated by state action – County attorney to contact phone company and request explanation – Present update when received) Mr. McCarthy
Ms. Hanks

- (Chairman Sheffey commended Executive Secretary Hanks for leadership of recent record breaking Chamber fundraiser)

12. Executive Session – 2.1-344(A)

◆ Personnel

(Authorized increasing building official compensation by \$3,000 to allow orientation and training of new inspections staff – Amend job description for current building inspector to show additional duties, specific to incumbent)

Ms. Burchett

◆ Legal

◆ Land Acquisition/Disposition

◆ Prospective Industry

13. Adjournment

(To reconvene 9/15 or 9/17 for work session on road construction waiting list)

August 17, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Public Hearings

- ◆ A request by **Loretta and Julie Mitchell** for rezoning from Commercial (CM1) to Residential (R1) of property owned by **George Allen Mitchell (Decd)**, identified as tax map parcel 082-001-0000-0042, 3.9 acres, located on the east side of McAdam Crossing Dr. (Rt. 769), Draper District – ***Enclosed*** is the information presented to the Planning Commission prior to the August 11 public hearing. The Planning Commission recommends approval. The rezoning will allow location of a manufactured home in a location off of Route 99 and adjacent to the New River Trail State Park. The location is unlikely to develop commercially.

JNM/gh

August 17, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Highway Matters

a. Follow-up from Previous Board meetings:

1. Waiting List Update – ***Enclosed*** is an updated six year plan waiting list which includes an additional column for the date of the Board meeting at which the improvement was requested, if known. The analysis gives the cost per user and the cost per mile to compare the road improvement need. There may be other needs not on this list, such as improvement to all of Route 693 (Lead Mines, Julia Simpkins & Fariss Mines Roads), that has substandard bridges at Max Creek, as well as on Big Reed Island Creek. The Board may want to schedule a work session to determine priorities on the waiting list.
2. Rt. 626, Hazel Hollow Road, Replacement of Rumble Strips – The resident engineer advises VDOT's district traffic and safety division is aware of this request and will replace as work schedules permit. See ***enclosed*** correspondence from the resident engineer.
3. Rt. 1131, Mountain View Drive No Parking Signs and Patching – The resident engineer advises the patching has been completed, and signs will be installed as schedules permit. See ***enclosed*** correspondence from the resident engineer.
4. Rt. 658, Delton Road, Installation of Delineators – The resident engineer advises this work is completed. See ***enclosed*** correspondence from the resident engineer.
5. Rt. 693, Fariss Mines Road, Flooding Along Reed Island Creek- The resident engineer advises this work is scheduled to be completed in the next several weeks.

6. Draper Mountain Overlook Signs – The resident engineer advises the sign will have to be fabricated by VDOT's sign shop and will take several weeks to complete. See **enclosed** correspondence from the resident engineer.
7. New River Industrial Park Access Road – The resident engineer advises the Commonwealth Transportation Board will act upon this project this month. Advertising for the contract will be done as soon as possible, if approval is granted. VDOT will try to provide temporary access to the site. See **enclosed** correspondence from the resident engineer.
8. Lakeland Subdivision Entrance Improvements at State Park Entrance – The resident engineer advises this is a private road and would need to be taken into the system as a rural addition, if the board so desires. It is uncertain whether just relocating the entrance to improve the alignment qualifies as a rural addition. It is my understanding the users of the private road only desire to have the realigned entrance cross over the Claytor Lake State Park property and then reconnect with the existing private road. There is no interest in extending the road further. A representative from the resident engineer's office advised the interested citizens to seek assistance from the Board of Supervisors. If the rural addition program is the best resource, the matter can be placed on the 1998 road viewing list. The request was made by Mr. Carl Epley on behalf of residents of the Mallard Point development, Lakeland Subdivision residents and other users of the road. See **enclosed** correspondence from the resident engineer.
9. Request for Speed Limit and Notice of Deaf Resident Signs – Rt. 600, Dry Branch Road – Mr. George Page has requested assistance. The resident engineer advises this road is stone-stabilized and VDOT's policy does not allow posting of a speed limit. Mr. Page would also like to have signs erected that alert the public to a resident that lives on the road that is deaf. See **enclosed** correspondence from the resident engineer.
10. Response to I-81 Plans – An update from the resident engineer may be provided.
11. Rt. 600 Bridge Replacement – Fire Department Truck Weights – The resident engineer may have information to share.
12. Rt. 643, Cougar Trail Road, between Rt. 11, Lee Highway, and Rt. 611, Newbern Road, Additional Turning Lanes Study – The resident engineer may have information to share.
13. Paving Schedules – The resident engineer provided the **enclosed** paving and surface treating schedules.

- b. Request for Speed Limit Posting – Rt. 1051, Aldrin Street – VDOT Resident Engineer Brugh advised this road qualifies for a statutory 25 mph. Supervisor Fariss has requested this matter be brought before the Board for action.
- c. Request for School Bus Stop Sign – Rt. 682, Newbern Road – Ms. Betty Bishop has requested a school bus stop sign on this road.
- d. Request for Improvements to Route 704, Greenhouse Road, Due to Poor Visibility – Supervisor Fariss received an inquiry from Mr. Bobby Grubb advising of poor visibility along this road. He advises Mr. Ray Covey has agreed to donate a portion of his property so that the corner may be cut down to allow better visibility. The resident engineer may have information to share.
- e. Request for Route 693, Max Creek Bridge Replacement – ***Enclosed*** is correspondence from Hoover Color President Chuck Hoover requesting a new bridge to replace the existing Max Creek Bridge on Route 693 in Hiwassee. Several years ago the Route 600 bridge replacement was put forward on the six year plan when an industry, Appalachian Machine Rebuilders, was expected to need an improved bridge to continue business.

JNM/gh

cc: J. D. Brugh, VDOT Resident Engineer

August 17, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Magistrate's Furnishing

Enclosed is a request and our reply concerning furnishings of the Magistrates Office, specifically a chair to accommodate Magistrate Linda B. Sutherland. Ms. Sutherland has requested an appointment with the Board of Supervisors on the request.

JNM/gh

August 17, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable – ***Enclosed*** is an updated timetable.
- b. Appointments – Agency on Aging – The term of Elaine Powell, as well as my term as her alternate, expires September 30, 1998. We are eligible for reappointment. ***Enclosed*** is correspondence from Agency on Aging Director Debbie Palmer.

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August 17, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of July 27, 1998 – See ***enclosed***.
- b. Accounts Payable – See ***enclosed***.
- c. Appropriations and Transfers – The following appropriations and transfers are recommended for approval:
 1. Internal Service Fund Transfers #2 - \$46,148.81 – See ***enclosed***.
 2. General Fund Appropriations #2 - \$3,098.00; #3 - \$24,860.85; and #4 - \$3,300.00 – See ***enclosed***.
 3. VPA Appropriation #1 - \$85,807 – (No local funds) – See ***enclosed***.
 4. VPA Appropriation #2 - \$60,000 - (Local funds) – See ***enclosed***.
- d. Ratification – Ratification of the following is recommended:
 1. Contracts – There are no contracts at this time.
 2. Change Orders - Rt. 660 Water Line Project Change Order #8 - \$1,924.08 - Ratification of the ***enclosed*** change order is requested.
 3. Agreements – Delinquent Prevention & Youth Development Act – Ratification of the ***enclosed*** agreement is requested.
 4. Other - Grant Application for NRV Criminal Justice Services Board and Regional Task Force on Juvenile Detention – Ratification of the ***enclosed*** grant application is requested.

- e. Personnel Changes – ***Enclosed*** is an updated listing of recent personnel changes as prepared by Director of Management Services Nancy Burchett.
- f. Purchasing Policy Amendments – Amendment to the existing policy authorizing all designated supervisory staff to sign purchase orders up to \$500 is requested. This is necessitated due to staffing changes over the past 24 months. Those additions are in *italics* on the ***enclosed*** excerpt from the current Purchasing Policy.
- g. Approval of Transfer and Assignment of Franchise to Interlink Communications Partners from Scott Cable Co. – Adoption of the ***enclosed*** resolution consenting to Scott Cable's assignment and transfer of the franchise to Interlink is requested, subject to concurrence with the Pulaski County Telecommunications Advisory Committee at its meeting on September 29. Also ***enclosed*** is a letter from the assistant county administrator seeking a cooperative arrangement for cable television service to the other communities that are currently served by American Cable Entertainment (Scott Cable Co.)
- h. Crockett Trailer Court Water Extension – Approval of the ***enclosed*** request from Mr. Hoite Sullivan for an extension of water mains to allow individual metering of the mobile homes on the Town of Pulaski system is recommended. The approval recommendation includes the required submittal by the Town of Pulaski or its designee to conform with Sections 15.2-2149-2156, including appearance before the Board of Supervisors.
- i. Fairview Home Finances – See ***enclosed*** report from the Director of Management Services. It is recommended the Board of Social Services be requested to routinely monitor the status of the home. It is also recommended that consideration of any request to the county for subsidy of the home operation be accompanied by a feasibility study of providing the needed services to the residents by private operation and/ or ownership.
- j. Randolph Park Design- Staff is working with Draper Aden Associates on terms of the design services. The design would include park infrastructure (roads, parking, landscaping, as well as water, sewer, electric and phone utilities), playing fields, aquatic center, large picnic shelter, trail system and other minor features. It may be possible to accelerate the grading design to allow work to begin this year. Then design can proceed for the fields, pool and other features by the end of the year to allow construction to begin in 1999. Designing the entire park as envisioned in the concept plan will still allow some items to be postponed if funds are not available for construction. Currently \$500,000 is available for the park. To complete full design would anticipate upwards to \$2 million being committed to the project over the next year and a half. It seems reasonable that \$2 million can be available for the park in the next two fiscal years. Therefore, proceeding with a comprehensive design and bidding is recommended.

- k. Inspections Staffing – A vacancy was created due to the retirement of Mr. Troy Jackson. Staff has reviewed the inspections needs and determined to recommend filling an inspections position. The position is more general than that occupied by Mr. Jackson. The need for a general inspector results from the additional codes the county has put in place that need inspection. Examples of additional codes are: erosion, sedimentation and storm water management; property maintenance; litter control; inoperable vehicle removal; zoning and subdivision. ***Enclosed*** is a revised job description for the codes inspector position. The maximum recommended salary for the position is \$29,000 a year. Prior to advertising the position a review of existing employees that might be interested in the position is underway. If an existing employee is placed in the position, he or she might continue a part of their current duties. If so, additional compensation is warranted.

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August 17, 1998

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, including:

Legal Matters:

The county attorney may have information to report.

New River Industrial Park - It is anticipated the Blue Ridge Golf Course property transfer will take place this month. It is also anticipated transfer of the Heron's Nest residential property may be desired; however, I do not anticipate all zoning approvals, development covenants, utility extensions, etc. to be prepared before October.

Akers Building Code Case - See ***enclosed*** notice to our insurance carrier that a claim may be filed over a dispute between a contractor and homeowner on construction practices.

Land Acquisition/Disposition

Enclosed is a letter from Attorney Frank Terwilliger seeking any interest from the county to acquire his property across from the courthouse.

Personnel Matters

Action on my requests to be discussed at the August 19 evaluation session may be needed.

Director of Code Enforcement Goins has requested additional compensation. His request is due to his concern that his workload has significantly increased due to the retirement of inspector Troy Jackson. Assistance has been provided to him from the zoning administrator assuming inspection responsibilities and plan review being contracted to a local architect or to the building officials code administration (BOCA). Nevertheless, there has been a change in his work expectations. I have encouraged Mr. Goins to evaluate his own retirement plans. He expects to retire within two years. I would suggest some additional compensation in return for his training inspection staff that are brought on board between now and his retirement.

JNM/gh