

## *FOLLOW- UP ACTION*

<i>FOLLOW-UP ITEM</i>	<i>KEY STAFF</i>
1. <u>Invocation</u>	
2. <u>Public Hearings:</u>	
a. <u>Clean-up of property owned by John I. and Nancy Ritter, identified by tax map parcels 012-001-0000-0199, 200, zoned Residential (R1), located on the west side of Belspring Road (Rt. 600) and north side of Depot Road (Rt. 755) at its intersection, Cloyd District.</u> (Approved allowing Mr. Ritter to resolve clean-up as much as able in next 90 days – Coordinate with Attorney Campbell)	Mr. Morgan/ Ms. Jenkins/ Mr. Huber
b. <u>A zoning ordinance amendment and rezoning initiative by the County of Pulaski for the New River Industrial Park, currently zoned Industrial (I1), to be rezoned as follows:</u>	
1. <u>Addition of a Transitional Industrial District (TID) to the zoning ordinance;</u> (Reported Planning Commission action tabling matter until December meeting – Place update on December Board agenda)	Ms. Hanks
2. <u>Rezoning to Transitional Industrial District (TID) of the following;</u>	
• <u>Motion Control Systems, Inc., tax map parcel 039-017-0000-0001</u>	
• <u>Boitnott Machine, a portion of tax map parcel 039-001-0000-0101</u>	
• <u>New River Valley Development Corporation, tax map parcel 039-017-0000-0016</u>	
• <u>Cook Enterprises, tax map parcel 040-002-0000-0004</u>	

- Undeveloped lots of the Industrial Development Authority of Pulaski County, portions of tax map parcel 039-001-0000-0101  
(Reported Planning Commission action tabling matter until December meeting – Place update on December Board agenda)

Ms. Hanks

3. Additions to Agenda

(Noted request for Board approval of application by School Board for literary fund for repair of remaining roofs and replacement of the chiller for Pulaski County High School)

4. Highway Matters:

a. Follow-up from Previous Board meeting:

- ◆ Rt. 640, Brookmont Road, Formal Speed Study Results

(VDOT reported under review – Place update on December agenda)

Ms. Hanks

b. Cardinal Drive – Claytor Village Subdivision Resolution

(Staff noted drainage concern of Mr. & Mrs. Hall – Approved resolution - Assistant resident engineer noted any responsibility of drainage after acceptance will be accepted by the state - Send resolution to VDOT – Send minutes excerpt to Halls)

Ms. Hanks

c. Request for New Traffic Signal Devices to be equipped with Opticom Traffic Preemption Systems

(Board requested additional information - Advise REMSI Director – Place update on December agenda)

Mr. Morgan  
Ms. Hanks

d. Night Safety Visibility Rt. 1061, Simpson Avenue, & Rt. 11, Lee Highway, & Rt. 617, Rhuebush Road

(Advise interested citizen no remedy is known)

Ms. Hanks

e. Potholes, Rt. 611, Newbern Road, at Left Turn on Rt. F047, Kirby Road

(VDOT will review – Place update on December agenda)

Ms. Hanks

f. Landfill Road Acceptance

(Deferred to March 99 – Place on March agenda)

Ms. Hanks

g. Road Viewing Rural Additions

(Deferred to May, 1999 – Place on March 1999 agenda)

Ms. Hanks

h. Rt. 643, Crossbow Drive, Rural Addition Resolution  
(Approved – Transmit to VDOT) Ms. Hanks

i. Guardrail Request – Rt. 600, Belspring Road  
(Supervisor Sheffey to advise VDOT of requested location of guardrail)

j. Citizen Concerns  
(E. W. Harless requested traffic signal at Rt. 100, Cleburne Blvd., Rt. 1030, Bagging Plant Road, intersection – VDOT to review – Place update on December agenda) Ms. Hanks

(Mr. Harless requested an update on the Cooks Lane rural addition – Staff noted Attorney Sam Campbell is attempting to acquire – Place status in weekly update) Ms. Hanks

k. Board of Supervisors  
(Supervisor Conner requested status on Rt. 601, Little Creek Road – Place update on December agenda) Ms. Hanks

(Supervisor White requested placement of guardrail on Rt. 636, Alum Spring Road at Jordan’s Chapel Church - Place update on December agenda) Ms. Hanks

(Supervisor Fariss requested placement on the December agenda of an update on Rt. 693, Lead Mines Road, & 672, Baptist Hollow Road, drop off & Rt. 663, Owens, Road sharp curve maintenance) Ms. Hanks

(Supervisor Fariss inquired re: the status of the one railroad crossing in Dublin – Study was to have been initiated for overpass, in lieu of Rt. 633, Powell Avenue, and Rt. 617, Ruebush Road, existing at grade crossings – Place update on December agenda) Ms. Hanks

5. Treasurer’s Report  
(Presented)

5a. Protective Vests Display  
(Presented and thanks for purchase extended by Sheriff Davis)

6. Presentation by Friends of Pulaski Theatre (FOPT)  
(Advised of 3/1/99 target date to accept building – Staff to seek General Assembly funding on behalf of FOPT) Mr. Morgan
7. Citizens' Comments  
(None)
8. Reports from the County Administrator & Staff:
- a. Key Activity Timetable  
(Supervisor Fariss requested staff take steps to have door closed on Third Floor of Old Courthouse – Coordinate with Exhibits Committee) Ms. Burchett
- b. Proposed Legislative Agenda  
(Include legislative requests as follows: Mr. Morgan
- ◆ New River Trail opening;
  - ◆ Rt. 100 through Giles County four-laning;
  - ◆ Randolph Park funding;
  - ◆ Pulaski Theatre restoration)
- c. Report on Clean-up of Daniel Ray & Judith F. Williams Property  
(Approved staff recommendation to take steps necessary to remove and dispose of items on the property, with the cost being applied to the property as a tax lien) Mr. Mayberry/  
Ms. Jenkins/  
Mr. Huber
- d. Appointments
1. New River Highlands RC&D  
(Appointed Walter Paulson – Notify Mr. Paulson & NR Highlands RC&D) Ms. Hanks
2. Clean Community Council  
(Appointed Mr. Morgan Morris to represent the Snowville area and Mr. Al Davis as a representative of the New River area – Notify Mr. Morris and Mr. Davis) Ms. Hanks
3. Alternates to Virginia First Authority  
(Appointed Supervisors Cook and Conner as alternates to Chairman Sheffey and the county administrator – Notify Planning District Commission) Ms. Hanks

4. Recreation Reorganization Committee  
(Appointed Supervisors Fariss and Cook – Staff to draft agenda for a January meeting date, along with assistance of Dublin and Pulaski town managers Elander and Combiths for January meeting – Arrange meeting with managers before December 11 agenda deadline) Ms. Hanks/  
Mr. Morgan
  
5. Board of Zoning Appeals Alternates  
(Request Mike Cox, Charlie Ward and Dan Shelor consider serving as alternates) Ms. Hanks
  
6. PEP Steering Committee  
(Appointed new school superintendent Dr. David Cox to replace Dr. Asbury – Notify Mr. Cox) Ms. Hanks
  
- e. AEP 765 kV Alternate Route  
(Schedule December briefing by AEP – Supervisor Cook requested an aerial view from AEP – Supervisor Fariss requested allowing counter by Andy Kegley of Wythe County - Advise AEP manager Joe Weddle) Ms. Hanks/  
Mr. Morgan
  
- f. Ballot Reader Machine Trial Feedback  
(Ask Electoral Board to present request in January, with results of survey to be transmitted in next convenient weekly update) Ms. Hanks
  
- g. Literary Fund Loan - \$1.5  
(Approved resolution requesting \$1.2 million instead of \$1.5 million as requested by School Board – Coordinate with financial adviser and School Superintendent Asbury) Mr. Morgan/  
Ms. Burchett
  
9. Items of Consent:
  - a. Minutes of October 19 & 29, 1998  
(Approved) Ms. Hanks
  
  - b. Accounts Payable  
(Approved) Ms. Spence

- c. Appropriations and Transfers
1. Interoffice Transfer #5 - \$50,467.88
  2. General Fund Appropriation #7 - \$42,547.00
  3. School Fund Appropriations #9 - \$86,818.23; #10  
- (\$263.00); #11 - \$10,474.00
  4. Capital Improvement Fund Appropriation # 2 \$32,069.00
  5. Capital Improvement Fund Transfer to REMSI Fund  
# 1 - \$65,000.00
  6. School Fund Additional Appropriation #12 - \$56,335.55  
(Approved)
- Mr. Mayberry/  
Ms. Burchett
- d. Ratification:
1. Contracts  
(None)
  2. Change Orders  
(None)
  3. Agreements
    - a. Section 125 Administrative Services Agreement  
(Ratified) Ms. Burchett
    - b. NRCC Memorandum of Agreement  
(Ratified)
    - c. Draper Aden Associates Cloyd's Mountain Landfill  
Gas Remediation Program Agreement  
(Ratified)
    - d. Optical Imaging System Agreements – Hardware &  
Software – Clerk's Office  
(Approval subject to clarification of travel costs  
from Colorado) Ms. Burchett
  4. Other
    - ◆ Harry DeHaven Park – Notice of Award, Agreement, &  
Assignment of Contract Funds  
(Approved) Mr. Coake
- e. Personnel Changes  
(Presented)

- f. Special Projects Coordination  
(Approved engaging special projects assistance at a cost not to exceed \$20 per hour- County attorney to prepare contract) Mr. McCarthy/  
Mr. Morgan
- g. Resolution of Appreciation – New River Valley Emergency Squad  
(Approved staff preparing letter of appreciation for Chairman Sheffey's signature) Mr. Morgan
- h. Holiday Schedule  
(Approved observing same holidays as granted by the state which includes: one-half day on Wednesday, November 25, one-half day on Wednesday, December 23, all day Thursday, December 24 and all day, Thursday December 31 – Approved observing all additional holidays as those granted by the state, with the Board to receive advanced notice to allow objection - Notify employees – Add to policy manual) Ms. Burchett
- i. Pre-Employment DMV Drivers Check Policy  
(Adopted with modifications by county attorney) Ms. Burchett
- j. Informational Items  
(Reviewed and noted receipt of Mr. Giles Seawell's correspondence – Note receipt in minutes of meeting) Ms. Burchett
- k. Bagging Plant Road Sewer Extension  
(Approved change order number 11 in the amount of \$34,285.55 which allows extension of sewer line up Bagging Plant Road from pump station near the County Garage) Mr. Coake
- l. RAAP Law Enforcement  
(Approved memorandum of understanding authorizing concurrent law enforcement jurisdiction for the Sheriff's Dept. and the Army on all RAAP property within the county, subject to the concurrence of the Sheriff and County Attorney – Notify RAAP of suggested changes to agreement) Mr. Morgan
- m. Community Organization Assistance  
(Adopted policy – Add to personnel policy manual) Ms. Burchett

- n. Foster Children's Christmas Gifts  
(Approved committee recommendation allocating \$2,300 to the Board of Social Services to meet up to one-half of the expected need for holiday season gift for children in foster care – Notify Social Services Director Wallis) Ms. Hanks
- o. Fire Department Underground Tank Removal  
(Authorized removal of tanks at cost not to exceed \$7,500 with recommendation to be submitted later on new fueling procedures) Mr. Mayberry/  
Mr. Crigger
- p. NRRA Surplus Funds & Property Disposition  
(Approved acceptance of \$631,955.92 in surplus funds allowing disposition of the former transfer station building adjacent to the Pepper's Ferry Waste Water Treatment Authority Plant – Send letter to Mr. Maus) Ms. Hanks/  
Mr. Morgan

10. Citizen Comments

(Ms. Crystal Osborne encouraged emphasis on community pride, as well as expressed concern re: congestion from Rt. 643, Cougar Trail Road, along Rt. 611, Newbern Road, to Rt. F047, Old Rt. 100)

(Ms. Beth Lancaster commented re: the plans by American Electric Power for study of an alternate 765 kV line through the county)

11. Other Matters from Supervisors

(Supervisor White expressed concern re: dumping of deer carcasses in the vicinity of the Veterans Hill water tank – Staff to check with Town of Pulaski about possible fencing, cleanup, etc.) Mr. Morgan

(Supervisor Sheffey advised the November VACO newsletter County Connections noted county administrator Joe Morgan's Chamber Business Executive of the Year Award; Supervisor Sheffey also advised the NACO newsletter County News noted a Chesterfield spotlight on cable TV)

(Supervisor Fariss requested a monthly update of the county's home page with a "spotlight" on the county's activities)

(Staff to evaluate both the county's web site and cable TV access channel usage)

Mr. Huber/

November 16, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Public Hearings

- a. Clean-up of property owned by John I. And Nancy Ritter, identified by tax map parcels 012-001-0000-0199, 200, zoned Residential (R1), located on the west side of Belspring Road (Rt. 600 and north side of Depot Road (Rt. 755) at its intersection, Cloyd District – See *enclosed* documentation. The property is already subject to sale for past clean-up expense. This hearing is a required activity before the current violations on the property are addressed. If the property is sold, the proceeds could be used to address the current violations as well as reimburse the county for addressing the previous violations.
  
- b. A zoning ordinance amendment and rezoning initiative by the County of Pulaski for the New River Industrial Park, currently zoned Industrial (I1), to be rezoned as follows:
  1. Addition of a Transitional Industrial District (TID) to the zoning ordinance;
  2. Rezoning to Transitional Industrial District (TID) of the following:
    - Motion Control Systems, Inc., tax map parcel 039-017-0000-0001
    - Boitnott Machine, a portion of tax map parcel 039-001-0000-0101
    - New River Valley Development Corporation, tax map parcel 039-017-0000-0016
    - Cook Enterprises, tax map parcel 040-002-0000-0004
    - Undeveloped lots of the Industrial Development Authority of Pulaski County, portions of tax map parcel 039-001-0000-0101

The Planning Commission tabled action on this matter at its November meeting. December is the deadline for the required Planning Commission review of the initiative by the Board of Supervisors.

JNM/gh

November 16, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Highway Matters

- a. Follow-up from Previous Board meeting:
  - ◆ Rt. 640, Brookmont Road, Formal Speed Study Results – The resident engineer may have information to share.
- b. Cardinal Drive – Claytor Village Subdivision Resolution – Adoption of the enclosed resolution is requested by the developer. The addition is at no cost to the county and is reported to meet VDOT standards.
- c. Request for New Traffic Signal Devices to be equipped with Opticom Traffic Preemption Systems – Enclosed is correspondence from Regional Emergency Medical Services, Inc. Director David Smith, requesting the Board specify that Optimum systems be installed in all new traffic signal locations and all signal replacement projects. The signals allow emergency vehicles to hold traffic signals open to allow the ambulance, fire truck, etc. to pass. The new shopping center site in Fairlawn is an example of a current location that could benefit from this technology.
- d. Night Safety Visibility Rt. 1061, Simpson Avenue, & Rt. 11, Lee Highway, & Rt. 617, Rhuebush Road – The resident engineer may be able to advise what, if any, visibility improvements can be considered.
- e. Potholes, Rt. 611, Newbern Road, at Left Turn on Rt. F047, Kirby Road – The resident engineer may have information to share.
- f. Landfill Road Acceptance – Supervisor Cook can advise if the NRRRA is ready to seek acceptance or whether the contractors and engineers are still seeking repair.

- g. Road Viewing Rural Additions – A date for the annual road viewing needs to be set by the Board. A viewing after the first of the year is suggested. The Board can advise whether it prefers to conduct the viewing or delegate it to staff or other appointees.
- h. Rt. 643, Crossbow Drive, Rural Addition Resolution – Adoption of the *enclosed* resolution is requested. The addition is being made at no cost to the county.
- i. Guardrail Request – Rt. 600, Belspring Road – Supervisor Sheffey advises of a request for a guardrail on Rt. 600.

JNM/gh

cc: J. D. Brugh, VDOT Resident Engineer

November 16, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable – See enclosed updated timetable.
- b. Proposed Legislative Agenda – Any legislative items the Board would like presented to the General Assembly can be made at this time. Currently the Board has requested the Route 643, Cougar Trail Road, direct connection to Interstate 81 be funded from non-secondary road funds.
- c. Report on Clean-up of Daniel Ray & Judith F. Williams Property – Enclosed is a memo from Fleet Director Doug Mayberry providing a cost estimate of approximately \$1,700 to clean up the property. It is recommended the Board approve staff taking the necessary steps to remove and dispose of items on the property, with the cost being applied to the property as a tax lien.
- d. Appointments:
  1. New River Highlands RC&D – Mr. Walter Paulson was requested to consider serving in this capacity. A response from Mr. Paulson is expected prior to the Board's meeting.
  2. Clean Community Council – At the October Board meeting, the Board requested focus on a representative from the Snowville/Hiwassee and Fairlawn/BelSpring/Parrott area. Supervisor Fariss has suggested appointment of Mr. Morgan Morris as a representative of the Snowville area. Supervisor Sheffey has suggested appointment of Mr. Al Davis as a representative of the New River area.

3. Alternates to Virginia First Authority – Supervisor Sheffey and the county administrator have been appointed to represent the county on the authority. An alternate may be selected for each.
4. Recreation Reorganization Committee – Appointment of two Board members is requested. In addition, the Recreation Commission has requested commission chairman Mr. Jack Leahy be appointed as an ex-officio advisor.
5. Board of Zoning Appeals (BZA) Alternates – Section 15.2-2308 of the Code of Virginia allows appointment of up to three alternates for the Board of Zoning Appeals. Occasionally it is difficult to get a quorum for BZA meetings. Appointment of alternates could prevent a request to the BZA not receiving action due to lack of a quorum.
6. PEP Steering Committee – Assistant County Administrator Huber recommends appointment of Ms. Elaine Woolwine, Pulaski County High School Vocational Coordinator, to the PEP Steering Committee. Her input could be useful on workforce preparation.

/gh

November 16, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of October 19 & 29, 1998 minutes – See enclosed.
- b. Accounts Payable – See enclosed.
- c. Appropriations and Transfers – The following appropriations and transfers are recommended for approval:
  1. Interoffice Transfer #5 - \$50,467.88
  2. General Fund Appropriation #7 - \$42,547.00
  3. School Fund Appropriations #9 - \$86,818.23; #10 - (\$263.00); #11 - \$10,474.00
  4. Capital Improvement Fund Appropriation # 2 \$32,069.00
  5. Capital Improvement Fund Transfer to REMSI Fund # 1 - \$65,000.00
- d. Ratification – Ratification of the following is recommended:
  1. Contracts – There are no contracts at this time.
  2. Change Orders – There are no change orders at this time.
  3. Agreements:
    - a. Section 125 Administrative Services Agreement – Ratification of the enclosed agreement is requested to continue offering employees a selection of pre-tax daycare and medical expense options.
    - b. NRCC Memorandum of Agreement – Ratification of the enclosed agreement is requested to allow access to employee training from the Community College.

- c. Draper Aden Associates Cloyd's Mountain Landfill Gas Remediation Program Agreement – Ratification of the enclosed agreement is requested to allow compliance with environmental regulations with minimal capital expense.
- d. Optical Imaging System Agreements – Hardware & Software – Clerk's Office – Ratification of the enclosed agreements is requested for acquisition and maintenance. The equipment has been installed and use is being started.

4. Other:

- ◆ Harry DeHaven Park – Notice of Award, Agreement, & Assignment of Contract Funds – Ratification of the enclosed documents is requested to allow construction of a three pier boat dock on the new ramp, as well as replace the old fishing pier with a handicapped accessible "t" pier.
- e. Personnel Changes - Enclosed is an updated listing of recent personnel changes as prepared by Director of Management Services Nancy Burchett.
- f. Special Projects Coordination - Ratification is requested of engaging part time assistance for special projects coordination. Personnel that are engaged for such projects are anticipated to have local government or other management experience. They are also expected to be suited to part time or short term work. As described in the November 7 weekly update, we propose to engage assistance on the following projects:
  - ◆ Allisionia New River Trail Access;
  - ◆ Route 100 Street Lighting;
  - ◆ Orchard Hills, Rolling Hills and Highland Park sewer extension community surveys;
  - ◆ New River Industrial Park Industrial sites covenants and declarations for landscaping and site planning;
  - ◆ PSA utility crew staffing plan;
  - ◆ western county entrance sign completion;
  - ◆ fixed asset accounting listing;
  - ◆ and County Administration Building entrance renovation planning.

Compensation is proposed at not to exceed \$20 per hour.

- g. Resolution of Appreciation – New River Valley Emergency Squad – Enclosed is correspondence from REMSI Director David Smith requesting the Board recognize, by letter, the volunteers of the New River Valley Emergency Squad for their insight and generosity in contributing funds to create two fully endowed scholarships at New River Community College. Instead of a letter, a resolution of appreciation by the Board is suggested.
- h. Holiday Schedule - Governor Gilmore has declared one-half day the Wednesday (November 25) before Thanksgiving, one-half day on Wednesday, December 23, all day Christmas Eve, December 24, and Thursday, December 31, as additional state holidays. It is recommended Board of Supervisors employees be granted the same state holidays. PSA garbage service will only miss Thanksgiving, Christmas and New Years days.
- i. Pre-Employment DMV Drivers Check Policy – Adoption of the enclosed policy requiring a pre-employment Virginia driver's record check is recommended.
- j. Informational Item – Enclosed is correspondence from Mr. Giles Seawell expressing concern regarding retailers paying Merchant's Capital Tax. This item is being presented to the Board as a part of the agenda due to Mr. Seawell's request that it be made a part of the Board's records.

/gh

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November 16, 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.

Prospective Industry – A report can be made on the meeting to be attended by Mr. Huber and me in Richmond on November 17 to discuss state and local assistance with the proposed Volvo Truck North America expansion.

JNM/gh