

BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS

Regular Meeting
Monday, March 22, 1999
7:00 p.m.

*FOLLOW-UP
ACTION*

KEY STAFF

1. Invocation
2. Additions to Agenda
3. Public Hearings
 - a. Community Development Block Grant Funding
 1. Water Service Improvements – Volvo
(Approved submitting application)
 2. Utility Services to Mobile Home Parks

Mr. Huber

assisted-living facility on 16.5 acres identified as tax map parcels 055-001-0000-041A, 44, 45, 46, located on the north side of Lee Hwy. (Rt. 11) about 0.4 mile east of Cougar Trail Rd. (Rt. 643), Massie District.

Kenneth Bowling from Agricultural (A1) to Commercial (CM1) on 6.04 acres owned by Charles Andrew Millar, identified as tax map parcel 047-001-0000-013B, located on the east side of Cleburne Blvd. (Rt. 100) north of Dublin Corporate Limits, Ingles District.
(Approved as recommended by Planning Commission, with modification that rezoning is limited to an extension of the south property line of the adjacent Blevins residence – Notify applicant)

Ms. Jenkins

- d. A request by John B. & Joann P. Obenchain for an amendment of the Zoning Ordinance to add a use to allow No Wake Buoys where needed for safety of boat traffic in coves of limited width and/or length by Conditional Use Permit (CUP) only in the Claytor Lake Surface District.

(Hearing cancelled – Reschedule only after Planning Commission completes recommendation, not before May Board meeting)

Ms. Hanks/
Ms. Jenkins

- e. Prohibiting tractor trailer traffic on Robinson Tract Rd. (Rt. 738) from Cox Hollow Rd. (Rt. 641) to Bland County.

(Adopted resolution recommending VDOT prohibit tractor trailer traffic from a point north of Rt. 641, Cox Hollow Road, where an appropriate turnaround can be found for tractor trailer traffic prior to the road ascending at the foot of Robinson Tract Mountain – Send resolution to VDOT)

Ms. Hanks

- f. Rural Utilities Service Loan Application To Fund Public Water Service Extension To The Dunkard's Bottom Community

(Authorized loan application)

Mr. Morgan/
Mr. Huber

4. Highway Matters:

- a. Follow-up from Previous Board meeting:

1. Rt. 100, Cleburne Blvd., Rt. 1030 Bagging Plant Road Traffic Signal

(Under review – Place update on April agenda)

Ms. Hanks

2. Status of One Grade Separated Railroad Crossing in Dublin in Lieu of Rt. 633, Powell Avenue, and Rt. 617, Ruebush Road, Existing Grade Crossings

(Under review by both Norfolk Southern Railroad and Richmond VDOT rail transportation staff – Place update on April agenda)

Ms. Hanks

3. Landfill Road Acceptance
(Approval confirmed)

4. Rt. 693, Julia Simpkins Road, Single Lane, Low Weight Limit Bridges

(Under review – Cost estimate to raise weight limit expected in April – Place on April agenda)

Ms. Hanks

5. Request to Add Portion of Rt. 699, McFall Hollow Road to Six Year Plan
(Add to waiting list for Six Year Plan) Ms. Hanks
 6. Rt. 600, Belspring Road, Widening Cost Estimate
(Under review – Place update on April agenda) Ms. Hanks
 7. Replacement of Road Name Signs on Old Rt. 100
(VDOT has reworked signs, but the sign at Rt. 787, Peak Creek Road, needs repair or replacement – Confirm exact location of signs needing repair and advise VDOT – Place update on April agenda) Mr. Crigger
Ms. Hanks
- b. Scheduling of Rural Additions Road Viewing
(Review set for 8:00 a.m., June 12 – Set itinerary and tour route on most convenient starting point - Review itinerary at May Board meeting - Place on May Board agenda) Mr. Crigger/
Mr. Morgan
Ms. Hanks
 - c. I-81 Exits Appearance & Need for Planning Improvements
(Resident engineer reported that VDOT now cleans I-81 exits every other month using inmate labor when available – Schedule VDOT district landscaping staff for a presentation to the Clean Community Council) Ms. Hanks
 - d. Signal Study Results, Rt. 611, Newbern Road, and Rt. 643, Cougar Trail Road
(VDOT reported study results indicate traffic signal not warranted)
 - e. Signal Funding at Walmart and Fire/Rescue Entrance on Rt. 114, Peppers Ferry Boulevard
(Authorized \$7,000 expenditure for paving roadway on fire and rescue station property – All other costs of signal and intersection to be borne by shopping center developers – Arrange installation) Mr. Coake
 - f. Rural Addition Request – Montgomery Hollow Road
(Add to road viewing list for June 12 viewing) Ms. Hanks

g. Signal Activation at Rt. 114, Pepper's Ferry Blvd. & Rt. 679, Viscoe Road
(VDOT will monitor for six months since traffic is expected to increase – Place on September Board agenda) Ms. Hanks

(Jason Kapalin advised sister-in-law, a Motion Control employee, was injured at the intersection – Send excerpt of minutes to Mr. Kapalin and Ms. Nancy McGlothlin) Ms. Hanks

h. Citizen Concerns
(None)

i. Board of Supervisors

(Supervisor Sheffey reported pavement breakage throughout county – VDOT reported now doing emergency patching and contractor will be underway in April)

(Supervisor Conner reported Rt. 601, Little Creek Road, unpaved section is almost impassable – VDOT will grade – Place update on April agenda) Ms. Hanks

(VDOT reported an information session on the Memorial Bridge replacement will be held on March 24 from 4:00 p.m. to 7:00 p.m. at the Radford Recreation Department – Resident engineer requested to bring the displays on the bridge replacement for showing prior to a Board meeting in April or May)

5. Treasurer's Report
(Presented)

6. Presentation and Update on New River Criminal Justice Training Academy
(Presented – County Attorney to be provided copy of pending state Criminal Justice Service Board regulation changes regarding training academies – County attorney requested to review documents to allow change of organization for the Academy to an authority – Place update on April agenda) Mr. McCarthy
Ms. Hanks

7. Presentation by Downtown Pulaski, Inc. (DPI)
(Presented)

8. Citizens' Comments
 (Allen Weddle expressed over lack of a playing field for the PCHS baseball team this spring – Request school administration update Mr. Weddle directly on status)
 Ms. Hanks
9. Reports from the County Administrator & Staff:
- a. Key Activity Timetable
 (Reviewed)
- b. Clean-up of Property Owned by John I. & Nancy Ritter
 (Authorized sale of store property (tax map parcel # 012-001-0000-0200) to recover lien – Authorized cleanup of store property and removal of store building structure if sale results in title to property being obtained by county – Also pursue enforcement of clean-up of residence on tax map parcel 012-001-0000-0199)
 Mr. Morgan
 Ms. Jenkins
- c. Employee Health Care Coverage Self-Insurance RFP
 (Status of procurement reported – No RFP recommended at this time – Place update on April 12 work session agenda)
 Ms. Hanks
- d. Report on Withdrawn Zoning Requests
 (Applicant to be charged all costs of advertisement in cases where application is withdrawn – County Attorney to review procedure for compliance with state code – Place appropriate notice on zoning applications)
 Mr. McCarthy
 Mr. Huber
- e. Rt. 100 Water/Sewer/Street Lights Study Results
 (Preliminary cost estimates reviewed – Proceed

Page 6, delete first full sentence, which reads:
"In no event shall the amount of such Revenue decrease during the term of this Agreement."

Page 5, Section IX – Allow participating members first option on purchase of shares for sale by other participating members.

Clarify reason for Section XII)

- g. Grace Period on Late Purchase of Dog License
(Advertise public hearing for April meeting to delete double charge for dog licenses after due date)
Ms. Hanks/
Ms. Jenkins
- h. Appointments
 - 1. PEP Steering Committee Attendees List
(Send letter of appreciation to former member Tom Pullen – Submit list of county plant managers or other key executives for review at April meeting, as representatives of existing industry -
(Place update on April agenda)
Mr. Huber
Ms. Hanks
 - 2. Clean Community Council
(Sterling Kinser appointed to represent Sheriff's Department for an indefinite term –
Notify Sheriff Davis)
Ms. Hanks

(Invite Mr. Charles Stafford to serve)
Ms. Hanks
 - 3. Due in 1999
(Place on April agenda)
Ms. Hanks
 - 4. Citizens Interested in Serving on Boards, Etc.
(Add Ms. Brenda Sue Tolley to listing)
Ms. Hanks
 - 5. New River Resource Authority
(Supervisor Sheffey appointed to fill remaining term of Supervisor White – Place appointment of alternate for Mr. Cook on April agenda)
Ms. Safewright
Ms. Hanks
- 10. Items of Consent:
 - a. Minutes of February 22, 1999 & Correction to Minutes of December 21, 1998
(Approved)
Ms. Hanks

- b. Accounts Payable
(Approved) Ms. Spence
- c. Appropriations and Transfers
1. Interoffice Transfers #9 - \$51,172.40
 2. General Fund Additional Appropriation #10 - \$99,751.00
 3. School Fund Additional Appropriation #14 - \$20,981 -
Grant Special Education & #15, \$25,304 & #16, \$54,082
& Budget Transfers Title 1
 4. School Construction Fund #1 - \$210,000
(Approved) Ms. Burchett
- d. Contracts:
1. Banking Services
(Approved extension with Community National
Bank for two years) Ms. Burchett
 2. County Administration Building Painting Contract
(Approved – Issue notice to proceed) Ms. Spence
 3. Change Orders
(None)
 4. Circuit Court Clerk Computer Replacement
(Approved) Ms. Burchett
- e. Personnel Changes
(Reviewed)
- f. Endorsement of New River/Mount Rogers as Workforce
Investment Area
(Endorsed – Send certified copy of resolution) Ms. Hanks
- g. “Welcome Sign” Design
(Approved – Ratified permit application to VDOT) Ms. Burchett
- h. Fireworks Permit June 4 Claytor Lake 51st Anniversary
(Approved – Notify Claytor Lake Celebration Committee) Ms. Hanks
- i. Internet Utilization Policy
(Approved – Add to policy manual – Notify personnel
with access) Ms. Burchett
- j. Fair Housing Resolution
(Approved) Mr. Huber

- k. 1999-2000 Local Government Challenge Grant
(Approved) Mr. Huber
- l. 1999 Business Appreciation Week Proclamation
(Proclaimed – Notify interested parties) Mr. Huber

k.

(County Attorney to work with school administration to acquire option on potential Draper School site in return for site analysis)

Mr. McCarthy/
Mr. Morgan

14. Adjournment
(Adjourned to March 30 joint meeting with towns at Calfee Park)

March 15, 1999

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Public Hearings

- a. Community Development Block Grant (CDBG) Funding – Public hearings have been scheduled to solicit public input on the following proposed CDBG applications to be submitted to the Virginia Department of Housing and Community Development:
1. Water system improvements in support of the expansion of the Volvo GM Heavy Truck Corporation Dublin Assembly Plant; and
 2. Water and sewer service to mobile home parks with failing utility systems.

A summary of the two projects is to be prepared by the assistant county administrator and will be provided prior to the Board's meeting.

- b. A rezoning request by Dr. William G. and Janeen K. Clowdis from Residential (R1) to Commercial (CM1) to allow a medical office facility, fitness center and assisted-living facility on 16.5 acres identified as tax map parcels 055-001-0000-041A, 44, 45, 46, located on the north side of Lee Hwy. (Rt. 11) about 0.4 mile east of Cougar Trail Rd. (Rt. 643), Massie District – The Planning Commission recommends approval. See enclosed supporting documentation.
- c. A rezoning request by Richard Gordon, Jack and Kenneth Bowling from Agricultural (A1) to Commercial (CM1) on 6.04 acres owned by Charles Andrew Millar, identified as tax map parcel 047-001-0000-013B, located on the east side of Cleburne Blvd. (Rt. 100) north of Dublin Corporate Limits, Ingles District – The Planning Commission recommends approval. See enclosed supporting documentation.
- d. A request by John B. & Joann P. Obenchain for an amendment of the Zoning Ordinance to add a use to allow No Wake Buoys where needed for safety of boat traffic in coves of limited width and/or length by Conditional Use Permit (CUP) only in the Claytor Lake Surface District – This matter was tabled by the Planning Commission pending further study. See enclosed supporting documentation.

- e. Prohibiting tractor trailer traffic on Robinson Tract Rd. (Rt. 738) from Cox Hollow Rd. (Rt. 641) to Bland County – A public hearing has been scheduled to consider prohibiting tractor trailer traffic on the above described route.

- f. Rural Utilities Service Loan Application To Fund Public Water Service Extension To The Dunkard's Bottom Community- After a majority of property owners responded favorably to a survey, the Public Service

side if no one funds relocation of the street entrance. Mr. Jones has also shared that the light is being designed at this time with a signal provided for the fire department side. Mr. Coake has provided to both the developer and VDOT a copy of the Board of Supervisor's resolution requiring this item. The developer has agreed to fund the traffic signal and work back to the property line, but not the work necessary to relocate the Tuck Chiropractic Clinic entrance and the fire/rescue station entrance. A cost estimate for these entrances has been requested prior to March 22.

cc: J. D. Brugh, VDOT Resident Engineer

March 15, 1999

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable – See enclosed update.
- b. Clean-up of Property Owned by John I. & Nancy Ritter – Enclosed is a status report on the cleanup from the zoning administrator. The primary litter and building maintenance violations are on the store property, parcel 199. The property has previously been cleaned up at a cost of about \$8,000 to the county. A lien was placed to cover the clean up cost. The assessed value of the property is \$8,000. Staff recommends the store property be sold, so ownership will change to a more responsible owner. Due to the equal assessed value and county lien, it is likely the county will obtain ownership. Afterward there will be additional expense to remove the structure and litter. This cost is estimated at \$10,000.
- c. Employee Health Care Coverage Self-Insurance RFP – A recommendation on whether to issue a request for proposals will be provided to the Board after the Virginia Municipal League Health Insurance Consortium meeting to be held on Wednesday, March 17.
- d. Report on Withdrawn Zoning Requests – Enclosed is a memo from Assistant County Administrator Huber providing an update and recommendation regarding this matter. The approximate cost per hearing is \$80. The current application fee is \$25, regardless of whether one or two hearings are held. We defer to the county attorney for an opinion on whether the cost can be recovered only from withdrawals. An advantage of withdrawing a zoning request is the application is not denied. Therefore, the applicant is not prohibited from requesting the same zoning change for another year. Options to limit withdrawals include:
 - ◆ increasing the charge to recover more of the full cost of the hearing notice (\$80 per hearing) from each applicant
 - ◆ adding a penalty for withdrawal, if permissible;
 - ◆ considering all withdrawn cases denied and prohibited from reapplication for one year.

- e. Rt. 100 Water/Sewer/Street Lights Study Results – Enclosed is a preliminary cost estimate for lighting, ranging from \$35,000 to \$125,000. The lights would generally extend from I-81 north to the Dublin Town limits. An indication from the Board of whether any of the lighting options are worth pursuing could save significant staff time. Our experience with road lighting includes the industrial parks, where the cost is assigned to the lot owners on their PSA utility bills. In addition, the Newbern Community has lights, for which the community collects and pays American Electric Power. In both instances, the responsibility and the lower rate is due to the county's sponsorship.

- f. Commerce Park Draft Agreement – Reaction to the enclosed draft agreement is requested. The agreement is based on receipt of a \$1.375 million state grant, \$1 million federal grant, and federal loan and loan guarantees. The only shared revenue is the Machinery and Tools (M & T) tax. All real estate tax remains with the host locality. Of the M & T tax, five percent is retained as a host fee. The host is required to not decrease the M & T shared tax. There is no minimum investment by any member jurisdiction. As requested by the Board, a quarterly report on the Commerce Park and Virginia First Authority progress will be presented at the April meeting.

- g. Grace Period on Late Purchase of Dog License – Action on this matter was deferred by the Board at the March meeting. As reported at the February 22 Board meeting, Supervisor Conner is suggesting changes to the Dogs and Other Animals Ordinance. Possible changes include a grace period for purchase of dog tags after the annual January 31 deadline; and/or repealing the double charge for late payment. Treasurer Tickle suggests the deadline could be the same as for the motor vehicle license decal, March 31. A public hearing on the amendment can be scheduled for the April Board meeting.

- h. Appointments:
 - 1. Pulaski Encouraging Progress (PEP) Steering Committee Attendees List – As requested by the Board, enclosed is a listing of the attendance record for the PEP Steering Committee for the past two years. Staff plans to present a recommendation for industry representative appointees at the Board's April meeting. Mr. Tom Pullen advises he will be moving from the area soon and will be resigning from PEP.

 - 2. Clean Community Council – The Clean Community Council (CCC) is recommending the Board appoint an individual from the Sheriff's Department to the CCC. Sheriff Davis is recommending Sterling Kinser be appointed as the Sheriff's Department representative.

 - 3. Due in 1999 – Enclosed is a listing of appointments due in 1999.

4. Citizen Interested in Serving on Boards, Etc. – Ms. Brenda Sue Tolley of 5017 Alum Spring Road, Pulaski, Robinson District, (540) 980-3606 visited our office this past week and expressed an interest in serving on the Planning Commission and the Pulaski Encouraging Progress, as openings become available.

JNM/gh

March 15, 1999

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of February 22 & March 8, 1999 & Correction to Minutes of December 21, 1998 – See enclosed minutes for February 22 and March 8. A correction to the December 21, 1998 minutes regarding the Landfill Road Acceptance resolution is requested. The length of the road should have been noted as being 1.94 miles, and not the 2.55 as reflected in the December 21 minutes.
- b. Accounts Payable – See enclosed.
- c. Appropriations and Transfers – The following appropriations and transfers are recommended for approval:
 1. Interoffice Transfers #9 - \$51,172.40 – See enclosed.
 2. General Fund Additional Appropriation #10 - \$998,751.00 - See enclosed.
 3. School Fund Additional Appropriation #14 - \$20,981.00 – Grant Special Education & #15, \$25,304 & #16, \$54,082 & Budget Transfers Title 1 – See enclosed.
 4. School Construction Fund #1 - \$210,000 – See enclosed.
- d. Contracts
 1. Banking Services – Based on the committee recommendation, it is requested the Banking Services Contract be renewed with Community National Bank (CNB) for an additional two years under the current same terms plus a .15 cent per Public Service Authority (PSA) coupon payment made at CNB. This will be a cost to the PSA and is not expected to exceed \$7,300 per year.

2. County Administration Building Painting Contract – Approval is recommended to award the contract to Tilley Paint Company. The contract amount is \$29,450.00. Tilley was the sole bidder. The work is for the exterior of the administration and gym.
 3. Change Orders – There are no change orders at this time.
 4. Circuit Court Clerk Computer Replacement- Ratification of the enclosed request from Circuit Court Clerk Lookabill for the purchase of a computer to replace an existing computer is recommended. No additional local cost is required.
- e. Personnel Changes - Enclosed is an update of recent personnel changes from Management Services Director Nancy Burchett.
 - f. Endorsement of New River/Mount Rogers as Workforce Investment Area – The state is requiring each local jurisdiction to endorse the designation of an area for delivery of benefits under the Federal Workforce Investment Act of 1998. It is recommended the New River/Mount Rogers area be designated. This is the same area as the current Private Industry Council. Adoption of an appropriate resolution to accomplish this endorsement is recommended. Enclosed is a copy of the annual report for the council.
 - g. “Welcome Sign” Design – Approval of the enclosed design by Sign Systems is recommended. Mr. Spangler is working with VDOT to complete the application for the site on the I-81 north bound lane between the Wythe County line and the Route 100/11 exit.
 - h. Fireworks Permit June 4 Claytor Lake 51st Anniversary – Approval is recommended for issuance of a fireworks permit for the June 4 fireworks display. The fireworks are to be held at Claytor Lake State Park as a part of the Claytor Lake 51st Anniversary activities.
 - i. Internet Utilization Policy – Enclosed is a proposed internet utilization policy drafted after review of seven Virginia local government policies.
 - j. Fair Housing Resolution Adoption of the enclosed fair housing resolution is requested. It is one of a number of possible housing support activities necessary to maintain eligibility for Community Development Block Grants. Also enclosed is the list of recommended activities.
 - k. 1999-2000 Local Government Challenge Grant – Approval of the enclosed 1999-2000 Local Government Challenge Grant is recommended. The grant is matching funding for the Fine Arts Center of the NRV.
 - l. 1999 Business Appreciation Week Proclamation – Adoption of the enclosed proclamation recognizing May 16-22 as Business Appreciation Week is recommended.

- m. Y2K Compliance – Enclosed is a revised plan, status report and statement to distribute to county vendors and PSA commercial utility customers. Approval is recommended, subject to the concurrence of the county attorney.

- n. Computer Assistance for Chamber of Commerce – Enclosed is a request for assistance with an upgrade of the Chamber computer system. I anticipate the upgrade will enhance our joint efforts with the Chamber in community development. In particular, activities such as the Claytor Lake celebration and Friends of Claytor Lake support assistance will be enhanced. Assistance in this form should preclude any request for Chamber dues increase in the upcoming fiscal year. An allocation of up to \$1,800 is recommended.

/gh

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March 15, 1999

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.

Land Acquisition/Disposition - At the March Planning Commission meeting, Commissioner Breedlove suggested that there be some permanent recognition of Mason Vaughan, Sr. in the development of the New River Industrial Park. The commission suggested naming the public access at the river. Dr. Fariss asked that this matter be placed on the Board's agenda.

Prospective Business – Chairman Sheffey has provided the enclosed information on potential reuse of the Saint Albans Hospital facility in conjunction with Radford University.

Personnel Matters – In an orientation meeting between Supervisor Fariss and School Superintendent Cox, I understand it was suggested the weekly informational briefings from our office to the Board be shared. I also understand Dr. Cox is providing a similar briefing to the School Board. Such sharing could improve communication, but we may need to cull out sensitive material. A overall communication that could be helpful without a lot of extra effort, would be sharing the follow-up agenda from each Board meeting with the school system. Direction from the Board is needed.

Legal Matters – Enclosed is response to concerns raised by and with the Board from Volvo Truck North America and Hudson Automotive Group. The county attorney may advise what liability is present from these issues.