

**BOARD AGENDA  
PULASKI COUNTY  
BOARD OF SUPERVISORS**

**Regular Meeting  
Mon., August 27, 2001  
7:00 p.m.**

**FOLLOW-UP ACTION**

ITEM	KEY STAFF
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1. Invocation  
(John Collins, First Church of the Brethren presented invocation)
  
2. Additions to Agenda
  
- 2a. Introduction of Superintendent of Schools  
(Introduced Dr. Stowers and presented county golf shirt and county lapel pen)
  
3. Public Hearings:
  - a. A request for Special Use Permit (SUP) by **Tara Kent Fowlkes Edwards** to allow individual camping per Section 5B-3 of the Zoning Ordinance on property identified as tax parcel 099-001-0000-053A, zoned Residential (R1), located at 2524 Brown Rd., Draper District.  
(Board tabled action for 30 days to allow Ms. Edwards time to move camper to a less conspicuous area – Place on September Board agenda)
 

Ms. Hanks
  
  - b. A request for Special Use Permit (SUP) by **Harold W. & Rita Faye Thornton** to allow a cabinet shop per Section 2-3 of the Zoning Ordinance on property identified as tax parcel 085-001-0000-033, (28.580 acres), zoned Agricultural (A1), located at 7056 Little River Dam Rd., Ingles District.  
(Approved request – Notify applicant)
 

Ms. Taylor
  
  - c. Amendments to Animal Control Ordinance  
(Tabled action – Staff to contact Game Warden to determine if Game Warden will address issue related to responding to wild animal complaints – Place update on September Board agenda)
 

Mr. Huber/  
Sheriff Davis

Ms. Hanks

- d. Application for Funding with USDA, Rural Development for Funding of Water and/or Sewer Lines to Communities including Eagleview Mobile Home Park, Hidden Valley Camping Club, Lee Highway Mobile Home Park, Mabry Court Mobile Home Park, Polyester Mobile Home Park and Tiny Town Mobile Home Park

(Approved applying for grants and loans – Supervisor Cook inquired regarding a potentially lower interest rate - Board strongly recommended the use of uniform connection fees throughout the county)

Mr. Huber

4. Highway Matters:

- a. Follow-up from Previous Board meeting

Mr. Brugh  
(unless noted otherwise)

1. Rural Addition Status Report

(Accepted and approved staff prioritization of rural additions, specifically the prioritization of roads based on what projects can be done on an expedient basis)

(VDOT to provide an update on current funding for rural additions)

(Supervisor Fariss noted “Adams Road” has been changed to “Rich Hill”)

Ms. Taylor

(Staff to provide a status report, via the weekly update, for Sheila Drive and Cooks Crossing)

Mr. Crigger/  
Ms. Taylor

(Board approved resolution adding right-of-way for Phase II of Cooks Crossing)

Ms. Taylor

(Supervisor Sheffey requested the Camelot Farms Road residents be sent a letter advising of status of road)

Mr. Crigger/  
Ms. Taylor

2. Informal Speed Study on Parrott River Road, Route 600 Between Railroad Trestles

(VDOT advised study is being conducted by Salem District Office - VDOT to provide update at September Board meeting – Place update on agenda)

Ms. Hanks

3. Request for Speed Limit Study & Signs on Valley Road

(VDOT advised study is being conducted by Salem District Office - VDOT to provide update at September Board meeting – Place update on agenda)

Ms. Hanks

4. Request for Speed Study on Rt. 633, Powell Avenue  
(Formal speed study requested – Provide update at September Board meeting, if available) Ms. Hanks
  5. Status of Pavement Work Done on I81, Exit at Rt. 99 Back to Methodist Church in Draper  
(No action)
  6. Request for Speed Limit Posting, Rt. 755, Depot Road  
(VDOT advised study is being conducted by Salem District Office – VDOT to provide update at September Board meeting – Place update on September agenda) Ms. Hanks
  7. Guardrail Replacement – Draper Valley Road  
(VDOT will review request and report back at September Board meeting – Place update on September Board agenda) Ms. Hanks
  8. Status of Cox Hollow Road  
(VDOT advised contract has been executed and timeframe is expected to be 120 days to complete work, with grading, stone and asphalt gravel completed next spring)
  9. Speed Study Peak Creek Road, off of Wilderness Road to Hurston Road  
(VDOT advised it had reviewed formally several years ago and is currently unposted – VDOT reported it does not expect this to change – No action)
  10. Rt. 652, Grahams Road, off of Rt. 100 south towards Hillsville Status of Unpaved Section  
(VDOT advised this road had been repaired previously -VDOT will review for possible paving)
  11. Stilwell Road Improvements  
(VDOT advised improvements should start on in September)
- b. Additions to Six Year Waiting List  
(Approved adding as the second priority on the waiting list from Rt. 672 to Max Creek, as well as flooding on Rt. 693 in Allisonia, as the fourth priority) Ms. Hanks
- c. Rt. 693 Improvements  
(Same as 4b)

- d. Designation of Road Viewers  
(Board members to serve as road viewers with viewing expected to be scheduled by VDOT spring of 2002)
- e. Request for Paving Shelia Drive, Draper  
(On rural additions list)
- f. Request for Guardrail Placement and Reduced Speed Limit on Old Rt. 11  
(VDOT to perform informal speed study and provide update at September Board meeting – Place update on September agenda) Ms. Hanks
- g. New River Industrial Park Access Road  
(Approved agreement for extension for payment of \$297,000 bond associated with the cost of constructing Valley Center Drive) Mr. Huber
- h. Approval of Radford City 2020 Transportation Plan  
(Requested changing name to incorporate Pulaski County, as well as requested removing second river crossing)  
  
(Staff to provide copy of bike plan via weekly update) Mr. Huber/  
Ms. Hanks
- i. Request for Improvement to Rt. 774, Second Morehead Lane (end of cul-de-sac)  
(VDOT advised it had met with the neighbors and resolved the issue)
- j. Board of Supervisors Concerns  
(Supervisor Conner inquired re: Hatcher Road status - VDOT advised right-of-way had been acquired)  
  
(Supervisor Cook advising of cracking pavement on Rt. 652, Barrett Ridge Road; requested paving on Rt. 796, Akers Road; and paving one half mile on Russell Road, off Rt. 99)  
  
(Supervisor Fariss expressed concerns re: completion of Bagging Plant Road Phase 2 off of Rt. 660; and need to decrease heavy gravel truck traffic to and from rock quarry)  
  
(Supervisor Sheffey requested general maintenance of Rt. 798, Falling Branch Road; and advised he had spoken with Ms. Via who lives on Robinson Lane, just off of Rt. 100 re: her concerns with trucks traveling at excessive speed on Cloyd's Mountain Road)

k. Citizen Concerns

(Mr. Kent Jones of Camelot Farms Road expressed appreciation for the efforts made re: rural addition status for Camelot Farms Road – Mr. Jones requested clarification on the difference between R and R3 zoning – Staff explained zoning of both R and R3)

(Maynard Sayers expressed concerns re: proposed shortcuts on Wilderness Road and strongly encouraged Board to consider proceeding with Phase II – Notify PDC)

Ms. Hanks

(Mr. Brugh advised he will not be in attendance at September Board meeting)

(Board authorized VDOT scheduling and advertising six-year plan hearing for October 22 Board meeting – Place hearing on October 22 agenda)

Ms. Hanks

5. Treasurer's Report

(Presented trial balance report, along with annual report)

6. Presentation - Vital Signs Report for the New Technology Corridor

(Presented)

7. Citizens' Comments

(Brenda Blackburn inquired regarding answers to questions posed at the July Board meeting, specifically setback requirements – Staff advised they are currently being reviewed and it is expected to be referred to the Board of Zoning Appeals for consideration in granting a variance – Ms. Blackburn advised the building in question is on a public road)

(Mr. Ed Hoggatt encouraged the Board to ask state legislators to pass legislation to reimburse localities for cleanup of property expenses – Prepare letter to gubernatorial candidates)

Ms. Hanks

8. Reports from the County Administrator & Staff:

a. Key Activity Timetable

(Supervisor Cook posed various questions re: the following: Visitor's Center construction projected date of April 2002; Rt. 100 street lights projected date of January 02; large drop off sites; finance – county/town/tax billing – deferred until 2002; status of awning for board room windows – Nov. 01; status of front of building – October 01; status of elevator – Dec. 02; Health Department Office relocation status; animal pound construction status; school building program status; and joint recreation operations)

b. Report on Deadline for Payment of Personal Property Taxes And Vehicle Decals

(Staff recommended initiating change Sept. 2003 as decals are ordered for 2004 – No action)

c. New River Valley Emergency Rescue Squad (NRVERS) Membership in REMSI

(Staff advised NRVERS elected to dissolve the NRVERS and become a member of REMSI - Board approved accepting assets of NRVERS) Mr. McCarthy

d. Appointments:

1. Workforce Investment Board

(Appointed Greg Ritter, Manager of Xaloy – Notify Workforce Investment Board)

Ms. Safewright

2. Library Board

(Appointed Dr. Donald Stowers as ex-officio member – Invite Judy Barr to consider serving – Place appointment on September Board agenda)

Ms. Hanks

3. Industrial Development Authority

(Reappointed Dan Bell and Jon Wyatt for an additional term ending September 18, 2005)

Ms. Hanks

e. Scheduling of County Administrator Evaluation

(Scheduled for October 16 at 6:00 p.m. at Mr. McCarthy's residence)

9. Items of Consent:

a. Minutes of July 23, 2001

(Approved)

Ms. Hanks

- b. Accounts Payable  
(Approved) Ms. Spence
- c. Appropriations and Transfers  
(Approved) Ms. Burchett
- d. Ratification:
  - 1. Change Orders:  
(None)
  - 2. Agreements, Grants, & Other
    - a. Wampler Fireworks Permit  
(Ratified)
    - b. NRV Community Services Board Performance Contract FY 02  
(Approved – Notify Community Services Board) Ms. Hanks
- e. Personnel Changes  
(Reviewed)
- f. Scheduling of Public Hearing on Carryover Funds from FY 01  
(Schedule public hearing for September Board meeting -  
Place public hearing on September agenda) Ms. Burchett  
Ms. Hanks
- g. Carryover Policy  
(Approved) Ms. Burchett
- h. Hunting on Cloyd's Mountain Landfill  
(Approved discontinuance of hunting on Cloyd's Mountain  
Landfill based on personal safety concerns, potential  
damage to the leachate collection system at the site,  
lack of suitable parking, administrative time involved  
with issuing licenses, potential of hunters to trespass  
onto adjacent properties, and the recommendation of  
the county's insurance carrier – Advise interested citizens) Ms. Spence
- i. Juvenile and Domestic Relations Court Copier  
(Approved appropriation of \$2,550 for purchase of copier –  
Prepare appropriation and notify Judge Chitwood's staff) Ms. Burchett
- j. Randolph Park After School Hours of Operation  
(Approved after school hours of operations and after  
Labor Day hours of operation, as presented by staff and  
documented in the records of this meeting) Mr. Akers

- k. Sale of REMSI/Pulaski County Life Saving Crew Surplus Vehicle  
(Staff to clarify intention by Volvo regarding donation of vehicle) Mr. Crigger
  
- l. Hotel Feasibility Study  
(County Attorney requested to review commitments by golf course developer in meeting obligations set forth in agreement – Study deferred – Notify developers) Mr. McCarthy  
Mr. Huber
  
- m. Office on Youth Program Expansion to Snowville  
(Authorized initiating after school program at Snowville Elementary sponsored by the Office on Youth, subject to staff checking on compliance issues regarding child care centers) Mr. Akers
  
- n. Dublin Library Exterior/Interior Improvements  
(Approved continued carryover of funds originally budgeted for painting the Pulaski Library to the Dublin Library exterior/interior improvements) Ms. Burchett
  
- o. Endorsement of Founders of American Communities Program  
(Endorsed program, contingent on inclusion of historic aspect of Southwest Virginia) Mr. Huber
  
- p. Endorsement for Relocation of Saint Albans Psychiatric Hospital to Carilion New River Valley Medical Center Campus  
(Approved – Supervisor Fariss questioned if there had been any discussion with Radford University re: their planned use for the facility and future traffic congestion, due to bridge construction – Arrange presentation by RU to Planning Commission) Mr. Huber  
Mr. Tickner
  
- 10. Citizen Comments  
(None)
  
- 11. Other Matters from Supervisors  
(Approved County Attorney preparing a five-year agreement to accept the Chamber of Commerce's letter of acceptance for moving into the new Visitor's Center, with said agreement to include issues related to: daily janitorial services (seven days a week); provision of all utilities (water, sewer, electrical heating and air conditioning, excluding telephone), and general maintenance of the interior and exterior of building, including snow removal, with the Chamber to provide direction & supervision of center – Present agreement to Board for review, approval and presentation to Chamber) Mr. Huber  
Mr. McCarthy

(Received letter from Congressman Boucher dated 8-9-01 advising of no plans to locate a post office in Fairlawn – Board approved sending letter to federal legislators requesting assistance in contacting the U. S. Postal Services in consideration of a postal facility in Fairlawn)

Mr. Huber

(Supervisor Conner inquired about what is being done with property across from Pulaski County High School that was previously used by the Fairview Home and expressed concern that houses may be built on or near and existing cemetery - Staff to review and report back to Board via weekly update)

Ms. Jenkins/  
Mr. Tickner  
Ms. Hanks

12. Closed Meeting – 2.1-344.A.1.3.5.7

(Authorized negotiation for property acquisition and requested designation of second and third priority sites)

Mr. Huber

13. Adjournment

August 20, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Public Hearings

- a. A request for Special Use Permit (SUP) by Tara Kent Fowlkes Edwards to allow individual camping per Section 5B-3 of the Zoning Ordinance on property identified as tax parcel 099-001-0000-053A, zoned Residential (R1), located at 2524 Brown Rd., Draper District.

**STAFF COMMENTS:**

Previous Comments:

*This applicant has requested approval of a Special Use Permit (SUP) to allow two campers on property zoned Residential (R-1). **Enclosed** is a site plan prepared by the applicant indicating the location of Camper No. 1 (8' x 17') at 41 feet from Claytor Lake and Camper No. 2 (8' x 24') located approximately 158 ft. from the existing house. The house is currently occupied by the applicant. A portable toilet is located adjacent to the existing garage and provides approved waste disposal facilities for the garage as well as the campers. Neither camper is connected to water or sewage disposal systems at this time. The applicant is requesting approval of the SUP to allow the campers to be used by her mother and brother.*

*This property lies north of and adjoins Waterfront Farms Subdivision, however, it is not part of the subdivision.*

*Staff has received complaints within the past year regarding the condition of this property. Staff has worked with the owners regarding the improper use of the garage to operate a boat repair business, improper storage of unlicensed vehicles and junk. Significant clean-up has been accomplished, however, some items still need attention.*

*Approval of this request should consider the following issues:*

- 1. Screening issues to protect other property owners in this very visible location. Waterfront Farms is a well-developed subdivision adjacent to this property and the Homestead Inn is an active bed and breakfast across the cove from this property. There are some deciduous trees and foliage along the lake providing some screening for the summer months, but no year around screening is currently established.*
- 2. Continued provision of approved waste disposal facilities for the campers in the Residential (R1) District. This issue will become more critical if water is supplied to the campers.*
- 3. The area of the property is unknown, therefore a limit of two campers on this parcel is appropriate, to prevent the establishment of a campground.*
- 4. Compliance with all zoning, unlicensed vehicle, and litter control ordinances.*

Current Comments:

The Commission tabled this item during the August, 2001 meeting so that staff could provide more information on the following issues: type and spacing of screening, what to do with the campers in the winter months, use of the campers, and input from the Homeowners Association.

Staff met onsite with the applicants to review the concerns of the Commission. Upon reviewing the site, it became obvious that the current location of the two campers would present a difficult screening issue, during the winter from the Homestead Inn Bed and Breakfast and year around from the Waterfront Farms entrance. There are two proposals as follows:

**Proposal A**

Relocate the proposed camping site to an area to the west of the existing garage and accessory building with the following conditions:

1. 35 ft. setback from the existing right-of way;
2. Install a double row of 4 ft. pines, 10 ft. on center to screen the campers from the right-of-way;
3. Install an 8 ft. privacy fence approximately 75 ft. long to screen the campers waterward;
4. The privacy fence and pines will be installed by March 1, 2002.
5. The portable toilet will remain on the east side of the garage.

Since the onsite meeting, the Waterfront Farms Homeowners Association has requested a survey of the right-of-way by Mathews and Henegar. There appears to be some question of boundary line location, which may affect or prohibit Proposal A. The applicant prefers Proposal A and has requested the surveyors provide a plat indicating the location of his property in that area, however, the survey is not yet available.

## **Proposal B**

Allow the two campers to remain in the existing location with the following conditions:

1. Campers to be set at least 40 ft. from the lake;
2. Provision of an 8 ft. privacy fence approximately 75 ft in length to screen the campers waterward;
3. The portable toilet will remain on the east side of the garage.

Reference is made to Previous Comments, items 1 through 4, listed above for consideration prior to approval of this request.

*Enclosed* are letters of support from Marie Dobbins and Elaine Woolwine and letters of opposition from Dorothy Urquhart, James Treble, Bill Plymale, Randolph Chrisley, Daniel Atkins and Charles Prince.

## **VDOT COMMENTS:**

This is an existing business, which requires a commercial entrance. An entrance permit is required.

## **PLANNING COMMISSION RECOMMENDATION:**

Approval of the SUP is recommended with the following conditions: 1) The campers be used only on the weekends during the warm months; 2) The applicant will provide staff a written copy of the contract for pumping the porta-john; 3) Applicant will construct an 8 foot high solid opaque wood fence to be approved by staff; 4) The Special Use Permit is valid for one year and will be reviewed after that one year period.

- b. A request for Special Use Permit (SUP) by **Harold W. & Rita Faye Thornton** to allow a cabinet shop per Section 2-3 of the Zoning Ordinance on property identified as tax parcel 085-001-0000-033, (28.580 acres), zoned Agricultural (A1), located at 7056 Little River Dam Rd., Ingles District.

## **STAFF COMMENTS:**

The applicant is requesting approval of a Special Use Permit (SUP) and site plan review to allow a small cabinet shop in an existing 27' x 36' barn located on 28.58 acres, identified as tax map parcel 085-001-0000-0033. Mr. Thornton indicates that orders will be received by telephone and he will travel to the customer's job site to measure for the cabinets. After construction, cabinets will be delivered to the customer's job site and installed. No customers will visit the cabinet shop. Mr. Thornton will use the existing entrance from Little River Dam Rd. currently serving the barn, therefore no entrance improvements are anticipated.

The *enclosed* aerial photograph indicates this area of the Snowville community is sparsely populated. Because of the nature of the proposed business, resulting in a small traffic volume accessing the property, it appears this Special Use Permit (SUP) request will have little impact on the adjacent properties.

**VDOT COMMENTS:**

As long as the public does not use the existing entrance, a commercial entrance will not be required.

**PLANNING COMMISSION RECOMMENDATION:**

Recommend approval of Special Use Permit.

- c. Amendments to Animal Control Ordinance – A public hearing has been scheduled for this meeting for consideration of adoption of the *enclosed* amendment. These amendments expand the definition of kennel to include housing of 5 or more dogs regardless of the purpose for which they are being kept. In addition, the duties of the animal control officer are clarified to allow impoundment of vicious or dangerous animals of any kind.
  
- d. Application for Funding with USDA, Rural Development for Funding of Water and/or Sewer Lines to Communities including Eagleview Mobile Home Park, Hidden Valley Camping Club, Lee Highway Mobile Home Park, Mabry Court Mobile Home Park, Polyester Mobile Home Park and Tiny Town Mobile Home Park – Pending any major concerns voiced at the public hearing (see *enclosed* hearing notice), authorization is recommended for submission of a Rural Development grant and/or loan for financing water and sewer lines to or through the Eagleview Mobile Home Park, Hidden Valley Camping Club, Lee Highway Mobile Home Park, Mabry Court Mobile Home Park, Polyester Mobile Home Park, and Tiny Town Mobile Home Park. Revenues from each area will pay for debt service and mobile home park owners required to pay the minimum billing for any unoccupied spaces. Administration of these funds and the line extensions built with the borrowing proceeds would be administered by the PSA as part of the overall water and sewer systems.

August 20, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Highway Matters

- a. Follow-up from Previous Board meeting
1. Rural Addition Priorities and Status Report – Board input is requested in prioritizing the ***enclosed*** rural additions listing. An update from Mr. Crigger will be enclosed if received in time. Otherwise, a report will be provided at the August 27 meeting.
  2. Informal Speed Study on Parrott River Road, Route 600 Between Railroad Trestles – A formal speed study was requested at the July Board meeting. The resident engineer may have information to share.
  3. Request for Speed Limit Study & Signs on Valley Road – A formal speed study was requested at the July Board meeting. The resident engineer may have information to share.
  4. Request for Speed Study on Rt. 633, Powell Avenue – Staff was requested to contact Mr. Dowdy and request he contact neighbors to determine their interest in a speed study being conducted. Mr. Dowdy advises the neighbors concur with his request for a formal speed study.
  5. Status of Pavement Work Done on Rt. 99 Back to Methodist Church in Draper - The resident engineer may have information to share.
  6. Request for Speed Limit Posting, Rt. 755, Depot Road – A formal speed study was requested at the July Board meeting. The resident engineer may have information to share.

7. Guardrail Replacement – Draper Valley Road – The Board had requested clarification on the location of the requested guardrail. Mr. Mark Bower advises the guardrail is for the intersection of Rt. 11, Lee Highway, and Rt. F064, Draper Valley Road. Mr. Bower advised it is near his farm gate which is on the left as you turn on Rt. F064 from Route 11.
  8. Status of Cox Hollow Road – The resident engineer may have information to share.
  9. Speed Study Peak Creek Road, off of Wilderness Road to Hurston Road – An informal speed study was requested at the July Board meeting. The resident engineer may have information to share.
  10. Rt. 652, Grahams Road, off of Rt. 100 south towards Hillsville Status of Unpaved Section – The resident engineer may have information to share.
  11. Stilwell Road Improvements – The resident engineer may have information to share.
- b. Additions to Six Year Waiting List - Dr. Fariss has requested that the Duncan Hill on Route 693 be added at the second priority within the Ingles District and that flooding on Route 693 in Allisonia be placed as the fourth priority also within the Ingles District on the six-year plan waiting list.
  - c. Rt. 693 Improvements – Mr. Chuck Hoover’s concerns with the placement of “route not recommended for tractor trailer traffic” signs on Route 693 were reported in the August 1st weekly update. ***Enclosed*** is a letter supporting Dr. Fariss’ interest in placing the portion of Rt. 693, immediately to the west of Lowman’s Ferry Bridge, on the Six-Year Secondary Road Improvements Plan. As further described in this letter, Mr. Hoover is also requesting consideration to expedited consideration of the Route 693 improvements, as well the replacement of the Max Creek bridge.
  - d. Designation of Road Viewers – The Board is requested to designate Stan Crigger, Melody Taylor and David Tickner as road viewers. Following the July board meeting, Mr. Brugh determined that Larry Day would not be eligible to serve in this capacity since he did not live in, or work for, Pulaski County.
  - e. Request for Paving Shelia Drive, Draper – Supervisor Cook has requested this road be considered for paving.
  - f. Request for Guardrail Placement and Reduced Speed Limit on Old Rt. 11 - Mr. Thomas McDaniel of 5653 Old Route 11, has requested guardrail placement on Old Rt. 11, specifically near where the speed limits changes to 45 mph. He also requests the speed limit be reduced.

- g. New River Industrial Park Access Road – As noted in the ***enclosed*** letter, VDOT is offering the County a two-year extension for payment of a \$297,000 bond associated with the cost of constructing Valley Center Drive. Acceptance of this extension, which will give the County additional time to attract a qualifying industry, is recommended.
  
- h. Approval of Radford City 2020 Transportation Plan – ***Enclosed*** for the Board are drafts of the two maps and a project listing which comprise the Radford City 2020 Transportation Plan. Previous versions of the plan and the current draft include provision for a second bridge between the City of Radford and Fairlawn. Dan Brugh reports the City is not interested in the bridge due to the loss of business from the City and the inability by the City to collect taxes from the area across the bridge. It is my understanding that the Board is likewise not interested in an additional bridge and Dan reports he has no problem in removing the bridge from the plan. Approval of the plan is recommended excluding the bridge with the comment that VDOT should consider development of a similar plan addressing transportation needs throughout the remainder of the County.

PMH/gh

cc: Dan Brugh, Resident Engineer

August 20, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable – ***Enclosed*** is an updated Key Activity Timetable with changes noted in *italics* and priority items in **bold**.
- b. Report on Deadline for Payment of Personal Property Taxes And Vehicle Decals – ***Enclosed*** is a memo describing problems with the current February 15 deadline for payment of personal property taxes and vehicle decals, as well as options for moving the due date to a proposed date of October 15.
- c. Appointments- The following appointments are requested to be considered in closed session:
  1. Workforce Investment Board – Ethan Allen has not returned my calls in trying to provide a nomination. I have however, spoken to Greg Ritter, Human Resource Manager for Xaloy, who has agreed to serve.
  2. Library Board – A vacancy on the Board exists due to the resignation of Sharon Taylor. See ***enclosed*** correspondence from Library Board Chairman Joe Reed.
  3. Industrial Development Authority – The terms of Dan Bell and Jon Wyatt expire September 18, 2001. They are eligible for reappointment.
- d. Scheduling of County Administrator Evaluation – Scheduling a date and time for my evaluation is requested. In the past, Mr. McCarthy has hosted an informal dinner at his home on the lake.

PMH/gh

August 20, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Items of Consent

- a. Minutes of July 23, 2001 – See ***enclosed***.
- b. Accounts Payable – See ***enclosed***.
- c. Appropriations and Transfers – See ***enclosed*** information for appropriations and transfers as follows:
  - ◆ Interoffice Transfers #2 - \$69,861.78
  - ◆ General Fund Appropriations #2 - \$164,732.04; #3 - \$9,942.00; & #4 - \$6,708.31
  - ◆ REMSI Fund Appropriation #3 - \$30,538
- d. Ratification:
  1. Change Orders – There are no change orders at this time.
  2. Agreements, Grants, & Other
    - a. Wampler Fireworks Permit- Ratification of administrative approval of issuance of a fireworks permit for the Wampler reunion is recommended.
    - b. NRV Community Services Board Performance Contract FY 02 - Approval of the ***enclosed*** state Performance Contract is recommended.
- e. Personnel Changes – ***Enclosed*** is an update of recent personnel changes as prepared by Ms. Burchett.

- f. Scheduling of Public Hearing on Carryover Funds from FY 01- The Board of Supervisors will need to schedule a public hearing next month for the appropriation of carry over funds since these funds will exceed \$500,000. As you know, Section 15.2-2507 requires a public hearing if additional appropriations approved at any one single meeting of the Board exceed 1% of the total budget or are \$500,000 or more. Carry over funds from Randolph Park will need to be included and other capital projects funds that were not completed as of June 30, 2001. In addition, the School Board may be requesting \$50,000 in left over monies from FY 01.
- g. Carry Over Policy – As reported in the August 3 weekly update, adoption of the enclosed policy is recommended.
- h. Hunting on Cloyd's Mountain Landfill - We have begun receiving inquiries as to the availability of hunting permits on Cloyds Mountain. I recommend closing the property to hunting altogether based on personal safety concerns, potential damage to the leachate collection system at the site, lack of suitable parking, administrative time involved with issuing licenses, potential for hunters to trespass onto adjacent properties, and the recommendation of our insurance carrier.
- i. Juvenile and Domestic Relations Court Copier - Judge Chitwood has requested, and staff has obtained, pricing for a new copier to be located in the Clerks office at an estimated cost of \$2,550 for the first year and \$603 annually thereafter. Staff has confirmed need for the unit. We are also asking for possible assistance from the state in making this purchase and may have additional information to share at the Board meeting. Otherwise, approval of an appropriation for this purpose is recommended.
- j. Randolph Park Pool After School Hours of Operation - Park Manager Anthony Akers requests the Board approve the following after school hours of operation for the pool only:

Monday – 3:00 p.m. – 7:00 p.m.

Tuesday, Wednesday, Thursday, Friday – 4:00 p.m. – 7:00 p.m.

Saturday – 11:00 a.m. – 7:00 p.m. (Unchanged from present hours)

Sunday – 1:00 p.m. – 6:00 p.m. (Unchanged from present hours)

After Labor Day: The pool will be closed on weekdays and only open from 11:00 a.m. to 7:00 p.m. on Saturdays and 1:00 p.m. to 6:00 p.m. on Sundays through the last weekend of September. Mr. Akers expects to close the pool on September 30; however, this could occur earlier, depending upon public participation on the weekends prior to September 30. There will be no change in hours during which the Park itself will be open.

- k. Sale of REMSI/Pulaski County Lifesaving Crew Surplus Vehicle – Authorization is requested returning title to a 1980's vintage crash truck donated to the Pulaski County Lifesaving Crew by Volvo. See ***enclosed*** letter. The vehicle was titled to the Board of Supervisors for insurance and has been declared surplus by both REMSI and the Lifesaving Crew. The crew has an offer by Jim Jones to purchase the vehicle for \$7,500.
- l. Hotel Feasibility Study – Sponsorship of up to \$6,500 toward the cost of a hotel feasibility study is recommended with the stipulation that the results of the study be shared with other developers and that the study include all areas of the county.
- m. Office on Youth Expansion to Snowville – Office on Youth Director Akers recommends initiation of a youth activity after school program at Snowville Elementary School sponsored by the Pulaski County Office on Youth. The program would be financially self-supporting and has received strong support from area residents. Use of the school building has been approved by the School Board and would be staffed by properly screened volunteers from within the community.
- n. Dublin Library Exterior/Interior Improvements- ***Enclosed*** is a request from Dot Ogburn requesting continued carryover of funds originally budgeted for painting the Pulaski Library. Tentative approval is recommended at this time in order to allow for exterior work to begin as soon as possible. This and other carryover funding will be placed on the September agenda as a group for appropriation following the required public hearing.
- o. Endorsement of Founders of American Communities program – Endorsement of state funding for this tourism initiative is recommended as further described in the ***enclosed*** letter.

PMH/gh

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August 20, 2001

TO: Board of Supervisors  
FROM: Peter Huber, County Administrator  
SUBJECT: Closed Meeting – 2.1-344.A.1.3.5.7

A closed meeting is requested pursuant to Section 2.1-344.A.1.3.5.7 of the 1950 Code of Virginia, as amended, to discuss personnel, legal, land acquisition/disposition, and prospective industry matters. ***Enclosed*** is a draft resolution to enter the closed meeting on recommended matters, as follows:

Property Disposition or Acquisition:

- ◆ Acquisition of School Site – The School Board has recommended the purchase of the Huff property as the site for the replacement Claremont School. Authorization to enter into negotiations with the property owner is requested, as is application for Literary Fund loan following acquisition of the property. Concurrently, it is recommended that two board members be appointed to work with two school board members and the respective administrators in working through a long-term plan to address other school construction and property acquisition needs.
- ◆ Property Purchase by Industrial Developer – We have been approached by a firm having a possible interest in the acquisition and upgrade of the Pulaski County shell building or a vacant site in Pulaski County River Pointe (formerly the New River Industrial Park) for the purpose of constructing a manufacturing building. Their plan would be to purchase, upgrade and market the building for a period of three years. They are asking for a commitment from the community to assume their costs in the project should the building remain unsold after three years. I have responded that the concept would be most likely to be accepted with the assumption of some risk on the part of the developer.

Personnel:

- ◆ Joint Hiring of Public Relations Employee – Following a discussion by the Pulaski Encouraging Progress Steering Committee regarding recent publicity regarding unemployment rates in Pulaski County and subsequent discussion of the matter at the intergovernmental picnic, joint hiring (either through use of a graduate intern or full time employment) of a public relations director by the County and both towns is proposed for the consideration of the Board.

Prospective Industry:

- ◆ Transfer of Corporate Center Property to the IDA - Approval of the sale through transfer to the IDA of 3 to 5 acres is recommended. The transfer would enable the sale of this property to Mr. Randy Carver for the purpose of establishing a 17,000 square-foot manufacturing facility employing six to eleven persons. Mr. Carver is still evaluating other location options. Particular attention should be paid to the confidentiality of this transaction as Mr. Carver's facility is located in the City of Radford.

Legal Matters:

- ◆ None

PMH/gh

## CLOSED MEETING RESOLUTION

A closed meeting is requested pursuant to Section 2.1-344.A.1.3.5.7 of the 1950 Code of Virginia, as amended, to discuss personnel, legal, land acquisition/disposition, and prospective industry matters.

The following motion is suggested for a closed meeting at the August 27, 2001 Board of Supervisors meeting:

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_ and carried, that the Board of Supervisors enter closed session for discussion of the following:

Property Disposition or Acquisition – Pursuant to Virginia Code Section 2.1-344(A)3 discussion for consideration of the disposition or acquisition of publicly held property regarding:

- ◆ Acquisition of School Site
- ◆ Property Purchase by Industrial Developer

Personnel – Pursuant to Virginia Code Section 2.1-344(A)1 discussion for consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of public officers, appointees or employees, regarding:

- ◆ Joint Hiring of a Public Relations Employee

Prospective Industry – Pursuant to Virginia Code Section 2.1-344(A)5 discussion concerning a prospective business or industry, or the expansion of an existing business and industry, where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

- ◆ Transfer of Corporate Center Property to the IDA

Legal Matters – Pursuant to Virginia Code Section 2.1-344(A)7 consultation with legal counsels and briefing by staff for discussion of specific legal matters and matters subject to probable litigation regarding:

- ◆ None

Voting yes: \_\_\_\_\_

Voting no: \_\_\_\_\_

Abstaining: \_\_\_\_\_

Not present: \_\_\_\_\_