

REVISED ORDER

- Citizens comments are included on each regular monthly meeting agenda. No prior appointment is necessary to speak during the citizen comments times.
- To speak on a particular agenda item, advise the attendant at the door.
- To place an item on the Board's agenda, please notify the County Administrator's Office at least ten days prior to the Board meeting.
- Any citizen concern can be communicated to the County Administrator by calling 980-7705 from 7:30 a.m. to 5:00 p.m. weekdays. All citizen complaints are recorded and responded to as soon as possible.

WHEN SPEAKING BEFORE THE BOARD, PLEASE COME TO THE PODIUM AND GIVE YOUR NAME.

BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS

Regular Meeting
Mon., Nov. 26, 2001
7:00 p.m.

ITEM	PRESENTED BY
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7:00 p.m.

1. Invocation

Rev. David Hoover, Pulaski
Christian Church

2. Recognition of Melinda Worrell and Mike Conner

3. Additions to Agenda

7:10 p.m.

4. Highway Matters:

a. Follow-up from Previous Board meeting

1. Rural Addition Status Report
2. Request for Speed Study on Rt. 633, Powell Avenue
3. Request for Speed Limit Posting, Rt. 755, Depot Road
4. Request for Speed Limit Sign (25 mph) on Winding Way Drive
5. Request for Speed Study on Rt. 711, Mines Road
6. Request for Cutting of Banks on road just off of Rt. 731, Bob Robert Lane

b. Adoption of Six Year Secondary Road Improvements Plan

c. Radford Area, Including Fairlawn, Draft 2020 Transportation Plan

d. Board of Supervisors Concerns

e. Citizen Concerns

7:40 p.m.

5. Treasurer's Report

8:00 p.m.

6. Citizens' Comments

7. Public Hearings:

- a. Funding of Sewer Line Installation to Orchard Hills/
Vista Subdivision (Dublin Vicinity) & Rolling Hills
Subdivision (Dublin Vicinity)
- b. A rezoning request by Donald Lee Meredith from Residential
(R1) to Commercial (CM1) on property identified by tax map
no. 038-007-0000-0003, 4, located at 7191 Lee Hwy., Cloyd District.
- c. A rezoning request by Hazel S. Cline (Life Estate) from Residential
(R1) to Agricultural (A1) on property identified by tax map no.
066-001-0000-0048, (6.8000 acres), located at 6315 Whities Ln,
Ingles District.
- d. A request by J. W. Gravely for a Special Use Permit to allow a
manufactured home for a storage building on property owned by
William David Gravely, identified on Pulaski County real estate
records as tax map parcel 007-001-0000-0022, zoned Residential
(R1), (2.5900 acres), located at 6457 Parrott Mountain Road
(Rt. 606), Cloyd District.

9:30 p.m.

8. Reports from the County Administrator & Staff:

- a. Community Services Board Report
- b. Key Activity Timetable
- c. Property Cleanup Discussions
- d. Appointments:
 1. Cable TV Advisory Committee
 2. Library Board
 3. New River Resource Authority
 4. Peppers Ferry Regional Wastewater Treatment Authority
 5. Southwest Virginia Economic Development Financing
 6. Pulaski Encouraging Progress Chairman

9. Items of Consent:

- a. Minutes of October 22, 2001
- b. Accounts Payable

- c. Appropriations & Transfers:
 - 1. Interoffice Transfer #5 - \$47,337.12
 - 2. Appropriations & Transfers:
 - a. General Fund #8 - \$19,827.90
 - b. Capital Improvement Fund #3 - \$12,504.00
 - c. School Fund #1 - \$465,653.17
 - d. REMSI Transfer #1 - \$0
 - e. Additional Appropriation for Sheriff's Vehicles
- d. Ratification:
 - 1. Change Orders:
 - 2. Agreements, Grants, & Other:
 - a. McNeil Roofing and Sheet Metal Contract
 - b. Professional Services Agreement with Virtual IT – Data Processing Needs Assessment Study
 - c. DMV Grant – Sheriff's Dept. - \$10,000
 - d. AEP Easement at Pump Station Along Bagging Plant Road
 - e. Section 125 Administrative Services Agreement
- e. Contract Approvals:
 - 1. Anderson & Associates Proposal for GIS Training Services
 - 2. AEP Agreement for Placement of Sign
 - 3. Virginia Trane Service Agreement
- f. Personnel Changes
- g. Blue Ridge Travel Association Request
- h. Virginia Shell Building Initiative Loan Amendment
- i. Legislative Items - 2002
- j. Sheriff's Department Replacement Vehicles
- k. Fiscal Year 2001 Two-For-Life Payment
- l. Overtime Policy
- m. Architectural/Engineering Services – Elevator Installation at County Administration Building
- n. Acceptance of 2001 Election Results
- o. Cooperative Agreement for Allisonia Landing on the New River
- p. Scheduling of Public Hearing on T-21 Grant Application
- q. Board Picture
- r. Purchase of Administrative Vehicle
- s. Financial Disclosure Forms

10. Citizen Comments

11. Other Matters from Supervisors

12. Closed Meeting –2.2-3711.A.1.3.5.7

13. Adjournment

November 19, 2001

TO: Board of Supervisors
FROM: Peter M. Huber, County Administrator
SUBJECT: Public Hearings

- a. Funding of Sewer Line Installation to Orchard Hills/ Vista Subdivision (Dublin Vicinity) & Rolling Hills Subdivision (Dublin Vicinity) – A public hearing has been scheduled to consider application for funding with the USDA Rural Development for funding of sewer line installation as noted in the enclosed public hearing notice. Rural Development requires a public hearing be held prior to approving loan or grant funds.
- b. A rezoning request by Donald Lee Meredith from Residential (R1) to Commercial (CM1) on property identified by tax map no. 038-007-0000-0003, 4, located at 7191 Lee Hwy., Cloyd District. – A public hearing has been scheduled to consider the above request; however, this matter was tabled by the Planning Commission to its December 11 meeting to allow the staff to meet with the applicant to discuss site conditions. Since the hearing has been advertised, staff recommends accepting comments.
- c. A rezoning request by Hazel S. Cline (Life Estate) from Residential (R1) to Agricultural (A1) on property identified by tax map no. 066-001-0000-0048, (6.8000 acres), located at 6315 Whities Ln, Ingles District. – A public hearing has been scheduled to consider the above request; however, the applicant has withdrawn the application to allow applicant to discuss possible rezoning with neighbor. Since the hearing has been advertised, staff recommends accepting comments.
- d. A request by J. W. Gravely for a Special Use Permit to allow a manufactured home for a storage building on property owned by William David Gravely, identified on Pulaski County real estate records as tax map parcel 007-001-0000-0022, zoned Residential (R1), (2.5900 acres), located at 6457 Parrott Mountain Road (Rt. 606), Cloyd District. – A public hearing has been scheduled to consider the above request. See enclosed documentation. The Planning Commission recommends denial.

PMH/gh

November 19, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Highway Matters

- a. Follow-up from Previous Board meeting
1. Rural Addition Status Report - *Enclosed* is an update of the Rural Additions Progress Report.
 2. Request for Speed Study on Rt. 633, Powell Avenue – The Board requested a speed study be conducted. VDOT may have an update to provide the Board.
 3. Request for Speed Limit Posting, Rt. 755, Depot Road - The Board requested a speed study be conducted. VDOT may have an update to provide the Board.
 4. Request for Speed Limit Sign (25 mph) on Winding Way Drive – At its October meeting, the Board requested a formal speed study be conducted. VDOT may have an update to provide the Board.
 5. Request for Speed Study on Rt. 711, Mines Road – VDOT was requested to conduct an informal speed study and may have an update to provide the Board.
 6. Request for Cutting of Banks on road just off of Rt. 731, Bob Robert Lane – VDOT was requested to review the request and provide an update to the Board.
- b. Adoption of Six Year Secondary Road Improvements Plan – A public hearing was conducted at the October Board meeting. We have requested from VDOT, and enclosed if received in time, a copy of the draft plan. Should the plan not be received at the time this packet is prepared, we hope to provide the Board with a draft in the November 21 weekly update.

- c. Radford Area, Including Fairlawn, Draft 2020 Transportation Plan – VDOT has asked for an endorsement of the plan by the Board of Supervisors. A large-scale map and copies of the plan were previously provided to the Board.

PMH/gh

cc: John Thompson, Assistant Resident Engineer

November 19, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Community Services Board Report - Ms. Sue Thompson has requested the opportunity, as the county's representative, to brief the Board of Supervisors regarding current Community Services Board related issues.
- b. Key Activity Timetable – Enclosed is an updated Key Activity Timetable.
- c. Property Cleanup Discussions – Mr. Tickner has been working with the owners of the remaining Gallimore properties in Shiloh and progress is being made. Mr. Tickner plans to include a report in the November 21 weekly update. This report is a follow-up to previous action on these properties by the Board. We would like to hear any concerns regarding these efforts.

In addition to hearing any concerns Board members may have regarding these specific properties, I would like to suggest modification of current enforcement methods in order to use the court system to enforce property maintenance standards and direct forced clean-ups where necessary. Use of the courts by Bobby Lorton for litter and junk car complaints has resulted in several fines. Similar enforcement of property maintenance standards would require adoption of the Virginia Property Maintenance Code. The administrative section of this code is enclosed. Mr. Norman Crumpton, with the Virginia Department of Housing and Community Development, has verbally confirmed that the possibility exists for exclusion of portions of the Virginia Property Maintenance Code. Enclosed are five draft ordinances providing options for various levels of adoption. The proposed change would eliminate the need for the Board to directly enforce clean-up efforts. Since previous consideration of this matter by the Board, the State has modified the standards to eliminate the need for indoor plumbing in order to meet Section 2901.1 of the code.

d. Appointments:

1. Cable TV Advisory Committee- Terms expire on December 31, 2001 for Ralph Bowman, Thomas Lillard, Tom McCarthy, Benny Skeens and Charles Stewart. All have been active members of the committee which has been effective in addressing Cable TV related issues. Because of the convergence of cable, internet and cellular phone issues, changing the name and focus of the committee to address all telecommunications matters is recommended.
2. Library Board – The term of Board members Joe Reed expires December 31, 2001. Due to his serving two terms, he is not eligible for reappointment. Therefore, an appointment is needed.
3. NRRA – The term of Mr. Sheffey expires December 31, 2001. He is eligible for reappointment.
4. PFRWTA – The terms of Mr. Cook and Ron Coake expire December 31, 2001. Both are eligible for reappointment.
5. SWV Economic Development Financing – The term of Dallas Cox expires December 31, 2001. He is eligible for reappointment.
6. Pulaski Encouraging Progress Chairman – Wayne Carpenter has agreed to serve as Chairman of the PEP Steering Committee. In the past, the Board has been given the opportunity to concur or disagree with this appointment.

I would like to suggest the Board consider conducting a general solicitation for residents interested in serving on various boards. The purpose of the list would be to identify interested residents and determine their specific interests. This list may be of assistance to the Board in selecting persons to serve, but would not be binding. It would also give the Board a reasonable assurance that those appointed would be willing to serve.

PMH/gh

November 19, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Items of Consent

- a. Minutes of October 26, 2001 – See enclosed.
- b. Accounts Payable – See enclosed.
- c. Appropriations & Transfers – See enclosed transfers and appropriations for the following:
 1. Interoffice Transfer #5 - \$47,337.12
 2. Appropriations & Transfers:
 - a. General Fund #8 - \$19,827.90
 - b. Capital Improvement Fund #3 - \$12,504.00
 - c. School Fund #1 - \$465,653.17
 - d. REMSI Transfer #1 - \$0
 - e. Additional Appropriation for Sheriff's Vehicles
- d. Ratification:
 1. Change Orders – There are no change orders at this time.
 2. Agreements, Grants, & Other:
 - a. McNeil Roofing and Sheet Metal Contract – Ratification of the enclosed Notice of Award and related contract with McNeil Roofing for installation of the roof of the Randolph Park concession/announcers stand is recommended in the amount of \$35,000.

- b. Professional Services Agreement with Virtual IT – Data Processing Needs Assessment Study – Ratification of the enclosed agreement, at a not to exceed cost of \$27,700, is recommended. This study should provide the basis for any future hardware and software needs over the next five years.
 - c. DMV Grant – Sheriff’s Dept. – Ratification of the enclosed \$10,000 safety grant application is recommended. Local match is not required and the funds will be used for overtime salaries (\$6,000) and police equipment (\$4,000).
 - d. AEP Easement at Pump Station Along Bagging Plant Road – Ratification of the enclosed easement is recommended allowing the location of a new pole in the vicinity of the sewer pump station on Bagging Plant road in order to serve the new subdivision.
 - e. Section 125 Administrative Services Agreement- Ratification is requested of the enclosed agreement for the continued use of Hunt, DuPree, Rhine & Associates, Inc. for the administrative services provided for the county’s employee flexible benefits plan (cafeteria plan). The amount quoted does reflect a slight increase in the cost for the preparation of the Annual Form 5500 from \$250.00 per year to \$300.00, and an additional .10 per participant per month enrolled in the spending accounts (medical and day care spending accounts).
- e. Contract Approvals:
- 1. Anderson & Associates Proposal for GIS Training Services – Approval of the enclosed agreement with Anderson and Associates for training services is recommended. Currently, use of the GIS is limited to the Building Department and Commissioner’s office. In addition, records are not being routinely updated and file linkages to 911 addresses are inaccurate. Training provided by Anderson and Associates will enable the Planning District and county staff the guidance needed to implement these changes in accordance with upgraded software. Training and implementation costs would be funded through the existing 911 budget.
 - 2. American Electric Power (AEP) Agreement for Placement of Sign – Approval of the enclosed agreement for placement of a sign on AEP property along I81, just after entering Pulaski County from the east, is recommended.
 - 3. Virginia Trane Service Agreement – Staff recommends approval of the enclosed proposal by Virginia Trane to provide service support for the Pulaski County courthouses equipment.

- f. Personnel Changes- *Enclosed* is an update of recent personnel changes as prepared by Ms. Burchett.
- g. Blue Ridge Travel Association Request – The Blue Ridge Travel Association has requested a \$500 contribution toward regional tourism marketing efforts. Since the requested contribution is modest and a strong regional effort will complement the establishment of a local visitor center, approval is recommended.
- h. Virginia Shell Building Initiative Loan Amendment- *Enclosed* is correspondence from the Virginia Economic Development Partnership offering an extension of the original agreement for the Virginia Shell Building Initiative Loan through January 15, 2002. As described in the letter, interest cost between September 20 and January 15 will increase from 4.14 to 6.14 percent. I recommend acceptance of this offer while arrangements are made to pay off the debt. Currently, the county collects interest in the amount of 1.49 percent, or 4.65 percent less than interest, which would be paid on the loan. Paying off the loan would save the county \$186.85 per day. Ms. Tickle concurs with this recommendation.
- i. Legislative Items – 2002- Any legislative issues can be discussed by the Board. The *enclosed* memorandum was received from Senator Madison Marye requesting any proposed legislation be presented to his office no later than December 3. Delegate-Elect Dave Nutter has also contacted me regarding issues the Board would like to have addressed by the General Assembly. The following were legislative issues submitted by the Board for the 2001 legislative session:
1. Shifting of costs from the state to localities while local taxing ability is restricted;
 2. Keep commitment for state funding for the proposed “Center for Excellence” training facility.
 3. Assist localities in addressing serious school construction needs.
 4. Funding for the construction of the New River Valley Technology Magnet School.
 5. Implementation of the Virginia Association of Counties/Virginia Municipal League proposed plan for sharing of state income tax revenue as a means of addressing these and local financial needs.
- j. Sheriff’s Department Replacement Vehicles – *Enclosed* is a memorandum from Mr. Mayberry explaining the Sheriff’s vehicle replacement schedule, as well as a recommendation for the purchasing of five new cars from Johnson Ford in Hillsville. Approval is recommended as is the appropriation of an additional \$12,214.
- k. Fiscal Year 2001 Two-For-Life Payment - Acceptance of the Fiscal Year 2001 Two-For-Life payment in the amount of \$15,228.50 is recommended. *Enclosed* is correspondence from the State Office of Emergency Medical Services explaining the Two-For-Life Program.

- i. Overtime Policy – Following the conversion of all full-time county employees to a salaried basis, there remains a variety of discrepancies regarding compensation for overtime worked. The following policy provides a logical basis for compensation based on the impact of required overtime on personal plans. Overtime pay would be restricted to work on holidays and situations where employees are given less than 24 hours notice:

Compensatory Time

Employees having more than 24 hours notice prior to a work assignment will be compensated for their time through the use of compensatory time. If the employee has worked more than 40 hours that week, compensatory time will be earned at 1.5 times the number of additional hours worked. Otherwise, the amount of compensatory time will be equal to the number of additional hours worked. Regardless of the amount of notice given, employees required to work on a holiday will be compensated through overtime pay.

Overtime Pay

Employees having less than 24 hours notice prior to a work assignment or having to work on a holiday will be compensated through their choice of overtime pay or compensatory time. If the employee has worked more than 40 hours that week, overtime will be paid at 1.5 times the number of additional hours worked. Otherwise, overtime will be paid in an amount equal to the number of additional hours worked. Overtime paid for working on a holiday will be in addition to holiday pay. Overtime will be paid on the 15th of the month following the additional hours worked.

Neither of these policies will affect current on-call procedures or compensation.

- m. Architectural/Engineering Services – Elevator Installation at County Administration Building – Approval of the enclosed proposal by Architect Thomas A. Douthat for installation of the County Administration Building elevator is recommended based on the relatively minor size of the project and the proximity of his firm to the Administration building.
- n. Acceptance of 2001 Election Results - Registrar Kathy Webb has provided the enclosed Abstract of Votes from the recent elections. She further advises a copy of the Abstract of Votes is required to be recorded in the minutes of a Board of Supervisors meeting. Acceptance of the results and subsequent entry into the minutes is recommended.

- o. Cooperative Agreement for Allisonia Landing on the New River- Approval of the enclosed agreement for improvements to the existing boating access is recommended. All work required of the county under this agreement has been completed. Unlike the current agreement regarding the Hidden Valley boat ramp, the proposed agreement calls for maintenance to be the full responsibility of the Virginia Department of Game and Inland Fisheries.
- p. Scheduling of Public Hearing on T-21 Grant Application - Scheduling of a public hearing at the December meeting for T-21 grant application is recommended.
- q. Board Picture – We do not have a photograph of the current Board and suggest scheduling of a photograph at the December meeting for display in the administration building and on the internet.
- r. Purchase of Administrative Vehicle – Enclosed is a listing of vehicles offered for sale, as well as an analysis prepared by Mr. Doug Mayberry, Director of Fleet Maintenance. As noted by Mr. Mayberry, the best values are in a 2001 Chevrolet Lumina with 16,151 miles for \$10,897, or in a new four-wheel drive 2002 Jeep Liberty for \$21,180. Based on the significant additional cost for a four-wheel drive and anticipated higher fuel mileage of the sedan, purchase from Harvey's of the 2001 Chevrolet Lumina with 16,151 miles at a cost of \$10,897 with a corresponding budget appropriation is recommended.

PMH/gh

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November 19, 2001

TO: Board of Supervisors
FROM: Peter Huber, County Administrator
SUBJECT: Closed Meeting – 2.2-3711.A.1.3.5.7

A closed meeting is requested pursuant to Section 2.2-3711.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:

- ◆ School Site Acquisition – Discussions with Mr. Huff indicates he is willing to sell 20 acres with frontage on both Route 11 and Morehead Lane for \$10,000 per acre on the basis that the county would pay \$94,000 toward the cost of extending Town of Pulaski sewer service. This expense represents Mr. Huff's portion of sewer costs as called for in an agreement he has with the Town of Pulaski as part of the annexation of his property. The net cost of the land including water and sewer service would be \$14,700 per acre, which is comparable to the cost of industrial property sold by the County.

Personnel:

- ◆ Appointments:
 1. Cable TV Advisory Committee- Terms expire on December 31, 2001 for Ralph Bowman, Thomas Lillard, Tom McCarthy, Benny Skeens and Charles Stewart. All have been active members of the committee which has been effective in addressing Cable TV related issues. Because of the convergence of cable, internet and cellular phone issues, changing the name and focus of the committee to address all telecommunications matters is recommended.

2. Library Board – The term of Board members Joe Reed expires December 31, 2001. Due to his serving two terms, he is not eligible for reappointment. Therefore, an appointment is needed.
3. NRRA – The term of Mr. Sheffey expires December 31, 2001. He is eligible for reappointment.
4. PFRWTA – The terms of Mr. Cook and Ron Coake expire December 31, 2001. Both are eligible for reappointment.
5. SWV Economic Development Financing – The term of Dallas Cox expires December 31, 2001. He is eligible for reappointment.
6. Pulaski Encouraging Progress Chairman – Wayne Carpenter has agreed to serve as Chairman of the PEP Steering Committee. In the past, the Board has been given the opportunity to concur or disagree with this appointment.

Prospective Industry:

- ◆ None

Legal Matters:

- ◆ None

CLOSED MEETING RESOLUTION

A closed meeting is requested pursuant to Section 2.2-3711.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 November 26, 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 2.2-3711(A)3 discussion for consideration of the disposition or acquisition of publicly held property regarding:

- ◆ School Site Acquisition

Personnel – Pursuant to Virginia Code Section 2.2-3711(A)1 discussion for consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of public officers, appointees or employees, regarding:

- ◆ Appointments

Prospective Industry – Pursuant to Virginia Code Section 2.2-3711(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.

- ◆ None

Legal Matters – Pursuant to Virginia Code Section 2.2-3711(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: _____

