

**BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS**

**Regular Meeting
Mon., Dec. 17, 2001
7:00 p.m.**

FOLLOW-UP ACTION	KEY STAFF
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1. Invocation

2. Additions to Agenda
(Prospect report given)

(Resolution to Dave Hillman presented – Prepare and mail framed original)

Ms. Safewright

3. Public Hearings:

a. 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. (Approved rezoning, with proffers to cleanup property and meet VDOT requirements, per Planning Commission recommendation – Notify applicant)

Ms. Taylor

b. A rezoning request by **C. R. Dalton** from Residential (R1) to Residential (R3) or Agricultural (A1) to allow a two-family detached dwelling on property identified by tax map no. 076-001-0000-077A, (.6887 acres), located at 4696 Shelburne Rd., Ingles District. (Timeline of actions to be developed prior to January Board meeting – Tabled to January 28 Board agenda due to error in advertisement)

Mr. Tickner/
Ms. Hanks

c. A request for a Special Use Permit by **Verl Ann O. Murphy** to exceed the ¼ cove width requirement for a dock, on property identified as tax parcel 092-001-0000-0010, (218.0000 acres), zoned Agricultural (A-1), located at 2900 Miller Owens Rd., Draper District. (Approved SUP, as recommended by Planning Commission, with the condition that if the property is subdivided, then the dock will be brought into conformance – Notify applicant)

Ms. Taylor

- d. Transportation Enhancement Act (TEA21) for funding of pedestrian walkways, streetlights, trees and signage along and in the vicinity of Route 100.

(Approved submitting an application to include installation of streetlights along Route 100 from Travelers Way to New River Community College, installation of welcome signs also along Route 100 and construction of a pedestrian walkway from the Visitor's Center to Newbern – Provide recent water and sewer study to Board members via weekly update - Clarify possible use of median for sewer and water line)

Mr. Coake
Mr. Stancill

4. Highway Matters:

VDOT (unless noted otherwise)

a. Follow-up from Previous Board meeting:

1. Request for Speed Study on Rt. 633, Powell Avenue

(Under review by VDOT – Place update on January Board agenda)

Ms. Hanks

2. Request for Speed Limit Posting, Rt. 755, Depot Road
(Under review by VDOT – Place update on January Board agenda)

Ms. Hanks

3. Request for Speed Limit Sign (25 mph) on Winding Way Drive

(Under review by VDOT – Place update on January Board agenda)

Ms. Hanks

4. Speed Study – Mason Vaughan Blvd.

(Under review by VDOT – Place update on January Board agenda)

Ms. Hanks

5. Informal Speed Study – Alexander Drive

(Under review by VDOT – Place update on January Board agenda)

Ms. Hanks

6. Traveler's Way – Possible Rural Addition

(VDOT advised not eligible due to ownership – VDOT and staff to confirm property ownership and place update on January Board agenda)

Ms. Hanks

- b. Accounts Payable
(Approved) Ms. Spence
- c. Appropriations & Transfers:
 1. Interoffice Transfer #6 - \$37,588.22
 2. Appropriations & Transfers:
 a. General Fund #9 - \$10,708.00
 b. Capital Improvement Fund #4 - \$14,497.00
 (Approved) Ms. Burchett
- d. Ratification:
 1. Change Orders
 2. Agreements, Grants, & Other:
 ♦ Building Usage Application – DPI
 (Ratified administrative approval)
- e. Contract Approvals:
 1. Chamber of Commerce Visitor’s Center Agreement
 (Approved – Arrange for execution of agreement) Ms. Hanks
 2. Cleaning Services Contract
 (Approved staff recommendation of hiring 8
 part-time county employees to perform work) Ms. Burchett/
 Mr. Huber
- f. Personnel Changes
(Reviewed)
- g. Employee Request for Leave Without Pay
(Approved – Notify employee) Ms. Burchett/
 Mr. Mayberry
- h. Drug Testing Policy
 (Tabled for revisions to include certified laboratory
 testing and specific language to be added on negative
 test results – Staff requested to obtain a copy of
 RAAP policy) Ms. Burchett
- i. Randolph Park Signage Donation
 (Accepted donation of park signage – Arrange for signage) Mr. Akers
- j. Environmental Management System
 (Accepted staff recommendation to decline participation
 and initiate discussion with other jurisdictions regarding
 a regional approach) Mr. Huber

k. NRCC Memorandum of Agreement
(Approved – Arrange for execution of agreement) Ms. Hanks

l. Resolution of Appreciation – Dave Hillman, U. S. Customs Officer
(Approved as noted above)

9. Citizen Comments
(None)

10. Other Matters from Supervisors
(None)

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

Acquisition of Claremont School Site Replacement
(Request participation from town in form of waiver of
\$94,000 cost of sewer)

Mr. Huber

(Initiate study for reuse of Renfro building)

Mr. Huber

Recreation Merger
(Anthony Akers and Recreation Commission to develop
budget, establish programs and hire staff for county-wide
recreation – Confirm town participation at \$200,000 for
three years)

Mr. Akers

Town of Pulaski Dispatching
(Procure study of dispatch center needs including radio
upgrades, staffing needs and space requirements)

Mr. Huber

Center for Excellence
(Support financing through IDA at no risk or
obligation to county)

Mr. Huber

12. Adjournment

December 10, 2001

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

- a. 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. - Due to the Planning Commission meeting being held after preparation of this packet, a recommendation cannot be made by the Planning Commission at this time, but will be submitted in the December 14 weekly update. ***Enclosed*** is information to date regarding this matter.
- b. A rezoning request by **C. R. Dalton** from Residential (R1) to Residential (R3) or Agricultural (A1) to allow a two-family detached dwelling on property identified by tax map no. 076-001-0000-077A, (.6887 acres), located at 4696 Shelburne Rd., Ingles District - Due to an error in the advertisement, it is requested this matter be tabled to the Board's January 28 meeting. However, it is recommended the Board receive citizen comments, since the public hearing has been advertised.
- c. A request for a Special Use Permit by **Verl Ann O. Murphy** to exceed the ¼ cove width requirement for a dock, on property identified as tax parcel 092-001-0000-0010, (218.0000 acres), zoned Agricultural (A-1), located at 2900 Miller Owens Rd., Draper District.- Due to the Planning Commission meeting being held after preparation of this packet, a recommendation cannot be made by the Planning Commission at this time, but will be submitted in the December 14 weekly update. ***Enclosed*** is information to date regarding this matter.
- d. Transportation Enhancement Act (TEA21) for funding of pedestrian walkways, streetlights, trees and signage along and in the vicinity of Route 100 – A public hearing has been scheduled to consider a grant application for TEA21 funding to be used as noted in the above. Items recommended for inclusion in the application are installation of streetlights along Route 100 from Travelers Way to New River Community College, installation of welcome signs also along Route 100 and construction of a pedestrian walkway from the Visitor's Center to Newbern. All of these items complement and enhance the effectiveness of the Visitor's Center. I am still waiting for a confirmation of the original \$125,000 AEP estimate for installation of the streetlights.

December 10, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Highway Matters

- a. Follow-up from Previous Board meeting
1. Request for Speed Study on Rt. 633, Powell Avenue – An update may be provided by the assistant resident engineer.
 2. Request for Speed Limit Posting, Rt. 755, Depot Road – An update may be provided by the assistant resident engineer.
 3. Request for Speed Limit Sign (25 mph) on Winding Way Drive – An update may be provided by the assistant resident engineer.
 4. Speed Study – Mason Vaughan Blvd. – A speed study was requested by the Board at its November 26 meeting. An update may be provided by the assistant resident engineer.
 5. Informal Speed Study – Alexander Drive – An informal speed study was requested by the Board at its November 26 meeting. An update may be provided by the assistant resident engineer.
 6. Traveler's Way – Possible Rural Addition – VDOT was requested to research what steps could be taken to have the road declared a rural addition. VDOT may have information to share.
- b. Rural Addition Status Report - ***Enclosed*** is an update of the Rural Additions Progress Report.
- PMH/gh
cc: John Thompson, Assistant Resident Engineer

December 10, 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.
- b. Appointments – Library Board – Ms. Marva Hickman has been invited to serve. Any response will be reported to the Board.

PMH/gh

December 10, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Items of Consent

- a. Minutes of November 26, 2001 – See ***enclosed***.
- b. Accounts Payable – See ***enclosed***.
- c. Appropriations & Transfers – See ***enclosed*** transfers and appropriations for the following:
 1. Interoffice Transfer #6 - \$37,588.22
 2. Appropriations & Transfers:
 - a. General Fund #9 - \$10,708.00
 - b. Capital Improvement Fund #4 - \$14,497.00
- d. Ratification:
 1. Change Orders – There are no change orders at this time.
 2. Agreements, Grants, & Other:
 - ♦ Building Usage Application – DPI – Ratification of a building usage application submitted by Downtown Pulaski, Inc. for use of the courthouse lawn on December 6 is requested.
- e. Contract Approvals:
 1. Chamber of Commerce Visitor's Center Agreement – Approval of the ***enclosed*** agreement is recommended. The agreement is similar to that used for the management of Randolph Park this past summer in that the management of the center is delegated to the Chamber director, but the county retains ultimate control of the employees.

2. Cleaning Services Contract – Ms. Burchett has solicited and received proposals to continue the current practice of contracting janitorial services. Prior to opening these proposals, we plan to estimate the cost of doing this work by hiring new employees in order to provide the Board with a comparative cost. We plan to include this comparison, as well as a recommendation for award of the cleaning services contract, in the weekly update for consideration by the Board at the December meeting.
- f. Personnel Changes- **Enclosed** is an update of recent personnel changes as prepared by Ms. Burchett.
 - g. Employee Request for Leave Without Pay- **Enclosed** is a request from Mr. Robert McKnight, a mechanic with the County Garage, requesting a leave of absence without pay not to exceed six months. Mr. McKnight has joined the United State Marine National Guard. Approval is recommended.
 - h. Drug Testing Policy - Adoption is recommended of the **enclosed** policy requiring drug testing at employment and anytime there has been a reportable accident. These tests would be in addition to the current policy requiring random testing of all commercial drivers.
 - i. Randolph Park Signage Donation – **Enclosed** is correspondence from Supervisor Fariss regarding the donation he is proposing for the Randolph Park signage. Acceptance of the proposal and donation is recommended.
 - j. Environmental Management System – **Enclosed** is a proposal from Bob Herbert with the Virginia Tech Center for Organizational and Technological Advancement for development of a detailed Environmental Management System at a cost of \$14,763. While I fully appreciate the need to address environmental concerns, my thinking is that the county may be better served by pooling this level of resources with other jurisdictions in the New River Valley to purchase environmental management and auditing services on a regional basis. The regional approach could address exposures from various regional efforts such as the landfill, sewage treatment, airport, jail, juvenile detention and Fairview Home. Thus, I am recommending that the county delay or decline participation in the Virginia Tech option and initiate a discussion with other jurisdictions regarding the regional approach. However, I can also see the benefit of the Virginia Tech approach and I have put the matter on the agenda should Board members wish to pursue this opportunity.
 - k. NRCC Memorandum of Agreement – **Enclosed** is a memorandum of agreement between New River Community College and Pulaski County. While no specific training programs are envisioned at this time, approval of the agreement would facilitate use of the Community College for training programs without having to pay out-of-state rates for employees who may have lived in the state for less than a year. I personally decline to make a recommendation regarding this matter due to a conflict with my wife's employment at the College.

- I. Resolution of Appreciation – Dave Hillman, U. S. Customs Officer - Adoption of a resolution of appreciation for Mr. Dave Hillman is recommended. Specific wording will be provided in the December 14 weekly update.

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December 10, 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:

- ◆ Acquisition of Claremont School Replacement – I have met with Gary Elander regarding a waiver by the Town of Pulaski of the sewer line installation charge. I am preparing a letter to Town Council regarding the matter and plan to include a copy in the weekly update.

In a related matter, I would like to update the Board regarding what has been verbal arrangements made by Joe Morgan to share the cost of this sewer line. The cost of installing this sewer line was planned as follows:

Total estimated cost of gravity line to Critzer pump station –	\$440,000
Town portion	\$160,000
County portion – County controls unincorporated portion of line	\$160,000
H.W. Huff total participation	\$120,000
H.W. Huff paid to date	\$ 26,000
H.W. Huff portion balance due	\$ 94,000

The ability to control sewer line usage outside the municipal boundary would need to be combined with the ability to transmit sewage through the town lines at no charge through a wheeling agreement. These options would provide the county with the ability to serve a large geographic area as shown on the ***enclosed*** map.

Personnel:

- ◆ Recreation Merger – ***Enclosed*** is an organizational chart describing how the merging of the Town of Pulaski Recreation Department would work to complement existing delinquency prevention programs under the supervision of Anthony Akers.
- ◆ Appointments - Library Board – Ms. Marva Hickman has been invited to serve. Any response will be reported to the Board.

Prospective Industry:

- ◆ None

Legal Matters:

- ◆ Intergovernmental Agreements – ***Enclosed*** is a report from Wally Cox to Dick Cranwell in response to the Board's meeting with Mr. Cranwell this summer regarding annexation issues.

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 December 17, 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:

- ◆ Acquisition of Claremont School Replacement

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:

- ◆ Recreation Merger
- ◆ Appointments – Library Board

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:

- ◆ Intergovernmental Agreements

Voting yes: _____

Voting no: _____

Abstaining: _____

Not present: _____