

BOARD OF SUPERVISORS MEETING MINUTES OF DECEMBER 15, 2003

At a regular meeting of the Pulaski County Board of Supervisors held on Monday, December 15, 2003 at 7:00 p.m. at the County Administration Building, Board Room, 143 Third Street, NW, in the Town of Pulaski, Virginia, the following members were present: Joseph L. Sheffey, Chairman; Bruce L. Fariss, Vice Chairman; Charles E. Cook; William E. "Eddie" Hale; and Frank R. Conner. Staff members present included: Peter M. Huber, County Administrator; Nancy M. Burchett, Assistant County Administrator; David Tickner, Community Development Director; Thomas J. McCarthy, Jr., County Attorney; and Gena T. Hanks, Executive Secretary.

1. Invocation

The invocation was delivered by Reverend Vickie Houk of Christ Episcopal Church.

1a. Resolution – Maynard H. Sayers, Commissioner of the Revenue

Chairman Sheffey recognized Commissioner of the Revenue Maynard Sayers for his 26 years service to Pulaski County and its citizens.

It was moved by Dr. Fariss, seconded by Mr. Conner and carried, that the following resolution be adopted:

**RESOLUTION OF APPRECIATION TO  
MAYNARD H. SAYERS  
COMMISSIONER OF THE REVENUE**

WHEREAS, **Maynard H. Sayers** has served the citizens of Pulaski County as Commissioner of the Revenue from January 1, 1976 through December 31, 2003; and

WHEREAS, **Maynard H. Sayers** provided an example of **EXCELLENCE** through selfless dedication of his many professional and personal talents; and

WHEREAS, **Maynard H. Sayer's VISION** led the County in supporting long-term solutions to major issues by serving on the Courthouses Committee, Business License Tax Committee and the Pulaski Encouraging Progress Sites and Buildings Committee; and

WHEREAS, **Maynard H. Sayers** showed unsurpassed cooperation and enthusiasm in working with all county offices and more particularly the Board of Supervisors and Treasurer; and

WHEREAS, **Maynard H. Sayers** demonstrated exceptional competence in understanding the complexity of the variety of personal and business tax assessments handled by the office of the Commissioner of the Revenue; and

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WHEREAS, **Maynard H. Sayers** demonstrated remarkable technical ability in working with the county computer system and used technology to institute a number of new public services and revenue sources without increasing staff; and

WHEREAS, **Maynard H. Sayers** is a model public servant always treating the public and staff with an attitude of respect and appreciation.

NOW THEREFORE BE IT RESOLVED, that the Pulaski County Board of Supervisors takes ***PRIDE*** in commending and recognizing the dedicated service of **Maynard H. Sayers** to the Board of Supervisors and the citizens of Pulaski County; and

BE IT FURTHER RESOLVED, that this Board of Supervisors does hereby extend to **Maynard H. Sayers** its best wishes for health and happiness in future years; and

BE IT FURTHER RESOLVED, that the text of this resolution be spread upon the minutes of the Board of Supervisors in permanent testimony of its appreciation of the service provided by **Maynard H. Sayers**.

Voting yes: Dr. Fariss, Mr. Cook, Mr. Sheffey, Mr. Hale, Mr. Conner.

Voting no: none.

2. Additions to Agenda

Mr. Huber advised any additional information would be presented at the appropriate time on the agenda.

3. Public Hearings

- a. A rezoning request by **David F. Helen C. Guynn and James Delano Guynn** from Residential (R1) to Rural Residential (RR), on property identified as tax map no. 080-001-0000-0072, 73, (3.300 acres), and 071-001-0000-0029, 30, (9.730 acres), located at 4060 & 4118 Pikes Pl., Robinson District.

Mr. Tickner explained the request and advised the Planning Commission recommended approval.

Chairman Sheffey opened the public hearing on this matter. There being no comments, the public hearing was closed.

It was moved by Mr. Conner, seconded by Dr. Fariss and carried, that the Board approve the request, as recommended by the Planning Commission.

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Voting yes: Dr. Fariss, Mr. Cook, Mr. Sheffey, Mr. Hale, Mr. Conner.  
Voting no: none.

- b. A request by **Kellas M. & Joyce C. White, Jr.** for a Special Use Permit (SUP) to allow setback variance, on property identified as tax map no. 056-001-0000-061A, located at 5313 Bagging Plant Rd., (Rt. 1030), Draper District.

Mr. Tickner explained the request and advised the Planning Commission recommended approval.

Chairman Sheffey opened the public hearing on this matter. Mr. E. W. Harless spoke in favor of the request. There being no further comments, the public hearing was closed.

It was moved by Dr. Fariss, seconded by Mr. Cook and carried, that the Board approve the request, as recommended by the Planning Commission.

Voting yes: Dr. Fariss, Mr. Cook, Mr. Sheffey, Mr. Hale, Mr. Conner.  
Voting no: none.

- c. Carryover Appropriations

Mr. Huber advised a public hearing had been scheduled as required under Section 15.2-2507 of the 1950 Code of Virginia, as amended, to consider carryover of funds exceeding \$500,000 as described in amendment below. Ms. Burchett describe the highlights of the staff recommendation.

Chairman Sheffey opened the public hearing on this matter. There being no comments, the public hearing was closed.

It was moved by Mr. Cook, seconded by Dr. Fariss and carried, that the Board approve the following budget amendment:

**REVENUES:**

**GENERAL FUND:**

**Revenue from Local Sources:**

Carry Over Balance FY 03	\$ 13,000.00
TOTAL GENERAL FUND	\$ 13,000.00

**SCHOOL FUND:**

**Revenue from Federal Grants:**

Federal Grant Carryover	\$ 911,703.40
Federal Grant New/Change FY 04	44,497.83

**Revenue from State Grants:**

State Grant New FY 04	275,057.00
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Revenue from Local Sources:

Charges for Education	112,789.33
Expenditure Refunds	48,205.23
Carry over Balance FY 03	<u>77,699.78</u>

TOTAL SCHOOL FUND \$1,469,952.57

SCHOOL CONSTRUCTION PROJECTS FUND:

Revenue from Local Sources:

Other Financing Sources	<u>\$8,000,000.00</u>
TOTAL SCHOOL CONSTRUCTION FUND	\$8,000,000.00

GOVERNOR'S SCHOOL FUND:

Revenues from Local Sources:

Local School Board Share	\$ 272,532.27
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Revenues from Commonwealth:

State Funding Governor's School	<u>312,020.00</u>
TOTAL GOVERNOR'S SCHOOL FUND	\$ 584,552.27

CAPITAL IMPROVEMENTS FUND:

Revenue from Local Sources:

GF Transfer (carry-over)	<u>\$1,003,803.00</u>
TOTAL CIP FUND	\$ 1,003,803.00

**GRAND TOTAL ALL FUNDS \$11,071,307.84**

**EXPENDITURES:**

GENERAL FUND:

General & Financial Administration	<u>\$ 13,000.00</u>
TOTAL GENERAL FUND	\$ 13,000.00

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SCHOOL FUND:

Federal Grant Programs	\$ 956,201.23
State Grant Programs	275,057.00
Classroom Instruction & Administration	<u>238,694.34</u>
TOTAL SCHOOL FUND	\$ 1,469,952.57

SCHOOL CONSTRUCTION:

New Elementary School Construction	<u>\$8,000,000.00</u>
TOTAL SCHOOL CONSTRUCTION	\$8,000,000.00

GOVERNOR'S SCHOOL FUND:

Regional Governor's School	<u>\$ 584,552.27</u>
TOTAL GOVERNOR'S SCHOOL FUND	\$ 584,552.27

CAPITAL IMPROVEMENTS FUND:

Capital Projects	<u>\$1,003,803.00</u>
TOTAL CIP FUND	\$1,003,803.00

**GRAND TOTAL ALL FUNDS                    \$11,071,307.84**

Voting yes: Dr. Fariss, Mr. Cook, Mr. Sheffey, Mr. Hale, Mr. Conner.  
Voting no: none.

4. Highway Matters:

The Board discussed the following highway matters with Virginia Department of Transportation (VDOT) Resident Engineer David Clarke. :

a. Follow-up from Previous Board Meeting:

1. Allisonia Bridge Alternative Access

Mr. Clark reported efforts are underway to determine the best option for repairing or replacing the bridge, with the cost to repair the bridge to be approximately \$300,000. Mr. Clark advised he expected VDOT to make a decision within the next month and would provide an update to the Board at its January 26 Board meeting.

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2. Piping at Low Water Bridge at Little Creek

Mr. Clark reported the upgrade is anticipated through hired equipment contract and would provide an update at the January 26 Board meeting.

3. Formal Speed Study Request – Rt. 806, Ebb Hall Road

Mr. Clark advised he is waiting on a report from the VDOT district office and would provide an update at the January 26 Board meeting.

4. Little Creek Drainage Issue

Mr. Clark reported the work would be completed as part of item 2.

5. Pulaski County High School Turn Lane Status

Mr. Clark advised he is waiting on a report from the VDOT district office.

6. Hatcher Road Improvements

Mr. Clark reported work is expected to be done in the spring of 2004.

7. Kent Farm Road – Rural Rustic Road Eligibility Status

Mr. Clark reported the road qualifies as a Rural Rustic Road and work is expected to be done in the spring of 2004.

8. Rt. 100 Deceleration Lane into New Presbyterian Church

Mr. Clark reported the work is to be done in the spring of 2004.

9. Review of Road on Alum Spring Mountain Improvement

Mr. Clark reported the work was completed.

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10. Update on Alum Spring Road Speed Limit

Mr. Clark advised he is waiting on a report from the VDOT district office and would provide an update at the January 26 Board meeting.

11. Snow Removal Contractor Update

Mr. Clark reported the contractor that previously served Allisonia for snow removal did not desire to continue serving, and as a result, a new contractor had been hired for snow removal.

12. Rt. 750 Rural Rustic Road Qualification

Mr. Clark reported the road does not qualify due to not meeting 50 vehicle per day traffic count requirements (most recent count was 20 vehicles per day).

13. Reed Island Junction – Possible Rural Addition

Mr. Clark reported improvements could be done as a rural addition.

14. Rt. 693 High Water Problem

The Board requested Mr. Clark and county staff revisit the issue with the New River Trail State Park. Further, the Board directed staff to provide a key to the gate to Don Holt and the Sheriff's Department.

15. Pepper's Ferry Road to Pump Station

VDOT was requested to research this matter and provide an update at the January 26 Board meeting.

b. Commerce Park Industrial Access Project Agreement

Staff presented a copy of a revised agreement primarily between Virginia's First Industrial Facilities Authority and VDOT. The Board requested County Attorney Tom McCarthy review the agreement and provide a recommendation at the January 26 Board meeting.

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c. Rural Addition Status Report

Staff presented the Board with an updated rural addition report.

Dr. Fariss requested county staff work with the Pastor to determine the interest of the trustees of the Allisonia Church and provide an update to the Board via the weekly update.

d. Citizen Concerns

Deborah Gessner requested an explanation on the timeframe for VDOT conducting formal speed studies. Mr. Clark advised formal speed studies are done by the Salem VDOT office which services 12 counties and which results in significant time in conducting the study.

Ms. Joyce Thorne expressed concern over the Board of Supervisors minutes not reflecting detailed comments, specifically as they relate to the Dunkard's Bottom road issues. In response the Board requested VDOT provide an accounting of the past and present six-year plan road construction costs. It was also reported by VDOT that the placement of Dunkard's Road in the six-year secondary road improvement plan would result in construction of drainage improvements in the summer of 2004.

e. Board of Supervisors Concerns

Supervisor Sheffey advised of ongoing discussions in the General Assembly regarding possibly increasing the gasoline tax.

Supervisor Fariss reported that in the 16 years of his service there have been 40 new roads added to the road system, 57 roads added to secondary upgrading, and six primary roads upgraded.

Supervisor Cook requested VDOT replace the stop sign on the exit ramp on northbound I-81, specifically going down to the end of the ramp on Rt. 100.

Supervisor Fariss reported the need for guardrail on Rt. 693 and Rt. 750 and Supervisor Conner inquired regarding guardrail work done this year.

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Supervisor Sheffey commended VDOT in that he had had no negative comments from the public regarding lack of snow removal. Supervisor Sheffey also inquired as to whether or not recent storms had affected snow removal funds. Mr. Clark advised there had been more funds expended than anticipated in December; however, there should be ample snow removal funds, unless this becomes an extremely severe winter.

### 5. Treasurer's Report

Treasurer Rose Marie Tickle presented a monthly report.

Supervisor Fariss expressed concern over receiving individual tax tickets, rather than having all tickets sorted and mailed in same envelope. Ms. Tickle advised that real estate and personal property tax tickets cannot be mailed together due to due dates being different for each tax; however, efforts are underway to improve the overall process.

### 6. Citizens' Comments

Mr. E. W. Harless requested the county provide more on-line services, specifically the ability to pay for services on line; questioned if any negotiations were ongoing with the City of Radford for water services; expressed concern over the potential of Riverlawn and New River losing their identities due to Fairlawn being referred to as "Radford"; and expressed concern regarding the deterioration of the New River Post Office suggesting the construction of a single post office to serve both the New River and Fairlawn areas.

### 7. Reports from the County Administrator & Staff:

#### a. Key Activity Timetable (KAT)

The Key Activity Timetable was reviewed in detail by the Board.

#### b. Appointments

The Board delayed action on appointments until the "Closed Meeting" session of the Board meeting.

### 8. Items of Consent:

On a motion by Mr. Conner seconded by Mr. Hale and carried, the Board approved all items of consent as recommended by staff, except for item "**g – Compensation for Chairman of Board of Supervisors**".

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Voting yes: Dr. Fariss, Mr. Cook, Mr. Sheffey, Mr. Hale, Mr. Conner.  
Voting no: none.

a. Approval of Minutes of November 24, 2003

The Board approved the minutes of the Board of Supervisors meeting of November 24, 2003.

b. Accounts Payable

The Board approved accounts payable as presented on checks numbered 7730 through 8097, subject to audit.

c. Appropriations and Interoffice Transfers

The Board approved interoffice transfer #6 in the amount of \$37,228.82 and appropriations as follows:

**SCHOOL FUND #5**

REVENUES

Expenditures

62120-5800-900	Miscellaneous	\$ 242,223.00-
4-205-61100-1621-201-000-952	Supplements	50,228.49
4-205-61100-2100-201-000-952	FICA	5,470.74
4-205-61100-2210-201-000-952	VRS Retirement	1,720.33
4-205-61100-2220-201-000-952	VRS Health	150.67
4-205-61100-2600-201-000-952	Unemployment Ins.	112.45
4-205-61100-2700-201-000-952	Workers Comp	363.58
4-205-61100-3141-201-000-952	Other Prof. Services	9,640.00
4-205-61100-3320-201-000-952	Maintenance Contract	7,700.00
4-205-61100-3500-201-000-952	Printing	1,000.00
4-205-61100-5430-201-000-952	Bus Rental	16,400.00
4-205-61100-5540-201-000-952	Convention & Educ.	4,635.00
4-205-61100-6002-201-000-952	Food Supplies	2,512.50
4-205-61100-6013-201-000-952	Educational & Rec.	23,375.00
4-205-61100-6014-201-000-952	Other operating supplies	1,055.24
4-205-61100-1121-201-000-952	Salaries Teachers	22,488.00
4-205-61100-3160-350-300-911	In-Service	1,500.00
4-205-61100-5540-350-300-911	Convention & Education	9,500.00
4-205-61100-8101-350-300-911	Replacement & Furn. Fix	23,315.00
4-205-61100-8201-350-300-911	Replacement Furn.	61,056.00

**TOTAL**

**\$242,223.00**

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**SCHOOL FUND #6**

REVENUES:

3-205-033020-0200 Title I

\$11,252.00

Expenditures:

4-205-061100-1121-200---989 Salaries Teacher 11,152.00-

Title I less than reported in July

**TOTAL \$11,152.00-**

**SCHOOL FUND #7**

Revenues:

3-205-033020-2400 Carl Perkins \$100,315.00+

Expenditures:

4-205-061100-3160-350-300 In Service - 1,500.00  
4-205-061100-5540-350-300 Convention & Education - 9,500.00  
4-205-061100-8101-350-300 Replacement Furniture & Fix -23,315.00  
4-205-061100-8201-350-300 Additions Furniture & Fix. - 6,000.00

**TOTAL 100,315.00**

d. Ratification

The Board ratified a letter of December 27, 2003 regarding changes in the state code pertaining to courthouse security and Regional Economic Development Incentives, a copy of which is filed with the records of this meeting.

e. Contracts, Change Orders & Agreements:

There were no contract or change orders at this time.

f. Personnel Changes

The Board reviewed recent personnel changes as reported by Assistant County Administrator Nancy Burchett.

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g. Compensation for Chairman of Board of Supervisors

The Board approved increasing the payment to the Chairman of the Board of Supervisors by \$600.

h. Organizational Meeting

The Board scheduled its organizational meeting for Monday, January 12, 2004 at 7:00 p.m.

i. Opposition to Transfer of View Program from Social Services to the Workforce Investment Board

The Board expressed opposition to the transfer of the Virginia View Program from Social Services to the Workforce Investment Board based on reduced local control over the program.

j. Naming of Randolph Park Picnic Shelter in Honor of Dr. Fariss

The Board approved naming the Randolph Park picnic shelter in honor of Dr. Fariss for his 16 years of service on the Board of Supervisors and the active role Dr. Fariss played in the development of the park.

9. Citizen Comments

There were no citizen comments at this time.

10. Other Matters from Supervisors

Supervisor Fariss expressed thanks to Board members and county staff during his 16 year tenure.

Supervisor Cook expressed thanks to Board members and county staff during his eight year tenure.

Supervisors Hale, Conner and Sheffey expressed thanks to Mr. Cook and Dr. Fariss for their service on the Board.

Mr. Huber advised the combined years of service by Mr. Sayers, Mr. Cook, and Dr. Fariss was 52 years.

Mr. Huber advised of Mr. McCarthy's commendation by the Virginia Local Government Attorney's Association for 20 years service.

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

It was moved by Mr. Hale, seconded by Mr. Conner and carried, that the Board of Supervisors enter Closed Session for discussion of the following:

Voting yes: Mr. Cook, Mr. Sheffey, Mr. Hale, Mr. Conner.

Voting no: Dr. Fariss.

Return to Regular Session

On a motion by Mr. Conner seconded by Dr. Fariss and carried, the Board returned to regular session.

Voting yes: Dr. Fariss, Mr. Cook, Mr. Sheffey, Mr. Hale, Mr. Conner.

Voting no: none.

Certification of Conformance with Virginia Freedom of Information Act

On a motion by Dr. Fariss, seconded by Mr. Cook and carried, the Board of Supervisors adopted the following resolution certifying conformance with the Virginia Freedom of Information Act.

WHEREAS, the Board of Supervisors of Pulaski County, Virginia, has convened a closed meeting of this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act:

WHEREAS, Section 2.2-3712(D) of the Code of Virginia requires a certification by this Board of Supervisors that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Pulaski County, Virginia hereby certifies to the best of each members' knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and (ii) only such public business matters as were identified in this motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors.

Voting yes: Dr. Fariss, Mr. Cook, Mr. Sheffey, Mr. Hale,  
Mr. Conner.

Voting no: none.

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Action Items

On the motion of Mr. Conner, seconded by Dr. Fariss and carried, the Board approved the following appointments:

Personnel - Appointments

a. New River Community Action

The Board appointed Reverend Jeff Kackley to the New River Community Action Board of Directors.

b. Library Board

The Board appointed Angie Hall to the Library Board for a term ending December 31, 2007.

12. Adjournment

It was moved by Mr. Cook, seconded by Dr. Fariss and carried, the Board of Supervisors adjourned to reconvene at its organizational meeting on Monday, January 12, 2004, at 7:00 p.m. at the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

Voting yes: Dr. Fariss, Mr. Cook, Mr. Hale, Mr. Sheffey, Mr. Conner.

Voting no: none.

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Joseph L. Sheffey, Chairman

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Peter M. Huber, County Administrator