

## BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

At a regular meeting of the Pulaski County Board of Supervisors held on Monday, January 26, 2004 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; Frank R. Conner, Vice Chairman; Ranny L. Akers; William E. "Eddie" Hale; and Dean K. Pratt. Staff members present included: Thomas J. McCarthy, Jr., County Attorney; Peter M. Huber, County Administrator; Nancy M. Burchett, Assistant County Administrator; and Gena T. Hanks, Clerk and Executive Secretary.

### 1. Invocation

The invocation was delivered by Mr. McCarthy.

### 2. Additions to Agenda

Mr. Huber advised any additional information would be presented at the appropriate time on the agenda. Further, Mr. Huber provided registration information regarding a Land Use Value Taxation and Regional Legislative dinner with a deadline of January 28, 2004 and requested Board members advise if interested in attending.

### 3. Public Hearings

- a. A request by **John M. & Bonnie B. French** for an amendment to the Pulaski County Zoning Ordinance to add a use not provided for, per Section 17-5, to allow a commercial marina as either a use by-right, or Special Use Permit (SUP) in the Agricultural District (A1);
- b. A request by **John M. & Bonnie B. French** for consideration of a Special Use Permit (SUP) to allow a commercial marina on property identified as tax map no. 116-012-0000-002A, zoned Agricultural (A1), (13.795 acres), located on the west side of Claytor Lake, approximately 0.50 mile southeast off Clarks Ferry Rd., (Rt. 653), Draper District.
- c. A request by **John M. & Bonnie B. French** for consideration of a Special Use Permit (SUP) to allow an above ground gas storage tank on property identified as tax map no. 116-012-0000-002A, zoned Agricultural (A1), (13.795 acres), located on the west side of Claytor Lake, approximately 0.50 mile southeast off Clarks Ferry Rd., (Rt. 653), Draper District.

Chairman Sheffey advised that a recommendation on all three of the scheduled public hearings had been tabled by Planning Commission and no official public hearings would be required on these matters until a recommendation was received. However, Mr. Sheffey offered opportunity for public comments. There were no public comments at this time.

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

Chairman Sheffey advised public hearings would be held at the Board of Supervisors February 23, 2004 meeting to consider the above matters.

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 Repairs/Replacement

Mr. Clarke reported VDOT would not declare the bridge replacement as an emergency and plans to use the U. S. Bridge approach of installing a 22' wide, two-lane bridge.

On a motion by Mr. Akers, seconded by Mr. Conner and carried, the Board directed county staff to draft letters to the legislators and State Highway Transportation Board encouraging VDOT to rescind the emergency declaration decision and request a two lane bridge replacement.

Voting yes: Mr. Hale, Mr. Conner, Mr. Sheffey, Mr. Akers,  
Mr. Pratt.

Voting no: none.

2. Piping at Low Water Bridge at Little Creek

Mr. Clarke reported the repair work had been completed.

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

Mr. Clarke advised the study had not been completed and an update would be provided at the Board's February 23 Board meeting.

4. Pulaski County High School Turn Lane Status

Mr. Clarke reported no funds are available at this time to make the improvements and that VDOT would review the matter again after July 1, 2004.

5. Update on Alum Spring Road Speed Limit

Mr. Clarke advised the study had not been completed and an update would be provided at the Board's February 23 Board meeting.

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

6. Pepper's Ferry Road to Pump Station

Staff was requested to determine where this request originated and provide an update to Board in the weekly update.

7. Secondary Road Leftover Funds

Mr. Clarke reported approximately \$10,000 in leftover funds to be applied to unpaved roads.

8. Commerce Park Industrial Access Project Agreement

On a motion by Mr. Conner, seconded by Mr. Hale and carried, the Board approved the agreement, a copy of which is filed with the records of this meeting. The county attorney was directed to arrange for execution of the agreement.

b. Guardrail Request for Rt. 100

Mr. Clarke advised this request would be added to the current list of guardrail requests.

c. Revenue Sharing Program

On a motion of Mr. Hale, seconded by Mr. Conner and carried, the Board approved making application for the continued participation in Revenue Sharing Program, with the following projects recommended for funding: roadside trash pickup (Total cost of \$60,000 with \$30,000 from VDOT), roadside mowing (total cost of \$15,000 with \$7,500 from VDOT), delayed implementation of the Fair Acres drainage improvement (total cost of \$140,000 with \$70,000 from VDOT) and the Route 100 Streetlights and Trees (total cost of \$155,000 with \$77,500 from VDOT).

Voting yes: Mr. Hale, Mr. Conner, Mr. Sheffey, Mr. Akers, Mr. Pratt.

Voting no: none.

The Board also recommended to VDOT to not allowing parking on exit ramps.

d. Status of Horseshoe Loop and Black Hollow Lane Speed Postings

Supervisor Conner advised postings had not been done. Mr. Clarke reported VDOT would complete the postings.

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

e. Little Creek Petitions

Petitions were forwarded to Mr. Clarke requesting improvement of the Little Creek low-water bridge.

f. Request for Speed Limit Increase at Dunkard's Bottom

VDOT was requested to provide an informal speed study to change the current speed limit of 25 to 35 mph and then to 25 in area of Barton Drive. VDOT was requested to provide an update at the February 23 Board Meeting.

g. Dallas Freeman Road Rural Rustic Road Eligibility

Mr. Clarke advised the road does not qualify for a rural rustic road status.

h. Request for Speed Reduction & Children at Play Signs on Milstead Place Road

On a motion by Mr. Pratt, seconded by Mr. Akers and carried, the Board requested VDOT conduct an informal speed study on this road, as well as approved erecting "Watch for Children" signs on the road.

Voting yes: Mr. Hale, Mr. Conner, Mr. Sheffey, Mr. Akers, Mr. Pratt.  
Voting no: none.

i. Farris Mines Road, Rt. 693, and Boone Furnace, Rt. 607, Intersection Signage

Supervisor Akers requested directional signage to Rt. 100. VDOT was requested to review the matter and provide an update at the Board's February 23 meeting.

j. Rural Addition Status Report

Chairman Sheffey requested the removal of Betty Baker Road from rural additional listing.

k. Citizen Concerns

There were no citizen comments at this time.

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

I. Board of Supervisors Concerns

Supervisor Hale requested placement of guardrail on Alum Spring Road. VDOT will add this request to the current guardrail listing.

Supervisor Hale inquired as to who will pay for the stop light at the new elementary school at the intersection of Rt. 11 and Morehead Lane. Staff advised the costs would be split between the Town of Pulaski and the School Board.

Supervisor Conner requested guardrail at Little Creek. VDOT will add this request to the currently guardrail listing.

Supervisor Conner expressed concern regarding the low water bridge at Little Creek. VDOT agreed to review the matter and provide an update at the Board's February 23 meeting.

Supervisor Conner complimented VDOT on the improvements to Whitt Southern Road.

Supervisor Akers requested guardrail on the downhill side of Route 693 between the Hiwassee firehouse and Hoover Color Corporation.

Supervisor Akers requested brush be cleared to improve the sight distance along Viscoe Road.

Supervisor Akers advised VDOT snow plows were pushing snow on Barton Drive, which is a private road.

On a motion by Mr. Conner, seconded by Mr. Hale and carried, the Board approved requesting VDOT conduct an informal speed study and install "Watch for Children" signs on Rt. 617, Neck Creek Road.

Voting yes: Mr. Hale, Mr. Conner, Mr. Sheffey, Mr. Akers, Mr. Pratt.  
Voting no: none.

VDOT was requested to provide an update regarding this matter at the Board's February 23 meeting.

Supervisor Sheffey advised of boards coming loose on the bridge deck on Rt. 624. VDOT was requested to review this matter and provide an update at the February 23 meeting.

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

5. Treasurer's Report

In the absence of Treasurer Rose Marie Tickle, Ms. Burchett presented a copy of the monthly Treasurer's Report and advised the Treasurer requested the Board authorize publication of the 2001 delinquent real estate tax listing.

On a motion by Mr. Hale, seconded by Mr. Conner and carried, the Board authorized the publishing of the 2001 delinquent real estate listing.

Voting yes: Mr. Hale, Mr. Conner, Mr. Sheffey, Mr. Akers, Mr. Pratt.

Voting no: none.

6. Citizens' Comments

Ms. Laura Bullard and Ms. Mary Katherine Stout requested the Board consider amending the county's land use ordinance to include forest land use valuation. Staff was requested to poll localities that have changed their assessments and estimate the fiscal impact on Pulaski County. Supervisor Hale requested the Commissioner of Revenue poll other localities to determine rates for other localities for land use.

Mr. Ronnie McClure of the Dublin Fire Department requested the Board obligate funds for purchase of new fire truck. Staff was requested to provide an update at the Board's February 2 Board meeting regarding options, as well as clarification on the delivery date commitments and purchase of truck.

7. Reports from the County Administrator & Staff:

a. Key Activity Timetable (KAT)

The Key Activity Timetable was reviewed in detail by the Board. Supervisor Sheffey requested Doug Mayberry's name be replaced with Ronnie Nichols.

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. Pratt and carried, the Board approved all items of consent as recommended by staff as follows:

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

Voting yes: Mr. Hale, Mr. Conner, Mr. Sheffey, Mr. Akers, Mr. Pratt.  
Voting no: none.

a. Approval of Minutes of December 15, 2003

The Board approved the minutes of the Board of Supervisors meeting of December 15, 2003.

b. Accounts Payable

The Board approved accounts payable as presented on checks numbered 8289 through 8646, subject to audit.

c. Appropriations and Interoffice Transfers

The Board approved interoffice transfer #7 in the amount of \$46,481.75 and appropriations as follows:

**INTERNAL SERVICE FUND #1**

**REVENUES**

018030-2300	Refunds & Overpayments	\$100.00
-------------	------------------------	----------

**Expenditures**

012510-6001	Information Technology –Office Supplies	\$100.00
-------------	---	----------

**#9**

**REVENUES:**

3-205-18030-300	Refund/Overpayment	-\$402.01
3-205-18030-310	Comp. Serv. Reimbursement	-\$11,670.87
3-205-08030-320	School Nurse Services	-\$12,449.82
<b>TOTAL</b>		<b>-\$24,522.70</b>

**Expenditures:**

4-205-062230-3141-900	Other Professional	\$24,522.70
<b>TOTAL</b>		<b>\$24,522.70</b>

**#8**

**Revenues:**

3-205-16120-1100	Sub Teacher Fees	-\$ 9,617.11
3-205-18030-0300	Refund/Overpayment	-\$ 19.08
3-205-18030-0310	Comp. Serv. Reimbursement	-\$12,316.61
3-205-18030-0320	School Nurse Services	-\$ 4,292.95
<b>TOTAL</b>		<b>-\$26,245.75</b>

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

**Expenditures:**

4-205-062220-3141-900	Health Prof. Services	\$16,609.56
4-205-061100-1521-200-100	Substitute Teachers	\$ 9,636.19
<b>TOTAL</b>		<b>\$26,245.75</b>

**GENERAL FUND #9**

**REVENUES**

0016130-0400	Office on Youth After School	\$ 2,510.00
0016150-1710	Library Wal-Mart Grant	\$ 500.00
0018990-7810	Library Comm. Foundation Grant	\$ 500.00
0024040-0120	Juvenile Accountability Block Grant	\$49,700.00
0024040-7701	CDBG Dry Well Program Grant	\$ 4,993.50
0024040-7702	Community Housing Partners Grant	\$21,000.00
0041010-0100	Insurance Recoveries-Fairlawn Fire Department	\$ 2,295.00
<b>TOTAL</b>		<b>\$81,498.50</b>

**EXPENDITURES**

2220-8101	Fairlawn Fire Dept.- Machinery & Equip.	\$ 2,295.00
0333500-8210	Juvenile Accountability Block Grant Monitoring Equipment	\$49,700.00
053500-1310	Office on Youth After School Program Salaries	\$ 2,310.00
053600-7001	Fairview Home	\$14,710.00
071380-3170	County Celebration-Fireworks	\$ 2,500.00
073100-6040	Library Wal-Mart Foundation Grant	\$ 500.00
073100-6024	Library Community Foundation Grant	\$ 500.00
081280-5655	Community Housing Partners Grant	\$21,000.00
082210-3170	CDBG Dry Well Grant Program	\$ 4,993.50
<b>TOTAL</b>		<b>\$98,708.50</b>

d. Ratification

There were no items submitted for ratification at this time.

e. Contracts, Change Orders & Agreements:

1. Voting Machine Contracts

The Board approved the voting machine contract, a copy of which is filed with the records of this meeting.

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

2. Local Government Agreement – Virginia Dept. of Health

The Board approved the agreement, a copy of which is filed with the records of this meeting.

3. Administrative Services Agreement with Stanley, Hunt, Dupree and Rhine for Employee Flex Plan

The Board approved the agreement for administration of the county's employee flexible benefits program, a copy of which is filed with the records of this meeting.

f. Personnel Changes

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

g. Paving of Parking Lot Owned by First Presbyterian Church

The Board approved pursuing the paving of the parking lot in exchange for the right to use the lot as additional Library parking during the week, with the estimated cost of the paving to be \$22,500, not inclusive of removal of trees and stumps.

h. Fitness Program Policy

The Board approved the following Fitness Program Policy:

**Employee Fitness Program**

In recognition of the need to address health concerns among County employees, the Board of Supervisors establishes the following policy applicable to full-time permanent (to include probationary) employees.

Primary Purpose: To encourage improved physical fitness among employees. Poor physical condition affects all aspects of the life of an employee, including the quality of their lives both while at work and on their personal time.

Secondary Purpose: To help control growing health insurance costs. The fiscal impact of improved health is clearly secondary to the personal and professional benefits but must be recognized as one of the reasons for this initiative.

Benefits – Employees will be given 30 minutes work break up to three times per week on the following conditions:

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

1. Service to the public is not to be impacted or adversely affected through approval by their immediate supervisor.
2. Employee participates in a group activity (two or more public employees) designed to increase cardio vascular health.
3. Employees pair up with at least one other public employee in walking, running, cycling, swimming, or other exercise program increasing the heart rate for a 20 minute period of time, with a measurement of pulse rates after a five minute walk.
4. Implementation to be on a 3 month trial period to be continued based on the following criteria:
  - a. Minimum impact on normal county functions.
  - b. Ability to schedule exercise times to avoid personal and professional conflict with other work related demands.
  - c. Acceptance by the public.
5. Employees would remain on the county payroll and may be contacted or interrupted during their workout time. Total time away from office would be limited to Central Gym, Draper Mountain Overlook, Steger Walking Track, Randolph Park, Dublin Lions Field or YMCA. Employees located in more remote areas, i.e. Water Treatment Plant, may utilize a facility in close proximity (New River Trail) as approved by immediate supervisor.
6. Exercise break time must be taken during normal working hours and must be away from the normal working environment or within close proximity to ones office or place of employment.
7. Employee maintains a daily log of exercise activities to be recognized at the annual Christmas breakfast. The daily log, at a minimum, will include a heart rate measurement, as the exercise is being conducted as a way to document personal progress.
8. Employees are expected to use the honor system when making daily logs.

\*Employees are encouraged to consult a physician before participating in any rigorous exercise training program.

i. Patton/Mitchell Property

The Board approved assisting in the cleanup of the property up to a cost of \$5,000 in order to help address citizen concerns with the implementation of parking fees

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

j. Memorandum of Understanding – Extension Agent Service

The Board approved the Memorandum of Understanding for the Extension Service, a copy of which is filed with the records of this meeting, and which is related to compensation provided by the part-time extension agents shared by Floyd, Montgomery and Pulaski counties.

k. Randolph Park Fees

The Board approved increasing entrance fees for the ages 2 to 7 weekly rate from \$2.00 to \$3.00, and the weekend rates for ages 2 to 7 from \$3.00 to \$4.00. The Board also approved county residents only being allowed to purchase bulk tickets for the current price of \$2 per entry.

l. Business Expo Participation

The Board approved a \$3,000 contribution to assist with the Business Expo being held by the Pulaski County Chamber of Commerce.

m. Federal Funding for Port of Entry #1481

The Board endorsed the efforts by the New River Valley Alliance in gaining federal funding of the U. S. Customs Office.

n. Peppers Ferry Agreement for Operation and Maintenance

The Board approved the agreement which eliminates the requirement of a reserve account in the maintenance of the Pulaski 4A and 4B Pump Station.

9. Citizen Comments

Ms. Jean Anderson expressed concern over the inability of the public to hear Board members during the Board meetings. Staff was requested to determine the cost for lapel mics and provide an update to the Board as soon as information is received.

10. Other Matters from Supervisors

Supervisor Akers noted the recent announcement by Virginia Tech regarding the River Course. Staff was directed to request a copy of the club house drawings, if available.

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

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

It was moved by Mr. Akers, seconded by Mr. Pratt 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:

- ◆ Radford University Business Technology Park Partnership

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:

- ◆ Visitor Center Staffing
- ◆ 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.

- ◆ Global Contact Service

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:

- ◆ Stone Ridge Subdivision Water Service
- ◆ Criminal Prosecution
- ◆ Joint Operations

Voting yes: Mr. Hale, Mr. Conner, Mr. Sheffey, Mr. Akers, Mr. Pratt.  
Voting no: none.

Return to Regular Session

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

Voting yes: Mr. Hale, Mr. Conner, Mr. Sheffey, Mr. Akers, Mr. Pratt.  
Voting no: none.

Certification of Conformance with Virginia Freedom of Information Act

On a motion by Mr. Conner, seconded by Mr. Akers 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: Mr. Hale, Mr. Conner, Mr. Sheffey, Mr. Akers,  
Mr. Pratt.

Voting no: none.

Action Items

On the motion of Mr. Akers, seconded by Mr. Pratt and carried, the Board approved the following appointments:

Personnel - Appointments

New River Valley Planning District Commission

The Board reappointed Joe Sheffey for an additional term ending June 30, 2008, as well as reappointed Tom Owen for an additional term when term expires June 30, 2004.

## BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

### Board of Social Services

The Board reaffirmed the current representative on the Social Services Board by Joe Sheffey with a term ending June 30, 2006. The Board reappointed Mike Travis for an additional term ending January 31, 2008.

### PEP Steering Committee

The Board appointed Eddie Hale as an additional Board representative.

### Virginia Association of Counties Steering Committees

The Board appointed Supervisor Ranny Akers to the VACO Telecommunications and Utilities Committees.

### Workforce Investment Act Chief Elected Officials Board

The Board appointed Dave Tickner as Mr. Sheffey's alternate on the Workforce Investment Act Chief Elected Officials Board.

### Fairview Home Board

The Board appointed Supervisor Dean Pratt with a term ending January 30, 2008, with Supervisor Hale as the alternate.

### New River Valley Economic Development Alliance

The Board appointed Supervisor Ranny Akers to the Alliance Board.

### New River Resource Authority Recycling Committee

The Board appointed Ronnie Nichols to fill the vacancy created by Doug Mayberry.

A vacancy exists on the recycling committee to fill Dr. Fariss's position. Staff was requested to place appointment of an individual on the Board's February 23 agenda.

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

Pepper's Ferry Regional Wastewater Treatment Authority

The Board reaffirmed the appointments of Frank Conner, Winston Snead and Ron Coake on the Authority Board.

Virginia's First Regional Industrial Facilities Authority

The Board appointed Supervisor Hale as an alternate to Supervisor Sheffey on the Authority.

Jamestown 2007 Celebration Committee

The Board invited Dan Grubb, Chuck Hoover, Jr. or Sr. Irene Morrison and Jeanie Hopkins to serve.

New River Valley Juvenile Detention Home

The Board reappointed Warner Osborne for an additional term ending January 31, 2008.

Public Service Authority Board of Directors

The Board reappointed Winston Snead for an additional term ending February 1, 2008.

New River Community College Board

The Board invited Jeanne Whitman to fill the vacancy created by the resignation of Shirley Cook and invited Joe Reed and Gary Hancock to serve when terms of Tom McCarthy and Bugs Tickle expire on June 30, 2004.

Industrial Development Authority

The Board reappointed Dick Miller and Andy Owens for an additional term ending February 1, 2008.

Building Appeals Committee

The Board reappointed Harold Dalton to the committee for an additional four year term ending February 1, 2008.

BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 26, 2004

Planning Commission

The Board reappointed Andy Hall, Larry Hancock and Basil Scott for additional terms ending February 1, 2008.

Voting yes: Mr. Hale, Mr. Conner, Mr. Sheffey,  
Mr. Akers, Mr. Pratt.

Voting no: none.

12. Adjournment

It was moved by Mr. Hale seconded by Mr. Akers and carried, the Board of Supervisors adjourned to reconvene at its goal setting session to be held on Monday, February 2, 2004, at 6:00 p.m. in Room 208 of Edwards Hall, New River Community College, Dublin, Virginia.

Voting yes: Mr. Hale, Mr. Conner, Mr. Sheffey, Mr. Akers, Mr. Pratt.  
Voting no: None.

---

Joseph L. Sheffey, Chairman

---

Peter M. Huber, County Administrator