

**BOARD AGENDA  
PULASKI COUNTY  
BOARD OF SUPERVISORS**

**Regular Meeting  
Mon., May 24, 2004  
7:00 p.m.**

**FOLLOW-UP**

| ITEM   | KEY STAFF               |
|--|-------------------------|
| 1. <u>Invocation</u>   |                         |
| 2. <u>Additions to Agenda</u>  |                         |
| 3. <u>Public Hearings:</u>   |                         |
| a. <u>A rezoning request by <b>C. R. Dalton</b> from Residential (R1) to Residential (R3), on property identified as tax map no. 076-001-0000-077A, (31.445 acres) located at 4700 Shelburne Rd., (Rt. 690), Ingles District.</u><br>(Tabled – Readvertise public hearing for June 28 Board meeting – Notify adjacent property owners - Place on June 28 Board agenda)                     | Ms. Taylor<br>Ms. Hanks |
| b. <u>A rezoning request by <b>Edwina D. Phillips</b> Revocable Trust from Agricultural (A1) to Planned Industrial Development (PID), on property identified as tax map no. 037-001-0000-0001, (396 acres) located south and west of the New River Valley Commerce Park, Cloyd District.</u><br>(Approved as recommended by Planning Commission – Notify applicant)                        | Ms. Taylor              |
| c. <u>A request by <b>C. R. Dalton</b> for a Special Use Permit (SUP) to allow storage of manufactured home, on property identified as tax map no. 076-001-0000-077A, (31.445 acres), zoned Residential (R1), located at 4700 Shelburne Rd., (Rt. 690), Ingles District.</u><br>(Denied as recommended by Planning Commission - Notify applicant)  | Ms. Taylor              |
| d. <u>A request by <b>Steven G. Cole, ET AL</b> for a Special Use Permit (SUP) to allow construction of docks prior to construction of the principle dwelling, on property identified as tax map no. 066-029-0000-0005, (6.610 acres), zoned Residential (R1), located at 4800 Lake Cliff Dr., Draper District.</u><br>(Approved as recommended by Planning Commission – Notify applicant) | Ms. Taylor              |

- e. A request by **Johnny Garrett of Claytor Lake Water Sports** for a Special Use Permit (SUP) to allow mooring bouys, on property owned by **American Electric Power**, located in a cove of Claytor Lake south of Peak Creek Hollow, Draper District.  
(Staff advised of withdrawal by applicant)
- f. A request by **Barbara Sue Thompson** for a Special Use Permit (SUP) to allow a State Water Control Board Permitted Sewage Facility on property identified as 012-001-0000-0146, (0.350 acre), zoned Conservation (C1), located at 8152 Parrott River Road, Cloyd District.  
(Approved as recommended by Planning Commission – Notify applicant - Staff directed to work with Health Department, PSA and Dept. of Environmental Quality to develop a monitoring program)
- Ms. Taylor
- Mr. Coake
- g. A request by **LGRR L L C** for a Special Use Permit (SUP) to allow an inflatable advertising balloon, on property identified as tax map no. 029-021-0000-0002, (1.180 acre), zoned Commercial (CM1), located at 6101 Fulk Drive, Cloyd District.  
(Approved as recommended by Planning Commission, with an added stipulation that the permit be valid for one year – Notify applicant)
- Ms. Taylor
- h. Consideration of Abandonment of a Portion of Rt. 711 (Mines Road)  
(Approved abandonment of a portion of Route 711 (Mines Road) from a point 2.8 mi. north of Route 738 (Robinson Tract Road) to the end state maintenance of the existing Route 711 (Mines Road), a total distance of 0.2 mi.)
- Mr. Clarke
4. Highway Matters:
- a. Follow-up from Previous Board meeting:
1. Allisonia Bridge Repairs/Replacement  
(VDOT reported first bridge continues to remain at a four ton weight limit with second bridge reduced from 20 tons to 10 tons – VDOT to review options for second bridge – Place update on June 28 agenda)
- Ms. Hanks

2. Update on Alum Spring Road Speed Limit  
(VDOT reported underway – Place update on June 28 Board agenda) Ms. Hanks
  3. Request for Speed Limit Increase at Dunkard's Bottom  
(VDOT reported underway – Place update on June 28 Board agenda) Ms. Hanks
  4. Rt. 643 Turning Lane at PCHS  
(VDOT reported does not qualify for special safety money and would need to use six year plan funding)
  5. Hatcher Road Tar and Gravel Status  
(VDOT reported to be done this summer)
  6. Delton Road Culvert Repairs  
(VDOT reported patched but not replaced)
  7. Rts. 798 & 624 Repairs  
(VDOT reported completed)
  8. Randolph Park Speed Limit Postings  
(VDOT reported 25 mph signs posted)
  9. Rich Hill Lane Rural Addition Status  
(Staff provided update regarding actions by Board of Supervisors – Mr. Clarke confirmed requirement of needing only three residences to qualify as a rural addition – VDOT clarified road will not be constructed until money is available; however, the Board of Supervisors could put a project before Rich Hill, if it desires)
- b. Rt. 785, Booker Branch Road, and Rt. 732 Young Road, Rural Rustic Request  
(Supervisor Akers submitted petition from residents of Booker Branch Road – VDOT to review eligibility of both roads as a rural rustic road – Place update on June 28 agenda) Ms. Hanks
- (Board approved placing Rt. 643 PCHS turning lane, Rt. 785, Booker Branch Road, and Rt. 732, Young Road, on six year plan waiting list) Ms. Hanks

c. Riverbluff Subdivision Improvements  
(VDOT to review paving status – Place update  
on June 28 Board agenda) Ms. Hanks

d. Rural Addition Status Report  
(Reviewed)

e. Viscoe Road Speed Limit  
(Board requested informal speed study – Place  
update on June 28 Board agenda) Ms. Hanks

f. Citizen Concerns  
(None)

g. Board of Supervisors Concerns  
(Supervisor Conner requested posting on Horse-  
shoe Loop and Black Hollow Lane – Place update  
on June 28 Board agenda) Ms. Hanks

(Supervisor Conner requested patching of  
Little Creek Bridge – VDOT advised will patch  
until contractor can review)

(Supervisor Akers requested paving maintenance  
and/or guardrail on Rt. 605, due to safety  
concerns of school buses traveling on road –  
VDOT to review – Place update on June 28  
Board agenda) Ms. Hanks

(Supervisor Sheffey expressed thanks to VDOT,  
on behalf of Fairlawn residents, for paving of  
roads in Fairlawn)

(Mr. Clarke provided details of Statewide  
Directional Signage proposal)

5. Treasurer's Report  
(Reported)

6. Citizens' Comments  
(None)

7. Reports from the County Administrator & Staff:  
a. Key Activity Timetable  
(Reviewed)

(Supervisor Pratt questioned status of Hiwassee Fire and Rescue Station – Staff advised no official word had been received from Rural Development)

(Supervisor Akers requested item “V.F.3”, which is related to Code Enforcement, be amended to read “Continue property cleanup particularly at entrances to the county, corridors and high visibility areas” – Revise KAT)

Ms. Hanks

(Supervisor Sheffey asked for update on placement of “Welcome Sign” at Memorial Bridge – Staff advised waiting on contractor to finish work – Place update by VDOT on June 28 Board agenda)

Ms. Hanks

b. Water Tank Painting Options

(Reviewed bids and options for painting, including generating public interest, with a prize to be offered for suggestions on painting – Staff to advise of timeframe needed by contractor to complete painting – Place in weekly update)

Mr. Coake/Ms. Hanks

c. Appointments

1. NRRA Recycling Committee

(Jean Anderson to provide Board with response by June 28 meeting – Place update on June 28 agenda)

Ms. Hanks

2. Board of Zoning Appeals

(Staff to contact Richard Jones re: interest in serving – Place update on June 28 agenda)

Mr. Tickner/Ms. Taylor  
Ms. Hanks

3. NR Highlands Resource Conservation Council

(Staff to contact Mike Cox to answer questions regarding responsibilities of council - Mr. Huber Place update on June 28 agenda)

Ms. Hanks

4. Building Usage Planning Ad Hoc Committee

(Appointed Ken Bowling, H. W. Huff, Jr., Charles DeHart, Mark Hamric, Lewis Pratt, Eddie Crews and Richard Jones – Notify appointees)

Ms. Safewright

5. Virginia’s First Regional Industrial Facilities Authority

(Eddie Hale appointed – Notify Shelia Smith)

Ms. Hanks

8. Items of Consent:
- a. Approval of Minutes of April 26 & May 3 & 6, 2004  
(Approved) Ms. Hanks
  - b. Accounts Payable  
(Approved) Ms. Spence
  - c. Appropriations & Interoffice Transfers  
(Approved) Ms. Burchett
  - d. Ratification:
    1. Contract with FlexBenefits for Administration of Employee's Flexible Benefit Plan  
(Approved) Ms. Burchett
    2. 2004 Citizen Corps Program Grant Application  
(Approved) Mr. Richardson
  - e. Contracts, Change Orders & Agreements:
    - InterAct Mapping/CAB Project Agreement  
(Approved) Mr. C. Akers
  - f. Personnel Changes  
(Reviewed)
  - g. New River Resource Authority Resolution Approving Amended Expansion Agreement and Second Amended User Agreement  
(Approved – Transmit appropriate documents to Sands, Anderson, Marks, and Miller) Ms. Hanks
  - h. Subdivision Plat Vacation – Timothy & Cathy Sutphin  
(Approved – Arrange for plat vacation) Mr. McCarthy
  - i. Request from AAU Basketball Team  
(Approved contribution of \$750 to team – Notify team representative as appropriate) Mr. A. Akers
  - j. 4-H Camp Funding  
(Reviewed – Staff to provide additional information at June 1 work session) Mr. Huber

- k. Revised Budget Schedule  
(Reviewed revised schedule which reschedules public hearing to Monday, June 14, with final adoption of the budget by the Board at its June 28 meeting) Ms. Hanks/Ms. Burchett
  - l. Denial of Insurance Claim  
(Denied claim – Notify Mr. Manor as appropriate) Mr. McCarthy
  - m. Resolution Opposing VDOT Charges for Directional Signage to Public Facilities  
(Adopted resolution – Transfer to appropriate VDOT representative) Ms. Safewright
9. Citizen Comments  
(None)
10. Other Matters from Supervisors  
(Supervisor Hale requested a sub-committee of the recognition committee be appointed to review a program to honor an employee once at month at Board meetings – Invite Mr. Hale to upcoming employee recognition committee - Provide update and place on agenda following committee meeting) Ms. Burchett/  
Ms. Taylor/  
Ms. Hanks
- (Staff to request VDOT provide a list of roads to be paved through maintenance program) Ms. Hanks
11. Closed Meeting – 2.2-3711.A.1.3.5.7
12. Adjournment

Additional Items:

Board facilities

- (Staff to install a common ground between the projector and computer/PA systems to eliminate lines on picture projections) Mr. Leonard
- (Staff to ask installer of PA system to attend next Board meeting to verify microphone performance) Ms. Hanks
- (Staff to check cleanliness of front of building prior to Board meetings) Mr. Leonard

May 17, 2004

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Public Hearings

- a. A rezoning request by **C. R. Dalton** from Residential (R1) to Residential (R3), on property identified as tax map no. 076-001-0000-077A, (31.445 acres) located at 4700 Shelburne Rd., (Rt. 690), Ingles District. - A public hearing has been scheduled regarding this matter. The Planning Commission recommends denial as described on the ***enclosed*** information.
- b. A rezoning request by **Edwina D. Phillips** Revocable Trust from Agricultural (A1) to Planned Industrial Development (PID), on property identified as tax map no. 037-001-0000-0001, (396 acres) located south and west of the New River Valley Commerce Park, Cloyd District. - A public hearing has been scheduled regarding this matter. The Planning Commission recommends approval as described on the ***enclosed*** information.
- c. A request by **C. R. Dalton** for a Special Use Permit (SUP) to allow storage of manufactured home, on property identified as tax map no. 076-001-0000-077A, (31.445 acres), zoned Residential (R1), located at 4700 Shelburne Rd., (Rt. 690), Ingles District. - A public hearing has been scheduled regarding this matter. The Planning Commission recommends denial as described on the ***enclosed*** information.
- d. A request by **Steven G. Cole, ET AL** for a Special Use Permit (SUP) to allow construction of docks prior to construction of the principle dwelling, on property identified as tax map no. 066-029-0000-0005, (6.610 acres), zoned Residential (R1), located at 4800 Lake Cliff Dr., Draper District. - A public hearing has been scheduled regarding this matter. The Planning Commission recommends approval as described on the ***enclosed*** information.

- e. A request by **Johnny Garrett of Claytor Lake Water Sports** for a Special Use Permit (SUP) to allow mooring bouys, on property owned by **American Electric Power**, located in a cove of Claytor Lake south of Peak Creek Hollow, Draper District. - A public hearing has been scheduled regarding this matter; however, the applicant has withdrawn the application as indicated on the ***enclosed*** letter.
- f. A request by **Barbara Sue Thompson** for a Special Use Permit (SUP) to allow a State Water Control Board Permitted Sewage Facility on property identified as 012-001-0000-0146, (0.350 acre), zoned Conservation (C1), located at 8152 Parrott River Road, Cloyd District. - A public hearing has been scheduled regarding this matter. The Planning Commission recommends approval as described on the ***enclosed*** information.
- g. A request by **LGRR L L C** for a Special Use Permit (SUP) to allow an inflatable advertising balloon, on property identified as tax map no. 029-021-0000-0002, (1.180 acre), zoned Commercial (CM1), located at 6101 Fulk Drive, Cloyd District. - A public hearing has been scheduled regarding this matter. The Planning Commission recommends approval, with a maximum height of 80' for the inflatable advertising balloon as described on the ***enclosed*** information.
- h. Consideration of Abandonment of a Portion of Rt. 711 (Mines Road) – A public hearing has been scheduled to consider abandonment of a portion of Route 711 (Mines Road) from a point 2.8 mi. north of Route 738 (Robinson Tract Road) to the end state maintenance of the existing Route 711 (Mines Road), a total distance of 0.2 mi., pursuant to Section 33.1-151 of the Code of Virginia of 1950, as amended.

/gh

May 17, 2004

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Highway Matters

a. Follow-up from Previous Board meeting:

VDOT has been requested to provide an update regarding the following matters from the February 23 Board meeting:

1. Allisonia Bridge Repairs/Replacement
2. Update on Alum Spring Road Speed Limit
3. Request for Speed Limit Increase at Dunkard's Bottom
4. Rt. 643 Turning Lane at PCHS
5. Hatcher Road Tar and Gravel Status
6. Delton Road Culvert Repairs
7. Rts. 798 & 624 Repairs
8. Randolph Park Speed Limit Postings
9. Rich Hill Lane Rural Addition Status

b. Rt. 758, Booker Branch Road, and Rt. 732 Young Road, Rural Rustic Request- Supervisor Akers has requested this matter be placed on the Board agenda for review by VDOT as a rural addition.

c. Riverbluff Subdivision Improvements - Marci Emmons of Riverbluff Subdivision, 7540 Hillside Lane, Radford called and advised several of the roads in her subdivision are in need of resurfacing. Her road is gravel but she's concerned about the others that are surfaced leading into hers. At the request of Supervisor Sheffey, we have placed this matter on the Board agenda for review by VDOT.

d. Rural Addition Status Report – ***Enclosed*** is an updated report from Ms. Taylor.

/gh

May 17, 2004

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable (KAT) – ***Enclosed*** is an updated Key Activity Timetable.
- b. Water Tank Painting Options – I plan to present some options for items to be painted on the Dublin water tank.
- c. Appointments – The following information is provided regarding appointments:
  1. NRRA Recycling Committee – As directed by the Board, Ms. Jean Anderson has been requested to consider serving. At the time of the preparation of this packet, staff had not heard from Ms. Anderson.
  2. Board of Zoning Appeals – As directed by the Board, Mr. Richard Jones is being contacted to determine his interest in serving. At the time of the preparation of this packet, staff had not heard from Mr. Jones.
  3. NR Highlands Resource Conservation Council – As directed by the Board, Mr. Mike Cox has been requested to consider serving. At the time of the preparation of this packet, staff had not heard from Mr. Cox.
  4. Building Usage Planning Ad Hoc Committee- As directed by the Board, staff has contacted Ken Bowling, Maynard Sayers, H. W. Huff, Jr., Charles DeHart, Mark Hamric, Lewis Pratt, Eddie Crewes, Richard Jones and a School Board representative to determine their interest in serving on this committee. An update will be provided at the May 24 Board meeting.
  5. Virginia's First Regional Industrial Facilities Authority – The term of Joe Sheffey is due to expire effective June 30, 2004. While the current by-laws do allow for the reappointment of current members Eddie Hale is interested in serving as previously discussed by the Board. This term will be for four years beginning July 1, 2004 and ending June 30, 2008.

May 17, 2004

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Items of Consent

- a. Approval of Minutes of April 26 and May 3 & 6, 2004 - See enclosed minutes.
- b. Accounts Payable – Approval of the enclosed listing of accounts payable is requested.
- c. Appropriations & Interoffice Transfers – Approval of the enclosed interoffice transfer and appropriations as followed is requested:

Interoffice Transfer #11 - \$80,665.33

Appropriations & Transfers:

1. General Fund - #14 - \$200.00; #15 \$41,382.43
2. School Fund #22 - \$3512.40; #23 - \$7,970.64; #24 - \$943.15; #25 - \$47,295.77
3. VPA Fund #4 - \$10,000
4. CSA Fund #2 - \$313,922 (Local Funds of \$91,729)
5. Capital Improvement Fund #2 - \$46,218; and
6. General Fund Budget Transfer #3 -0-

- d. Ratification - Contract with FlexBenefits for Administration of Employee's Flexible Benefit Plan - Staff recommends approval of a contract with Flexible Benefit Administrators for the administration of the employee's flexible benefit plan or what is better known as a "cafeteria plan", a draft copy which is enclosed and recommended for approval, subject to review by county attorney. As you know, this allows employees to pay their health insurance premiums with pretax dollars and offers the payment of out of pocket medical expenses and child day care expenses through pretax dollars. The recommendation will result in a small savings of approximately \$300 per year due to there being no charge for employees who participate in the health insurance premium conversion only accounts. Further, it is recommended that Flexible Benefit Administrators be retained for the administration of the employee COBRA & HIPPA benefits. The cost quoted for this service is a one-time account set-up fee of \$400.00 and a \$12.00 per participate charge for current COBRA enrollees with a monthly COBRA maintenance fee of \$15.00 per participant. At the present time, the county only has employee on COBRA benefits. Presently COBRA and HIPPA requirements are being done in-house; however, with the

recent changes in the HIPPA regulations, it is felt that a third party administrator that specializes in these services would assure that the county is in compliance with these federal regulations. Also, this contract was developed as a joint purchase through the New River Valley Consortium.

- e. Contracts, Change Orders & Agreements - InterAct Mapping/CAB Project Agreement – Tom McCarthy and Chris Akers have reviewed the ***enclosed*** contract with InterAct providing for the Mapping/CAD Project for the 911 Communications Center. Approval is recommended.
- f. Personnel Changes – ***Enclosed*** is a listing of recent personnel changes as prepared by Ms. Burchett.
- g. New River Resource Authority Resolution Approving Amended Expansion Agreement and Second Amended User Agreement – ***Enclosed*** is a letter from Sarah Kirby, a resolution for consideration by the Board of Supervisors and an amended agreement between the New River Resource Authority and Giles County allowing for the inclusion of the Town of Glenn Lynn as a member of the Authority.
- h. Subdivision Plat Vacation – Timothy & Cathy Sutphin - Timothy and Cathy Sutphin, owners of a 173 acre parcel in Robinson Tract that was originally subdivided into 17 lots as Harts Run I and II in 1987, wish to vacate the subdivision to better control their use of the property for agricultural purposes. The ***enclosed*** state code only specifically gives the right to vacate a subdivision to the original subdivider. The property owned by the Sutphins has changed hands several times but no subdivision lots were ever sold individually. In seeking a means of vacating the subdivision plat, Tom McCarthy has confirmed through the Attorney General that the Sutphins would be able to vacate the property with the consent of the Board of Supervisors. Thus, I plan to place the ***enclosed*** deed on the consent agenda for the May 24 Board meeting pending any objections or concerns from Board members.
- i. Request from AAU Basketball Team – After consideration of the following factors, staff recommends contribution of \$750 in responding to this request. This amount was based on the number of team members with limited incomes as determined by eligibility for reduced school lunch programs; our estimate of the most economical means of transporting and supporting those team members; an allowance for how many days would be required for actual play days; and the fact that there are several other state champions who may be interested in attending national tournaments. In order to protect the County budget from an uncontrolled expense, the staff also recommends establishment of a \$5,000 annual limit to be used on a first come-first served basis with criteria for use to be based on the most economical means of transporting and supporting school lunch eligible youth. ***Enclosed*** is an e-mail describing the team budget for this event. This budget differs from that used by the staff in that the team budget seems to budget separate rooms for each child.

- j. 4-H Camp Funding – Based on the above criteria, I am forwarding the list of campers to the School Board staff for determination of school lunch eligibility and plan to include a recommendation in the May 20 weekly update.
- k. Revised Budget Schedule – ***Enclosed*** is a revised budget calendar which delays the public hearing for the budget as much as possible.

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May 17, 2004

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:

Personnel:

- Appointments – See ***enclosed*** memo as noted in under Reports from County Administrator and Staff.

Legal Matters:

- Merchants Capital Tax – As a follow-up to the May 6 budget work session, I have asked Mr. McCarthy to brief the Board regarding legal aspects of the tax.

/gh

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 May 24, 2004 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:

- ◆ None

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:

- ◆ Merchant's Capital Tax

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

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

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

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