

**BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS**

**Regular Meeting
Mon., Sept. 26, 2005
7:00 p.m.**

FOLLOW-UP AGENDA

Action Item	KEY STAFF
<p>(Moment of silence recognized for Ronnie Simpson, former Treasurer – Adopted resolution – Prepared resolution – Transmit to family)</p>	<p>Ms. Hanks Mr. Sheffey</p>
<p>1. <u>Invocation</u></p>	
<p>2. <u>Recognitions:</u></p> <ul style="list-style-type: none"> ▪ <u>Featured Employees – Clerk’s Office/Commonwealth Attorney</u> (Recognized Sandra Lackey and Connie Carrico) 	
<p>3. <u>Additions to Agenda</u> (Ms. Burchett noted the moving of item 9d “Building Space Needs Report” to a future agenda, item 10d1 – “27th District Court Service Unit C. E. Richardson Foundation Grant Funds Application” is identical to that of item 10g – “Grant Applications – C. E. Richardson Foundation Funds”, and advised that Mr. Radcliffe would not be able to attend the meeting to provide an update on property cleanups)</p>	
<p>4. <u>Public Hearings:</u></p> <p>a. <u>A request from Conn-Weld Industries to vacate a portion of a 50 ft. unimproved right-of-way, an unimproved 15 ft. alley, and a 25 ft. unimproved right of way tax map parcels 056-004-0001-0001 2, 3; 056-004-0001-0004 5,6,7; 056-004-0004-0001 2, zoned Industrial (I1), located off Colonial Dr., (Rt. 1019), in the Draper District.</u> (Approved – Notify applicant)</p>	<p>Ms. Taylor</p>
<p>b. <u>Transportation Act (TEA) 21 Grant Application</u> (Mr. Bob Henegar expressed support for Phase 1 of the Historic Newbern project that was just recently funded and asked for support on the Phase II bikeway/walking trail)</p> <p>(Mr. Fess Green spoke in favor of the application proposed by staff for a bikeway and suggested the Radford Pathways group could provide assistance with the project)</p>	

(Staff noted the application deadline is November 1, 2005 – Board requested staff to provide cost estimates on both projects and place on October 24, 2005 agenda for consideration of a possible grant application)

Mr. Huber

- c. FY 06 Budget Amendment
(Ms. Burchett provided a detailed listing of expenditures included in the budget amendment)

(Board approved budget amendment and appropriated amounts as advertised and recommended by staff) Ms. Burchett

5. Highway Matters:

Mr. Clarke (unless noted otherwise)

- a. Follow-up from Previous Board meeting:

- Review of Highway Matters Section of KAT
(Mr. Clarke advised in reference to item 9 on the KAT that caution signs would be added to Rt. 11 – Update KAT to reflect adding of caution signage)

Ms. Hanks

(Mr. Sheffey advised that in reference to item 22 on the KAT there are still trees on Falling Branch Road – VDOT to review – Update KAT)

Ms. Hanks

- b. Request for Speed Bumps/Signage in Heron's Landing Subdivision
(VDOT confirmed road is currently unposted – VDOT to conduct informal speed study, as well as meet with homeowners association – Add to KAT)

Ms. Hanks

- c. Rural Additions – Status Report
(Mr. Clarke advised no changes in current state law affecting rural additions and he did not expect the current law to change; Mr. Clarke was requested to confirm amount of current rural addition funds and provide update at October Board meeting – Place on October Board agenda)

Ms. Hanks

(Presented a letter from Cindy Buckingham and George Patneau of Four Seasons Lane requesting consideration of Four Seasons Lane as a rural addition – Board directed staff to send a letter to both residents advising no additional requests are being considered at this time)

Ms. Taylor

d. Citizen Concerns

(Mr. Jeff Levy advised of speeding on Gate Ten Road – Mr. Sheffey requested Mr. Levy obtain petition from residents if a lower speed limit is desired – Place request on Board agenda once petition is received)

Ms. Hanks

(Mr. Clarke advised the Board may want to join some other counties in proposing future legislation making all unposted roads a standard 35 mph with higher postings to be by request only, with each locality given the authority to determine the need for higher postings; the Board requested Mr. Clark to provide a listing of counties that were interested in proposing the new legislation at the next meeting of the Board – Place on October agenda)

Ms. Hanks

e. Board of Supervisors Concerns

(Supervisor Akers requested a drainage hole on Lead Mines Road be moved due to vehicles running into it – VDOT to review – Place on KAT)

Ms. Hanks

(Supervisor Akers advised of a request for a school bus stop sign on Hazel Hollow Road - VDOT advised this matter would need to be referred to School Board Office)

Mr. R. Nichols

(Supervisor Conner expressed concern over the recent accidents occurring on I77 due to fog)

(Staff presented picture of stone signage to be considered at entrance from Radford to Pulaski County – VDOT advised this type of signage would not be appropriate due to being too low to the ground and existing shrubbery at median)

6. Treasurer's Report
(Provided annual report)

7. Citizens' Comments
(Mr. E. W. Harless commended Mr. Jamie Radcliffe for his work in property cleanups and advised he was doing an outstanding job – Mr. Harless requested the Board consider employing a full time person, preferably a Sheriff's deputy, to perform property cleanup work – Staff to talk with Mr. Radcliffe to received his input on Mr. Harless's request)

8. Presentations - Proposed Putt-Putt at Randolph Park
(Presented three design plans prepared by Mr. Jeff Levy and NRCC students – Board requested a staff recommendation be made at the October Board meeting – Place update on October agenda)

	Mr. A. Akers
	Ms. Hanks

9. Reports from the County Administrator & Staff:
 - a. Key Activity Timetable
(Reviewed – Staff to determine if any action has been taken on item D8 – "Facility Design – Plant upgrade – stilling wall (pending HD approval)" – Provide update in weekly update)

	Mr. Coake
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 - b. Property Clean-up Report
(Deferred to October Board meeting)

	Ms. Hanks/Mr. Radcliffe
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 - c. Financial Report
(Ms. Burchett presented detailed cash financial report on expenditures and revenues for fiscal year just ending June 30, 2005)

 - d. Building Space Needs Report
(Deferred to October Board meeting)

	Ms. Hanks
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 - e. Appointments:
 1. NRV Community Services Board
(Ask for a recommendation from Jim Wallis – Place on October agenda)

	Ms. Hanks
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2. Joint Services Oversight Committee
(Deferred appointments until joint meeting with School Board on October 5, 2005 – Place on October 5 agenda) Ms. Hanks
 3. Agency on Aging
(Reappointed Elaine Powell as member and Peter Huber as alternate for one year – Notify Agency on Aging) Ms. Hanks
 4. Building Appeals Committee
(Reappointed Allen Audas and Ernest Draper for an additional four year term – Notify appointees as appropriate) Ms. Hanks
10. Items of Consent:
- a. Approval of Minutes of August 22, 2005
(Approved) Ms. Hanks
 - b. Accounts Payable
(Approved) Ms. Spence
 - c. Interoffice Transfers & School Budget Adjustments
(Approved) Ms. Burchett
 - d. Ratification:
 1. 27th District Court Service Unit C. E. Richardson Foundation Grant Funds Application
(Ratified)
 2. Fireworks Permit
(Ratified)
 3. Mini-Training Grant for Fire Departments
(Ratified)
 - e. Contracts, Change Orders & Agreements
 1. Paving Contract for Twin Communities Fire Department
(Approved) Mr. Richardson
 2. Crosswinds Contract
(Approved – Prepare for final execution) Mr. McCarthy

3. Library Roofing Bid Award
(Approved awarding the bid to Roofing and Restoration, Inc for installation of a 90 mil 30-year roof membrane for \$118,795 with the additional funding required to be transferred from contingency) Ms. Burchett/Mr. Coake
4. Amendment to MOU between NR/Mount Rogers WIB and Pulaski County
(Approved amendment to agreement extending the date of the contract from September 30, 2005 to December 31, 2005, with there being no other changes to the language in the agreement)
5. Polyester Mobile Home Park Construction Contract
(Approved bid and an "all acts necessary" authorization in the implementation of construction on the Polyester Mobile Home Park water and sewer project) Mr. Coake
- f. Personnel Changes
(Reviewed)
- g. Grant Applications - C. E. Richardson Foundation Funds
(Same as item 10d1)
- h. Policy Standard Addressing Maintenance & Repairs for Fire Departments
(Approved policy recommended by the Fire Protection Committee) Mr. Richardson
- i. Fairlawn Entrance Sign
(Mr. Sheffey suggested a sign similar to that at the entrance on I81 – Staff requested to contact Jeff Levy of NRCC for possible concept) Mr. Huber
- j. Virginia Workforce Council Grant
(Approved sponsorship and support of grant, based on an increasing concern by local employers in finding qualified employees) Mr. Huber

- k. Emergency Declaration
(Approved declaration of disaster in order to make local farmers eligible for assistance – Prepare resolution and send to Extension Agent Michael Fisher for transmittal to appropriate state agencies) Ms. Hanks

- l. Revision to Dress Code
(Approved casual dress code for Board members at upcoming Board meetings through Columbus Day)

- m. Development of New River Industrial Park
(Approved public solicitation of development proposals for remaining IDA property in the New River Technology Park – Prepare proposals) Mr. Tickner

- n. Mutual Aid Agreement
(Approved mutual aid agreement) Mr. Richardson

- o. Hurricane Katrina Relief Support
(Present draft policy to employees to review and provide input – Place policy on October Board agenda for review) Ms. Burchett
Ms. Hanks

- p. Workforce Development Month Resolution
(Approved resolution declaring October as Workforce Development Month – Transmit to appropriate agency) Ms. Hanks

- q. Resolution Declaring Disaster Due to Drought Conditions
(Same as item 10k)

- r. Telecommunications Grant/Loan Application
(Approved application with private telecommunications firm with firm to be responsible for the maintenance of the line and the provision of perpetually free fiber connections between School Board and county facilities, eliminating the annual costs currently being incurred by local taxpayers) Dr. Jim Sandidge

s. Agreement with State Board of Elections
(Approved agreement, pending clarification
of state standards regarding accessibility issues) Mr. Huber

11. Citizen Comments
(None)

12. Other Matters from Supervisors
(Supervisor Akers advised he was pleased with the
progress being made on the new Lowes store in
Fairlawn)

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

14. Adjournment

September 19, 2005

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Recognitions

Featured Employees – Clerk's Office/Registrar/Commonwealth Attorney Offices - The employees to be recognized at the September Board meeting and featured for the month of October will be designated from the Clerk's Office/Registrar/Commonwealth Attorney offices. At this time, we have not received the names of the two employees to be recognized.

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September 19, 2005

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

Public hearings have been scheduled to consider the following:

- a. A request from **Conn-Weld Industries** to vacate a portion of a 50 ft. unimproved right-of-way, an unimproved 15 ft. alley, and a 25 ft. unimproved right of way tax map parcels 056-004-0001-0001 2, 3; 056-004-0001-0004 5,6,7; 056-004-0004-0001 2, zoned Industrial (I1), located off **Colonial Dr.**, (Rt. 1019), in the Draper District. - A public hearing has been scheduled to consider the above zoning request. **Enclosed** is the staff analysis and Planning Commission recommendations.
- b. Transportation Act (TEA) 21 Grant Application – A public hearing has been scheduled to receive public comments on the above application, with potential uses to include the construction of a bikeway/walking trail from the City of Radford to the Town of Pulaski. This trail is one link in a series of links to connect the New River Trail to the Huckleberry Trail through the communities of Pulaski, Dublin, Newbern, Radford, Christiansburg and Blacksburg.
- c. FY 06 Budget Amendment- A public hearing has been scheduled to receive public comments on the FY 06 budget amendment, which is **enclosed**.

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September 19, 2005

TO: Board of Supervisors
FROM: Peter M. Huber, County Administrator
SUBJECT: Highway Matters

- a. Follow-up from Previous Board meeting:
 - Review of Highway Matters Section of Key Activity Timetable (KAT) – The status of VDOT road matters previously discussed by the Board on the Highway Matters section from the Key Activity Timetable will be included in the September 23 weekly update, once updated by Resident Engineer David Clarke.
- b. Request for Speed Bumps/Signage in Heron's Landing Subdivision - Ms. Leigh Mitchell of River Course Drive, along with other residents of the Heron's Landing Subdivision, are requesting speed bumps and appropriate signage on the roads in the subdivision. This matter is being placed on the agenda at the request of Supervisor Sheffey.
- c. Rural Additions - Status Report – I expect state guidelines will require that all funds currently allocated to rural addition projects be allocated back into the secondary road system. However, I thought it would be helpful to confirm this with VDOT officials.

/gh

September 19, 2005

TO: Board of Supervisors
FROM: Peter M. Huber, County Administrator
SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable (KAT) – ***Enclosed*** is a copy of the Key Activity Timetable.
- b. Property Clean-up Report – Mr. Radcliff plans to present an update on recent property cleanups.
- c. Financial Report – I plan to prepare a report of cash revenues and expenditures following the closing of the 2004-05 Fiscal Year for distribution with the September 23 weekly update. The report will also include an estimate of the impact high fuel prices will have on the projected current 2005-06 fiscal year.
- d. Building Space Needs Report – The Building Space Needs committee is recommending that construction of the addition to the Administration building proceed. A full report will be provided in the weekly update. These recommendations will be presented at the Board meeting by Glenn Reynolds. Also ***enclosed*** is a cost estimate and diagram for the expansion of the County Administration Building.
- e. Appointments - The following information is provided regarding appointments:
 1. NRV Community Services Board - Ms. Sue Thompson/Hubble has resigned effective immediately.
 2. Joint Services Oversight Committee - In reviewing the notes from the May 4, 2005 Joint Board of Supervisors/School Board meeting, I did not find reference to the appointment of Board members to serve on the Joint Services Oversight committee or in the oversight of technology issues. I would appreciate your assistance in clarifying my records or the appointment of individuals.
 3. Agency on Aging – The term of Elaine Powell will expire on September 30, 2005. Ms. Powell is eligible for reappointment. I serve as Ms. Powell's alternate.
 4. Building Appeals Committee- The terms of Allen Audas and Ernest Draper will expire on October 1, 2005. Both are eligible for reappointment.

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September 19, 2005

TO: Board of Supervisors
FROM: Peter M. Huber, County Administrator
SUBJECT: Items of Consent

- a. Approval of Minutes of August 22, 2005 – Approval of the ***enclosed*** minutes is recommended.
- b. Accounts Payable – Approval of the ***enclosed*** accounts payable is requested.
- c. Interoffice Transfers & School Budget Adjustments – Approval is requested of the ***enclosed*** interoffice transfer #3 totaling \$69,581.33 and School Budget Adjustments.
- d. Ratification
 1. 27th District Court Service Unit C. E. Richardson Foundation Grant Funds Application- Ratification of the ***enclosed*** grant application by the Court Service Unit is requested.
 2. Fireworks Permit – Ratification of a request by Motor Mile Speedway for a fireworks display held on Saturday, September 17 is requested.
 3. Mini-Training Grant for Fire Departments – Ratification of an application for a mini-training grant on behalf of the county fire departments is requested. This grant is through Department of Fire Programs in the amount of \$4,219.80. This money if awarded is to purchase training materials for use in fire fighter training.
- e. Contracts, Change Orders & Agreements:
 1. Paving Contract for Twin Communities Fire Department – Ratification of the ***enclosed*** contract for services to be provided by Joe's Paving and Construction of Christiansburg is requested.
 2. Crosswinds Contract – Approval of the ***enclosed*** contract between the county and John Spangler, d/b/a Crosswinds Services is recommended.

3. Library Roofing Bid Award - Ron Coake received two bids for the library roof. The lowest bid is to replace what we have with a ballasted roof and 45 mil thick membranes which provides a 15 year warranty for \$94,977. Next is a 20 year warranty, 60 mill ballasted roof for \$98,249 which no one recommends, next is a 20 year warranty 60 mill fully adhered for \$104,329 and last is a 30 year warranty 90 mill fully adhered for \$118,795.

Staff recommends awarding the bid to Roofing and Restoration, Inc for installation of a 90 mil 30-year roof membrane for \$118,795 with the additional funding required to be transferred from contingency.

- f. Personnel Changes – ***Enclosed*** is an update from Ms. Burchett of recent personnel changes.
- g. Grant Applications - C. E. Richardson Foundation Funds- The Board is requested to approve the county applying for C. E. Richardson Foundation funds to assist Court Services unit in serving troubled youth.
- h. Policy Standard Addressing Maintenance & Repairs for Fire Departments- I would like to ask for suggestions from Board members regarding the following policy standard for addressing the maintenance and repair for fire departments. Currently, the county has been addressing relatively minor repairs at county owned facilities (Fairlawn, Draper), while buildings owned by volunteer groups get much less in the way of direct assistance. The following is a recommendation of the Fire Protection Committee:

"After some discussion a motion from Twin Community recommends the departments pay any expenses up to five hundred dollars, and the County pick up any thing over that amount. Newbern seconded this motion and all departments voted in favor of the motion."

As with all expenditures, the specific amount would have to be budgeted in the Fire Protection Committee operating budget or through the Capital Improvements plan.

- i. Fairlawn Entrance Sign – The Board is requested to provide staff with suggestions for the Fairlawn entrance to Pulaski County along Route 11.
- j. Virginia Workforce Council Grant- The Virginia Workforce Council is offering three \$15,000 grants statewide to address workforce availability issues. The New River/Mount Rogers Workforce staff is willing to put the application together in order to address the need by local employers to find qualified assistance while also having a relatively high unemployment rate. Sponsorship and support of this application is recommended based on an increasing concern by local employers in finding qualified employees.

- k. Emergency Declaration – Michael Fisher reports that dry conditions are having a serious impact on local farm operations. Unless we have rain prior to the Board meeting, I recommend declaration of a disaster in order to make local farmers eligible for assistance. Mr. Fisher plans to provide further information for distribution in the September 23rd weekly update.
- l. Revision to Dress Code – Based on the continuation of warm weather through October, it is suggested that the casual dress code for Board meeting be extended through Columbus Day. The current policy is for casual dress to be in effect from Memorial Day to Labor Day.
- m. Development of New River Industrial Park – Following the receipt of verbal or written interest from at least three parties in the purchase of remaining IDA property in the New River Technology Park, I recommend approval by the Board of Supervisors and the Industrial Development Authority in the public solicitation of development proposals for this property as noted on the enclosed map.
- n. Mutual Aid Agreement – Approval of the enclosed mutual aid agreement for emergency services is requested.
- o. Hurricane Katrina Relief Support – I am working on details of a county contribution based on employee donation of unused vacation time and plan to include the policy in the September 23 weekly update.

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September 19, 2005

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

In reviewing items needing discussion that I am aware of at the time this packet was prepared, I did not see anything needing discussion in closed session other than specific questions regarding appointments. I suggest we avoid having to hold a closed session unless Board members have questions or issues with the appointments. Please let me know if you see anything you would like to see discussed in closed session and I will add the specifics to the agenda.

PMH/gh