

**BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS**

**Regular Meeting
Mon., Oct. 24, 2005
6:15 p.m.**

ACTION	KEY STAFF
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Closed Session (VA Code 2.2-3711(A)1) - Administrator's Evaluation
(Evaluation conducted)

1. Invocation
(Tom McCarthy delivered invocation)
2. Recognitions - Featured Employees
(Recognized Michea Prescott and Sally Warburton)
3. Additions to Agenda
(None)
4. Public Hearings:
 - a. A rezoning request from Residential (R1) to Agricultural (A1) by the following individuals, referenced by tax map number and acreage for properties located on Wilderness Rd. (Rt. 611) approximately ¾ mile from the intersection of Wilderness Road (Rt. 611) and State Park Road (Rt. 600), and running to the intersection with Wilderness Road (Rt. 611) and Landrum Rd. (Rt. 615), Ingles District. General uses proposed are single-family detached dwellings, farming and other uses as allowed by-right in the Agricultural (A1) Zoning District at a density of no greater than 1 lot per 30,000 square feet. The properties are designated as Residential in the Pulaski County Comprehensive Plan.

Alderman, Ersell W. & Gloeda G.	057-002-0000-005A	1.9630 acres
Arnold, William P. & Norma S.	057-002-0000-003A	.9350 acres
Burke, Richard C. & Carolyn C.	057-002-0000-0001	5.4900 acres
Edwards, Claude A. & Janet L.	057-002-0000-0004	2.5500 acres
Harrison, Asa C. & Thelma B.	057-001-0000-0021; 057-002-0000-004A; 057-001-0000-0020; 057-001-0000-022A	5.0370 acres

Hight, Paul A. & Melissa J.	057-002-0000-0003; 057-002-0000-003B; 057-002-0000-003C	4.0805 acres
Holbrook, Paul E. & Daisy E.	057-002-0000-0002	4.8600 acres
Mullins, Jonathan N. ETAL	057-002-0000-0005	1.9880 acres
Roope, Bradley D.	057-001-0000-0018; 057-001-0000-0019	2.977 acres

(Approved – Notify applicant)

Ms. Taylor

b. An initiative by the **County of Pulaski** to amend the following sections of the Pulaski /County Zoning Ordinance:

- Article 1 “Definitions, Use and Design Standards” “**Patio Home, Zero Lot Line**”.
- Article 2-7.1, Yard Regulations, **Agricultural (A1)** Zoning District, Article 3-7, Yard Regulations, **Conservation (C1)** Zoning District, Article 5A-8, Yard Regulations, **Residential (R)** Zoning District, Article 5B-7, Yard Regulations, **Residential (R1)** Zoning District, Article 5C-7, Yard Regulations, **Residential (R2)** Zoning District, Article 5D-7, Yard Regulations, **Residential (R3)**, to omit combined side yard and have a standard 10’ foot side yard line setback.
- Article 16-3, expansion or enlargements of nonconforming uses.

(Approved – Amend zoning ordinance)

Ms. Taylor

c. A request from **Daymond and Regina O’Dell, and others**, to vacate Valley Street /from the intersection with Old Rt. 100 to its end, other unimproved alleys running parallel to Valley St. between Greenbriar Rd. (Rt. 658) and Valley Street; and alleys running parallel to Academy St. off Greenbriar Rd. (Rt. 658), zoned Residential (R1), referenced by Tax Parcels 091-001-0000-0046, 46E, 47, 54 and 54A and all properties within the blocks of Tax Map 091-004, located in the Town of Draper, Draper District.

(Approved – Notify applicant)

Ms. Taylor

5. Highway Matters:

a. Follow-up from Previous Board meeting:

1. Review of Highway Matters Section of KAT

(Mr. Clarke provided updates – Update Highway Matters portion of KAT)

Mr. Clarke

(Mr. Clarke advised there was no record of previous speed limit postings on Schrader Hill – VDOT to review and provide update at November Board meeting)

Mr. Clarke

(Mr. Sheffey commended VDOT on handling of recent regional 6-year primary road hearing)

(VDOT reported a one day delay on the closing of the Allisonia Bridge)

2. VDOT Update on Future Legislation Re: Unposted Roads

(Mr. Clarke advised any change to law re: postings would have to be introduced in a future General Assembly session – VDOT to provide updates to Board as they occur)

Mr. Clarke

3. Confirmation of Amount of Current Rural Additions Funds

(Mr. Clarke confirmed \$150,000 in funding available and advised of no time limit at this time for using funds – Supervisor Conner asked if funding could be used for PCHS improvements – Mr. Clarke advised improvements would have to be considered as part of six year plan – Mr. Huber suggested a meeting be held between school representatives, county staff, VDOT and Mr. Conner to discuss improvements)

Ms. Safewright

b. Scheduling of Six Year Public Hearing

(Mr. Clarke to advertise for public hearing for November Board meeting & confirmed funding will be less than last year – Mr. Clarke to provide suggested changes to staff so that changes can be provided to Board prior to ad, note all projects that have been completed and add road number and road name on six year plan)

Mr. Clarke

c. Citizen Concerns

(Mr. Chuck Vaughan requested residential speed limit posting on Schrader Hill, as well "Watch for Children" signage – VDOT to determine if road qualifies for residential speed limit - Update Highway Matters section of KAT)

Mr. Clarke

Ms. Hanks

(Mr. Dave Harden of Schrader Hill requested a residential speed limit and expressed concern over the potential for a serious accident occurring on the road)

d. Board of Supervisors Concerns

(Supervisor Conner encouraged VDOT to review improvements to the entrance to Pulaski County High School)

(Supervisor Conner expressed appreciation for the improvements to the Little Creek Bridge)

(Supervisor Akers complimented VDOT on the work being done at Dunkard's Bottom)

(Supervisor Akers requested VDOT review the ditch along Dunkard's Bottom – Add to KAT)

Ms. Hanks

(Supervisor Sheffey inquired regarding the progress for signage at the entrance to Rt. 11 in Fairlawn – Supervisor Conner suggested placing sign at area where shrubbery is currently located – Staff to meet with Mr. Clarke and discuss signage)

Mr. Huber/Mr. Clarke

(Supervisor Akers expressed concern over the lack of signage indicating traffic needs to move to right lane (coming across bridge out of Radford) – VDOT to review and provide update – Place on KAT)

Mr. Clarke

Ms. Hanks

6. Treasurer's Report

(Mr. Huber advised Ms. Tickle's absence was due to the backlog of work related to responding to personal property tax tickets due – Staff to make recommendation for improvements to next year's process – Supervisor Sheffey requested SWT and Roanoke Times reporters explain to the public that there will be no enforcement of late taxes until decals have been mailed to citizens – Monthly report presented)

Ms. Tickle/Mr. Gill/

Mr. Huber

7. Citizens' Comments

(Mr. Ronnie Dalton, resident of Shelburne Road, complained regarding the numbering of the houses, which results in confusion by rescue and fire responders in finding houses – County staff to review matter and provide update)

Mr. Tickner

(Supervisor Akers advised it was his understanding some of the Shelburne Road property owners were concerned with renumbering their houses)

(Diana Burton, property owner off Rt. 609 in Draper District, questioned action taken by the Board of Supervisors in 1949 at which time action was to “vacate” right-of-way on Rt. 609 – Supervisor Sheffey advised Ms. Burton that matter would have to be taken by property owner(s) to Circuit Court)

8. Reports from the County Administrator & Staff:

a. Key Activity Timetable

(Supervisor Akers requested an update on the plant upgrade stilling wall – Staff advised options had been presented with plans to use stilling wall instead of pipes and with the next step to be preparing a specific design)

(Ms. Burchett provided an update on the Fairview Home roofing advising a former resident of Pulaski County, Joe Hale, would be donating the roofing as a result of his company being unable to provide roofing to a building damaged by Hurricane Katrina – Mr. Huber advised the second alternative was to have the work done by the Hammering in the Hills group from Giles County – Work on the roofing is expected to being in two weeks)

b. Property Clean-up Report

(Mr. Huber advised Mr. Radcliffe was unable to attend the meeting and an update would be given at November Board meeting – Supervisor Sheffey relayed to staff comments made by E. W. Harless at the September Board meeting requesting a full time Code Enforcement position – Board directed Mr. Huber to discuss the matter with Sheriff Davis to determine any concerns he would have, should the Board consider the full time status of a code enforcement officer)

Mr. Huber/Sheriff Davis

- c. Building Space Needs Report
 (Mr. Huber provided an update on the building space needs and the need to find accommodations for an additional 14 School Board employees – Mr. Huber suggested issuing an RFP to determine space availability for the additional 14 persons, as well as space for housing the Health Department – Mr. Huber advised the architect had informed the committee that the most economical option is purchasing and renovating a shopping center type space, due to being less expensive and easily accessible – Board directed staff to solicit for shopping center type space for approximately 14 additional staff) Mr. Huber
- d. Appointments:
1. NRV Community Services Board
 (Appointed Becky Hubble – Notify Ms. Hubble and Community Services Board) Ms. Hanks
 2. Jamestown 2007 Planning Committee
 (Appointed Ms. Sarah Burkett, Extension Agent; Scott D. Bowen, Chief Ranger, Claytor Lake State Park; and Ray Callahan, Claytor Lake State Park Interpreter – Notify as appropriate) Ms. Burchett
 3. VACO Proxy Designation
 (Selected Supervisor Pratt, with Supervisor Akers as alternate to provide proxy vote – Notify VACO) Ms. Hanks
 4. Building Space Needs Committee
 (Appointed Ron Chaffin – Notify Mr. Chaffin) Ms. Safewright
- e. T-21 Grant Application
 (Mr. Huber reviewed Board of discussions held at the September Board meeting at which a public hearing was held regarding the extension of the New River Trail /bikeway type path – Mr. Huber advised a public hearing had been scheduled for Saturday, October 29 at 10:00 a.m. for TEA 21 funding for second Phase of project with a November 1, 2005 deadline noted – Board approved continuing with Phase 2 of what was submitted last year for enhancements to the Newbern Museum)

(Mr. Henagar presented a survey plat showing proposed trail and crossways from Visitor Center and Museum and noted stipulations by VDOT regarding a certain percentage of grade being exceeded, but with understanding grade should still work – Mr. Henagar expressed his desire to see the Board proceed with Phase II and then purchasing the adjacent property)

f. Amendments to Coyote Bounty Program

(Mr. Huber recalled to the Board previous action by the Board to implement a coyote bounty program to support the agricultural community – Mr. Huber advised of a meeting with individuals who had expressed interest/ concern over program – Mr. Huber & committee recommended, and the Board approved, a \$2,500 cap along with the following procedures, pending review by County Attorney:

- a. Pulaski County utilize the affidavit system used in Augusta County;
- b. Bounties be provided only to the taxpayer owning the property on which the coyote is killed; and
- c. Bounties be reduced to \$25 per animal but be expanded to apply to both male and female coyotes

Implement program)

Michael Fisher

(Contact neighboring localities with similar program to determine what part of the animal is used to verify animal is a coyote)

Michael Fisher

9. Items of Consent:

- a. Approval of Minutes of September 26, 2005
(Approved)

Ms. Hanks

- b. Accounts Payable
(Approved)

Ms. Spence

- c. Interoffice Transfers & Appropriations
(Approved)

Ms. Burchett

- d. Ratification – Fireworks Permit
(Approved – Notify speedway)

Ms. Hanks

- e. Contracts, Change Orders & Agreements
 - 1. Emergency Services Mutual Aid Agreement
(Approved agreement by resolution – Prepare resolution and arrange for appropriate execution of agreement) Mr. Richardson
 - 2. Contract – King-Moore for GIS Technical Assistance
(Approved, subject to appropriations clause and removal of Section 4.5 from contract) Mr. Huber
- f. Personnel Changes
(Reviewed)
- g. VML/VACO AEP Steering Committee
(Approved payment of invoice for a contribution of \$3,943.00) Ms. Spence
- h. Fairlawn Citizen Service Center Charges
(Supervisor Akers requested clarification on services provided by Fairlawn Citizen Services – Approved payment of \$708.99 to Fairlawn Bookkeeping Services, as well as a rate of \$50 per months) Ms. Spence
- i. Purchasing Policy Revision
(Approved revising “Section III - Purchases Under Five Hundred Dollars (\$500)” to increase amount To \$1,000 – Revise policy – Notify employees through Grapevine newsletter) Ms. Safewright
Ms. Burchett
- j. Acceptance of Floyd County as a Customer of NRRA
(Adopted resolution – Transmit to NRRA) Ms. Hanks
- 10. Citizen Comments
(None)
- 11. Other Matters from Supervisors
(Supervisor Akers commended the cleanup efforts in the county and requested staff develop stipulations to allow for enforcement re: abandoned houses – Staff to check with other localities regarding laws governing abandoned houses – Staff to provide report on extent of problem, review of current ordinance and any additional language needed to enforce) Mr. Tickner/Ms. Jenkins

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

13. Adjournment

October 17, 2005

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Recognitions

Featured Employees – Information Technologies & Library - The employees to be recognized at the October Board meeting and featured for the month of November will be designated from the Information Technology and Library offices. The employee to be recognized from the Information Technologies Department is Michea Prescott and Sally Warburton from the Library. ***Enclosed*** are brief descriptions for both.

/gh

October 17, 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 rezoning request from Residential (R1) to Agricultural (A1) by the following individuals, referenced by tax map number and acreage for properties located on Wilderness Rd. (Rt. 611) approximately ¾ mile from the intersection of Wilderness Road (Rt. 611) and State Park Road (Rt. 600), and running to the intersection with Wilderness Road (Rt. 611) and Landrum Rd. (Rt. 615), Ingles District. General uses proposed are single-family detached dwellings, farming and other uses as allowed by-right in the Agricultural (A1) Zoning District at a density of no greater than 1 lot per 30,000 square feet. The properties are designated as Residential in the Pulaski County Comprehensive Plan.

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A public hearing has been scheduled to consider the above zoning request. **Enclosed** is the staff analysis and Planning Commission recommendations.

- b. Article 1 "Definitions, Use and Design Standards" "Patio Home, Zero Lot Line".
- Article 2-7.1, Yard Regulations, Agricultural (A1) Zoning District, Article 3-7, Yard Regulations, Conservation (C1) Zoning District, Article 5A-8, Yard Regulations, Residential (R) Zoning District, Article 5B-7, Yard Regulations, Residential (R1) Zoning District, Article 5C-7, Yard Regulations, Residential (R2) Zoning District, Article 5D-7, Yard Regulations, Residential (R3), to omit combined side yard and have a standard 10' foot side yard line setback.
 - Article 16-3, expansion or enlargements of nonconforming uses.

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- c. A request from Daymond and Regina O'dell, and others, to vacate Valley Street from the intersection with Old Rt. 100 to its end, other unimproved alleys running parallel to Valley St. between Greenbriar Rd. (Rt. 658) and Valley Street; and alleys running parallel to Academy St. off Greenbriar Rd. (Rt. 658), zoned Residential (R1), referenced by Tax Parcels 091-001-0000-0046, 46E, 47, 54 and 54A and all properties within the blocks of Tax Map 091-004, located in the Town of Draper, Draper District - A public hearing has been scheduled to consider the above zoning request. ***Enclosed*** is the staff analysis and Planning Commission recommendations.

/gh

October 17, 2005

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

a. Follow-up from Previous Board meeting:

1. 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 October 21 weekly update, once updated by Resident Engineer David Clarke.
2. VDOT Update on Future Legislation Re: Unposted Roads – As a follow-up to the September Board meeting, this item has been placed on the agenda for any additional information VDOT may be able to provide.
3. Confirmation of Amount of Current Rural Additions Funds - The resident engineer was requested to provide the Board with the amount of the current rural addition funding available.

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October 17, 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. Building Space Needs Report – As a follow-up to the Joint Board meeting, I thought it would be helpful to publicly describe the interest of the Board of Supervisors in focusing county operations in the downtown area to include preservation of Central Gym, continued utilization of the Bank building for the School Board, the need to purchase additional property in the vicinity of the Bank building to house School Board special education staff, and the need for space in a shopping center for use by the Health Department.
- d. Appointments - The following information is provided regarding appointments:
 1. NRV Community Services Board – Jim Wallis was requested to provide a recommendation.
 2. Jamestown 2007 Planning Committee – It is recommended the following individuals be appointed to the Jamestown 2007 Committee: Ms. Sarah Burkett, Extension Agent; Scott D. Bowen, Chief Ranger, Claytor Lake State Park; and Ray Callahan, Claytor Lake State Park Interpreter.
 3. VACO Proxy Designation - ***Enclosed*** is a letter from VACo describing options in selecting a staff representative or proxy representative. It is my understanding that Chairman Sheffey will not be able to attend the portion of the annual meeting at which the voting takes place. Thus, selection of a proxy vote is recommended.

/gh

October 17, 2005

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

- a. Approval of Minutes of September 26, 2005 – Approval of the ***enclosed*** minutes is recommended.
- b. Accounts Payable – Approval of the ***enclosed*** accounts payable is requested.
- c. Interoffice Transfers & Appropriations – Approval is requested of the ***enclosed*** interoffice transfer and appropriations.
- d. Ratification – Fireworks Permit – Ratification is requested of a fireworks permit issued to allow Motor Mile Speedway to hold a fireworks display on Saturday, November 1 sometime between 9:00 p.m. and 10:00 p.m.
- e. Contracts, Change Orders & Agreements:
 1. Emergency Services Mutual Aid Agreement - ***Enclosed*** is a mutual aid agreement between the county and the City of Radford for emergency services. This agreement was previously approved by Tom McCarthy and the Board of Supervisors for general use with neighboring localities. Since then, the mutual aid agreement has been approved without amendment and signed by the City of Radford. In order to be sure the specific agreement is entered into the minutes of the Board meeting, I have included this matter on the agenda.
 2. Contract – King-Moore for GIS Technical Assistance - ***Enclosed*** is a draft contract with King-Moore for GIS related technical assistance. I recommend approval of this contract pending review by Mr. McCarthy.
- f. Personnel Changes – ***Enclosed*** is an update from Ms. Burchett of recent personnel changes.

- g. VML/VACO AEP Steering Committee – Pulaski County has traditionally worked with other Virginia localities to negotiate electric rates for local utilities. ***Enclosed*** is a description of ongoing issues, as well as a recommended voluntary invoice for a contribution of \$3,943.00 by the county. Approval to participate is recommended.
- h. Fairlawn Citizen Service Center Charges - Approval of payment of \$708.99 to Fairlawn Bookkeeping Services is recommended in recognition of the availability of county related forms and informational transactions over the past three years. It is also recommended that these services continue to be paid for at a rate of \$50 per month as described on the ***enclosed*** spreadsheet.
- i. Purchasing Policy Revision - The department head staff and I recommend consideration to increasing the \$500 limit on purchase orders requiring administrative approval to \$1,000.
- j. Acceptance of Floyd County as a Customer of NRRRA - ***Enclosed*** is a letter and draft resolution from Jim Cornwell regarding the acceptance of Floyd County as a customer of the New River Resource Authority. Approval of this matter is recommended based on the added financial support for the NRRRA by Floyd County.

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October 17, 2005

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 – 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:

- Administrator's Evaluation – **Enclosed** is material previously distributed to the Board which I thought would be of assistance to the Board in evaluating my work for the County.
- Appointments - The following information is provided regarding appointments:
 1. NRV Community Services Board – Jim Wallis was requested to provide a recommendation.

2. Jamestown 2007 Planning Committee – It is recommended the following individuals be appointed to the Jamestown 2007 Committee: Ms. Sarah Burkett, Extension Agent; Scott D. Bowen, Chief Ranger, Claytor Lake State Park; and Ray Callahan, Claytor Lake State Park Interpreter.
3. VACO Proxy Designation - ***Enclosed*** is a letter from VACo describing options in selecting a staff representative or proxy representative. It is my understanding that Chairman Sheffey will not be able to attend the portion of the annual meeting at which the voting takes place. Thus, selection of a proxy vote is recommended.

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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 October 24, 2005 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:

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:

- Administrator's Evaluation
- Appointments

Voting yes: _____

Voting no: _____

Abstaining: _____

Not present: _____