

**BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS**

**Regular Meeting
Mon., April 24, 2006
7:00 p.m.**

ACTION ITEM	KEY STAFF
1. <u>Invocation</u> (Observed moment of silence in memory of Reverend David Hoagland)	
2. <u>Featured Employees – Community Development/ General Properties</u> (Recognized George Hazel and Edith Hampton)	
3. <u>Additions to Agenda</u> (Mr. Huber advised consideration of item 9h, currently under “Items of Consent”, should be taken under “Highway Matters”) (Mr. Huber advised additional items under “Closed Session” include the Hogan’s watershed matter, sewer easements and a matter involving disposition of property for the related to the New River Valley Development Corporation) (Mr. Sheffey recognized the 4-H students for their work on the recent plantings in front of courthouse and noted work is still needed on the grass area)	
4. <u>Public Hearings:</u> a. <u>Appropriations – School Fund</u> (Mr. Huber clarified this was a request by the School Board for the moving of money in the current fiscal year and not related to the FY 07 budget) (Ms. Laura Meek requested funding for the replacement of the track at PCHS – Supervisor Sheffey suggested the presentation be made to the School Board since it is related to funding for a school matter – Mr. Huber offered to pass the request along to Don Stowers)	Ms. Hanks

b. A request for Special Use Permit (SUP) by **Darryl J. & Stephanie S. Gillespie** for an exception to limitations on a private dock facility allowed by Article 8-8, on property identified as tax map no. 067-011-0000-006A, (0.8070 acres), zoned Residential (R-1), located on the east side of Island View Way (private road), approximately 360 ft. south of Whipporwill Way (private road), off Claytor Dam Rd. (Rt. 799), Ingles District.
(Approved, as recommended by Planning Commission – Notify applicant)

Ms. Taylor

c. A request for Special Use Permit (SUP) by **Bruce A. Moses** for an exception to limitations on a private dock facility allowed by Article 8-8, on property identified as tax map no. 108-007-0000-0006, (5.0200 acres), zoned Residential (R-1), located at 4395 Lynn Ln., off Hidden Spring Ln. (private road), off Clark Rd. (Rt. 777), Ingles District.
(Mr. Sheffey advised the matter had been withdrawn, but offered to receive comments from the public – No comments)

d. A request for Special Use Permit (SUP) by **VA Tech Foundation, Inc.**, for installation of an above ground fuel tank on property owned by **River Course L L C The**, zoned Transitional Industrial Development (TID), located at 6340 Valley Center Dr., (Rt. 816), Cloyd District.
(Approved, as recommended by Planning Commission – Notify applicant)

Ms. Taylor)

e. An initiative by the **County of Pulaski** to amend the following section(s) of the Pulaski County Zoning Ordinance:
• **Amendments to Article 6A, Transitional Industrial District (I-0) Zoning District; Section 6A-5 Setback Requirements; Section 6A-7 Yard Regulations; adding Section 6A-10 Screening, Landscaping and Lighting.**
(Approved as recommended by Planning Commission – Notify applicant)

Ms. Taylor

(Staff to review site plan requirements, particularly for areas along main corridors in county – Provide update to Board at May meeting - Place on May 22 agenda)

Mr. Tickner/
Ms. Hanks

(Supervisor Sheffey recognized the PCHS government classes in attendance at the meeting)

5. Highway Matters:

a. Follow-up from Previous Board meeting:

- Review of Highway Matters Section of KAT
(Supervisor Sheffey inquired as to directional signage to NRCC – VDOT to check)

(Supervisor Sheffey inquired re: status of county entrance signage at Memorial Bridge – VDOT advised sign still not in clear zone but VDOT is considering situation – Further, a preliminary review has been done and signage doesn't meet requirement because of median size – VDOT to provide county staff with signage dimensions that would fit median area - VDOT will also look at alternate location – Mr. Huber encouraged standardization between county and municipal signage requirements)

(Supervisor Sheffey inquired re: rumble strips on Hazel Hollow Road – VDOT advised rumble strips had been installed)

(Supervisor Pratt inquired re: gravel on Worrell Road - Mr. Jack Martin advised no additional gravel had been placed on Worrell Road)

(Supervisor Sheffey inquired re: Church Hill Lane widening - VDOT top review)

b. Valley Center Drive Road Name

(Approved renaming entrance to New River Valley Development Corporation to "Valley Center Drive" and renaming of previous Valley Center Drive to "Heron's Landing Drive")

Mr. Spangler

c. Closing Robinson Tract Road to Tractor Trailers

(Reported Shirley Davis requested restriction of truck traffic crossing Robinson Tract Mountain Road – VDOT advised it would review measures needed to prohibit truck traffic and provide an update at May 22 meeting – Place on May 22 agenda)

Ms. Hanks

d. Citizen Comments
(None)

e. Board of Supervisors Concerns
(Supervisor Sheffey inquired re: brush cutting/mowing in areas – VDOT advised plans are to consider individual requests)

(Supervisor Sheffey advised of the need for gravel on unpaved portion of Depot Road – VDOT to review)

(Supervisor Sheffey advised he had attended the Wytheville hearing on the I-81 improvements – VDOT advised comments will be evaluated and that the toll issue is a separate issue, a public hearing is expected and concept chosen and estimate prepared – VDOT advised it did not have a timeframe at this time, but results would most likely be based on public comments)

6. Treasurer's Report
(Reported in absence of Treasurer)

7. Citizens' Comments - Bettye Steger
(Ms. Steger thanked the Board for the cooperation with the Town of Pulaski, including the efforts to bring James Hardie to the Town – Ms. Steger also thanked Mr. McCarthy and Mr. Huber for their help over the years)

8. Reports from the County Administrator & Staff:

a. Key Activity Timetable
(Change April 06 to April 07 for "Study county-wide uniform utility rates" and also for Health Dept. office relocation)

Ms. Hanks

b. Scheduling of Board Tour of DeHaven Park, Proposed Fairlawn School Site and James Hardie
(Tour scheduled for Saturday, April 29 with plans to use Pulaski Area Transit buses - School Board, IDA and Pulaski Town Council members also invited – Plans include meeting at Bob White Building at 12:45 p.m. on 4/29)

- c. Budget Calendar Revisions
(Confirmed Board meeting for May 1 at 6:30 p.m. – Mr. Huber advised no action had been taken by the legislature to adopt a state budget – Staff to invite the two senators and two house of delegates representatives to May 22 Board meeting to provide an explanation re: the state budget – Issue invitation to legislators) Mr. Huber

- 9. Items of Consent:
 - a. Approval of Minutes of March 27 & April 5, 2006
(Approved) Ms. Hanks

 - b. Accounts Payable
(Approved) Ms. Spence

 - c. Interoffice Transfers
(Approved) Ms. Burchett

 - d. Contracts, Change Orders & Agreements
 - 1. VDEM Additional Allocation of the 2005 State Homeland Security Program Grant
(Approved) Mr. Richardson

 - 2. Transportation Safety Project Grant
(Approved) Sheriff Davis

 - 3. Robinson, Farmer, Cox Associates Contract for Auditing Services
(Delayed action – Staff to contact RFC and request itemization of cost increase – Place on May 1 agenda) Ms. Hanks
Ms. Hanks

 - 4. VDEM Grant Application
(Approved) Mr. Richardson

 - 5. Virginia Interoperability Comm. Grant
(Accepted grant) Mr. C. Akers

 - 6. Banking Services Contract
(Approved) Ms. Burchett

 - e. Personnel Changes
(Reviewed)

- f. Cell Phone Policy
(Approved – Notify affected employees) Mr. Huber/
Ms. Burchett
- g. Business Appreciation Week Proclamation
(Approved proclamation)
- h. Renaming of Valley Center Drive to Heron's
Landing Drive
(Action taken previously)
- i. Opposition to Federal Franchise Standards
(Approved – Send correspondence to Congressman
Boucher) Ms. Hanks
- j. Draper Valley Golf Course Wireless Internet Service
(Approved) Mr. C. Akers
- 10. Citizen Comments
(Jean Anderson thanked Board for approving installation
of outdoor lights in front of CAB)
- 11. Other Matters from Supervisors
(None)
- 12. Closed Meeting – 2.2-3711.A.1.3.5.7

(Mr. Huber advised the Board had been invited by the
Virginia Water Projects to receive an award Thursday)
- 13. Adjournment

April 17, 2006

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Featured Employee Recognitions

Featured Employees – Community Development & General Properties - The employees to be recognized at the April Board meeting and featured for the month of May 2006 will be designated from the Community Development and General Properties Departments. The employees to be recognized are George Hazel from General Properties and Edith Hampton from Community Development. ***Enclosed*** are brief descriptions for both employees.

/gh

April 17, 2006

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Public Hearings

Public hearings have been scheduled to consider the following:

- a. Appropriations – School Fund – A public hearing has been scheduled to consider an amendment to the 2005-06 fiscal year budget as described on the ***enclosed*** public hearing notice.
- b. A request for Special Use Permit (SUP) by **Darryl J. & Stephanie S. Gillespie** for an exception to limitations on a private dock facility allowed by Article 8-8, on property identified as tax map no. 067-011-0000-006A, (0.8070 acres), zoned Residential (R-1), located on the east side of Island View Way (private road), approximately 360 ft. south of Whipporwill Way (private road), off Claytor Dam Rd. (Rt. 799), Ingles District. – A public hearing has been scheduled to consider a rezoning request as described on the ***enclosed*** request. The Planning Commission recommends approval with conditions as noted on the enclosed.
- c. A request for Special Use Permit (SUP) by **Bruce A. Moses** for an exception to limitations on a private dock facility allowed by Article 8-8, on property identified as tax map no. 108-007-0000-0006, (5.0200 acres), zoned Residential (R-1), located at 4395 Lynn Ln., off Hidden Spring Ln. (private road), off Clark Rd. (Rt. 777), Ingles District – This request has been withdrawn as noted on the ***enclosed*** documentation.
- d. A request for Special Use Permit (SUP) by **VA Tech Foundation, Inc.**, for installation of an above ground fuel tank on property owned by **River Course L L C The**, zoned Transitional Industrial Development (TID), located at 6340 Valley Center Dr., (Rt. 816), Cloyd District - A public hearing has been scheduled to consider a rezoning request as described on the ***enclosed*** request. The Planning Commission recommends approval.

e. An initiative by the **County of Pulaski** to amend the following section(s) of the Pulaski County Zoning Ordinance:

- Amendments to **Article 6A, Transitional Industrial District (I-0) Zoning District; Section 6A-5 Setback Requirements; Section 6A-7 Yard Regulations; adding Section 6A-10 Screening, Landscaping and Lighting.**

A public hearing has been scheduled to consider a rezoning request as described on the *enclosed* request. The Planning Commission recommends approval.

April 17, 2006

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) – An update from Mr. Clarke on the status of VDOT road matters previously discussed by the Board on the Key Activity Timetable will be enclosed in the weekly update on April 21.

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April 17, 2006

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 for review by the Board.
- b. Scheduling of Board Tour of DeHaven Park, Proposed Fairlawn School Site and James Hardie – The Board set the date of Saturday, April 29 (with an alternate date of Saturday, May 6) as the dates to tour the proposed sites. Details, including the location for a departure, as well as a time, is requested.

/gh

April 17, 2006

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Items of Consent

- a. Approval of Minutes of March 27, 2006 – Approval of the ***enclosed*** minutes is recommended.
- b. Accounts Payable – Approval of the ***enclosed*** listing of accounts payable is requested.
- c. Interoffice Transfers – Approval of the ***enclosed*** interoffice transfers is requested.
- d. Contracts, Change Orders & Agreements – Approval and/or ratification of the following grants and contract is requested. Details are described for each on the ***enclosed*** documents.
 1. VDEM Additional Allocation of the 2005 State Homeland Security Program Grant
 2. Transportation Safety Project Grant
 3. Robinson, Farmer, Cox Associates Contract for Auditing Services
 4. VDEM Grant Application
 5. Virginia Interoperability Committee Grant- We anticipate receiving \$18,000 in funding for the purchase of equipment allowing communications between different radio systems. Acceptance of this grant is recommended.
- e. Personnel Changes – ***Enclosed*** is an update from Ms. Burchett of recent personnel changes.
- f. Cell Phone Policy - Approval of the ***enclosed*** cell phone policy is recommended as a way of addressing federal tax implications.

- g. Business Appreciation Week Proclamation - Adoption of a resolution declaring May 8-12 as Business Appreciation Week is requested.
- h. Renaming of Valley Center Drive to Heron's Landing Drive - Since this road name change does not involve any existing addresses, approval by the Board is recommended as requested by John Spangler, 911 Address Coordinator and Steve Crawford who is developing the property adjacent to this road. As noted on the ***enclosed*** map, Heron's Landing drive would extend from the intersection of Viscoe Road at the entrance to the New River Industries plant to the cul-de-sac in front of the VT Turf Center/Golf Club facility and beyond into Phase III of the Heron's Landing development.

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April 17, 2006

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:

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:

1. Commerce Park Shares – Roanoke County is considering withdrawal from the Commerce Park Participation Committee making available 10,638 shares at a annual debt service cost of \$2.75 for each or \$29,255 per year. Currently, the Commerce Park ownership is divided as follows:

	Shares	Percent Ownership	Total Annual Cost
Bland	2,128	1.4%	\$ 5,851
Craig	2,125	1.4%	\$ 5,844
Giles	20,140	13.4%	\$ 55,386
Montgomery	20,289	13.5%	\$ 55,794
Pulaski	65,736	43.8%	\$ 180,773

Roanoke Co.	10,638	7.1%	\$	29,255
Wythe	-	0.0%	\$	-
Radford	8,457	5.6%	\$	23,258
Roanoke City	10,000	6.7%	\$	27,500
Salem	-	0.0%	\$	-
Christiansburg	-	0.0%	\$	-
Dublin	1,070	0.7%	\$	2,943
Narrows	-	0.0%	\$	-
Pearisburg	2,143	1.4%	\$	5,894
Pulaski Town	7,273	4.8%	\$	20,001
Others	-	0.0%	\$	-
Total	150,000	100.0%	\$	412,500

The process of transferring ownership shares is as follows:

- a. All shares shall be offered in equal proportion to the localities which purchased shares (the "participating localities");
- b. Any shares in the project thereafter remaining shall first be offered to the participating jurisdiction in which the project is located (the "host jurisdiction");
- c. Any shares thereafter remaining shall then be offered to others, including private or other non-member investors, on such terms and for such consideration as determined by the participating localities.
- d. Each Participant will contribute to the costs and expenses of the Project, including repayment of any financing, with interest and expenses, in proportion to the amount of shares owned to the total outstanding shares. Should any Participant fail or neglect to make any such proportional contribution to support the Project, including the repayment of financing and all costs and expenses, and such failure exist for more than ten (10) days after demand by the Committee, such Participant shall forfeit and lose any and all interest and shares in the Project and such forfeited shares shall be redistributed among the Participants as provided in this Article.

Based on the above process, Pulaski County may have the opportunity to assume liability for an additional 4,659.44 shares at a cost of \$12,813.47 per year in the first round of purchases. Thereafter, the County would be offered the opportunity to obtain any remaining shares not purchased by other localities.

2. Trail Development – A private individual has expressed interest in providing financial assistance to the County in extending the New River Trail to Randolph Park. I would like to review a map of the general layout for where the trail would go and request the consideration of the Board in negotiating for the right of way needed for this project.
3. Building Reuse Plan – The Committee recommends consideration to partnering with the Town of Pulaski in the redevelopment of the Maple Shade Shopping Center for use by the Health Department, and potentially other offices. This property is located just outside the 100-year flood plain and at an assumed cost of \$8 per square foot, is the least expensive space available. ***Enclosed*** is a map depicting other options. The Board may also want to consider acquiring the Higginbotham or Groseclose buildings for reuse by the Commonwealth Attorney's office due to their proximity to the Courthouse.
4. Use of Cloyd's Mountain as a Shooting Range – I have received an inquiry from K. L. Bird as to the potential use of the closed Cloyd's Mountain Landfill as a public shooting range. I wanted to discuss it with the Board my recommendation to deny this request based on liability and environmental problems.
5. Bob White Building – Dave Tickner has been working with tenants in the Bob White building to address lease issues as well as recovery of a portion of utility bills. We plan to provide the Board with an update at the meeting and are monitoring the building on a weekly basis.
6. Surplus Property Disposal – I would like to recommend the temporary use of Claremont School as a central warehouse for surplus property to be done jointly with the School Board. The school could provide us with a staging area for the potential reutilization of surplus items while also serving as a staging area for a surplus auction. All items would be stored inside the building. I would also like to recommend allowing the School Board and other county funded agencies the use of any items no longer needed by the County staff.

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:

- Staff Reorganization – The continuation of sound financial and managerial operations following the planned retirement of Nancy Burchett is going to be a significant challenge. In preparation, I have asked Nancy to prepare the ***enclosed*** draft summary of functions she is currently performing. My thinking is to use this listing as a summary of opportunities for existing staff members to increase their level of responsibility and compensation. While several of these functions may be able to be folded into existing job classifications with hiring of additional clerical staff, Nancy and I recommend hiring a Finance Director based on the need to account for nearly \$100 million in annual expenditures. I would also like to discuss options in the selection of an Assistant County Administrator. I plan to include job descriptions for both positions in the April 21st weekly update.

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:

- Complaint for Declaratory Judgment – ***Enclosed*** is correspondence from Tom McCarthy regarding the keeping of horses by Michael and Gaye Whitaker and cattle by Douglas Jones in Chickwood Estates as a non-conforming uses in the R-1 zoning district. We plan to provide the Board with an update at the meeting.
- Revision to Magnox Loan Guarantee Contract – Magnox is requesting conversion of the existing \$250,000 loan guarantee from the IDA to a direct loan. This change matches additional lending by Sun Trust and \$1.5 million in equity investment by a private investor. It is proposed that the collateral positions would remain unchanged with the bank in first position for up to \$2 million, the Virginia Small Business Financing Authority in second at \$500,000, the County and Town in shared third position with a combined \$500,000 and the private investor in a fourth position with \$1.5 million part of which would be convertible to 80% ownership in the company. I expect to receive more details regarding the proposed terms of the loan this week which I will include in the April 21st weekly update.

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 April 24, 2006 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:

- Commerce Park Shares
- Trail Development
- Building Reuse Plan
- Use of Cloyd's Mountain as a Shooting Range
- Bob White Building
- Surplus Property Disposal

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:

- Staff Reorganization

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:

- Complaint for Declaratory Judgment
- Revision to Magnox Loan Guarantee Contract

Voting yes: _____

Voting no: _____