

## BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 7, 2008

At an organizational meeting of the Pulaski County Board of Supervisors held on Monday, January 7, 2008 at 6:00 p.m. at the Pulaski County Administration Building, Board Room, 143 Third Street, NW, in the Town of Pulaski, Virginia, the following members present included: Joseph L. Sheffey; Frank R. Conner; Ranny L. Akers; Charles Bopp; and Dean K. Pratt. Staff members present included: County Administrator, Peter M. Huber; County Attorney, Thomas J. McCarthy, Jr.; Robert Hiss, Assistant County Administrator; Shawn Utt, Community Development Director; and Gena T. Hanks, Office Manager

### 1. Invocation

The invocation was given by County Attorney, Thomas J. McCarthy, Jr.

### 2. Organizational Items

County Administrator, Peter M. Huber, conducted the meeting prior to the election of a Chairman by the Board of Supervisors.

#### a. Election of Chairman, Vice Chairman and Designation of Term of Office

On the motion of Mr. Conner, seconded by Mr. Akers and carried, the Board of Supervisors elected Joseph L. Sheffey as Chairman for a four-year term ending December 31, 2011.

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

At this time, Chairman Sheffey assumed the chairmanship and conducted the remainder of the meeting. Chairman Sheffey also thanked the Board members for their vote of confidence.

On the motion of Mr. Akers, seconded by Mr. Pratt and carried, the Board of Supervisors elected Frank R. Conner as Vice Chairman for a one year term ending December 31, 2008.

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

#### b. Designation of Seating Arrangement in Board Room

On the motion of Mr. Conner, seconded by Mr. Akers and carried, the Board of Supervisors approved the following designation of seating in the Board Room left to right facing the dais: Ingles, Massie, Cloyd, Robinson and Draper Districts.

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

c. Establishment of Regular Meeting Date, Place and Time

On the motion of Mr. Pratt, seconded by Mr. Conner and carried, the Board of Supervisors approved continuing to meet on the fourth Monday of each month at the County Administration Building and beginning the Closed Session portion of the meeting at 6:00 p.m., with the regular meeting to begin at 7:00 p.m. The Board noted the only exceptions to meeting on the fourth Monday were with the May and December meeting dates which would be moved from the fourth Monday to the third Monday to avoid conflicts with Memorial Day and Christmas Day.

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

d. Establishment of Alternate Date Due to Continuation for Hazardous Weather or Other Conditions

On the motion of Mr. Pratt, seconded by Mr. Conner and carried, the Board of Supervisors approved the alternate date for meetings due to hazardous weather, or other conditions, to be the Monday following the regular meeting date at the same time and location.

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

e. Review of By-Laws

On the motion of Mr. Pratt, seconded by Mr. Akers and carried, the Board of Supervisors approved the By-Laws of the Board of Supervisors with the following revision: move Closed Session to prior to regular meeting; revise Article III: Meetings, Section IV: Rules of Order, paragraph E to allow for the Clerk to call for each vote of the Board; and revise Article IV: General Rules - Section IV - Clerk of the Board of Supervisors and Committee to reflect whoever serves as "Office Manager" to serve as the Clerk.

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

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f. Acknowledgment of Receipt of Freedom of Information and Conflict of Interest Acts

The Board of Supervisors noted receipt from staff of the current Freedom of Information Act and Conflict of Interest Act.

3. Appointments:

a. Board Appointments:

1. Tie-Breaker

The Board did not act on the appointment of a tie-breaker member. Therefore, no tie-breaker will be used and any tied vote will result in a failed motion.

2. Clerk

By consensus, the Board of Supervisors appointed Gena Hanks as Clerk, per staff recommendation. The Board noted the position of Clerk would be held by the individual holding the position of "Office Manager" in the County Administrator's Office. Further, the Board confirmed Melody Taylor's appointment as Deputy Clerk.

3. County Attorney

Staff advised the current contract for the County Attorney does not expire until June 30, 2008. Therefore, no action is needed at this time.

4. County Administrator

Staff advised the current contract for the County Administrator does not expire until June 30, 2008. Therefore, no action is needed at this time.

5. Director of Emergency Management

By consensus, the Board confirmed the County Administrator would continue to serve as the Director of Emergency Management, per the contract of the County Administrator.

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b. Board Assignments:

1. Planning Commission

Staff confirmed Mr. Conner was reappointed for an additional term at the December 17, 2007 Board meeting for a term expiring December 31, 2011. Therefore, no action is required at this time.

2. New River Valley Planning District Commission

On a motion by Mr. Conner, seconded by Mr. Akers and carried, the Board reappointed Joe Sheffey for a term to run consecutively with Board of Supervisor members' terms, with said term ending December 31, 2011.

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

Voting no: none.

3. Board of Social Services

Staff confirmed Mr. Sheffey's current term does not expire until June 30, 2010. Therefore, no action is required at this time.

4. Pulaski Encouraging Progress (PEP) Steering Committee

Staff confirmed Mr. Sheffey's term does not expire until December 31, 2011.

On a motion by Mr. Conner, seconded by Mr. Pratt and carried, the Board appointed Supervisor Charles Bopp to the PEP Steering Committee for a term ending December 31, 2011.

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

Voting no: none.

5. Virginia Association of Counties

Staff confirmed Mr. Sheffey, Mr. Akers and Mr. Pratt are currently active on the Education, Telecommunications and Utilities and the Environment and Agriculture steering committees. Board

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members agreed to advise staff of any interest in serving on additional committees.

6. Workforce Investment Board (Chief Local Elected Officials')

Mr. Sheffey advised his term on the Board did not end until July, 2008. Therefore, no action was needed at this time.

7. Fairview Home Board

Staff confirmed Mr. Pratt was reappointed for an additional term at the December 17, 2008 Board meeting for a term expiring December 31, 2011. Therefore, no action is required at this time.

8. Economic Development Alliance

On a motion by Mr. Conner, seconded by Mr. Pratt and carried, the Board reappointed Supervisor Akers and Mr. Utt as alternate, to the New River Valley Economic Development Alliance.

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

Voting no: none.

9. NRRA & Recycling Committee

Staff confirmed Mr. Conner's term does not expire until December 31, 2008 and Mr. Sheffey's term does not expire until December 31, 2009. Therefore, no action is required at this time.

10. Pepper's Ferry Regional Wastewater Treatment Authority

Staff confirmed Mr. Conner's term does not expire until December 31, 2008. Therefore, no action is required at this time.

11. Virginia's First Regional Industrial Facilities Authority

By consensus, the Board agreed to continuing with current representatives, Mr. Utt and Mr. Huber.

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4. Fiscal Agent Commitments

Mr. Huber reported Pulaski County's commitments as fiscal agent for the Comprehensive Services Act; the New River/Mount Rogers Workforce Investment Board, Regional Emergency Medical Services, Inc., and New River Community Corrections.

5. Scheduling of Goal Setting and Facility Tour

Mr. Huber reported county staff was currently working on a tourism development plan, as well as an economic development plan with the Economic Development Administration.

The Board of Supervisors requested staff place on the January 28 Board agenda several dates for scheduling a goal setting session, preferably in late February or early March.

Further, the Board directed staff to work with Mr. Bopp to schedule a tour of county facilities and include other supervisors who may be interested in participating in the tour.

6. Resolution of Appreciation for Service of Eddie Hale

On the motion of Mr. Akers, seconded by Mr. Hale and carried, the Board of Supervisors approved the following resolution of appreciation for former Supervisor Eddie Hale:

**RESOLUTION OF APPRECIATION**  
*Eddie Hale*

**WHEREAS**, Eddie Hale has served the citizens of Pulaski County as a member of the Pulaski County Board of Supervisors from January 1, 2000 to December 31, 2007; and

**WHEREAS**, Eddie Hale was twice elected by the voters of the Robinson Election District as their representative on the county's governing body in his eight years of service as a member of the Board of Supervisors; and

**WHEREAS**, Eddie Hale has given countless hours in unselfish, caring service to the citizens of Pulaski County; and

**WHEREAS**, Eddie Hale took **PRIDE** in serving with the best interest of the whole county at heart; and

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**WHEREAS**, Eddie Hale possessed the ability to provide sound advice and a common sense approach on a variety of issues; and

**WHEREAS**, Eddie Hale brought a great sense of humor and thoughtful approach in addressing issues faced by the Board of Supervisors; and

**WHEREAS**, Eddie Hale brought quality to all he did through exceptional **VISION** in promoting the growth of the county by:

- Giving due consideration to the Town of Pulaski in cooperative ventures and policy decisions;
- Addressing the continued need for better educational facilities with the construction of the new Pulaski Elementary School and Fairlawn Elementary School;

**WHEREAS**, Eddie Hale demonstrated personal **EXCELLENCE** in his leadership role, by:

- Leading the establishment of the employee recognition effort;
- Serving on the Commerce Park Land Use Committee, Town of Pulaski Economic Development Committee, and the Business License Tax Advisory Committee

**WHEREAS**, the leadership provided by Eddie Hale has benefited not only present and past citizens of Pulaski County, but will enhance the quality of life of its future citizens.

**NOW, THEREFORE BE IT RESOLVED**, that the Pulaski County Board of Supervisors does hereby commend and express its sincere appreciation for the service of Eddie Hale to the county and its citizens; and

**BE IT FURTHER RESOLVED**, that this Board of Supervisors does extend to Eddie Hale its best wishes for health and happiness in the future years; and

**BE IT FURTHER RESOLVED**, that the text of this resolution be spread upon the minutes of the Board of Supervisors in permanent testimony of its appreciation to the service provided by Eddie Hale.

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

Staff was directed to invite Mr. Hale to attend the January 28 Board meeting for presentation of the resolution adopted by the Board.

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Mr. Sheffey suggested consideration to a new employee award honoring Eddie Hale's service. Staff was directed to review the matter and provide a recommendation at the January 28 Board meeting.

7. Other Matters

Mr. Hiss provided an update on the Supervisors Forum attended he had attended recently along with Supervisor Bopp.

Mr. Huber presented a calendar with aerial photos, including board meeting dates, etc. Mr. Sheffey requested staff obtain the cost for printing the calendar, should Board approve making available to public.

8. Adjournment

It was moved by Mr. Conner, seconded by Mr. Pratt and carried, to adjourn its organizational meeting. The next regularly scheduled meeting is to be held on Monday, January 28, 2008 beginning with a Closed Session at 6:00 p.m. and the regular meeting at 7:00 p.m., with said meeting to be held at the County Administration Building, 143 Third Street, NW, Board Room, in the Town of Pulaski, Virginia.

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

Voting no: none.

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Joseph L. Sheffey, Chairman

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Peter M. Huber, County Administrator