

**BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS**

**Regular Meeting
Monday, March 23, 2009
7:00 p.m.**

ACTION ITEM	KEY STAFF
1. <u>Closed Session – 2.2-3711.A.1.3.5.7</u>	
2. <u>Invocation</u>	
3. <u>Recognitions</u>	
a. <u>Presentation of Resolution to H. W. Huff Family</u> (Huff family unable to attend – Invite to April meeting – Place on April agenda)	Mr. Huber/Ms. Hanks
b. <u>Featured Employees</u> (Recognized Joan Craft & Carolyn Jones and presented certificates)	
4. <u>Additions to Agenda</u> (Mr. Huber explained request for adding to Items of Consent review and approval of Randolph Park pool repairs expenditure of approximately \$21,000 for repairs)	
5. <u>Public Hearings:</u>	
a. <u>Petition by Woodyard, Howard M & Carolyn Jean to rezone 6353 Kent Farm Rd. from Agricultural (A1) to Industrial (I1). (036-001-0000-0005), (Massie District).</u> (Approved – Notify applicant)	Ms. Wright
b. <u>Petition by Division 5 United States Coast Guard Auxiliary for Special Use Permit (SUP) located on property owned by the Town of Dublin at 6120 Lyons Rd., for Towers, Public Safety and/or Government Communications, 250 ft. or less and Associated Structures, (066-001-0000-0008), (Draper District).</u> (Mr. Jeff Arnold spoke in favor of the request – Comments in opposition to the request were heard from Roger Atkins, Paul Harris, Jack Reichenbach, Dr. John Casali, Mr. Sherrill Van Dyke and Robert Strenz)	

(Board tabled action to allow applicant and property owners to meet to discuss suitable screening process - Board requested county staff facilitate meeting between applicant and property owners – Contact Dublin Town Mayor to determine future plans for building - Place action on April 27 Board agenda)

**Mr. Utt/
Ms. Taylor**

Ms. Hanks

- c. An amendment to the elderly and disabled tax relief guidelines increasing the total family income and total net worth criteria. A copy of the existing and proposed revisions may be obtained from the County Administration offices.

(Approved amendment – Send amendment to Commissioner of Revenue and town managers)

Ms. Hanks

- d. Pursuant to Section 24.2-712, of the Code of Virginia, 1950, as amended, for the purpose of hearing public comments from citizens of Pulaski County who wish to appear and be heard by the Board of Supervisors, pertaining to the adoption of an Ordinance for clarifying the establishment of a central absentee voter precinct to be used for the receiving, counting and recording absentee ballots case in the County of Pulaski, Virginia in all elections

(Approved – Notify registrar)

Ms. Hanks

6. Citizen Comments & Special Presentations

- a. Center for Family Health and Planning Grant Presentation

(Dr. Janet McDaniel, Project Director, presented summary describing Center activities and benefits)

- b. Mr. & Mrs. E. W. Harless

(Ms. June Harless described concerns related to the process by zoning office in following up to a complaint filed by Ms. Harless related to “junk” on property near rental property owned by Ms. Harless, specifically property housing 45 bikes without wheels; requested zoning administrator review citizen complaints when reported and enforce ordinance related to junk yards; and requested Board be more diligent in clean up of the county)

(Mr. E. W. Harless presented a request for the Board to consider a new location for Sheriff's Department and expressed appreciation to the Sheriff's Department for the law enforcement services provided to citizens in the county)

(Mr. Sheffey requested Mr. Utt follow-up on Mrs. Harless's concerns)

Mr. Utt

(Mr. Sheffey advised the Sheriff's Office relocation is listed on the KAT)

Ms. Hanks

(Mr. Harless requested the Board spend funds wisely when setting the real estate tax rate, suggesting the Sheriff's Dept. needs to be relocated to the county due to the provision of services being provided in the county)

(Mr. Huber reported the primary job of county staff is to be fair and even handed in every task – Mr. Huber noted the Zoning Ordinance allows for 200 square feet on personal property to allow for personal items before being classified as a junk yard and that the ordinance may need changing)

7. Highway Matters:

a. Follow-up from Previous Board meeting:

1. Review of Highway Matters KAT

(Mr. Clarke referenced the Highway Matters portion of the KAT and noted there were still some items outstanding)

(Mr. Sheffey questioned the status of the pending speed studies – Mr. Clarke advised speed studies were still underway)

(Supervisor Akers requested guardrail on Viscoe Rd. – Mr. Clarke advised of the need for an accident history report prior to placement of guardrail on Viscoe Road – Supervisor Akers requested guardrail be provided regardless of accident history, due to steep drop – VDOT to review) **Mr. D. Clarke**

b. Tree Issues on Rt. 11 and Morehead Lane

(Mr. Clarke advised Morehead Lane trees had been cleared due to a site issue and road hazard; however, he indicated Route 11 was not a site distance issue and therefore could not justify removing trees)

c. Clearing of Trees from Northbound I-81 Entry at Exit 94

(Mr. Clarke referenced correspondence from the Town of Pulaski requesting VDOT assistance in clearing of trees – Mr. Clarke noted an initial conservative estimate to the Town due to a tight budget by VDOT – He advised since responding to the town some of the area had been cleared and improved – Board requested county staff advise town of VDOT work and to also ask Town Manager and Mayor if town crews could perform clearing of tree work in the future – VDOT to determine if allowing town to do tree work is possibility – Send letter to Town Manager and Mayor summarizing request - Place on KAT)

Ms. Hiss
Ms. Hanks

d. Closing of Old Route 100 Bridge

(Mr. Clarke explained the issue related to the timeframe for repairs to the center of the lane – Mr. Clarke advised he estimated work to be completed during the week of March 30 through April 3 – He noted there was a great deal of form work to be performed)

e. Citizen Concerns

(None)

f. Board of Supervisors Concerns

(Mr. Pratt requested replacement of the Bagging Plant Road sign, noting the post to the sign remains in place – VDOT to replace sign)

Mr. D. Clarke

(Mr. Pratt inquired as to the status of the Exit 89 repairs – Mr. Clarke advised repairs were on the schedule to include repairs to a pre-stressed steel beam, noting the repairs will be more difficult than repairs recently in Newbern)

(Mr. Pratt requested Mr. Clarke have someone from VDOT call him) **Mr. D. Clarke**

(Mr. Conner requested VDOT review the low water bridge at Little Creek) **Mr. D. Clarke**

(Mr. Conner requested VDOT review the intersection of Route 11 and Hatcher Road for possible signage – VDOT to have traffic engineering staff to review) **Mr. D. Clarke**

(Mr. Akers requested timeframe for patching potholes – Mr. Clarke advised some work was being done on potholes with the focus being on the worst roads)

(Mr. Sheffey requested VDOT provide an update to the recent public meeting held in Roanoke regarding VDOT cuts, specifically a proposal to eliminate rest stops and safety measures – Mr. Clarke advised several more meetings were scheduled to receive comments from the public and once those public meetings were completed, they would be sent to the VDOT Commissioner – County staff requested to draft letter to the Commissioner outlining concerns related to rest stops, safety issues, etc. with review of draft letter at April 6 budget meeting – Place on April 6 agenda) **Mr. Hiss**
Ms. Hanks

(Approved scheduling a six year plan public hearing at April 27 Board meeting – VDOT to advertise – VDOT will present draft plan with recommendation) **Ms. Hanks**
Mr. D. Clarke

(Mr. Clarke advised VDOT was currently looking at the Route 693 bridge and noted no unpaved roads can be improved with federal money)

8. Treasurer's Report
(Reported)

9. Reports from the County Administrator & Staff:

a. Appointments:

1. Board of Zoning Appeals
(Nominated Anita Lynn Reed to Circuit Court for consideration as an alternate on Board of Zoning Appeals – Notify Ms. Reed of nomination to Circuit Court) **Mr. McCarthy**
Ms. Hanks

2. Wireless Authority
(Continue to seek membership through advertisement in SWT) **Mr. Huber**
 3. PEP Steering Committee
(Appointed Jim Perry, new Publisher of SWT, with a term ending March 30, 2011) **Ms. Safewright**
 4. New River/Mount Rogers Workforce Investment Board
(Send Chuck Swain nomination to Workforce Investment Board) **Ms. Hanks**
 5. Library Board
(Invite Don Dalton, with Linda Hanshew to be invited if Mr. Dalton declines) **Ms. Hanks**
 6. Pepper's Ferry Regional Wastewater Treatment Authority
(Appointed Mr. Setliff, with a term ending December 31, 2012) **Ms. Hanks**
- b. Key Activity Timetable
(Mr. Sheffey noted the "cost and design of center" at Randolph Park remained on KAT and suggested changing the status to "Deferred") **Ms. Hanks**
- c. Economic Stimulus Projects
(Mr. Huber reviewed projects with Board which are currently registered as affecting Pulaski County & which were submitted through Governor Kaine's open solicitation of stimulus projects – Board members approved sending letter endorsing certain projects, with an emphasis on water and sewer at Commerce Park, broadband services, and a new Sheriff's facility) **Mr. Huber/Mr. Hiss**
- d. Setting of Real Estate Tax Rate
(Mr. Huber provided a budget message describing the county's current financial situation; a general description of the county's budget needs; & submitted two budget proposals, one using a \$.48 and one using a \$.50 tax rate)

(Board members commented on difficult budget year, particularly noting it had been the Board's hope to be able to set the rate at the lowest of the rates advertised; however, Board members noted the lower rate would not allow for equipment replacement needs, increased detention and jail costs and would neglect those in most need

(Approved setting tax rate at \$.50)

(Comments were heard from Sherrill Van Dyke expressing opposition to the setting of the tax rate without the Board of Equalization having completed its appeals process or the budget being completed)

(Mr. Maurice Long expressed opposition to the setting of the tax rate at \$.50, as well as commenting that the Snowville community did not receive services from the county other than law enforcement, trash pickup and the use of DeHaven Park)

10. Items of Consent:

- a. Approval of Minutes of February 23 and March 2, 2009
(Approved) **Ms. Dehart**
- b. Accounts Payable
(Approved) **Ms. Spence**
- c. Interoffice Transfers & Appropriations
(Approved) **Ms. Newby**
- d. Ratification and/or Approval of Contracts, Change Orders & Agreements, Etc.
 1. Contract for Vending Services
(Approved – Notify New River Vending) **Ms. Safewright**
 2. NRVPDC Agreement – 2009 CDBG Planning Grant
(Ratified approval) **Mr. Utt**
 3. Commissioner of Revenue Copier Contract
(Ratified 5-year contract for the lease and maintenance) **Ms. Rupe**
- e. Personnel Changes
(Reviewed)

- f. Scheduling of Public Hearing to Consider Ordinance Governing Body Art Establishments
(Schedule hearing for April Board meeting – Provide wording for ad to Ms. Wright and draft ordinance) **Ms. Wright**
Mr. McCarthy
- g. Mailing of Voter Cards in the New River Precinct
(Approved expenditure of \$1,295 for mailing voter cards to voters in New River Precinct) **Ms. Webb**
- h. Fireworks Permit Approvals
(Approved – Notify Claytor Lake Festival Committee, July 4th Committee and Motor Mile Speedway) **Mr. Coake/**
Mr. A. Akers/
Ms. Hanks
- i. Emergency Preparedness Exercise For Terrorism/ Drug Labs
(Approved county holding, and participating in, March 28-30 exercise) **Mr. B. Clark**
- j. Regulation of On-Site Septic Systems
(Adopted resolution – Send letter to Governor Kaine requesting a veto, or forestalling enactment of, HB 1788 and SB 1276 which preempts local ordinances regulating the installation and maintenance of alternative on-site septic systems otherwise available in Code of Virginia Section 15.2-2157 – Draft letter and resolution) **Ms. Hanks**
- k. Loving Field Acquisition
(Approved acceptance of portion of the Loving Field property, based on a clear unrestricted title and pending review of deed by County Attorney) **Mr. McCarthy**
- l. Randolph Park Pool Repairs
(Approved pool repairs totaling \$21,139) **Mr. A. Akers**
11. Citizen Comments
(Ms. Jean Evans acknowledged the difficult task facing the Board and suggested the Board consider consolidating more services in the county – Ms. Evans confirmed her request included a consolidation of local governments)
12. Other Matters from Supervisors
(None)

13. Adjournment
(Adjourned to a budget meeting by the Board to be held on April 6 at 6:00 p.m.)

Distribution or reproduction of this document is prohibited. This document is exempted from public access in accordance with the Virginia Freedom of Information Act.

March 16, 2009

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:

- Appointments - Consideration to the following appointments is requested.
 1. Board of Zoning Appeals - Anita Lynn Reed has expressed an interest in serving on the BZA Board as an alternate. ***Enclosed*** is a brief biography for Ms. Reed.
 2. Wireless Authority- Staff is working with the Southwest Times to prepare an article regarding this Authority in an effort to recruit potential appointees.
 3. PEP Steering Committee – Staff recommends the appointment of Jim Perry, the new Publisher for the Southwest Times.

4. New River/Mount Rogers Workforce Investment Board – Chuck Swain of James Hardie has accepted the Board's invitation to be nominated to the Workforce Investment Board.
5. Library Board – Layne Burcham has declined the Board's offer to serve on the Library due to previous commitments.
6. Pepper's Ferry Regional Wastewater Treatment Authority - Mr. Setliff has accepted the Board's invitation to serve as alternate on the Pepper's Ferry Authority Board.

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

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.

- Project Powerhouse – ***Enclosed*** is a memo from Shawn Utt describing this \$100 million, 450 employee "green" project. The anticipated average wages are \$14 per hour; thus, putting forward a \$5 million incentive is recommended based on current economic conditions. Also ***enclosed*** is a spreadsheet providing the details of calculations used in recommending this level of incentives.
- Findlay Industries Building – We plan to provide the Board with an update regarding marketing efforts and ownership ramifications resulting from the closing of Findlay Industries. The Findlay Industries building (formerly the County's Shell Building) is still owned by the IDA and improvements to the building were financed through the IDA. However, all repayments were to have been from lease payments. Thus, neither the IDA nor the County are liable for the debt involved in the purchase and upgrading of this facility.

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:

- None

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.

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:

- Appointments

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

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.

- Project Powerhouse
- Findlay Industries Building

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:

- None

March 16, 2009

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: **Recognitions**

- a. Presentation of Resolution to H. W. Huff Family - The Huff family has been invited to attend the meeting to accept the memorial resolution previously adopted by the Board.
- b. Featured Employees - The featured employees to be recognized at the March Board meeting and featured for the month of April are Joan Craft and Carolyn Jones from the Social Services Department. Job summaries for Ms. Craft and Ms. Jones are ***enclosed***.

/gh

March 16, 2009

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

- a. Petition by **Woodyard, Howard M & Carolyn Jean** to rezone **6353 Kent Farm Rd.** from Agricultural (A1) to Industrial (I1). (036-001-0000-0005), (Massie District). – A public hearing has been scheduled to consider the petition, as described on the ***enclosed*** information. The Planning Commission recommends approval of the rezoning petition with signed voluntary proffers.

- b. Petition by **Division 5 United States Coast Guard Auxiliary** for Special Use Permit (SUP) located on property owned by the Town of Dublin at 6120 Lyons Rd., for Towers, Public Safety and/or Government Communications, 250 ft. or less and Associated Structures, (066-001-0000-0008), (Draper District). – A public hearing has been scheduled to consider the petition, as described on the ***enclosed*** information. The Commission recommends approval of the Special Use Permit to allow the construction of a new 40-foot self-supporting Public Safety/Government Communications Tower with an associated 8' X 20' communications trailer with the following condition: 1) screening for the communications trailer and proposed porta-john be provided.

Enclosed is a letter from John Casali voicing his concern regarding the location of a trailer and port-a-jon in addition to the tower for which the special use permit is requested.

- c. An amendment to the elderly and disabled tax relief guidelines increasing the total family income and total net worth criteria – ***Enclosed*** are the existing and proposed revisions as originally proposed. I would like to suggest consideration to increasing the proposed maximum income from \$23,200 to \$25,000 in order to realize an across-the-board 22% increase in both the maximum net worth and annual income criteria. Thus, the existing and proposed limits are as follows:

Maximum net worth (excluding residence and three acres of property)
Increase from \$45,000 to \$55,000

Maximum annual income (excluding \$3,500 in disability income and the first \$2,500 of any relatives living in the household)

Increase from \$20,000 to \$25,000

Real estate tax reductions remain prorated as follows:

Income		Amount Exempted	
\$0	to	\$15,000	80%
\$15,001	to	\$18,125	60%
\$18,126	to	\$21,250	40%
\$21,251	to	\$25,000	20%

Since this program is jointly administered by the Commissioner of Revenue on behalf of the County and both towns, I have asked Bill Parker and John Hawley for their input with plans to include any comments or concerns in the March 20th weekly update.

- d. Pursuant to Section 24.2-712, of the *Code of Virginia, 1950, as amended*, for the purpose of hearing public comments from citizens of Pulaski County who wish to appear and be heard by the Board of Supervisors, pertaining to the adoption of an Ordinance for clarifying the establishment of a central absentee voter precinct to be used for the receiving, counting and recording absentee ballots case in the County of Pulaski, Virginia in all elections – A central absentee voter precinct was authorized as part of preparations for the November 2008 Presidential elections. Continuation of a central precinct at the registrar's office for absentee voting in all elections is recommended as described in the ***enclosed*** ordinance.

PMH/gh

March 16, 2009

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: **Citizen Comments and Special Presentations**

- a. Center for Family Health and Planning Grant - Janet McDaniel, Planning Grant Director for the Center for Family Health, Inc., has requested time on the March 23 Board agenda to provide an update on the Center's activities. ***Enclosed*** is a summary about the Center for Family Health.
- b. Mr. & Mrs. E. W. Harless – Mr. & Mrs. Harless have requested time on the agenda to discuss their concerns as it relates to the following definition of "junkyard" in the Zoning Ordinance.

"The use of any area of land lying within one hundred (100) feet of a State highway or the use of more than two hundred (200) square feet of land area for the storage, keeping, or abandonment of junk including scrap metals or other scrap materials."

PMH/gh

March 16, 2009

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) – As of the time of preparing this packet, we had not received an updated timetable from Mr. Clarke.
- b. Tree Issues on Route 11 and Morehead Lane – I would like to express appreciation to Mr. Clarke for the planned removal of a tree on Monday, March 16 located in the right-of-way at 3845 Morehead Lane as requested by Dr. Parasmani Acharya:
- Home 3845 Morehead Lane:** traffic on Morehead lane has increased because of the new school. Vehicles come very fast from *Alum spring* road side and we cannot see those properly because of this big tree.
- Office 4291 Lee Highway:** There are people/patients trying to turn from Rt. 11 N to 11 S to come to our office. This tree hinders the view. Mr. Clarke responded: It does not appear that the tree on Route 11 is blocking sight distance. Drivers have room to pull up so the tree is not blocking their view.
- c. Clearing of Trees from Northbound I-81 Entry at Exit 94 – It is anticipated that the Town Council will be requesting consideration by VDOT to clearing trees from the approach to the Northbound on-ramp at this interchange as a way to improve the ability to see oncoming vehicles already traveling North on I-81. concurrence with this request is recommended.

/gh

March 16, 2009

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

- a. Appointments - See Closed Session memo for details regarding the following appointments:
 1. Board of Zoning Appeals
 2. Wireless Authority
 3. PEP Steering Committee
 4. New River/Mount Rogers Workforce Investment Board
 5. Library Board
 6. Pepper's Ferry Regional Wastewater Treatment Authority
- b. Key Activity Timetable - Review of the ***enclosed*** Key Activity Timetable is requested.
- c. Economic Stimulus Projects – One hundred twenty-one (121) projects registered as affecting Pulaski County were submitted through Governor Kaine's the open solicitation of Stimulus projects. ***Enclosed*** is a list of the projects submitted for consideration, as well as a description of the selection process being used by the state. I believe it would be helpful to Governor Kaine for the County to endorse projects of particular importance to the community and have checked those recommended for consideration by the Board.
- d. Setting of Real Estate Tax Rate – Setting of a minimal tax rate is complicated by the anticipated \$2.4 million decline in local tax revenues. Based on the anticipated loss of at \$300,000 per year in state funding and increasing energy and materials costs, it is unlikely that the County would be able to continue existing levels of service for the next four years without future increases in either the real estate or personal property tax rates. Setting of an even numbered rate is respectfully requested in order to ease confusion on the part of taxpayers due to semi-annual tax collections.

\$0.48 rate - Based on an estimate of the work of the Board of Equalization to date, it can be estimated that the equalized rate would be \$0.468 per \$100. Rolling back the rate to \$0.46 would result in a decrease of \$181,228 as shown in the enclosed table. A \$0.47 rate would result in a \$91,796 increase in real estate tax revenue and would result in:

1. eliminating all vehicle replacement,
2. deferring critical building needs,
3. decreased funding to human service organizations, and
4. cutting beyond the \$300,000 in recommended line item funding requests to include some employee lay-offs.

In keeping with a request to maintain an even numbered rate, a \$0.48 rate would ease complications from semi-annual collection of odd cents. Despite adding \$364,819 in revenue, this option would still require:

1. reducing funding of various County functions by \$300,000; and
2. eliminating the purchase of any replacement vehicles. In addition, a \$0.48 cent rate would not provide any additional funding for services needed by those impacted the most by the recent job losses.

\$0.50 rate - In light of the difficult economic times, I recommend setting the tax rate at \$0.50. The \$0.02 per \$100 would:

1. allow some increased funding for agencies providing direct assistance to those most in need
2. allow for limited continuation of vehicle and equipment replacements. While deferring vehicle purchases would be expedient this year, the eventual need to replace aging equipment would put an adverse burden on future budgets.

The proposed increase of \$0.032 in the real estate tax under the \$0.50 rate would result in an increase of \$32.85 for the average Pulaski County home valued at \$102,642. This increase represents an average of \$6.57 per year over the past five years. I plan to provide the Board with two budgets (one at \$0.48 and one at \$0.50) in order to provide an accurate accounting of the impact from the \$0.02 difference.

/gh

March 16, 2009

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: **Items of Consent**

- a. Approval of Minutes of February 23 and March 2 – Approval of the ***enclosed*** minutes is recommended. Please let Gena know of any changes and corrections can be made and included in the March 20 weekly update.
- b. Accounts Payable – Approval of the ***enclosed*** accounts payable is requested.
- c. Interoffice Transfers and Appropriations – Approval of the ***enclosed*** interoffice transfers and appropriations is requested.
- d. Ratification and/or Approval of Contracts, Change Orders & Agreements, Etc. –
 1. Contract for Vending Services - ***Enclosed*** is a copy of the proposal and contract with New River Vending to provide vending services to the various county buildings. Ratification is recommended.
 2. NRVPDC Agreement – 2009 CDBG Planning Grant – Ratification of the ***enclosed*** agreement with the Planning District Commission for the grant administration and planning assistance associated with the 2009 CDBG Planning Grant (Housing) is requested.
 3. Commissioner of Revenue Copier Contract – Ratification of a 5-year contract for the lease and maintenance of a copier for the Commissioner of Revenue's office is recommended at a cost of \$999.72 per year to be paid through the Commissioner's operating budget. This copier replaces a unit previously owned by the County but for which spare parts were no longer available. The need to replace this copier was due in part to the additional load in making copies for the reassessment.

- e. Personnel Changes - ***Enclosed*** is an update from Ms. Spence of recent personnel changes.
- f. Scheduling of Public Hearing to Consider Ordinance Governing Body Art Establishments - The Board is requested to consider scheduling of a public hearing to consider an ordinance similar to that of Fairfax County (***enclosed***). This ordinance would provide the staff with the tools to ensure that any tattoo parlors in the county be operated and maintained in a sanitary and healthy manner.
- g. Mailing of Voter Cards in the New River Precinct - Approval is requested to add to the Registrar's budget the cost for mailing voter cards to the voters in the New River Precinct. It is the hope of the Electoral Board to move the New River Precinct from the Fairlawn Fire Department, where there are traffic problems, to the new school gymnasium. Registrar's staff would be required to mail voter cards to each person registered in this precinct at a total cost of \$1,295.
- h. Fireworks Permit Approvals - Approval is requested by the Board to allow for fireworks displays as follows: Claytor Lake Festival on June 13 and at the July 4th event at the Fairgrounds and New River Valley Speedway.
- i. Emergency Preparedness Exercise For Terrorism/Drug Labs - Pulaski County Emergency Management, the Virginia Department of Emergency Management (VDEM), and the Environmental Protection Agency (EPA), and local public safety agencies are in the planning process for conducting an emergency preparedness exercise for terrorism/drug labs. The exercise is scheduled for May 28-30, 2009 and will involve local and state law enforcement, local fire and EMS, and the regional hazardous materials response team. On Thursday, May 28th, a briefing will occur to introduce the exercise to command personnel for each agency involved. The exercise will then be divided into two separate functional exercises on Friday, May 29th and Saturday, May 30th. On Friday, law enforcement will deal with securing and stabilizing the scene and then on Saturday, the fire department and hazmat team will be involved in handling the hazmat portion of the scenario. The exercise will be held at the Pulaski Fire Training Center. The same exercise was held in Wise, VA last year with great success. Consent by the Board of Supervisors to hold this exercise is recommended.
- j. Regulation of On-Site Septic Systems – The ***enclosed*** letter and resolution as adopted by Orange County was recommended for consideration by the Board of Supervisors. Adoption of the resolution and approval of a letter of concern is recommended considering the difficulty of obtaining septic permits due to limited public sewer service, soil conditions and the size of older lots in Pulaski County.
- k. Loving Field Acquisition – Acceptance of a portion of the Loving Field property is recommended based on a clear unrestricted title pending review of the deed by Tom McCarthy.