

BOARD OF SUPERVISORS MEETING MINUTES OF NOVEMBER 22, 2010

At a regular meeting of the Pulaski County Board of Supervisors held on Monday, November 22, 2010 beginning with a Closed Session at 6:00 p.m. in the Board Room of the County Administration Building located in the Town of Pulaski, Virginia, the following members were present: Joseph L. Sheffey, Chairman; Charles Bopp, Vice-Chairman; Dean K. Pratt; Frank R. Conner; and Ranny L. Akers. Staff members present included: Peter Huber, County Administrator; Robert Hiss, Assistant County Administrator; Shawn Utt, Community Development Director; and Thomas J. McCarthy, Jr., County Attorney. Diane Newby, Finance Director, and Gena Hanks, Clerk to the Board of Supervisors, joined the regular session at 7:00 p.m.

1. Closed Session – 2.2-3711.A.1.3.5.7

Chairman Sheffey called the meeting to order and advised a Closed Session would need to be held as follows:

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.

On a motion by Mr. Pratt, seconded by Mr. Bopp and carried, the Board of Supervisors entered a 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
- Employee Compensation

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:

- Gresham Elementary School

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 Window
- Project Fractionate
- Project Verde
- Project Fish

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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

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

Voting no: none.

Return to Regular Session

On a motion by Mr. Conner, seconded by Mr. Bopp and carried, the Board returned to regular session.

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

Voting no: none.

Certification of Conformance with Virginia Freedom of Information Act

On a motion by Mr. Pratt, seconded by Mr. Bopp and carried, the Board of Supervisors adopted the following resolution certifying conformance with the Virginia Freedom of Information Act.

WHEREAS, the Board of Supervisors of Pulaski County, Virginia, has convened a closed meeting of this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act:

WHEREAS, Section 2.2-3712(D) of the Code of Virginia requires a certification by this Board of Supervisors that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Pulaski County, Virginia hereby certifies to the best of each members' knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and (ii) only such public business matters as were identified in this motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors.

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

Voting no: none.

2. Moment of Silence in Honor of Ronnie Hamblin and Earl Hoback and Invocation

The Board held a moment of silence in memory of Ronnie Hamblin and Earl Hoback.

Reverend Terry Bowden of the Fairlawn Church of God provided the invocation.

Mr. Sheffey commended Tom McCarthy on behalf of the entire Board as having been recognized as the recipient of the statewide Virginia Community College Board member exemplary service award.

3. Recognitions

As reported in the Board packet, as is tradition, no employees are recognized at the November Board meeting due to the employee Christmas breakfast being held on December 3<sup>rd</sup>. The next recognition of Featured Employees will be at the December Board meeting.

4. Additions to Agenda

a. Resolution Encouraging State Legislators to Include Constitutional Officers in State Bonus

On a motion by Mr. Pratt, seconded by Mr. Akers and carried, the Board approved the following resolution encouraging state legislators to consider providing the bonus for constitutional officers as is being done for state employees:

WHEREAS, the Constitutional Officers serving Pulaski County and other localities perform a number of services critical to the County and to the Commonwealth of Virginia including the arrest, incarceration, and prosecution of criminals, the operation of a court system, the assessment of real property and the collection of state and local taxes supporting educational function as well as county functions; and

WHEREAS, the County is required to provide constitutional officers with the same fringe benefits as afforded to County employees; and

WHEREAS, state financial support for Constitutional Offices has been significantly eroded in the past several years;

NOW BE IT THEREFORE RESOLVED that the Pulaski County Board of Supervisors respectfully urges General Assembly to treat Constitutional Officers in the same manner as state employees regarding bonus payments or other compensatory adjustments.

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

b. County Administration Building Window Replacement

Mr. Huber described a grant received from the State Department of Historic Resources (DHR) for replacement of the County Administration Building (CAB) windows, as well as options available to meet the criteria of DHR, including the development of a mitigation plan, or the replacement of windows to the original fashion.

Mr. Huber advised the New River Valley Planning District Commission could be contracted to develop a mitigation plan at a cost of \$12,000.

On a motion by Mr. Conner, seconded by Mr. Akers and carried, the Board approved staff proceeding with looking at all options for developing historically correct window replacement of County Administration Building windows, as well as engaging the New River Valley Planning District Commission at a cost of \$12,000 to develop a mitigation plan to allow for installation of non-historic window replacement in CAB, with the display to be showcased in existing CAB exhibits in the front of the CAB.

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

5. Public Hearings:

Chairman Sheffey explained the public hearing process.

a. Petition by Cityswitch, LLC for Special Use Permits (SUP), on property owned by Norfolk & Western Railway Company (now known as Norfolk Southern Corp.), located near the intersection of Old Route 11, (Rt. 11), and Hedge Ln., (Rt. 629), for setback variance from any off-site residential structure, (Ingles District).

Mr. Utt explained the applicants are requesting a Special Use Permit (SUP) to allow for the construction of a 195 ft. monopole structure with a 4 ft. lightning rod attached and related ground facilities for use by New Cingular Wireless PCS, LLC (AT & T). He advised the location of the

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tower is designed to address and resolve a documented lack of coverage along Lee Hwy (Rt. 11) and Old Route 11 (Rt. 747) between Dublin and the City of Radford. Further, the monopole has been designed to permit 4 telecommunications providers to collocate their antennas on the structure, including Norfolk Southern and the County's emergency services.

Mr. Sheffey opened the public hearing. Comments were heard from Mike Pace, Robert Strenz and Dave Dobbins in support of the applicant's request, citing lack of cell phone service along the Route 11 area and noting the cell tower would have no adverse affects on the value of surrounding property.

Mr. Utt advised the Planning Commission recommended approval.

There being no further comments, the public hearing was closed.

A motion was made by Mr. Akers to not accept the recommendation of the Planning Commission with a second by Mr. Pratt. The motion failed on the following roll call vote:

Voting yes: Mr. Akers, Mr. Pratt.

Voting no: Mr. Conner, Mr. Sheffey, Mr. Bopp

On a motion by Mr. Conner, seconded by Mr. Bopp and carried, the Board approved the petition by Cityswitch, LLC for Special Use Permit (SUP), on property owned by Norfolk & Western Railway Company (now known as Norfolk Southern Corp.), located near the intersection of Old Route 11, (Rt. 747), and Hedge Ln., (Rt. 629), for setback variance from any off-site residential structure, as recommended by the Planning Commission.

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

Voting no: Mr. Akers, Mr. Pratt.

- b. Petition by Gary E. Mallery to rezone 37.53 acres located west of Case Knife Rd. (Rt. 758) from Residential (R1) to Agricultural (A1) and revise the Pulaski County Comprehensive Plan Future Land Use Map. (080-001-0000-0116; 080-001-0000-116F), (Robinson District).

Mr. Utt explained the request, noting the property owner wishes to rezone the property from Residential (R1) to Agriculture (A1) to ensure the property continues to conform to the County Zoning Ordinance. Mr. Utt further explained the property has been farmland or pasture land for many years prior to the adoption of the County's Zoning Ordinance in 1989 and that the owner would like to continue use of the property for farming operations, such as hay production, orchards and livestock.

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Mr. Utt advised the Planning Commission recommended approval.

Mr. Sheffey opened the public hearing. Mr. Gary Mallery requested the Board vote in favor of the request. There being no further comments, the hearing was closed.

On a motion by Mr. Bopp, seconded by Mr. Akers and carried, the Board approved the petition by Gary E. Mallery to rezone 37.53 acres located west of Case Knife Rd. (Rt. 758) from Residential (R1) to Agricultural (A1) and revise the Pulaski County Comprehensive Plan Future Land Use Map. (080-001-0000-0116; 080-001-0000-116F), (Robinson District), as recommended by the Planning Commission.

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

Voting no: none.

- c. Petition by United Auto Workers Union Local 2069 to rezone 5.25 acres located at 5110 Cougar Trail Rd., (Rt. 643), from Agricultural (A1) to Industrial (I1) and revise the Pulaski County Comprehensive Plan – Future Land Use Map. (065-002-0000-0011), (Draper District).

Mr. Utt explained the owner is requesting rezoning of the property to allow associated industrial uses. He advised the rezoning will allow the owner to do future improvements on the property associated with the Industrial (I1) uses, noting they are associated with employees of Volvo Trucks. The present structure and uses of the property are non-conforming in the current Zoning District. The current property owners wish to bring the property into conformance with the Zoning Ordinance by rezoning to Industrial (I1).

Mr. Utt advised the Planning Commission recommended approval.

Mr. Sheffey opened the public hearing.

Mr. Mike Spraker spoke representing the United Auto Workers Union and also introduced Missy Alley, who did not speak. Mr. Spraker requested the Board vote in favor of the request.

There being no further comments, the public hearing was closed.

On a motion by Mr. Pratt, seconded by Mr. Akers and carried, the Board approved a petition by United Auto Workers Union Local 2069 to rezone 5.25 acres located at 5110 Cougar Trail Rd., (Rt. 643), from Agricultural (A1) to Industrial (I1) and revise the Pulaski County Comprehensive Plan – Future Land Use Map. (065-002-0000-0011), (Draper District).

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

Voting no: none.

- d. Petition by County of Pulaski to revise allowed by-right uses in the Residential (R1) District of the Pulaski County Zoning Ordinance related to schools.

Mr. Utt explained the Board was requested to delay action on this matter to allow staff additional time to consider the best possible use of existing vacant school properties.

Mr. Sheffey opened the floor for citizen comments, noting no action would be taken by the Board at this meeting, pending approval by the Board to delay action.

On a motion by Mr. Akers, seconded by Mr. Bopp and carried, the Board approved delaying action on this matter, and re-advertising for a public hearing at the December 20, 2010 Board of Supervisors meeting.

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

Voting no: none.

- e. Ordinance establishing authorizations and procedures for curtailing water use during drought conditions.

Mr. Huber advised the purpose of the ordinance was to allow the Board of Supervisors the ability to give the PSA the legal ability to curtail water usage should drought conditions exist. He advised such a drought is not likely to affect the county's water system, unless Claytor Lake were to dry up and that this was a state mandate. Mr. Akers expressed concern that the ordinance in its current condition was written for circumstances related only to drought conditions.

On a motion by Mr. Akers, seconded by Mr. Pratt and carried, the Board approved the following ordinance subject to adding language including the word "emergency" along with "drought" in describing conditions warranting the curtailing of water usagae.

## **Drought Declaration and Management**

### Section 1 Purpose

During the continued existence of climatic, hydrological and other extraordinary conditions the protection of the health, safety and welfare of the residents of Pulaski County may require that certain uses of water, not essential to public health, safety and welfare, be reduced, restricted or curtailed. As the shortage of raw or potable water becomes increasingly more critical, conservation measures may become increasingly strict to further reduce consumption or curtail nonessential water use.

### Section 2 Authority to declare water emergencies

Under §15.2-924 of the Code of Virginia, the governing body of the locality is authorized to adopt an ordinance restricting the use of water by the citizens of such locality for the duration of such emergency or for a period of time necessary to prevent the occurrence of a water supply emergency.

### Section 3 Conditions to be met

The Pulaski County Public Service Authority routinely monitors water supplies. The Pulaski County PSA will notify the governing body of the Pulaski County PSA when water supply conditions approach or pass the indicators developed in the New River Valley's Regional Water Supply Plan. At such time as the governing body is informed of an imminent water supply emergency, it will authorize the county administrator to manage said water supply emergency.

### Section 4 Publication of declaration

Upon declaration of a water emergency, the Chief Administrative Officer shall immediately post a written notice of the emergency at the front door of the administration building and shall place a notice in a newspaper of general circulation in the area in which such emergency has been declared.

### Section 5 Water use considerations

The Chief Administrative Officer will instruct the PSA and other public water suppliers to notify their customers of necessary voluntary or mandatory water use restrictions, as outlined in the New River Valley's Regional Water Supply Plan. In exercising this discretionary authority, the PSA director and other public water suppliers shall give due consideration to water levels, available/usable storage on hand, draw down rates, and the projected supply capability, system purification and pumping capacity,

daily water consumption and consumption projections of the system's customers, prevailing and forecast weather conditions, fire service requirements, pipeline conditions including breakages, stoppages and leaks, supplementary source data, estimates of minimum essential supplied to preserve public health and safety and such other data pertinent to the past, current and projected water demands.

Section 6 Water conservation measures

Upon determination of a water supply emergency, the county administrator, the PSA director and other public water suppliers shall collaborate on a set of water conservation measures to be observed by residents of Pulaski County. Contained in the New River Valley's Regional Water Supply Plan are a set of example measures that could be implemented at each phase of water supply emergency or drought.

Section 7 Notification of end of water emergency

Jointly, the Chief Administrative Officer and PSA director shall notify the governing body of the locality when the indicators have been met that the water emergency situation no longer exists. Upon concurrence of the governing body, the water emergency shall be declared to have ended. When this declaration is made, the information shall be conveyed to the general public through the news media.

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

Voting no: none.

6. Citizen Comments

- Presentation by NRV Community Services Board

Dr. Harvey Barker distributed information to the Board describing the services provided by New River Valley Community Services, including information relative to grants applied for and received, as well as an update on the management of the Fairview Home Board.

Comments were heard from Michelle Crowder, Linda Crockett and Lisa Gibson expressing appreciation to the Community Services Board (CSB) for the support and services provided to them personally.

Mr. Hiss described the initiative by the CSB in partnering with agencies to provide innovative ways to reach the community.

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Dr. Barker described recent reductions in state funding to the CSB and affects on services provided by the CSB.

- Additional Citizen Comments

Mr. Andy McCready spoke regarding the boundary adjustment currently being discussed by Town of Pulaski. Mr. McCready expressed opposition to any action by the Town and County to incorporating the Wurno community into the town limits.

7. Highway Matters:

Mr. David Clarke, VDOT Resident Engineer, met with the Board and discussed the following matters:

a. Follow-up from Previous Board meeting

1. Review of Highway Matters Section of Key Activity Timetable (KAT)

Board members reviewed with Mr. Clarke the most recent Key Activity Timetable.

Mr. Clarke advised efforts were underway by VDOT for providing brush cutting on Hazel Hollow and other areas of the county, patching of potholes and installation of various signage requests.

Mr. Sheffey thanked VDOT for replacing the "tractor crossing" signage, noting the signage continued to be removed by vandals.

2. Revenue Sharing – Granting of Signature Authority

On a motion by Mr. Akers, seconded by Mr. Bopp and carried, the Board authorized blanket approval for the County Administrator to serve as the "signatory authority" for all documents related to Revenue Sharing funds.

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

Voting no: none.

b. Resolution Requesting Maintenance of a Takeout Point at Route 114

Mr. Huber described efforts related to a request to VDOT for maintenance of a take out point on either the Pulaski or Montgomery side

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of New River. Mr. Clarke advised VDOT owned the right-of-way. Mr. Akers requested consideration to moving the boundary signs on the bridge to allow for a better understanding of the boundary by emergency services and policing authority. Mr. Huber suggested consideration by VDOT to moving both Pulaski and Montgomery signage to the far sides of each lane to reflect services to be provided by both governmental entities. Mr. Clarke offered to have VDOT staff review the request and provide an update at future meeting.

On a motion by Mr. Pratt, seconded by Mr. Conner and carried, the Board approved requesting maintenance by VDOT of a take out point on either the Pulaski or Montgomery side of the river.

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

Voting no: none.

c. Condition of Low Water Bridge (Rt. 602) Dry Branch Road

Mr. Sheffey provided details regarding a request from Ray Singleton regarding the caving in of the low-water bridge in the Dry Branch area of the county, noting the right side of the bridge is worse than left side.

d. Citizen Comments

Mr. Thomas Pifer requested a 25 mph speed limit posting on Borman Street, noting the lack of postings on the road resulted in the delay in his development of a subdivision. Mr. Clarke advised VDOT was taking appropriate steps in conducting the speed study. Mr. Sheffey confirmed speed limits cannot be posted by the county without proper approvals by VDOT. Mr. Clarke advised all information had been sent to the VDOT engineering department.

Mr. Clarke advised of a request for moving of a stop sign from Borman Drive to Mitchell Drive, noting the limited numbers of houses on Mitchell Drive. Mr. Clarke advised if stop signage is relocated, appropriate signage indicating a change in traffic pattern would be erected. Mr. Clarke offered to have VDOT staff review the matter and provide an update at a future meeting.

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e. Board of Supervisors Comments

Mr. Akers advised of overhanging of brush on various roads in Allisonia.

Mr. Akers expressed concern over citizens being told to call Board members when signage throughout the county has been knocked down and indicated his desire for VDOT staff to take the initiative to take steps to correct the fallen signage, as well as provide brush cutting when needed.

Mr. Conner questioned if VDOT had provided any recent improvements to the water runoff on Little Creek. Mr. Clarke advised no work had been done recently by VDOT, but would review the matter and provide an update to the Board at a future meeting.

Mr. Bopp advised of positive comments received from citizens regarding improvements to double bridges in Robinson District.

Mr. Pratt expressed concern over the need for VDOT to cut bushes along Route 11, between Drapers Mountain and I-81, indicating bushes are overtaking sides of roadways.

Mr. Sheffey advised of a pothole upon turning on to Route 1220, Meadowview Drive, next to the 25 mph signage. Mr. Clarke VDOT review the matter.

Mr. Sheffey advised of continued road breakage and potholes on the road leading to the Cloyd's Mountain Landfill.

Mr. Sheffey inquired as to the status of taking bids for the Rt. 114 bridge repair. Mr. Clarke advised bids had been received and was expected to be awarded within the scheduled timeframe.

8. Treasurer's Report

Treasurer Melinda Worrell presented an updated monthly report, a copy of which is filed with the records of this meeting. Ms. Worrell described procedures for the Treasurer's staff in taking payments across the counter with no fees, as well as fees associated with payments made on line or by phone through Paymentus; described the fees charged by Paymentus; noted citizens can visit the county's web site to view the fee schedule; described the steps taken to destroy records through the retention policy; provided a listing of records destroyed; and presented the monthly trial balance report.

9. Reports from the County Administrator & Staff:

a. Appointments:

On a motion by, seconded by and carried, the Board approved the following appointments:

1. Library Board

The Board reappointed Martha Jackson for a term ending December 31, 2014. Staff noted one additional vacancy exists on January 1, 2011 due to Mr. Danny Collins desiring to not be reappointed when his term expires on December 31, 2010. Staff was requested to contact Nina McNeil to determine her interest in the upcoming vacancy.

2. Western Virginia EMS Council, Inc.

The Board reappointed Joe Trigg for an additional term. Further, staff was requested to notify the Western Virginia EMS Council that the appointee from Pulaski County to the EMS Council would continue to be the current REMSI director.

3. Clean Community Council

The Board reappointed Teresa Sweeny, Mike Campbell and Polly Mitchell for additional three-year terms on the Clean Community Council.

4. Telecommunication Committee

The Board appointed Rebecca Scheckler to the Telecommunication Committee.

b. Key Activity Timetable

The Board reviewed the Key Activity Timetable in detail.

10. Items of Consent

On a motion by Mr. Conner, seconded by Mr. Pratt and carried, the Board approved the following items of consent:

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

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a. Approval of Minutes of October 25, 2010 Board meeting

The Board approved the minutes of the October 25, 2010 Board meeting.

b. Accounts Payable

The Board approved accounts payable for checks numbered 2017289 through 2017840, subject to audit.

c. Interoffice Transfers & Appropriations

The Board approved appropriations as follows:

<b>Account Number</b>	<b>Account Title</b>	<b>Amount</b>
<b><u>Revenues:</u></b>		
3-205-041050-1000	Transfer from General Fund	<b>263,324.10-</b>
	<b>TOTAL</b>	<b>263,324.10-</b>
4-205-062120-1101-900 4-205-062120-2100-900	SALARY FICA	<b>12,994.00</b> <b>993.61</b>
4-205-061100-1101-200-100 4-205-061100-2100-200-100	Reg Instruction Elem Salary Fica	<b>62,371.20</b> <b>4,771.20</b>
4-205-61100-1101-200-200 4-205-061100-2100-200-200	Elem Inst Sped Salary Fica	<b>76,014.90</b> <b>5,815.29</b>
4-205-061100-1101-300-100 4-205-061100-2100-300-100	Reg Instruct Sec. Salary Fica	<b>32,485.00</b> <b>2,485.00</b>
4-205-061100-1101-300-200 4-205-061100-2100-300-200	Sped Instruct Sec Salary Fica	<b>30,860.75</b> <b>2,360.75</b>
4-205-063200-1101-900 4-205-063200-2100-900	Operations Salary Fica	<b>29,886.20</b> <b>2,286.20</b>
	<b>TOTAL</b>	<b>263,324.10</b>

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**General Fund #12**

Account Number	Account Title	Amount Increase/(Decrease)
<b>Revenues</b>		
	Total	\$ -
<b>Expenditures</b>		
4-100-012410-8101	Treasurer Office Equipment	\$ 223.72
4-100-043200-6009	General Properties Vehicle Supplies	1,789.00
4-100-072620-5699	Friends of Pulaski Thea. Operating Exp.	786.51
4-100-091400-9301	Transfer from Contingency Funds	(2,799.23)
	Total	\$ -

**General Fund #13**

Account Number	Account Title	Amount Increase/(Decrease)
<b>Revenues</b>		
3-100-033010-2045	VDEM Citizens Alerting System Fed. Grant	\$ 14,625.00
	Total	\$ 14,625.00
<b>Expenditures</b>		
4-100-035540-8103	Citizens Alerting System Grant	\$ 14,625.00
	Total	\$ 14,625.00

- Cleanup Efforts

Approved appropriating \$46,500 from contingency for continuing efforts to the demolishing of buildings.

d. Ratification and/or Approval of Contracts, Change Orders & Agreements, Etc.

1. Acceptance of Litter Prevention Grant

The Board accepted a grant award of \$11,955 by DEQ for the county and town litter prevention and recycling program.

2. State Legislative Listing

The Board ratified the sending of a letter to Delegate Annie B. Crockett-Stark of a legislative listing for consideration by the General Assembly.

e. Personnel Changes

The Board reviewed recent personnel changes as prepared by

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Norma Spence, Administrative Assistant.

e. Personnel Policy Revision

The Board approved the following amendment to the personnel policy allowing approval by the county administrator for the carry-over of annual leave accrual on December 31<sup>st</sup> of each year above the maximum rate in situations where unexpected departmental vacancies make it difficult for remaining employees to take time off, with the amendment noted in italics as follow:

All full-time permanent employees of the County of Pulaski shall be granted annual leave by the County as follows:

ANNUAL LEAVE SCHEDULE

<u>Years of Service</u>	<u>Days Earned per month</u>	<u>Days Earned per year</u>	<u>Maximum Accumulation</u>
1-5	1	12	24 days
6-10	1 ¼	15	30 days
11-19	1 ½	18	36 days
20 & over	1 ¾	21	42 days

Employees on vacation leave shall be paid their prevailing wage based on the prevailing scheduled work week. Annual leave is earned only upon completion of a full calendar month of employment.

Vacation leave schedule shall be planned by department heads so as to obviate the need for temporary increase in personnel.

Except in cases of illness or emergency, annual leave must be approved at least 24-hours in advance of taking time off. Unless there is an emergency involving the wellbeing of the employee or immediate family, employees should contact their supervisors at least one hour prior to the start of the workday if they anticipate utilizing sick leave.

Upon separation or retirement a full-time employee shall be paid for all accrued annual leave, not to exceed above maximums. In the event of death of the employee, the employee's estate will be paid for accumulated annual leave.

Annual leave accrued above the maximum rate above, are lost by the employee if not used by December 31<sup>st</sup> of each year *unless specifically approved by the County Administrator in situations where unexpected departmental vacancies make it difficult for remaining employees to take time off.*

Permanent part-time employees who work at least 20 hours per week shall be entitled to annual leave on a pro-rate basis.

- f. Advertisement of a Public Hearing on Ordinance to allow for certain Veterans to be exempted from Real Estate Taxes as allowed by recent Constitution Amendment

The Board approved advertising for a public hearing at the December meeting for consideration of an ordinance allowing for exemption from real estate taxes by certain veterans.

- g. Resolution in Support of the Proposed Extension of the New River Trail

The Board approved the following resolution to allow for applying for funding in the FY 2011-2012 fiscal year:

**Resolution in Support of the Proposed Extension of the New River Trail**

**Whereas**, in accordance with Commonwealth Transportation Board construction allocation procedures for FY 2011-2012 TE funding applications, it is necessary that a current request by resolution be received from the local government or state agency in order that the Virginia Department of Transportation TE program renew funding for an enhancement project in the County of Pulaski, Virginia and,

**Whereas**, the New River Trail is located in the County of Pulaski and has been identified as one of the most visited State Park in Virginia and,

**Whereas**, the County of Pulaski is working with localities throughout the region to extend the New River Trail into Montgomery County, via the City of Radford's River Way Trail Network and ultimately connect it to the Huckleberry Trail system in order to provide for additional commuting opportunities for residents of the New River Valley.

**Now, Therefore, Be It Resolved**, that the County of Pulaski, requests the Commonwealth Transportation Board to renew funding for the New River Trail Extension Project, Phases 1 & 2.

**Be It Further Resolved**, that the County of Pulaski hereby agrees to pay a minimum 20 percent of the total cost for planning and design, right of way, and construction of this project, and that, if the County of Pulaski subsequently elects to cancel this project the County of Pulaski hereby agrees to reimburse the Virginia Department of Transportation for the total amount of costs expended by the Department through the date the Department is notified of such cancellation

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11. Citizen Comments

Mr. Angela Clevinger requested clarification that the approval by the Board of the budget adjustments under the "Items of Consent" portion of the agenda included the one time \$300 bonus for school employees. Mr. Sheffey confirmed Ms. Clevinger's understanding.

12. Other Matters from Supervisors

Mr. Sheffey requested sending of a "congratulatory" letter to new Congressman Morgan Griffith, along with a request that a Congressional office be maintained by Congressman Griffith in Pulaski County.

Mr. Sheffey requested sending a letter expressing appreciation and thanks to outgoing Congressman Rick Boucher for his service, as well as highlighting the various projects spearheaded by Congressman Boucher throughout his years of service.

Mr. Sheffey requested sending a letter to PCHS Football Coach Todd Jones commending him on his accomplishments during this year's football season, and the recognition by players of help from others cite "Excellence", "Pride" and "Vision", with copies to be sent to Mark Hanks, PCHS Athletic Director, and Robert Becker, School Superintendent.

On a motion by Mr. Bopp, seconded by Mr. Akers and carried, the Board approved sending the three aforementioned letters requested by Mr. Sheffey.

Voting yes: Mr. Akers, Mr. Conner, Dr. Warren, Mr. Bopp, Mr. Pratt.

Voting no: none.

Mr. Sheffey reminded the press in attendance of the next gathering of Board members where a quorum would be present was to be at the county employee Christmas breakfast to be held on Friday, December 3, 2010 at 7:00 a.m. in the Central Gym.

BOARD OF SUPERVISORS MEETING MINUTES OF NOVEMBER 22, 2010

13. Adjournment

On a motion by Mr. Conner, seconded by Mr. Pratt and carried, the Board of Supervisors adjourned its regular meeting. The next regular Board meeting is scheduled for Monday, December 20, 2010 beginning at 6:00 p.m. with a Closed Session and 7:00 p.m. for the regular meeting at the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

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

Voting no: none.

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Joseph L. Sheffey, Chairman

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Peter M. Huber, County Administrator