

- Citizen's comments are included on each regular monthly meeting agenda. No prior appointment is necessary to speak during the citizen comments times.
- To speak on a particular agenda item, advise the attendant at the door.
- To place an item on the Board's agenda, please notify the County Administrator's Office at least ten days prior to the Board meeting.
- Any citizen concern can be communicated to the County Administrator by calling 980-7705 from 7:30 a.m. to 5:00 p.m. weekdays. All citizen complaints are recorded and responded to as soon as possible.

WHEN SPEAKING BEFORE THE BOARD, PLEASE COME TO THE PODIUM AND GIVE YOUR NAME.

**BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS**

**Regular Meeting
Monday, January 23, 2012
6:00 p.m. – Closed Session
7:00 p.m. – Regular Mtg.**

APPROXIMATE TIME AND ITEM	PRESENTED BY
<u>6:00 p.m.</u> 1. <u>Closed Session – 2.2-3711.A.1.3.5.7</u>	
<u>7:00 p.m.</u> 2. <u>Invocation</u>	Rev. Aaron Smith, First Baptist Church
<u>7:05 p.m.</u> 3. <u>Recognitions</u> a. <u>Presentation of Resolution - Charles Cook Family</u> b. <u>Featured Employees</u> c. <u>Adoption and Presentation of Resolution for Sally Quesenberry</u>	
<u>7:10 p.m.</u> 4. <u>Additions to Agenda</u>	
<u>7:15 p.m.</u> 5. <u>Public Hearings:</u> • <u>Petition by Patrick J. & Lesley Nash McCarthy for Special Use Permit (SUP) to allow exceptions to limitations on piers, private dock facilities, and or moorings located at 4341 Plantation Estates Rd., (Private Road), south of Burma Rd., (Rt. 819), zoned Residential (R1), map no. 076-012-0000-</u>	

0011, Ingles District. (PETITIONER HAS REQUESTED TABLING)

7:30 p.m.

6. Citizen Comments
- Catherine Turner

8:00 p.m.

7. Highway Matters: Mr. David Clarke, VDOT
- a. Follow-up from Previous Board meeting:
 - Review of Highway Matters Section of Key Activity Timetable (KAT)
 - b. Request for Improvements to Case Knife Road
 - c. Lee Highway Shoulder
 - d. Town of Dublin Road Maintenance
 - e. I-81 Corridor Coalition Membership
 - f. Citizen Comments
 - g. Board of Supervisors Comments

8:15 p.m.

8. Treasurer's Report The Honorable Melinda Worrell, Treasurer

8:20 p.m.

9. Reports from the County Administrator & Staff:
- a. Appointments:
 - 1. Wireless Authority
 - 2. New River Valley Development Corporation
 - 3. New River Community Action
 - 4. Pepper's Ferry Regional Waste Water Treatment Authority
 - 5. Industrial Development Authority
 - 6. CDBG Management Team
 - 7. Library Board
 - 8. Planning Commission
 - 9. Pulaski County Sewerage Authority
 - 10. Staffing Workload and Assignments
 - b. Key Activity Timetable
 - c. Applicability of Unsafe Properties Ordinance
 - d. Indoor Wellness Center Report
 - e. Scheduling of Reception Honoring Frank Conner and Ranny Akers

8:45 p.m.

10. Items of Consent
- a. Approval of Minutes of December 19, 2011 Meeting
 - b. Accounts Payable
 - c. Interoffice Transfers and Budget Adjustments

- d. Ratification and/or Approval of Contracts, Change Orders & Agreements, Etc.
 - 1. Emergency Management Project Grant Application
 - 2. Brownsfield Performance Agreement
- e. Personnel Changes
- f. VML/VACo AEP Steering Committee 2011-2012 Assessment
- g. Scheduling of Meeting with Constitutional Officers
- h. Citizen Response re: Lottery Proceeds
- i. Library Ceiling and Lights Replacement
- j. Support for HB 36
- k. Revisions to Cloyd/Ingles Election District Lines
- l. Legislative Agenda
- m. Resolutions of Appreciation – Ranny Akers & Frank Conner
- n. Memorial Resolution – Robert Dobyys
- o. Virginia Department of Mines, Minerals and Energy Loan
- p. Resolution Authorizing County Administrator to Sign VDOT Documents

9:00 p.m.

- 11. Citizen Comments

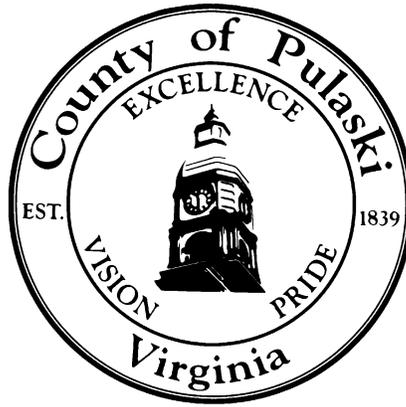
9:15 p.m.

- 12. Other Matters from Supervisors

- 13. Adjournment

Administration

143 Third Street, NW, Suite 1
Pulaski, Virginia 24301
(540) 980-7705
(540) 980-7717 (fax)
phuber@pulaskicounty.org



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January 12, 2012

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

1. Wireless Authority – Lynn White has accepted the Board's invitation to serve on the Wireless Authority, representing the Massie District. As directed by the Board, staff contacted Cam Coble to determine his interest in serving on the Wireless Authority as a representative of the Robinson District. We have since learned that Mr. Coble lives in the Massie District. Therefore, a vacancy continues to exist in the Robinson District. Persons from the Robinson District indicating a willingness to serve include: Richard Theolald and Terry Nixon. After speaking with Mr. Theolald, Carol Smith, Chair of the Wireless Authority, would like to suggest consideration to the appointment of Mr. Theolald.

2. New River Valley Development Corporation - At the December meeting, the Board directed staff to extend an invitation for Jon Wyatt to consider filling a vacancy created due to the resignation of Tom Lawhorne. Staff extended the invitation to Mr. Wyatt and he has accepted the Board's invitation to serve. Confirmation of that appointment is requested.
3. New River Community Action – ***Enclosed*** is correspondence from New River Community Action Chairperson John McCandlish, advising of a vacancy due to the resignation of Rev. Andrew Taylor-Troutman.
4. Pepper's Ferry Regional Waste Water Treatment Authority – At the December Board meeting the Board reappointed Ron Coake to the Authority. The term of Dennis Setliff, who serves as an alternate to Mr. Coake, expired on December 31, 2011. Mr. Setliff is eligible for reappointment.
5. Industrial Development Authority - Tom McCarthy advised Jim Lark has resigned from the Industrial Development Authority and an appointment would be needed. Appointments to the IDA have not been by district. Ranny Akers called me this week and indicated his interest in serving.
6. CDBG Management Team - Janet Jonas advises Rev. Thomas Harris and his wife Heather have expanded their ministry to Lynchburg and have relocated. Rev. Harris has recommended the county substitute the new Ministerial Services Committee president Rev. Aaron Smith of First Baptist Church, Pulaski, in his place on the CDBG Management Team. Rev. Smith and his church have participated in the recovery efforts to date by providing some much-needed overflow housing for volunteers and in any way their small congregation can. He is very interested and willing to serve both on the Tornado Fund Finance Committee and the CDBG Management Team in any capacity we need and an appointment is recommended. This substitution requires appointment by both the Town Council and Board of Supervisors
7. Library Board – Barbara Derr has accepted the Board's invitation to serve on the Library Board. Formal appointment is requested.

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:

- Strenz Property Trade – Bob Strenz has clarified that he is interested in trading the former REMSI Dublin facility and the County property along Hazel Hollow Road for the parcel located between the Verizon building and the Pizza Hut. ***Enclosed*** are copies of GIS photographs for each property as well as a comparison of assessed values will be included in the January 19th 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:

- 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:

- Strenz Property Trade

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:

- None

Administration

143 Third Street, NW, Suite 1
Pulaski, Virginia 24301
(540) 980-7705
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phuber@pulaskicounty.org



January 12, 2012

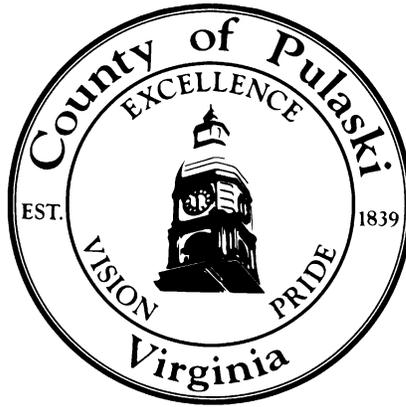
TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: **Recognitions**

- a. Presentation of Resolution - Charles Cook Family - An invitation was extended to Chuck Cook and family to attend the meeting to accept the resolution previously adopted by the Board. Mrs. Charles Cook, Chuck and his family plan to attend the meeting.
- b. Featured Employees - The featured employees to be recognized at the January Board meeting and featured for the month of February are to be designated from the PSA Refuse Department. Names of those employees and job summaries for both employees will be sent in the January 19th weekly update.
- c. Adoption and Presentation of Resolution for Sally Quesenberry - Adoption of the ***enclosed*** resolution and a presentation to Ms. Quesenberry is requested. Since the actual resolution will need to be presented to Ms. Quesenberry following adoption by the Board, please let Gena know no later than January 18th of any changes.

/gh



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January 12, 2011

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

Public hearings have been scheduled for the Board meeting as follows:

- Petition by Patrick J. & Lesley Nash McCarthy for Special Use Permit (SUP) to allow exceptions to limitations on piers, private dock facilities, and or moorings located at 4341 Plantation Estates Rd., (Private Road), south of Burma Rd., (Rt. 819), zoned Residential (R1), map no. 076-012-0000-0011, Ingles District. - A public hearing has been scheduled to consider this request. The Planning Commission recommends denial. ***Enclosed*** is information regarding the request.

/gh

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January 12, 2012

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 sending of this packet, we have not received an updated KAT from Mr. Clarke.
- b. Request for Improvements to Case Knife Road – ***Enclosed*** is correspondence from VDOT Chief Deputy Commissioner Charlie Kilpatrick to Claude Newman responding to a request for improvements to Case Knife Road. Mr. Newman indicated he plans to attend the meeting to request the Board take action to add this request to the Secondary Road Plan.
- c. Lee Highway Shoulder - A few weeks ago, the PSA experienced a water leak on Lee Hwy. up from the Motor Mile Speedway. During that incident, the water coming from our leak ran down the side of the road, but then entered into various yards and across driveways and the basement of the Barbara Moore home at 6884 Lee Highway was flooded. In talking with the homeowner, they are concerned by the lack of a ditch on that stretch of road to carry rain water noting that water is routinely running off the shoulder onto their property. Staff would like to request the assistance of VDOT in scheduled some maintenance work to create a more substantial ditchline to carry the water from Route 11.
- d. Town of Dublin Road Maintenance - The Town of Dublin is requesting assistance in determining the best means of converting the Town of Dublin maintenance responsibility from the County Secondary Road system to the Urban system as is in effect for the Town of Pulaski. Currently, VDOT requires that a locality reach a population of 3,600 prior to being eligible for road maintenance reimbursements. Discussion with VDOT of specific improvements desired by the Town of Dublin is recommended.

- e. I-81 Corridor Coalition Membership - ***Enclosed*** is correspondence from Ray Pethtel, Interim Executive Director for the I-81 Corridor Coalition, requesting Pulaski County consider joining the membership of the I-81 Corridor Coalition beginning in 2012. Authorization to remain a member of the Coalition at a cost of \$5,000 per year is recommended.

/gh

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January 12, 2012

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. Wireless Authority
 2. New River Valley Development Corporation
 3. New River Community Action
 4. Pepper's Ferry Regional Waste Water Treatment Authority
 5. Industrial Development Authority
 6. CDBG Management Team
 7. Library Board

- b. Key Activity Timetable – Review of the ***enclosed*** Key Activity Timetable is requested.

- c. Applicability of Unsafe Properties Ordinance – As part of the County's ongoing effort to address the securing or removal of unsafe properties, the County staff respectfully requests confirmation by the Board as to the applicability of the ***enclosed*** unsafe structures ordinance to the following structures:
 - David Lee and Eloisa Elizabeth Austin property located 7238 Falling Branch Road – unsecured, deteriorated and overgrown.

Property owners have been notified that the Board would be reviewing these structures at the January 23rd Board meeting to confirm the applicability of the ordinance to these structures with demolition to take place in March 2012. ***Enclosed*** are pictures of these structures and copies of the notice letters.

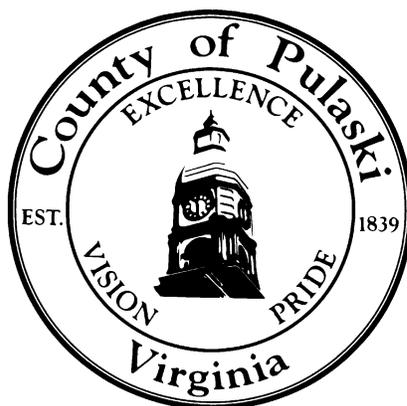
- d. Indoor Wellness Center Report – The Indoor Wellness Center Committee consisting of Anthony Akers, Pam Chitwood, Ashley Coble, Dan Grubb, Mark Hanks, Dave Hart, Joe Hicks (at-large), Peter Huber, Kevin Meredith, Sam Patterson, Dean Pratt and Melissa Twine appointed by the Board and charged with developing a recommendation to the Board of Supervisors regarding the feasibility of establishing an indoor wellness center facility is prepared to provide the Board with the **enclosed** report prior to further presentations to civic and community groups.

- e. Scheduling of a Reception Honoring Frank Conner and Ranny Akers – Scheduling of a reception is requested honoring the service of Frank Conner and Ranny Akers for their service on the Board of Supervisors.

PMH/gh

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January 12, 2012

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

- a. Approval of Minutes of December 19, 2011 meeting – Review and approval of the ***enclosed*** minutes is requested. Please contact Gena prior to the meeting with any changes and revised minutes will be provided in the January 19th weekly update.
- b. Accounts Payable – A listing of accounts payable will be provided in the January 12th update.
- c. Interoffice Transfers & Budget Adjustment(s) – Copies of interoffice transfers and budget adjustments will be included in the January 19th update.
- d. Ratification and/or Approval of Contracts, Change Orders & Agreements, Etc.-
 1. Emergency Management Project Grant Application - ***Enclosed*** is a proposal for a 50% 2011 Emergency Management Project Grant application for the purchase of a specialized four-wheeler to be used for emergency rescue and fighting forest fires.
 2. Brownsfield Performance Agreement - ***Enclosed*** is the Performance Agreement for the Brownsfield grant. Approval is requested.
- e. Personnel Changes - ***Enclosed*** is an update from Ms. Spence of recent personnel changes.
- f. VML/VACo AEP Steering Committee 2011-2012 Assessment - ***Enclosed*** is an invoice from the VML/VACo Steering Committee for the payment of the 2012 Steering Committee assessments. Participation and authorization to pay the 2011-2012 Assessment is recommended.

- g. Scheduling of Meeting with Constitutional Officers - Andy McCready would like to suggest a meeting with Constitutional Officers to find out their concerns, capital needs, operating issues and other suggestions for working with the Board of Supervisors. The staff has been meeting on a quarterly basis utilizing the ***enclosed*** agenda which may be helpful for joint meetings with the Board of Supervisors.
- h. Citizen Response re: Lottery Proceeds - In response to the inquiry by James McClanahan at the December Board meeting, Lal Harter has provided the ***enclosed*** five year summary of lottery funded programs. It provides detailed program data showing how lottery proceeds are allocated to education as included in the Governor's proposed biennial budget. Many of the programs funded with lottery proceeds were at one time, in part if not in whole, funded by general fund reserves. Over time, the state has supplanted these generated fund revenue obligations with lottery proceeds.
- i. Library Ceiling and Lights Replacement - ***Enclosed*** is the bid tabulation for the work at the Pulaski Library as part of the DMME grant. The low base bid is from Service Contracting. If we performed the alternate, then Roger Lucas Construction is the low bid for the spray-on ceiling insulation, which is calculated to result in greater than a 10 year payback. This is part of the same \$300,000 grant for the Administration building window replacement. In order to stay within the overall project budget, it is recommended to award the base bid to Service Contracting and not the alternate.
- j. Support for HB 36 - Registrar Kathy Webb suggested the county support HB 36 introduced by Mark L. Cole which provides that political parties pay the costs of the primary elections and that the party must post bond in advance of the primary to cover those costs. See ***enclosed*** e-mail for details. Currently the costs of the primary are paid by the localities. If passed, the bill would take effect January 1, 2013. Endorsement of this bill is recommended in order to reduce the net cost to the County for holding primary elections.
- k. Revisions to Cloyd/Ingles Election District Line – The state redistricting process has resulted in the formation of a split precinct where the state did not follow local lines when dividing the Cloyd and Ingles Districts between the end of Falling Branch Road and the Hazelwood subdivision. Since the County's district line does not follow a census block line as is required by the state districts, we recommend that Census blocks 1017 and 1018 be moved from the Ingles to the Cloyd District effecting 37 residents as shown on the ***enclosed*** maps. The alternative is to accept the current state plan which would increase the number of effected voters from 50 to 183 and result in two split precincts rather than one.

- l. Legislative Agenda – ***Enclosed*** is the 2012 Legislative Program as adopted by the Virginia Association of Counties. Endorsement of these issues, HB36 and other issues the Board may wish to address will assist Chamber of Commerce and community representatives in talking with legislators at the County’s legislative dinner.

- m. Resolutions of Appreciation – Resolutions of appreciation are currently being drafted for Frank Conner and Ranny Akers for consideration by the Board. We plan to include those in the January 19th weekly update. We plan to arrange presentation of these resolutions at a reception being planned in honor of their service to the Board.

/gh