

BOARD OF SUPERVISORS MEETING MINUTES OF FEBRUARY 21, 2012

At a special meeting of the Pulaski County Board of Supervisors held jointly with the constitutional officers for Pulaski County on Monday, February 21, 2012 at 6:00 p.m. at the Pulaski County Administration Building, Central Conference Room, 143 Third Street, NW, in the Town of Pulaski, Virginia, the following members present included: Joseph Sheffey, Chairman; Charles Bopp, Vice-Chairman; Andy McCready; Ranny O'Dell; and Dean Pratt.

Constitutional Officers present included: Maetta Crewe, Clerk of Circuit Court; Jim Davis, Sheriff; Mike Fleenor, Commonwealth Attorney; Trina Rupe, Commissioner of the Revenue; Kathy Webb, Registrar; and Melinda Worrell, Treasurer.

Staff members presented included: Peter M. Huber, County Administrator; Robert Hiss, Assistant County Administrator; Diane Newby, Finance Director; and Gena Hanks, Clerk.

1. Welcome and Introduction

Mr. Sheffey called the meeting to order and welcomed constitutional officers.

2. Public Concerns

Mr. Huber reviewed the agenda and described the Board of Supervisors meeting to be held on March 12, 2012 at which time the Board will meet with leadership staff to discuss Board goals and anticipated staff accomplishments over the next four years.

Mr. Huber advised the purpose of the meeting with the constitutional officers was to receive input regarding the various needs and concerns of the constitutional officers.

Ms. Worrell explained the status of the set-off debt collection program, noting typical collections are usually around \$300,000.

Mr. McCready requested staff work with IT to develop a "hot button" to allow citizens to review the delinquent taxpayers listing. Ms. Worrell advised this information could be provided to IT for placing on the county's web site. Ms. Worrell also described the county's average collections each year.

Sheriff Davis advised he had received numerous protests from local pawn shops as to the lack of licensing required by "peddlers" of gold, etc. Mr. Hiss advised he had an upcoming meeting with County Attorney Tom McCarthy to discuss the matter.

BOARD OF SUPERVISORS MEETING MINUTES OF FEBRUARY 21, 2012

Ms. Rupe suggested the best means of addressing the "peddler" matter would be through amending the county's ordinance addressing peddling in the county.

Mr. McCready explained the current practice of the use of inmates for county purposes. He also advised he had received good feedback on the inmate usage program.

Mr. Bopp expressed appreciation to Jamie Radcliffe for his efforts in using the inmates for various work around the county.

Mr. McCready suggested consideration to funding of a full time position to oversee the various projects in the county related to cleanup efforts.

3. Building Concerns

Ms. Crewe described concerns related to the need for overall improvements to the brick courthouse, including but not limited to, the replacement of carpeting in the Clerk of Circuit Court offices. Ms. Crewe advised the current condition of the carpeting was becoming a safety hazard to the public.

Mr. Hiss described a proposed change to the holding cell in the courthouse. Board members inquired regarding use of local contractors and/or county staff for the proposed changes. Mr. Fleenor provided details regarding the benefits of the proposed changes.

Sheriff Davis suggested consideration to the hiring of an additional deputy to oversee the court proceedings.

Ms. Crewe described concerns related to the current custodial services being provided to the brick courthouse. Ms. Crewe requested consideration to replacing the current staff providing the custodial services to the brick courthouse. Mr. Hiss recommended documenting concerns related to personnel issues in the custodial services provided to the courthouse.

Ms. Worrell described the need for repairs/improvements to the stone courthouse. Ms. Crewe also described similar repairs/improvements needed to the brick courthouse.

County staff described the limited labor force by the county, indicating major projects could possibly be accomplished through the hiring of outside contractors, subject to Board approving the expenditure for such work.

County staff described the current organizational structure of the custodial services provided to the county owned buildings.

BOARD OF SUPERVISORS MEETING MINUTES OF FEBRUARY 21, 2012

Mr. McCready suggested streamlining the various projects of the two courthouses and suggested county staff provide a listing of the overall construction needs for the two courthouses. Mr. McCready further suggested consideration by the Board to contracting out four to five of the major construction needs.

Mr. Huber advised additional labor would need to be hired to accomplish the number of the improvements needed at the two courthouses.

Ms. Newby described the purchasing policies in place, specifically the threshold for work done without bidding. Ms. Newby advised any unbudgeted expenses would require Board approval.

Mr. Pratt advised safety issues should be first priority.

Ms. Crewe also advised of the need for painting of both courthouses.

Mr. McCready requested an update on the Capital Improvements (CIP) listing. Mr. Huber explained the CIP listing was basically a "wish list" of county departments and agencies. He also advised state law requires the CIP support the county's comprehensive plan.

Mr. Sheffey advised the state continues to cut funding and localities are having to do more to offset the funding cuts. Mr. Sheffey also advised the priority in the past fiscal year was to provide bonuses and raises for county employees.

Mr. Fleenor suggested county staff separate the maintenance items from the "cosmetic" items of the two courthouses, with priority placed on those items posing safety hazards.

Mr. Huber advised localities were seeing difficult times financially. He advised emphasis had been placed on taking necessary steps to maintain existing staffing levels to avoid staffing cuts, and to meet basic vehicle replacement needs.

Mr. McCready advised he had been visiting the various schools, with the assistance of Ronnie Nichols. He indicated his desire to also visit the various offices/buildings housing the constitutional officers. By consensus, the constitutional officers welcomed a walkthrough of the facilities by Mr. McCready and other Board members.

Ms. Webb advised of an ongoing issue related to a leak in the ceiling on the third floor of the stone courthouse.

4. State Budget Cuts

Ms. Rupe and Ms. Worrell indicated advised current information from the state did not indicate additional cuts; however, that will not be determined until the end of the General Assembly Session.

Mr. McCready described the costs to the New River Regional Jail to house the inmates from the state. Mr. McCready advised the state had cut the reimbursement rate to localities from \$24 per day to \$12 per day. He also advised over one-half of the inmates at the regional jail were the state's responsibility. Mr. McCready indicated the Regional Jail had dipped into reserves by \$1.3 million in an effort to meet the jail costs for subsidizing inmates.

Mr. Fleenor suggested a potential savings to the jails could be seen when multiple jurisdictions are involved in housing and working inmates.

Mr. McCready indicated some skilled inmates are kept longer than non-skilled inmates.

Mr. Huber advised the county's budget calendar had been set in an effort to allow for state figures to be provided to localities.

Mr. McCready advised the General Assembly Session is set to end in early March, with a veto session scheduled in April.

Mr. McCready inquired if any constitutional officers were using rented or leased buildings due to lack of space. Constitutional officers confirmed that no additional space was currently being rented or leased and that office space was currently sufficient.

5. Suggestions for Board of Supervisors Goals

Mr. Huber requested constitutional officers provide suggestions for goals to be presented to the Board.

Ms. Worrell described concerns related to the county's decal ordinance, specifically when a citizen purchases a new car and is unaware of the need to purchase another decal. This lack of purchase often results in town police writing of tickets to the citizen. Ms. Worrell advised the Treasurer's staff is receiving numerous complaints regarding this matter. Ms. Worrell suggested if the county is not going to change the decals from year to year, then the decals should be done away with.

Mr. McCready inquired what the charges were and suggested communicating the concerns regarding the decal issue with the Town of Pulaski.

BOARD OF SUPERVISORS MEETING MINUTES OF FEBRUARY 21, 2012

Ms. Worrell re-emphasized her desire to see the decals done away with.

Mr. McCready suggested consideration to change the county's ordinance to do away the decal.

Mr. Huber advised of a sense of community pride by displaying the decal on county vehicles.

Mr. Sheffey suggested talking with Pulaski Mayor Jeff Worrell and Pulaski Town Manager John Hawley regarding the matter.

6. Other Matters

Mr. McCready inquired regarding the status of re-roofing the new Sheriff's office building. Mr. Huber advised the agreement with Verizon allowed Verizon to continue to occupy the building for four months and that it may be difficult to replace the portion of roof prior to Verizon moving out.

Mr. Sheffey advised budget work sessions were scheduled throughout the months of March, April and May, if needed.

Mr. Huber suggested canceling the previously scheduled March 7th constitutional officers meeting, with the next quarterly constitutional officers meeting scheduled for June 6, 2012.

By consensus, the Board agreed to meet yearly with the constitutional officers, preferably in the month of February.

7. Adjournment

On a motion by Mr. Pratt, seconded by Mr. McCready and carried, the Board adjourned its special meeting, noting the next gathering of Board members would be held on Saturday, February 25th at 6:00 p.m. at which time Board members would be attending the "God's Pit Crew" annual dinner, with said gathering to be held at the Pulaski Church of God Refreshing Center on Bob White Boulevard in the Town of Pulaski. The next regularly scheduled meeting of the Board is to be held on Monday, February 27, 2012 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.

BOARD OF SUPERVISORS MEETING MINUTES OF FEBRUARY 21, 2012

Voting yes: Mr. O'Dell, Mr. McCready, Mr. Sheffey, Mr. Bopp, Mr. Pratt.
Voting no: none.

Joseph L. Sheffey, Chairman

Peter M. Huber, County Administrator