

BOARD OF SUPERVISORS MEETING MINUTES OF MARCH 5, 2012

At a special meeting of the Pulaski County Board of Supervisors held on Monday, March 5, 2012 at 6:00 p.m. in 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; and Dean Pratt. Supervisor Ranny O'Dell was unable to attend the meeting.

Staff members presented included: Peter M. Huber, County Administrator; Shawn Utt, Community Development Director; Diane Newby, Finance Director; and Gena Hanks, Clerk.

1. Welcome and Introduction

Mr. Sheffey called the meeting to order and welcomed those in attendance.

Mr. Sheffey advised the purpose of the meeting was to review various budget items and other matters as noted on the agenda.

Mr. Huber advised Supervisor O'Dell would be unable to attend the meeting due to illness.

2. Proposed Clinic

Mr. Utt provided an update including information from the Town of Pulaski regarding the Town Council's concern over the proposed establishment of a medical opioid clinic in the Town of Pulaski.

Mr. McCready described information provided by Dr. Harvey Barker of the Community Services Board related to the operations of medical opioid clinics.

Mr. Sheffey inquired if Sheriff Davis had provided any comments regarding the proposed clinic and Mr. Huber advised that there were law enforcement concerns but that the major issues were that opioid treatment was already available through the Community Services Board, that citizens did not have a voice in how the proposed clinic was to be operated, and that the Town Council is opposed to the proposed facility.

On a motion by Mr. Pratt, seconded by Mr. Bopp and carried, the Board approved sending a letter of support to the Town of Pulaski in opposition to the proposed clinic for the above stated reasons.

Voting yes: Mr. McCready, Mr. Sheffey, Mr. Bopp, Mr. Pratt.

Voting no: None.

Not present: Mr. O'Dell.

3. Review of Budget Calendar

Ms. Newby advised budgets continued to be received from the various departments and agencies. Ms. Newby indicated plans are to submit budget information at April 9, 2012 budget work session.

Board members inquired regarding the time frame for appropriate advertising and adoption of a tax rate, should the Board determine a change in rates needed to be considered. Mr. Huber advised a decision to hold a public hearing would need to be made at the Board's March 12, 2012 meeting, with a public hearing to be held at the March 26, 2012 Board meeting, should the Board wish to increase real estate rates.

Mr. McCready inquired if tax rates could be changed later to allow the new rates to become effective in the second half of the year. Mr. Huber indicated that the rate would have to be consistent during the calendar year but that the rate could be revised at this time next year which would affect 2012-13 receipts.

Mr. Sheffey described the status of the House and Senate approvals of the Budget.

Mr. Huber advised if additional budget work sessions were needed, they could be scheduled accordingly and re-emphasized the key date for deciding on a rate change for advertising purposes would need to be made at the March 12, 2012 board meeting.

Mr. Sheffey noted when the proposed tax rate is advertised, the Board may choose to increase the tax rate up to the amount advertised, or less, but could not go higher than the rate advertised.

4. Consideration of Draft Budget Goals

Mr. Huber presented a draft of the budget goals.

Mr. McCready suggested adding "diversity of energy choices" to be able to trade off one energy source with another.

Mr. Sheffey advised staff continued to be efficient, citing current action to update the County Administration Building windows, as well as the ongoing joint services efforts.

Mr. Bopp advised sharing of services was a key to savings for the County.

Mr. Huber advised Giles County and the City of Radford had indicated a willingness to partner for shared services with the County when opportunities arise.

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Mr. McCready inquired if the School Board had identified any potential savings for the upcoming fiscal year. Mr. Huber advised the upgrading of the old Southwest Virginia Governor's School on the PCHS campus provided a savings.

Mr. Bopp indicated a move by the School Board to the CAB could result in significant savings in rent and utilities by the School Board and inquired as to the status of a potential move to the CAB by the School Board. Mr. Huber advised a decision had not been made by the School Board, noting if a decision to move to the CAB is made, renovations would be required.

Mr. McCready inquired regarding the status of title to the surplus schools. Mr. Huber advised the title to Riverlawn Elementary school had been transferred.

5. Review of 2010-11 Audit Results

Ms. Newby presented the draft results of the 2011 county audit report, describing in detail the Statement of Net Assets, Statement of Activities, Balance Sheet – Governmental Funds, and Statement of Revenues, Expenditures and Changes in Fund Balances, copies of which are filed with the records of this meeting.

Ms. Newby answered various questions related to the documents.

Mr. McCready requested a written explanation be provided defining "restricted", "committed" and "assigned" which were documented in the draft audit.

Mr. Huber described the changes resulting from the implementation of the SAS 112.

Board members posed questions regarding the accounting standards and increase in costs associated with the auditing process.

6. Review of 2011-12 Departmental Revenues and Expenditures

Ms. Newby provided a Revenue and Expenditure Summary, described inefficiencies with the current software being used by the County and School Board and options for new software (including potential costs).

Mr. Huber suggested coordinating with other localities in choosing new software for use by the County and Schools. Ms. Newby advised of a major lack of support provided by the current software provider, resulting in inefficiencies and that fees associated with the software maintenance had increased by 10%.

Mr. Huber suggested local government administrators and managers could discuss the matter at a future meeting to determine what actions are being taken by other localities related to software systems.

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Mr. Sheffey suggested an improved software system would likely allow for providing more effective and efficient services.

Mr. McCready inquired if the county's auditors could provide any software suggestions. Ms. Newby indicated she would contact the County's auditor to request an opinion on new software options and provide an update to the Board at a future meeting.

7. Anticipated Budget Considerations

a. Revenue

Mr. McCready inquired as to how much revenue was generated with a one-cent increase in real estate taxes. Mr. Huber advised he would provide that information via the weekly update or at a future meeting.

b. Reassessment

Mr. Huber explained state law provides an exception to a four-year cycle for Pulaski and similar counties and allowing for reassessment on a maximum 6-year schedule, noting reassessment on a 5-year schedule would require initiation of the reassessment process this year.

Mr. McCready described a situation related to appraisal of lakefront property and lack of comparable sales in last three years.

Mr. Huber suggested the Board may want to consider a 6-year schedule for conducting a reassessment.

c. Implementation of Remaining Portion of Compensation Plan

Mr. Huber explained the steps taken by the Board leading to the County's compensation study, noting 25% of the study was implemented in 2011, anticipating a recommendation by staff to implementing the remaining portion in 2012.

Mr. Huber advised exact costs for implementation of the remaining 75% in 2012 would be provided to the Board, noting previous figures did not factor in to the Virginia Retirement System increases.

d. Health Insurance Increases

Ms. Newby advised health insurance costs were anticipated to cost \$35,000 for Board of Supervisor employees.

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Mr. McCready advised health insurance costs for regional jail employees had decreased. Mr. Huber described the "experience" rating and how it relates to health insurance costs.

Ms. Newby advised Montgomery County Schools would not be joining the Consortium and that the consultants could provide a presentation to the Board, if requested.

e. School Funding

Mr. Huber advised of an expected request for increased funding by the schools, described previous Board action allowing for funds to be set aside and the challenges faced by the School Board in determining funds needed.

Mr. McCready inquired if there is a state mandate on the amount of funds a locality must provide to the schools.

Mr. Pratt advised the County is currently funding \$3 million more than required by the state.

Mr. Huber advised the last increase in real estate taxes was to generate funds for the schools. Mr. Huber suggested Board of Supervisors and School Board members may want to attend each other's meetings to have a better understanding of budget needs.

f. Tax Rate Adjustments

Mr. McCready requested a listing of the tax streams and rates. Mr. Huber advised this information would be provided either via the weekly update or at a future meeting.

Mr. Huber advised a detailed table of tax rate information had been prepared in the past and could be sent to the Board.

Mr. Sheffey referred to an article related to Franklin County doing away with county decals and suggested surveying surrounding localities to determine what policies were related to decals.

Mr. Huber advised each Board member would be provided a copy of the Tax Rates in Virginia booklet once order is received.

g. Other Matters

Mr. Sheffey noted receipt of information from Ms. Genie Zunic related to SB 261.

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Mr. McCready referenced material distributed at the February 27, 2012 Board meeting by Ms. Genie Zunic related to agritourism. Mr. McCready advised that following a detailed review of the information, he did not find agritourism to be connected to the sustainability issue.

Mr. McCready described efforts by VDOT employee Anthony Barnes in providing assistance in a recent clearing of trees to allow for a burial to take place in a cemetery on Route 643. Mr. Bopp suggested thanking Mr. David Clarke at the next regular Board meeting for the assistance provided by Mr. Barnes.

By consensus, the Board directed staff to send a letter to Mr. Clarke extending a "Thank You" and commending Anthony Barnes for the extra effort to assist in this effort.

Mr. Bopp expressed his appreciation for the efforts provided by VDOT.

Mr. Sheffey advised of his attendance at a recent Pepper's Ferry Board meeting and indicated changes in the overall structure of the Authority. Mr. Sheffey recommended Board members tour the facility in the summer of 2012.

Mr. Huber advised of a community meeting set up by Mr. Bopp for Robinson District citizens to meet with Kevin Byrd of the New River Valley Planning District Commission to discuss the sustainability issue, with said meeting scheduled for March 15th at 6:00 p.m. in the CAB Central Conference Room.

Mr. McCready inquired regarding the potential relocation of the Community Corrections offices. Mr. Huber advised low rent options was needed due to a reduction in grant funds to Community Corrections and in an effort to avoid reduction in existing personnel.

Board and staff discussed various options including the recent vacated portion of the CAB, Bob White Boulevard surplus space, Maple Shade, and the Competitiveness Center.

Board members requested staff determine if adequate space is available at the Bob White Building and provide an update to the Board.

Mr. Bopp commended Social Services Director Jim Wallis for patronizing local businesses while providing office furniture to the new Social Service offices.

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Mr. Huber inquired regarding the Board's desire to hold a public hearing in Pulaski County related to the State Probation offices potentially locating in the Pulaski Plaza and Fairlawn Plaza. By consensus, the Board declined the option of holding a public hearing.

Mr. Sheffey reported that Diane Newby's ability to work with others was highly commended by Grady DeVilbiss, Chair of the New River Valley Citizen Corps for her work in quickly getting dormant grant funding properly spend, accounted for and put to good use for the benefit of Pulaski County and the New River Valley.

8. Adjournment

On a motion by Mr. Pratt, seconded by Mr. McCreedy and carried, the Board adjourned its special meeting, noting the next meeting of the Board would be held on Monday, March 12, 2012 at 6:00 p.m. at the Social Services Education Building for the purpose of holding a "goal setting session" jointly with the County's leadership team. The next regularly scheduled meeting of the Board is to be held on Monday, March 26, 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.

Voting yes: Mr. McCreedy, Mr. Sheffey, Mr. Bopp, Mr. Pratt.

Voting no: None.

Not present: Mr. O'Dell

Joseph L. Sheffey, Chairman

Peter M. Huber, County Administrator