

BOARD OF SUPERVISORS MEETING MINUTES OF APRIL 16, 2012

At a special meeting of the Pulaski County Board of Supervisors held on Monday, April 16, 2012 at 6:00 p.m. in the Basement Floor Conference Room of the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, the following members were present: Joseph Sheffey, Chairman; Charles Bopp, Vice-Chairman; Andy McCready; Ranny O'Dell; and Dean Pratt. Also present were Peter Huber, County Administrator; Robert Hiss, Assistant County Administrator; Diane Newby, Finance Director; and Gena Hanks, Clerk to the Board of Supervisors.

1. Welcome and Introduction

Mr. Sheffey called meeting to order and welcomed Board members and county staff to the meeting. Mr. Sheffey advised the purpose of the meeting was to conduct a budget work session.

Mr. Sheffey called for a moment of silence in remembrance of the 2007 Virginia Tech shooting victims.

Mr. Huber advised a Closed Session would need to be held at the end of the meeting to discuss a legal matter related to threat of litigation over the Livability Initiative.

2. Review of Proposed Revisions

Ms. Newby and Mr. Huber explained in detail the proposed revisions to the previously submitted budget, including providing charts, graphs and spreadsheets with specific details regarding the proposed changes to the following departments/agencies: Building Department, Zoning Department, Treasurer's Office, General Properties water expenses, Community Corrections/Pre-Trial Services; and Virginia Retirement System (VRS) Funding.

Ms. Newby advised that, without a state budget, it was difficult to project the funding needs. Ms. Newby indicated the budget process may need to start over when state budget figures are received.

Mr. McCready inquired as to the number of Pulaski County residents served by the Health Department. Mr. Huber advised this information could be obtained from the Health Department and provided to the Board at a future meeting.

Mr. Sheffey requested a spreadsheet showing a comparison of the last five years of funding for the Health Department. Mr. Huber advised this information could be provided to the Board at a future meeting.

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Mr. Huber requested guidance from the Board related to the School budget and indicated the need for working with the School Board to review what is workable under the existing, or revised, tax rates.

Mr. McCready requested staff explain the funding mechanism between the Board of Supervisors and School Board. Mr. Huber advised the Board of Supervisors provides funding to the schools; however, the Board does not determine how the money will be spent by the School Board.

Mr. McCready shared statistics related to spending by schools, noting Pulaski County is 20th in the State of Virginia in spending per capita.

Mr. Huber requested feedback from the Board relative to capital improvements spending.

Mr. Sheffey recalled information included in a previous weekly update related to the Dublin Fire Department's replacement need for Dublin Engine 2 and 3. Mr. Huber advised he had met with the Fire Protection Committee regarding the funding requested for the replacement of the fire truck. Mr. Huber advised it was the general desire of those in attendance at the Fire Protection Committee meeting that the truck be purchased at this time.

Mr. McCready expressed a desire for the School Board to place emphasis on replacing some of the buses in the school fleet, further advising the fleet needs to be brought back up to standards.

Mr. Huber presented a spreadsheet detailing the employee pay increase history.

3. Agency Comments

a. Health Department

Mr. Huber reported there would not be a presentation by the Health Department, as previously indicated, since the proposed cut was based on his misunderstanding of the funding formulas.

b. Fine Arts Center

Mr. Gary Hancock and Ms. Judy Ison presented details related to fundraising efforts underway for the Fine Arts Center (FAC), as well as efforts towards relocation to a new building, requested restoration of requested funds, and described grants, partnerships, etc.

Mr. Sheffey inquired if other localities provide funding to the FAC. Ms. Ison advised the Town of Pulaski also provides funding to the FAC.

c. Information Technology

Mr. Tim Barnes described the need for hiring of an administrative assistant to address operational functions. Mr. Barnes also described the ongoing vulnerability with Commissioner of Revenue property assessment software.

Board members discussed the phone systems at the schools and the possibility of looking to the CIP for funds to replace the phone systems.

Board members expressed concern over the property assessment software and the impact of the overall system should it fail before being replaced.

d. Children's Advocacy Center of the NRV

Mr. Steve Grieco described the Children's Advocacy program in detail, including funding sources. Mr. Grieco requested the Board consider restoring the requested \$5,000 in funding.

e. Claytor Lake Festival

Mr. Chris Doss provided statistics on the Claytor Lake State Park usage and expressed appreciation to the Board for funding of the Festival.

f. Crossroads Shelter

Mr. Bill Marshall described the program and expressed appreciation to the Board for consideration of funding of the requested amount.

4. Additional Budget Questions, Directions for Staff or Request for Additional Information

Board members discussed the time frame for implementing a new real estate tax rate, the status of purchasing county decals, the School Board budget and the state budget.

Mr. Sheffey requested details of the county reserves. Mr. Huber advised information could be provided at a future Board meeting.

5. Revisions to Budget Schedule

Mr. Huber reported that due to the lack of a state budget and the anticipated need for discussion of the School Board funding request, staff plans to request the Board extend the budget preparation schedule as much as possible, including the likely need for special Board meetings to meet various advertising and adoption requirements.

On a motion by Mr. McCready, seconded by Mr. O'Dell and carried, the Board approved a revised budget calendar to include additional board meetings to allow for budget discussions, as needed, and in order to meet the various advertising and adoption requirements.

Voting yes: Mr. McCready, Mr. O'Dell, Mr. Sheffey, Mr. Bopp,
Mr. Pratt.

Voting no: none.

Mr. McCready requested staff review the interest rates for the landfill sewer line and Phoenix Packaging loans for potential payoffs and/or refinancing at lower rates. Mr. Huber advised this information could be provided at a future Board meeting.

Mr. McCready inquired if additional information on energy efficiency could be provided. Mr. Huber advised that Mr. Nichols would be providing this information to the Board in the future.

Mr. Pratt inquired if the School Board had requested new buses. Mr. Huber responded that five new buses had been requested by the School Board.

6. Other Matters

- Round House Road – Scoping Project

Mr. Huber described the Round House Road scoping project and recommended approval of the contracting with AECOM.

On a motion by Mr. McCready, seconded by Mr. Pratt and carried, the Board approved contracting with AECOM for the scoping study and report on the Round House Road/Route 11 interchange.

Voting yes: Mr. McCready, Mr. O'Dell, Mr. Sheffey, Mr. Bopp,
Mr. Pratt.

Voting no: none.

7. Closed Session – 2.2-3711(A)7

Chairman Sheffey advised a Closed Session would need to be held as follows:

A closed session is requested pursuant to Section 2.2-3711.A.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. McCready, seconded by Mr. O'Dell and carried, the Board of Supervisors entered a Closed Session for discussion of the following:

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:

- Livability Initiative

Voting yes: Mr. McCready, Mr. O'Dell, Mr. Sheffey, Mr. Bopp,
Mr. Pratt.

Voting no: none.

Return to Regular Session

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

Voting yes: Mr. McCready, Mr. O'Dell, 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. McCready 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:

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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.

Voting yes: Mr. McCready, Mr. O'Dell, Mr. Sheffey, Mr. Bopp,
Mr. Pratt.

Voting no: none.

8. Other Matters

There were no other matters discussed.

9. Adjournment

On a motion by Mr. McCready, seconded by Mr. O'Dell and carried, the Board adjourned its special meeting. The next regularly scheduled meeting of the Board is to be held on Monday, April 23, 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. McCready, Mr. O'Dell, Mr. Sheffey, Mr. Bopp, Mr. Pratt.

Voting no: none.

Joseph L. Sheffey, Chairman

Peter M. Huber, County Administrator