

BOARD OF SUPERVISORS MEETING MINUTES OF MAY 30, 2012

At a special meeting of the Pulaski County Board of Supervisors held on Wednesday, May 30, 2012 at 5:30 p.m. beginning in the Main 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; and Tim Barnes, Information Technology Director.

1. Welcome and Introduction

Mr. Sheffey called the meeting to order and welcomed Board members and county staff to the meeting. Mr. Sheffey advised the purpose of the meeting was to tour the old School Board buildings, to conduct a Closed Session and to address budget concerns and other matters.

2. Tour of Old School Board Offices

Board members and staff conducted a tour of the former School Board building located at 44 Third Street (old house and brick portion of house) in the Town of Pulaski.

3. Closed Session – 2.2-3711(A)1.5

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.1.5 of the 1950 Code of Virginia, as amended, to discuss personnel, and prospective industry matters.

On a motion by Mr. Pratt, seconded by Mr. McCready 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:

➤ County Administrator's Evaluation

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

BOARD OF SUPERVISORS MEETING MINUTES OF MAY 30, 2012

announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community:

➤ Project Stamping

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

Voting no: None.

Following Closed Session, Board members moved the Board meeting to the basement floor conference room of the County Administration Building.

Mr. Sheffey apologized for the delay in beginning the budget work session. Mr. Sheffey welcomed School Board members and staff, as well as the public in attendance to the meeting.

Mr. Sheffey advised a Closed Session would be needed at the May 31, 2012 special Board meeting for discussions of matters that the Board was unable to discuss at the May 30th Board meeting, due to time constraints.

Return to Regular Session

On a motion by Mr. McCready, seconded by Mr. Bopp 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. O'Dell 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.

BOARD OF SUPERVISORS MEETING MINUTES OF MAY 30, 2012

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.

4. Budget Work Session

Staff members including Diane Newby, Finance Director, and Gena Hanks, Clerk to the Board of Supervisors, joined the meeting for the budget work session.

Mr. Huber distributed and described a revised summary of school budget changes, which included reductions in school staff. Mr. Sheffey confirmed the reduction in school staff was a recommendation by the School Board.

Board members discussed the process for the carryover of funds by the School Board to the next year and use of the carryover funds.

Mr. McCready described the approximately \$1.3 million additional monies recommended for appropriation by the Board of Supervisors to the School Board for FY 2013. Board members also discussed the \$686,310 school operating deficit was due in part to the changes to the VRS and the approximate \$689,000 funding cuts by the State of Virginia. Mr. McCready encouraged citizens to contact the state legislators to express concern over the funding cuts by the state to secondary education.

On a motion by Mr. McCready, seconded by Mr. Pratt and carried, the Board approved not using reserve funds for the \$130,000 allocated to the schools on a one-time basis.

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

Voting no: None.

BOARD OF SUPERVISORS MEETING MINUTES OF MAY 30, 2012

Mr. McCready recommended the Board take action later in the meeting to reallocate the \$130,000 from the operations budget, noting monies should not be pulled from reserves for payroll purposes.

Mr. McCready and Mr. Sheffey commended the School Board for their efforts during the budget process acknowledging the difficulty by the School Board in adjusting to cuts by the state to the schools. Mr. Sheffey noted the Board of Supervisors has historically made every effort to meet the schools funding needs. Mr. Sheffey further commended the School Board for reviewing areas for potential reductions.

The Board took a five minute recess to allow those citizens who desired to leave the meeting to do so.

5. Additional Budget Questions, Directors for Staff or Request for Additional Information

- Senior Center Request for Funding Assistance

Mr. Huber submitted a request from the Pulaski Senior Center for funding assistance with special events and other items. Mr. Huber recommended the Board not fund the special events totaling \$14,537.50.

Mr. Sheffey recalled the Board of Supervisors having provided funding assistance to the Town of Pulaski towards the purchase of a new scoreboard at Calfee Park. Board members discussed the commissions received at Calfee Park from the sale of food and beer, as well as the ticket sales.

Mr. Huber advised that while he recommended providing funding to the Senior Center, he was unable to recommend where the funds should be allocated from.

Mr. O'Dell suggested the YMCA could possibly be more cost effective for use by senior citizens. Board members discussed the membership costs at the YMCA vs. the costs associated with the Senior Center.

Mr. Sheffey indicated his support for providing some funding to the Senior Center.

Mr. Hiss expressed concern over the potential "locking in" of funding by the Board of Supervisors if funds are provided to the Senior Center for FY 13.

BOARD OF SUPERVISORS MEETING MINUTES OF MAY 30, 2012

Mr. McCready and Mr. Pratt both expressed support for providing some funding to the Senior Center, but noted concerns over whether to take funds from operations, contingency or reserves. Board members considered various funding amounts for the Senior Center.

On a motion by Mr. Pratt, seconded by Mr. O'Dell and carried, the Board approved allocating \$21,000 to the Senior Center for FY 12, noting the funding of the \$21,000 does not lock the Board of Supervisors into providing funding in the future.

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

Voting no: None.

- Budget Advertisement

Mr. Huber described the process for advertising of the yearly budget, including requirements to advertising of the budget at least seven days prior to the public hearing. Mr. Huber also reminded the Board of a request from Mike Williams of the Patriot to advertising the budget in the Patriot at a cost of \$200.

On a motion by Mr. McCready, seconded by Mr. Bopp and carried, the Board approved advertising of the draft budget in the Southwest Times and the Patriot newspapers, with a final draft budget to be submitted to the Board at its May 31, 2012 meeting for final review and approval.

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

Voting no: None.

Mr. Sheffey reminded the Board of the June 18, 2012 public hearing regarding the budget, noting the public hearing would be the only item on the June 18th agenda.

6. Other Matters

- Hiring of Grant Writers

Mr. Huber explained recent successes with grants obtained through the efforts of the county's former grant writer Pam Frazier. Mr. Huber requested the Board consider employing Claire Collins and Katherine Van

BOARD OF SUPERVISORS MEETING MINUTES OF MAY 30, 2012

Noy as part-time grant writers. Mr. Hiss advised the contracts with both individuals were performance based and would extend for four months.

Mr. McCready and Mr. Pratt noted the difficulty in preparing grants, as well as the time consuming efforts, further indicating the contracting of grant writing services would provide much needed assistance to the county's staff and that the County would be better served with six-month contracts.

On a motion by Mr. Bopp, seconded by Mr. McCready and carried, the Board approved entering into contracts with Claire Collins and Katherine Van Noy as grant writers for the county with the terms of said contracts to be for six months with options for renewal.

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

Voting no: None.

7. Adjournment

On a motion by Mr. Bopp, seconded by Mr. O'Dell and carried, the Board adjourned its budget work session to reconvene on Thursday, May 31, 2012 at 6:30 p.m. in the main floor conference room of the County Administration Building. The next regular meeting of the Board of Supervisors will be held on Monday, June 25, 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 in the Town of Pulaski.

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