

## BOARD OF SUPERVISORS MEETING MINUTES OF OCTOBER 22, 2012

At a regular meeting of the Pulaski County Board of Supervisors held on Monday, October 22, 2012 beginning with a Closed Session at 6:00 p.m. in the Board Room of the County Administration Building, 143 Third Street in the Town of Pulaski, the following members were present: Joseph L. Sheffey, Chairman; Charles Bopp, Vice-Chairman; Andy McCready; Ranny O'Dell; and Dean Pratt. Staff members present included: Peter Huber, County Administrator; Robert Hiss, Assistant County Administrator; Shawn Utt, Community Development Director; and Thomas J. McCarthy, County Attorney. Gena Hanks, Clerk to the Board; and Diane Newby, Finance Director, joined the regular session at 7:00 p.m.

### 1. Closed Session – 2.2-3711.A.1.3.5.7

Chairman Sheffey called the meeting to order and advised a Closed Session would need to be held as follows:

A closed session is requested pursuant to Section 2.2-3711.A.1 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:

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:

- Old Riverlawn Elementary
- Dublin Fire Truck Purchase
- Property Trades

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

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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:

- Fairview Home
- Comcast Cable Franchise Amendment

Return to Regular Session

On a motion by Mr. Pratt, 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. Bopp, 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.

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.

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### 2. Welcome, Pledge and Invocation

#### a. Welcome

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

#### b. Pledge of Allegiance

Chairman Sheffey introduced representatives from Bear Den of Pack 143 - Pulaski and called on the troop to lead the Pledge of Allegiance.

#### c. Invocation

The invocation was provided by Reverend Aaron Smith of the First Baptist Church.

### 3. Recognitions

#### a. Presentation of Resolution to Andrew Fox Family

On a motion by Mr. Pratt, seconded by Mr. McCreedy and carried, the Board adopted the following resolution in memory of Trooper Andrew Fox:

#### **MEMORIAL RESOLUTION Trooper Andrew Fox**

**WHEREAS**, Andrew Fox died while in the line of duty on October 5, 2012 at age 27 and is survived by his wife, Virginia Martin; and

**WHEREAS**, Andrew Fox graduated from Tazewell High School and then Virginia Tech with a bachelor's degree in Agricultural Science, and

**WHEREAS**, Andrew Fox worked with the Town of Tazewell Police Department and then joined the Virginia State Police in 2007 where he was assigned to Fairfax County Area 48 office in Springfield; and

**WHEREAS**, Andrew Fox escorted President Bush and Obama amongst other dignitaries in Northern Virginia, was a member of the State Police Honor Guard, instructor at the State Police Training Academy, was recently named to the Tactical Team, and received several commendations for exemplary service; and

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**WHEREAS**, Andrew Fox was transferred to the Dublin Area 24 State Police Office in May, 2012 and was a member of the Draper Volunteer Fire Department; and

**WHEREAS**, Andrew Fox was an affable, kind, compassionate, tolerant, and even-tempered man of integrity, with a strong work ethic, humility, generosity, and loyalty to family and friends; and

**WHEREAS**, Andrew Fox was a truly dedicated law enforcement officer as witnessed by his countless hours of service and protection to the citizens of Pulaski County and the State of Virginia.

**NOW, THEREFORE BE IT RESOLVED**, that the Pulaski County Board of Supervisors does hereby commend and express its sincere appreciation for the service of Andrew Fox to the county and its citizens; and

**BE IT FURTHER RESOLVED**, that the text of this resolution be spread upon the minutes of the Board of Supervisors this the 22<sup>nd</sup> day of October, 2012, in permanent testimony of its appreciation to the service of Andrew Fox.

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

Voting no: None.

Chairman Sheffey requested staff invite Trooper Fox's family to attend the November 26, 2012 Board meeting to allow for formal presentation of the resolution to Trooper Fox's family.

Mr. McCready expressed his appreciation to the service provided by Trooper Fox and noted Trooper Fox would be greatly missed by all who worked with him.

b. Commendation of Schools for Full Accreditation

On a motion by Mr. Bopp, seconded by Mr. O'Dell and carried, the Board adopted the following resolution commending the schools for obtaining full accreditation:

**Southern Association of Colleges  
and State Accreditation Resolution**

**WHEREAS**, the Pulaski County Public Schools recently earned continuing accreditation from the Southern Association of Colleges and Schools Council on Accreditation and School Improvement (SACS CASI), an accreditation division of AdvancED. Pulaski County Public Schools has

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had district accreditation since 2007; and

**WHEREAS**, SACS CASI provides nationally-recognized accreditation, the purpose of which is continuous school improvement focused on increasing student performance. To earn accreditation, schools must meet SACS CASI's high standards, be evaluated by a team of professionals from outside the school, and implement a continuous process of school improvement. Accreditation is granted on a five-year term.

"Accreditation demonstrates to our students, parents, and community that we are focused on raising student achievement, providing a safe and enriching learning environment, and maintaining an efficient and effective operation staffed by highly qualified educators".

**WHEREAS**, SACS CASI accreditation is recognized across state lines, which not only eases the transfer process as students move from accredited school to accredited school but also assures parents that the school is meeting nationally accepted standards for quality and successful professional practice.

**WHEREAS**, the Virginia Department of Education recently announced that all Pulaski County Public Schools, including the school district, has been fully accredited by the Virginia Department of Education and meets current state standards for achievement in English, mathematics, history and science based on 2011 to 2012 assessment results.

**NOW, THEREFORE BE IT RESOLVED**, that the Pulaski County Board of Supervisors does hereby commend the Pulaski County Schools for receiving full accreditation by the Virginia Department of Education; and

**BE IT FURTHER RESOLVED**, that the text of this resolution be spread upon the minutes of the Board of Supervisors this the 22nd day of October, 2012, in permanent testimony of its recognition of the Pulaski County School System.

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

Voting no: None.

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### c. Featured Employees

Board members recognized Justine Burcham of the Pulaski County Library as the featured employee to serve during the month of November. Board members presented a Fatz gift card to Ms. Burcham, along with a plaque provided by the Chamber and New River Engraving.

### 4. Additions to Agenda

Mr. Huber advised of the following additions to the agenda:

- a. Highway Matters – Burleigh Horton Road
- b. Town of Dublin Request for Assistance related to purchase of fire department vehicle

### 5. Public Hearings

Mr. Sheffey explained the purpose of the public hearings.

#### a. Budget Carryover

Mr. Sheffey described the purpose of the hearing was to consider carryover amounts, which is required for any amount greater than 1% of the overall county budget.

Ms. Newby described the overall carryovers.

Mr. Sheffey opened the public hearing.

Mr. E. W. Harless requested an explanation related to the carryovers advertised for public hearing.

Mr. Huber advised the carryovers are for items budgeted in the calendar year ending June 30, 2012; however, the funds were not spent and therefore needed to be carried over to the current fiscal year.

Mr. McCready provided an example of a carryover item, specifically related to the Newbern Fire Department fire truck funds appropriated in November 2011; however, the delivery time was scheduled after July 1, 2012, resulting in the need to carry over the funds for payment of the fire truck.

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Mr. Harless inquired if the carryover funds being considered by the Board included any funds for the School Board. Mr. Huber advised the carryover funds being considered at this meeting did not include funds for the school system; however, a public hearing to consider a request for carryover funds by the School Board is anticipated to be held at the Board of Supervisors' November meeting.

There being no further comment, the hearing was closed.

On a motion by Mr. McCready, seconded by Mr. Bopp and carried, the Board approved the following carryover of funds:

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<b>GENERAL FUND:</b>		<b>REMSI FUND:</b>	
<b>REVENUES:</b>		<b>REVENUES:</b>	
Revenue Recoveries:	\$ 70,818	Transfers:	
		Transfer from CIP Fund	\$ 85,000
Revenues from the Commonwealth:	\$ 22,595	TOTAL REVENUES	\$ 85,000
Revenues from the Federal Government	\$ 798,052	<b>EXPENDITURES:</b>	
		REMSI Equipment & Stations	\$ 85,000
Transfers:		TOTAL EXPENDITURES	\$ 85,000
Transfer from IDA	\$ 1,572,468		
Transfer from Reserves	3,988,627		
Total Transfers	\$ 5,561,095	<b>IDA FUND:</b>	
		<b>REVENUES:</b>	
TOTAL REVENUES	\$ 6,452,560	Transfer from General Fund	\$ 1,624,879
		Other Financing Sources	2,022,468
		TOTAL REVENUES	\$ 3,647,347
<b>EXPENDITURES:</b>			
Board of Supervisors	\$ 422	<b>EXPENDITURES:</b>	
County Administrator	94	Phoenix Packaging Expansion	\$ 450,000
Treasurer	2,353	Microenterprise Grant	16,151
Electoral Board	7,946	Brownfields Grant	15,000
J&D Court	175	Transfer to General Fund	1,572,468
Clerk of Circuit Court	12,331	Maple Shade Plaza	1,593,728
Commonwealth Attorney	5,451	TOTAL EXPENDITURES	\$ 3,647,347
Sheriff	4,294		
E-911	15,000		
Court Services	1,777	<b>CAPITAL IMPROVEMENTS FUND</b>	
Community Corrections	48,938	<b>REVENUES:</b>	
Building Inspections	51	Revenue from the Commonwealth:	\$ 527,715
Animal Control	1,021		
Landfill	2,090	Revenue from Federal Government:	\$ 836,910
Emergency Management	3,615		
Citizens Alert System Grant	8,125	Transfers:	
Regional Radio Communications Grant	14,625	Transfer from General Fund	\$ 3,557,911
Regional Information Grant	163,611	TOTAL REVENUES	\$ 4,922,536
Generator Connections Grant	203,181		
Clean Community Council	1,474		
Property Cleanup	4,293	<b>EXPENDITURES:</b>	
General Properties	520	<b>ONGOING PROJECTS:</b>	
Cleaning Services	1,422	County Administrator	\$ 114,295
Engineering	739	Commissioner of Revenue	69,000
Office on Youth	351	Treasurer	15,000

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Beans & Rice Programs	19,648	Data Processing	5,527
Recreation	1,446	Communications	638,887
Randolph Park	4,069	Central Garage	725
Claytor Lake Celebration	868	Sheriff	776,330
NRV Airshow	30,000	Hiwassee Volunteer Fire Dept	50,000
Zoning	15	Newbern Volunteer Fire Dept.	386,896
Library	4,977	Twin Community Volunteer Fire Dept.	44,885
Virginia Tourism Grants	7,610	REMSI	85,000
Baskerville Housing Project	371,822	Roundhouse Road Improvements	611,402
Draper ARC Grant	70,818	General Properties	778,882
Cooperative Extension Service	1,500	County Administration Building	729,384
Tornado Housing Counseling	14,096	Recreation	473,247
Miscellaneous	834	Randolph Park	18,773
Contingency Funds	(119,508)	NRV Fairgrounds	6,802
Transfer to Capital Improvements Fund	3,557,911	Historical Landmarks	15,000
Transfer to County & School Debt Fund	276,508	Library	90,001
Transfer to IDA	1,624,879	Zoning & Planning	12,500
Transfer to Internal Service Fund	81,168	TOTAL EXPENDITURES	\$ 4,922,536
TOTAL EXPENDITURES	\$ 6,452,560		
		<b>INTERNAL SERVICE FUND:</b>	
<b><u>TORNADO RELIEF FUND:</u></b>		<b><u>REVENUES:</u></b>	
<b><u>REVENUES:</u></b>		Transfers:	
Donations	\$ 620	Transfer from General Fund	\$ 81,168
Transfer from Reserves	195,701	TOTAL REVENUES	\$ 81,168
CDBG Grant	700,000		
TOTAL REVENUES	\$ 896,321	<b><u>EXPENDITURES:</u></b>	
		Information Technology	\$ 2,604
<b><u>EXPENDITURES:</u></b>		County Garage	78,564
Building Materials & Supplies	243,426	TOTAL EXPENDITURES	\$ 81,168
CDBG Tornado UNOS Grant	652,895		
TOTAL EXPENDITURES	\$ 896,321	<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 16,361,440</b>
<b>COUNTY &amp; SCHOOL DEBT FUNDS:</b>			
<b><u>REVENUES:</u></b>			
Transfer from General Fund	276,508		
TOTAL REVENUES	\$ 276,508		
<b><u>EXPENDITURES:</u></b>			
Debt Service Payments	276,508		
TOTAL EXPENDITURES	\$ 276,508		

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

Voting no: none.

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- b. Petition by Earl Stuart & Doris Ann Halsey Covey Sr. for a Special Use Permit (SUP) on property located at 4987 Covey Campground Road, (Private Rd.) off Dunkard Rd. (Rt. 661), to allow expansion of an existing campground to accommodate 20 additional campsites, (067-001-0000-0021), (Ingles District)

Mr. Sheffey advised the applicant had withdrawn the request and no action would be taken by the Board; however, the floor was opened for citizen comments. There were no citizen comments.

6. Presentations and Citizen Comments

Mr. Sheffey described the changes previously made to the overall Board procedures as it relates to presentations and citizen comments, noting the first "Citizen Comments" section is for citizens wishing to make a presentation related only to items on the agenda, or who have contacted the county staff in advance to make a presentation regarding agenda items and that the final citizen comments section is open to other topics.

a. Presentations

There were no scheduled presentations.

b. Citizen Comments

Mr. Bobby McPeak of 6842 Viscoe Road expressed concern over the lack of site distance to pull out safely at the intersection of Viscoe Road and Brooklyn. Mr. McPeak advised the current speed limit is 40 mph. Mr. McPeak described concerns more specifically related to brush and tree limbs hanging over onto road and requested VDOT or the county cut the brush. Mr. McPeak also requested an informal speed study on Viscoe Road.

Mr. Clarke advised it was not likely the speed would be reduced on Viscoe Road. Mr. Clarke also advised that VDOT staff could review the concerns related to the brush and provide an update at a future meeting.

Mr. McCready suggested if VDOT was unable to cut the brush, that use of inmates was a possibility.

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7. Highway Matters:

a. Follow-up from Previous Board meeting

1. Review of Highway Matters Section of Key Activity Timetable (KAT)

Mr. Clarke advised work was ongoing for items on the KAT. Mr. Clarke reported no additional updates on previous speed study requests.

2. Update by VDOT on Request for Prohibiting Tractor Trailer Crossing on Back Creek Bridge

Mr. Clarke reported VDOT continued to review the request for "not recommended" signage, as well as for regulations allowing for prohibiting trucks. Mr. Sheffey inquired if there were other roads in the county prohibiting trucks. Mr. Clarke advised prohibiting through truck traffic had been done in other areas of the county.

Mr. Clarke advised VDOT staff would review the matter and provide an update at a future meeting.

b. Request for Prohibiting Tractor Trailers on New River Road

Mr. Sheffey advised that Linda Schwarz of 6444 New River Road is requesting the prohibiting of tractor trailers on New River Road. Mr. Clarke advised VDOT staff could review the road for "not recommended" signage and provide an update at a future meeting.

c. Request for Speed Limit Change or Brush Cutting

This matter was previously discussed under "Citizen Comments".

d. Request for Rumble Strips – Wilderness Road

As reported in the Board packet, Julia Kriss of 5323 Newbern Road is requesting rumble strips on Wilderness Road, noting the current speed limit is 25 mph.

Mr. McCready recalled the Sheriff's deputies responding to recent complaints of speeding on the road, resulting in monitoring by deputies, with no violations by trucks. Mr. Clarke advised the speed limit could not be lowered less than 25 mph and also indicated rumble strips were not feasible for this road. No action was taken on this request.

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e. Request for Postings on Falling Branch Road

Mr. Sheffey advised that Mr. Charlie Newberry of 1242 Falling Branch Road expressed concern over the safety of his family due to excessive speeding along the road, noting Mr. Newberry is requesting "Watch for Children" signage.

Mr. Clarke advised of recent legislation passed allowing for localities to install "Watch for Children" signage.

Mr. Clarke offered to provide an update at a future meeting on recently passed legislation, prior to the Board's consideration of signage.

f. Citizen Comments

There were no citizen comments on highway matters.

g. Board of Supervisors Comments

Mr. McCready advised he had contacted Anthony Barnes with VDOT regarding several projects and had no additional comments or concerns related to highway matters.

Mr. O'Dell thanked VDOT for fixing the potholes on Possum Hollow Road.

Mr. O'Dell advised of a large area of potholes on Rt. 99, where the town limits end and county begins. Mr. Clarke offered to have VDOT staff review the area.

Mr. Bopp advised he had contacted Anthony Barnes with VDOT regarding several projects and had no additional comments or concerns related to highway matters.

Mr. Bopp expressed appreciation for the flexibility in being able to contact Mr. Barnes directly regarding highway matters, without having to wait until the regular Board meeting.

Mr. Sheffey advised of receiving a call from W. C. Hopkins regarding a significant "bump" on the new Parrott Bridge when traveling from Belspring into Parrott. Mr. Clarke offered to have VDOT staff review the matter and provide an update at a future meeting.

Mr. Sheffey expressed concern that while traveling through Floyd County he noticed a "Watch for Children" road sign with a mirror attached; however, VDOT did not allow the installation of a mirror on

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signs in Pulaski County. Mr. Clarke offered to have VDOT staff review the matter and provide an update at a future meeting.

Mr. Huber advised of receipt of a request from Mr. Darrell Barton for improvements to Burleigh Horton Road, specifically for chip and seal treatment. Mr. Huber advised he had described the six-year plan to Mr. Barton and Mr. Barton indicated he would be satisfied with chip and seal.

Mr. Huber described a program being used in Wythe County whereby Revenue Sharing funds are used to improve secondary roads and the half of the funds not paid for with Revenue Sharing funds would be paid for by the residents along the road through a special surcharge through tax assessment. Mr. Huber suggested this might be a way of focusing money where residents are willing to contribute towards costs for road improvements. Mr. Pratt expressed concern for the farmer in the county who owns a large parcel of land that fronts a road and thereby having to pay large amount of costs associated with road improvements.

Mr. McCready inquired as to the costs associated with the use of chip and seal treatment. Mr. Clarke advised it was difficult to know the exact costs, as factors such as drainage placement would need to be considered.

Mr. O'Dell inquired as to the standards for chip and seal. Mr. Clarke advised standards are dependent upon the amount of traffic on the road.

Mr. Clarke offered to have VDOT review Mr. Barton's request and provide an update at a future meeting.

Mr. Sheffey advised of a recent invitation by Montgomery County Chairman Jim Politis to view new material being used by VDOT which was less costly.

Mr. Sheffey commended E. W. Harless for his work with Norfolk Southern in following up on a request by the Board of Supervisors to review several railroad crossings where improvements had been left unfinished. Mr. Sheffey advised that as a result of Mr. Harless's efforts, the railroad crossing improvements/repairs had been completed.

Mr. Clarke advised of a meeting to be held by VDOT on November 7<sup>th</sup> to consider primary interstate road improvements, with said meeting to be held at 7:00 p.m. at the Montgomery County Government offices.

Mr. Huber described the map on the wall in the Board Room which indicated changes to the interstate over New River bridge.

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8. Treasurer's Report

Treasurer Melinda Worrell provided the monthly report to the Board.

Ms. Worrell also reported on the meals tax losses in Pulaski County for the following restaurants having recently closed: Kentucky Fried Chicken – \$21,800; and Burger King - \$24,200. In addition, Ms. Worrell provided the following report on meals taxes for the following operating restaurants: Cookout - \$58,500 (Dec. - June 2012); McDonalds - \$103,000; Wendy's \$44,000; and Long John Silver's - \$29,100.

Ms. Worrell advised the receipt of personal property tax collections was moving along on the typical schedule.

9. Reports from the County Administrator & Staff:

On a motion by Mr. McCready, seconded by Mr. Bopp and carried, the Board approved the following action related to the listed appointments:

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

a. Appointments:

1. Board of Zoning Appeals

The Board approved recommending to the Circuit Court the appointment of Lynn Reed to fill the vacancy created by the expiration of the term for Charles Ward.

2. Pulaski County Wireless Integrated Network Authority

As reported in the Board packet, the term of Wayne Cressell will expire October 31, 2012 and also that Mr. Cressell did not wish to be reappointed.

Mr. O'Dell offered to contact Kevin Meredith to seek his interest in being appointed to the vacant position.

3. NRV Metropolitan Planning Organization

The Board appointed Andy McCready as "alternate" on the NRV Metropolitan Planning Organization.

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4. New River Resource Authority

The Board reappointed Frank Conner for an additional four-year term when said term expires December 31, 2012.

b. Update on 2712 and 2714 Kirby Rd., Draper (Lieu Rung-Ching & Juo-Chih Tang)

Mr. Huber reported county staff had not received any feedback from the property owners and therefore, staff recommended the Board declare the property as an unsafe structure. Mr. Pratt indicated the county had been more than fair to the property owners by allowing ample time to address the unsafe structure issues.

On a motion by Mr. Pratt, seconded by Mr. Bopp and carried, the Board approved applying the Unsafe Structure Ordinance to the property located at 2712 and 2714 Kirby Rd., Draper, Virginia owned by Lieu Rung-Ching & Juo-Chih Tang.

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

Voting no: None.

Staff was directed to notify the property owner of Board action and proceed immediately with applying the county's ordinance.

c. Historic Newbern Update

Mr. Utt provided an update, along with pictures, of the improvements to the Wilderness Road Museum, as well provided the status of the improvements needed to the old Newbern Jail.

Mr. Utt proposed utilizing the county's architectural term contracts to do an architectural study on costs related to improving the Newbern Jail.

Mr. Sheffey shared positive comments received by citizens at the recent Newbern Fall Festival related to the overall improvements of the Wilderness Road Museum and questioned if the trolley had been used before this year. Mr. McCready advised the trolley had been used in the past at the Festival. Mr. McCready also described the overall improvements to the traffic pattern used during the Festival.

Mr. Pratt inquired if any other organization had assisted with funding of the Newbern Jail project. Mr. Utt advised the Historic Society had assisted with some funding.

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By a general consensus, the Board approved seeking an estimate from one of the county's contracted architectural firms on what a feasibility study would cost and provide an update at a future Board meeting.

### d. Four-Year Goals

Mr. Huber described the recent restructuring of the Key Activity Timetable, resulting in the new "Four-Year Goals" spreadsheet. Mr. Huber reminded the Board of the Goal Setting Session to be held on Monday, October 29<sup>th</sup> at 6:00 p.m. in the basement Conference Room of the County Administration Building.

### e. Update on McGlothlin Property – 5247 Highland Road

Mr. Huber reported the removal of the mobile home and adjacent structure by Mr. McGlothlin, noting the removal was done without proper permitting. Mr. Huber reported plans by county staff to send a ten-day notice to the property owner as to the hazardous conditions of the property and request removal of the debris. Mr. Sheffey advised of having received complaints from neighboring property owners as to debris that had been blown onto property adjacent to the McGlothlin property.

### f. Sheriff's Office Relocation

Mr. Huber explained the initial decision to hold off on providing the Board with the cost of relocation in order to provide figures that would also include the dispatch operations; however, at this point a decision needed to be made to move forward on the building due to the dispatch equipment move and costs associated with that move.

Mr. Huber advised the cost for upgrading the existing building to be approximately \$900,000.

Mr. McCready proposed retaining an architectural firm from one of the county's contracted firms to provide details, plans and a cost estimate for the building. Mr. Sheffey inquired as to the timeframe for the design. Mr. Huber indicated an approximate two months would be needed to allow for design (interior walls, electrical plan, etc.). Mr. Hiss confirmed the architect for the project would be Thompson and Litton.

On a motion by Mr. McCready, seconded by Mr. Bopp and carried, the Board approved proceeding with seeking plans and cost estimate on the former Verizon building.

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

Voting no: None.

10. Items of Consent

Mr. McCready requested pulling of item "m" under Items of Consent. Notes related to those discussions are detailed under the heading.

On a motion by Mr. Pratt, seconded by Mr. McCready and carried, the Board approved the items of consent as follows.

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

Voting no: None.

a. Approval of Minutes of September 17 & 22, 2012

The Board approved the minutes of the September 17 & 22, 2012 Board of Supervisors' meetings.

b. Accounts Payable

The Board approved accounts payable for checks numbered 2029244 through 2029857, subject to audit.

c. Interoffice Transfers & Appropriations

The Board approved the interoffice transfers totaling \$32,594.70 and budget adjustments as follows:

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GENERAL FUND #4		
Account Number	Account Title	Amount Increase (Decrease)
<b>REVENUES:</b>		
100-033010-2036	2012 State Homeland Security Program Citizens Corp Grant	\$ 25,000.00
100-016150-0500	Library Donations	50.00
100-016010-0200	Sheriff's Fees	60.00
100-041010-0100	Insurance Recoveries	362.00
100-041999-0000	Transfer from Reserves	15,220.21
	<b>TOTAL</b>	\$ 40,692.21
<b>EXPENDITURES:</b>		
100-035530-8201	2012 State Homeland Security Program Citizens Corp Grant	\$ 25,000.00
100-073100-6012	Library Books & Subscriptions	50.00
100-031200-6012	Sheriff Office Supplies	60.00
100-071350-3170	County Parks Professional Services	1,100.00
100-092110-5850	Miscellaneous Expenditures	362.00
100-091400-9301	Transfer from Contingency Funds	(25,156.08)
100-093000-9206	Transfer to Capital Improvements Fund	39,276.29
	<b>TOTAL</b>	\$ 40,692.21
CAPITAL IMPROVEMENTS FUND #1		
Account Number	Account Title	Amount Increase (Decrease)
<b>REVENUES:</b>		
302-041050-1000	Transfer from General Fund	\$ 39,276.29
	<b>TOTAL</b>	\$ 39,276.29
<b>EXPENDITURES:</b>		
302-012570-8251	Tower Maintenance	\$ 39,276.29
	<b>TOTAL</b>	\$ 39,276.29

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d. Ratification and/or Approval of Contracts, Change Orders & Agreements, Etc.

1. Virginia Sexual and Domestic Violence Victim Fund Grant Application

The Board ratified a grant application for \$40,000 in both 2013 and 2014 which will be used to defray costs of a part-time attorney in the Commonwealth Attorney's office to prosecute cases.

2. Supplemental Local Emergency Management Performance Grant

The Board accepted an award of the 2012 grant from VDEM for the amount of \$46,127 which would be used to purchase equipment necessary to outfit an Emergency Operations Center. Staff was authorized to send the final grant acceptance to VDEM.

3. License Agreement between County and Department of State Police

The Board approved the license agreement which will allow for the widening of the Bagging Plant Road pavement.

e. Personnel Changes

The Board reviewed recent personnel changes.

f. Endorsement of Western Virginia EMS Council as the Regional EMS Council

The Board approved sending a letter endorsing the WVEMS as the regional EMS council serving Pulaski County and recommending WVEMS be designated by the Board of Health as the EMS Council serving the localities of the 4<sup>th</sup>, 5<sup>th</sup> and 12<sup>th</sup> Planning Districts.

g. Back-up Dispatch Radio

The Board approved appropriating \$39,276.69 from contingency for the Peak's Knob standby radio system.

h. Memorial Resolution – Andrew Fox

Action on this matter was taken earlier in the meeting.

i. Commendation for Schools for Full Accreditation

Action on this matter was taken earlier in the meeting.

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### j. Courthouse Entry Changes

The Board approved costs associated with installing a handicapped ramp in front of the Brick Courthouse in order to allow for closing public access to the rear entrance to the building and installation of a punch lock on the rear door to allow staff from both the brick and stone courthouses to continue to use the rear entrance.

### k. Record Management System

The Board approved an appropriation of \$64,200 to purchase new software to replace the existing software in the Sheriff's Department which is used in recording dispatch and crime data. Mr. Huber advised the existing software is no longer in compliance with state reporting standards, and also noted the software is one of several components of the dispatch system needing to be upgraded, with other components to include the dispatch hardware (computers, desks and displays), the radio system and the incoming phone lines.

### l. Joining NRV Metropolitan Planning Organization

As reported by staff in the Board packet, Pulaski County automatically became a member of the NRV Metropolitan Planning Organization with the expansion by federal designation. Staff reported it would be helpful for there to be a recorded vote as to the County's involvement since membership may either be active or passive. The Board provided a vote on this matter, as a part of the overall approval of the Items of Consent.

### m. Dump Trailer Purchase

As reported in the Board packet, the Town of Pulaski is suggesting that the County purchase at least one dump-bed trailer to be combined with the track hoe owned by the town in order to put together in-house capability for tearing down dilapidated structures and addressing other public works needs.

Mr. McCready indicated this purchase would be another tool allowing for the county and town to work together on special projects. Mr. McCready commended Ronnie Nichols for his expertise in the trading of equipment between the Town of Pulaski and other agencies.

Mr. McCready recommended approving the purchase of a dump-bed trailer, noting as the projects by the county continues to increase, especially on projects that are considered problematic and where work is

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done in-house, consideration should be given to the county's purchase of a large dump-bed trailer.

On a motion by Mr. McCready, seconded by Mr. O'Dell and carried, the Board approved the purchase of a dump-bed trailer to be combined with the track-hoe owned by the town in order to put together in-house capability for tearing down dilapidated structures and addressing other public works needs.

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

Voting no: None.

### 11. Citizen Comments

Mr. Huber advised E. W. Harless had initially reserved time on the agenda; however, Mr. Harless had asked to be moved to the November Board agenda.

### 12. Other Matters from Supervisors

Mr. McCready described efforts by the town and county to address the hydrogen sulfide odor in the area of Mr. McCready's business and expressed concern over the loss of a potential business/occupant in the Corporate Center due to the odor.

Mr. Sheffey shared a "Thank you" card from Trooper Fox's family for the flowers sent on behalf of the Board of Supervisors.

Mr. Sheffey shared the following meetings where there is the potential for three or more Board members to be present:

- Sheriff's Dept. Shooting Range Demonstration, Cloyd's Mountain target range, October 23<sup>rd</sup>, 1:00 p.m.;
- Annual Planning District Commission dinner, River Course, Thursday, October 25<sup>th</sup>, 5:00 p.m.; and
- Board Goal Setting Session, CAB, October 29<sup>th</sup>, 6:00 p.m.)

Mr. Hiss advised there also was the potential for there to be three or more members of the Board at the Commission on Children and Families presentation to be held on Friday, October 26<sup>th</sup> at the NRV Business Center at 8:30 a.m.

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13. Adjournment

On a motion by Mr. O'Dell, seconded by Mr. Bopp and carried, the Board of Supervisors adjourned its regular meeting. The next special meeting of the Board of Supervisors will be a goal setting work session to be held on Monday, October 29, 2012 beginning at 6:00 p.m. in the basement floor conference room of the County Administration Building. The next regular Board of Supervisors meeting is scheduled for Monday, November 26, 2012 beginning with a Closed Session at 6:00 p.m. and the regular meeting at 7:00 p.m. with said meeting being held in the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, Virginia.

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

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Joseph L. Sheffey, Chairman

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Peter M. Huber, County Administrator